

Mayor
Jeff Holt

Mayor Pro-Tem
Greg Baker

Board of Commissioners
Jimmy Garner
Phil Pittman
Bill Radford



Town Clerk
Connie N. Capps

Police Chief
Ashley Woodard

Public Works Supt.
Ray Stuckey

Rec. Coordinator
Scottie Hayes

**TOWN OF PINE LEVEL
MINUTES OF REGULAR
BOARD OF COMMISSIONERS MEETING
APRIL 11, 2022**

CALL TO ORDER

Mayor Jeff Holt called the regular meeting of the Pine Level Board of Commissioners to order at 7:00 p.m. on Monday, April 11, 2022 at the Pine Level Town Hall.

ROLL CALL

✓ Mayor Jeff Holt
✓ Commissioner Greg Baker
✓ Commissioner Jimmy Garner
✓ Commissioner Phil Pittman
✓ Commissioner Bill Radford

STAFF PRESENT: Attorney Chip Hewett, Consultant Dan Simmons, Police Chief Ashley Woodard, Public Works Supt. Ray Stuckey, Zoning Adm./Recreation Director Scottie Hayes, Public Works Employees Carsse Lucas, Nick Wall, Ken Wall, Finance Consultant Marla Ashworth, Deputy Clerk Billie Kay Twigg, and Town Clerk Connie Capps.

OTHERS PRESENT: Planning Board Chairman Randy Jones, Terry Rains, Van Jones, and Cliff Holloman

INVOCATION: Mayor Jeff Holt

PLEDGE: Terry Rains

APPROVAL OF AGENDA

Mayor Jeff Holt requested to add under New Business:

Item (a) Feasibility Study for Wastewater Treatment Plant and

Item (b) Adopt Resolution Accepting ARPA Funds.

Attorney Chip Hewett requested to add under Unfinished Business:

(a) Country Store Meadows Subdivision Preliminary Plat, and

(b) table #7 on the agenda- Resolution to abandon Kingston Street Public Right of Way on behalf of Attorney Hosey and Attorney Spence to May 9, 2022.

Motion to approve the agenda as amended: Commissioner Bill Radford

Second: Commissioner Greg Baker

Vote: Unanimous

MINUTES- MARCH 14, 2022

Motion to approve: Commissioner Bill Radford

Second: Commissioner Jimmy Garner

Vote: Unanimous

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"The Town of Pine Level is an equal opportunity provider and employer."

EMPLOYEE SERVICE RECOGNITIONS

Mayor Jeff Holt next recognized the following employees for their years of service to the town:

Carsse Lucas - 5 years of service

Ken Wall - 15 years of service

Nick Wall - 15 years of service

Ashley Woodard - 15 years of service

Mayor Holt thanked the men for their dedicated service to the Town of Pine Level and presented each one with a certificate and check for their service.

PUBLIC COMMENT

Mayor Holt next introduced Katie Smith, from Congressman David Rouser's office. He said Katie is a Field Director for Johnston, Harnett, Sampson, and Bladen Counties. He said we invited her to come to speak with the board concerning the US Postal Service on the following: (1) Can the Town of Pine Level limit the erection of mailboxes on state and county-maintained streets, or city streets Right-of-Way, and if not (2) Can the US Postal Service provide home mail delivery to all properties in Town, residential and commercial, and if not (3) Can the USPS correct delivery issues when mail is addressed to a physical address for example: 123 Pine Street Pine Level, NC? According to the US Postal Service no such address exists in Pine Level, it is considered a Selma address. It was stated that if one were to look up the address for the Pine Level Post Office, they would see it has a Selma address and Selma zip code. Commissioner Pittman stated that the board has concerns if Pine Level was being counted correctly by the Census Bureau. He said these concerns are not new ones. Mayor Holt stated that the town receives money from the state thru Powell Bill and Sales tax based on the town's population. Commissioner Bill Radford stated that Pine Level was rapidly growing with new developments on the way and the town's population could easily double. Mayor Holt said the town will be adding subdivisions which would consist of about 550 new homes and kiosk are now required for all subdivisions. He said if they use the kiosk instead of getting a post office box, the residents will have a Selma address. Ms. Smith said she would send all these questions and concerns to the Post Office liaison in Greensboro, and hopefully can report back and have answers for the board very soon.

COMMITTEE REPORTS- PLANNING BOARD

Mayor Holt asked if there had been a good response on the Comprehensive Land Use Plan survey. Scottie stated yes. Mayor Holt encouraged everyone to go online and fill out the survey or pick up a survey at the town hall. The town will be accepting the surveys until the end of May.

DEPARTMENT REPORTS

Recreation: Recreation Director Scottie Hayes stated that baseball, softball and tee ball had started. He said the department held a pre-season coach pitch tournament.

Scottie said he had submitted a recreation grant and hopefully will have a response back soon. He thanked Finance Consultant Marla Ashworth for helping him with the Recreation Grant.

Mayor Holt said a representative from the Lions Club stated that they would like to replace the old shelter at the park with a new shelter. He said they have a preliminary price with a minimum contribution of \$10,000 towards the project. Mayor Holt also stated that the recreation committee were selling sponsor signs at \$600 each, but the town also has money coming from the state and also some ARPA money that could possibly be used for drainage and other park projects. It was also mentioned that the fee in lieu of monies could also be used for park projects.

Randy Jones mentioned that maybe the town could look into someone from the state to come and design a master plan of the park that could be constructed in phases.

Water/Sewer: Commissioner Phil Pittman addressed the board concerning non-payment fees and meter tampering fees. He distributed a hand-out comparing what other towns charge for these fees. After some discussion, Commissioner Pittman made a motion that the non-payment fee of \$50 be increased to \$75, and the meter tampering fee be increased from \$100 to \$300 for the first offense and \$500 for the second offense. The board also agreed to not cut off water services on Fridays, but to wait until Monday. Commissioner Jimmy Garner seconded the motion. The motion passed by unanimous vote.

Commissioner Pittman also proposed an increase in fees for the use of the dump truck from \$25 to \$75 plus the landfill tipping fees. He said this does not include the removal of building materials. After some discussion, the board agreed to wait and review the dump truck policy before making any decisions.

Consultant Dan Simmons reported that the final inspection on the water and sewer project should be in early May.

Streets

Commissioner Greg Baker stated that as the water and sewer project comes to an end, there will be patching and paving to be done. He also asked Ray Stuckey if the town still maintained the grass around the signs that were along 70-A Highway. Ray said they did.

Police

Police Chief Ashley Woodard reported he was working with Johnston County on a few properties in town and had sent out letters to those residents.

Fire Dept.

There was no one present from the fire department.

Staff

Mayor Holt stated that the town had received two quotes on having some trees trimmed and some removed at the town hall that would include clean up and removal. Commissioner Jimmy Garner made a motion to hire Sharpe Cuts Landscaping and Tree Removal Service from Smithfield at a cost of \$7,500.00. Commissioner Greg Baker seconded the motion. The motion passed by unanimous vote.

UNFINISHED BUSINESS

Mayor Holt informed the board that a preliminary plat had been submitted for Country Store Meadows Subdivision. Mayor Holt asked Zoning Administrator Scottie Hayes if the plan met all the requirements of the subdivision ordinance. Scottie stated the Engineer Carlos Bagley had made all the changes that were required and he and Planner Curtis Lee had reviewed the plat and it meets all requirements of the ordinance. Scottie said that an Erosion Control Plan was also submitted with the subdivision plan and he had Consultant Dan Simmons to review that as well. Dan stated that he didn't see any concerns with the plan but would also have to be reviewed by Johnston County as well as the State. Dan stated they also submitted a Storm Water Management Study that he reviewed also and stated that it does meet the requirements of Johnston County. He said the plan reduces the flow from previous development to post development. He also stated that the Home Owners Association would be responsible for the maintenance of the retention ponds but said that would be addressed in the Final Plat stage. Commissioner Greg Baker made a motion to approve the preliminary plat for Country Store Meadows Subdivision as presented. Commissioner Bill Radford seconded the motion. Motion passed by unanimous vote.

Consultant Dan Simmons stated that as of April 29th he would be retiring from McGill and Associates. Mayor Holt said we have invited Dan to come back and attend our May 9th meeting.

NEW BUSINESS

Mayor Holt next asked the board to consider and approve a proposal for professional services from Draper Aden Associates to do a joint Feasibility Study with the Town of Princeton. He said this firm specializes in environmental studies for alternate means to regionalize water and sewer services. He said this was only to do a study to see if it was feasible. The total cost would be \$10,000.00. He said Pine Level would pay \$5,000.00 and Princeton would pay \$5,000.00. After some discussion Commissioner Phil Pittman made a motion to approve the proposal and Commissioner Greg Baker seconded the motion.

The motion passed on the following votes:

Those voting in favor: Commissioners Pittman, Baker, and Radford

Those voting against: Commissioner Garner

RESOLUTION ACCEPTING ARPA FUNDS

Mayor Holt stated that the board would need to adopt a Resolution from NC Department of Environmental Quality that has offered ARPA Funding in the amount of \$591,975.00 for the Wastewater I/I Remediation & Railroad Fees for Water Distribution System Projects. (A copy of the Resolution is hereby incorporated and made a part of these minutes).

Motion to adopt resolution: Commissioner Jimmy Garner

Second: Commissioner Bill Radford

Vote: Unanimous

RFQ'S FOR ENGINEERING SERVICES

Mayor Holt stated the board would act on the RFQ'S for engineering services next month.

Mayor Holt requested that board that the town should pursue in making application as soon as possible to Congressman Rouser's office to include a second well on the western side of town due to the new developments and growth coming to Pine Level. He said the town could contract with Draper Aden Associates on this request.

Motion to pursue this request: Commissioner Garner

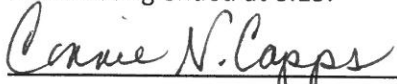
Second: Commissioner Greg Baker

Vote: Unanimous

MEETING ADJOURNED

There being no further business to discuss Commissioner Jimmy Garner made a motion to adjourn the meeting. Commissioner Phil Pittman seconded the motion. The motion passed by unanimous vote.

The meeting ended at 8:15.



Connie N. Capps, Town Clerk



Jeff Holt, Mayor

