

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
FEBRUARY 13, 2023**

CALL TO ORDER

Mayor Jeff Holt called the regular meeting of the Pine Level Board of Commissioners to order on Monday, February 13, 2023 at 7:00 p.m. at the Pine Level Town Hall.

ROLL CALL

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

STAFF PRESENT

Attorney Chip Hewett, Police Chief Ashley Woodard, Finance Consultant Marla Ashworth, Zoning Adm./Recreation Director Scottie Hayes, Administrative Assistant Ashley Willoughby, and Town Clerk Connie Capps

OTHERS PRESENT: Austin Cross, from Johnston County Parks, Greenways and Open Space Program, residents Wendy Nixon, John Williams, and Sam and Debra Heuertz, Fire Department President Greg Johnson, Engineer Ethan Gartin from TRC Engineering, and Johnstonian News Reporter Debbie Herrera

INVOCATION: Commissioner Phil Pittman

PLEDGE: Police Chief Ashley Woodard

AGENDA APPROVAL

Mayor Holt stated he would like to amend the agenda to add before Public Comments:
(1) Austin Cross from Johnston County Recreation and (2) after New Business, a brief Closed Session to discuss Personnel NCGS §143-318.11(a)(6)
Motion to approve as amended: Commissioner Phil Pittman
Second: Commissioner Greg Baker
Vote: Unanimous

APPROVAL OF MINUTES- JANUARY 9, 2023

Motion: Commissioner Baker
Second: Commissioner Pittman
Vote: Unanimous

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

AUSTIN CROSS

Mayor Jeff Holt recognized Mr. Austin Cross with the Johnston County Parks, Greenways, and Open Space Program. Mr. Cross discussed information and offered some suggestions about a master plan for the Sam Godwin Park. Mr. Cross suggested sending out a survey for a master plan of the Sam Godwin Recreation Park in order to get input from residents of what they would like to see at the park in the future. He suggested putting the information on business cards and passing them out at ballgames, placing the information on water bills, and also on the town's website.

PUBLIC COMMENT: None.

PROCLAMATION FOR DECLARING FEBRUARY 2023 AS "ALL IN RED" MONTH IN THE TOWN OF PINE LEVEL

Mayor Holt stated this was the third year that Johnston Health Foundation has declared the month of February, 2023 as "**ALL IN RED**" month in Johnston County to raise awareness for heart disease which is the #1 killer in Johnston County. He informed everyone that 80% of heart disease is preventable with diet and exercise and that every 36 seconds someone dies from heart disease. He said the Town of Pine Level has joined in again this year with other municipalities in holding a fund raiser. He said you can make a donation and place your or a name in memory of someone on a heart to be put up at the town hall. He encouraged everyone to donate at the Pine Level Town Hall, or mail the donation to Johnston Health designating it for "**ALL IN RED.**" Mayor Holt stated it was all about the awareness to stay healthy. He thanked everyone for wearing red tonight at the meeting.

Motion to adopt Proclamation: Commissioner Greg Baker

Second: Commissioner Pittman

Vote: Unanimous

PLANNING BOARD

Rezoning Application

Mayor Holt informed the board that a rezoning application had been submitted by Randy Holloman. He said the board should call for a public hearing to be held at the next meeting which will be on March 13, 2023.

Motion to call for public hearing: Commissioner Phil Pittman

Second: Commissioner Greg Baker

Vote: Unanimous

Adoption of Agreement for Voluntary Remediation

Attorney Chip Hewett gave an update on the Giles Jones property located at 1729 US 70-A Highway. He stated that Mr. Jones has recently sold the property to Mr. John Williams.

Attorney Chip Hewett reported this property was subject to a condemnation order process. He stated that since Mr. Williams has purchased the property, he has done most of the work that was required. Attorney Hewett stated that Mr. Williams can sell, or rent the property as long as

it passes inspection. He stated that Mr. Williams would need to sign the Remediation Agreement. Attorney Hewett stated that this is a good example of code enforcement when the property owner doesn't do what he says he will do after ten years. Commissioner Greg Baker made a motion to sign and adopt the Agreement and Commissioner Phil Pittman seconded the motion. The motion passed by unanimous vote.

Memo from Planning Board

Mayor Holt stated that the Planning Board submitted a memo listing the names of the Officers for 2023:

Chairman: Randy Jones

Vice-Chairman: Kevin Kornegay

Secretary: Tonia Hill

COMMITTEE REPORTS – Nothing to Report

DEPARTMENT REPORTS

Recreation

Recreation Director Scottie Hayes reported that he had about two more weeks of basketball season for this year, and the numbers were up this year for cheerleading. He encouraged everyone to come out on Saturday mornings and see the girls cheer, they all do a great job! He stated that softball and baseball sign-ups will end on February 24th, but tee ball sign ups will be extended to the end of March.

Water/Sewer

Ordinance Amending Ordinance #07-20-21-001-(2017 RDA Water & Sewer Project)

Mayor Holt informed everyone that the board had adopted an ordinance back in July, 2020 for the Capital Projects Budget for the 2017 Water and Sewer Project. He said the original budget for the project was \$2,693,500.00. He said now that the water and sewer project has been completed the budget has been amended to \$2,718,954.58 due to items that came up during the project that the town had not planned.

Motion to amend the ordinance: Commissioner Phil Pittman

Second: Commissioner Greg Baker

Vote: Unanimous

Finance Consultant Marla Ashworth informed the board that the Division of Water Infrastructure indicated that once they received the executed document they should be able to release the ARPA funds to pay the full fee of the railroad permit fees. Mayor Holt thanked Marla for working on this.

Update on ARPA Projects

Ethan Gartin from TRC Engineering gave an update on the ARPA Projects. He stated it was all good news. He said the first ARPA Project has been approved. The CCBT is going to allow us to see any damages that were not repaired, and the next round of money can be used for repairs

for what we find. He said the next step is to advertise and send out for bids and that should be done in the next few weeks.

Ethan next reported on the New Water Well Project. He stated the design is done and now they were in the permitting process, which will take more time with about four or five different permits to get, and also getting the property issues resolved. He said we feel good about the project so far. He stated that we are making sure everything is good and complete.

Ethan stated that the next round for applications is February 21st. He said at that time we will find out how much money the town will receive and what those funds can be used for. He said the next Sewer Project for earmarked funds is ready to get started but they have to wait for the CCTB to be done first for the project that was approved. He said we have to know what is in the ground first that was damaged before the funds can be released. Attorney Chip Hewett questioned concerning the well project, do we acquire land, and Ethan stated yes, there would be land acquisition and will need to have an appraisal. Attorney Hewett stated when we get to that point to let him know because one of the projects has been delayed because of that. Ethan stated that they were working with the Public Water Supply on getting permits for location of the well, drilling the well, and the design and treatment of the well. He said at this point we need them to go on the well site. He said that is where we are at this point.

Mayor Holt stated that the good news is we all remember these ARPA monies were appropriated for all municipalities and they all could apply for this money. He said the first round the town applied for two million dollars earmarked and the second round was 5 ½ million dollars. He stated this was all grant money paid by federal taxes for maintenance and repairs to our existing facilities and the town didn't have to pay for it out of our user fees. Mayor Holt thanked Ethan for the update.

System Development Fees

Mayor Holt stated that the board has been advised to change the name of the System Development Fees due to the Statute is still under consideration. Attorney Hewett suggested that the board consider another name before the next meeting. He said he would get with staff concerning this. Mayor Holt said we will table this item until the March meeting.

Motion to Table this item: Commissioner

Second: Commissioner

Vote: Unanimous

Streets

Mayor Holt stated that Commissioner Bill Radford had requested to discuss the Ordinance For Collection of Garbage & Other Refuse on the agenda. However, he was unable to be here so we will table this discussion until the March meeting.

Motion to Table: Commissioner Greg Baker

Second: Commissioner Phil Pittman

Vote: Unanimous

Street Commissioner Greg Baker stated that the town will be resurfacing some streets and repairing potholes this Spring. He stated that the street guys go the extra mile in picking up garbage and debris beside the street and do a great job and that he was proud of them!

Mayor Holt said the guys pick up garbage two days a week and the town will soon have three subdivisions coming. He said it had never been the direction of the board to privatize garbage collection. He stated when we have a lot of homes coming into Pine Level, such as the new subdivisions, the town may need to consider to contract the garbage out. He suggested that Commissioner Baker and Public Works Supt. Ray Stuckey to get quotes from companies that provide contract services. He stated that at the monthly Mayor's meetings other towns are contracting the garbage out. He said Pine Level is one of the few towns to collect their own garbage.

Police

Chief Ashley Woodard reported that the police department responded to 115 calls from January 9, 2023 to February 13, 2023. He stated that the installer and himself were working on outfitting the two new Ford Interceptors within the next month.

He informed the board that Noah Hayes will be completing field training this month and will begin working on March 1st. He also stated that Officer Alan Lee had been sworn in today and he is ready to serve the community. He stated that he was also waiting to hear back from the School Board Attorney on the SRO position at Pine Level Elementary School.

Fire Dept.

President Greg Johnson reported that the department was getting ready for Fireman's Day on May 20th. He said the department was also discussing the budget. He said they were also anticipating the trip in July to South Dakota to get the new firetruck.

Mayor Holt suggested that the fire department involve the Police Chief to assist with closing the streets and the route for the parade. Chief Woodard stated that they would need to contact Mark Manriquez with NCDOT about closing the street.

Staff

Town Clerk Connie Capps stated that she would be sending more ordinances to be codified in the next few weeks.

UNFINISHED BUSINESS

Attorney Chip Hewett reported on the Foster Property. He stated the town went through the Condemnation process for this property, and the Fosters have signed a Demolition Agreement on January 20, 2023. He said now Council will need to adopt the Demolition Agreement. He said the Fosters have until May 15, 2023 to tear it down, if not, the town will do so.

Commissioner Phil Pittman made a motion to approve and authorize the Mayor to sign the document. Commissioner Greg Baker seconded the motion. Motion passed by unanimous vote.

NEW BUSINESS

Mayor Holt recognized residents Sam and Debra Heuertz from 113 Oak Street. They stated they had spoken with Zoning Administrator Scottie Hayes concerning springs on private property. He said Scottie had informed them that he did not think the town could do anything concerning the issue since it was private property. Scottie stated he had instructed them to contact the builder.

MAYOR'S MINUTE- None

ANNOUNCEMENTS- Mayor Holt introduced and welcomed Debbie Herrera with the Johnstonian News and thanked her for attending the meeting.

CLOSED SESSION

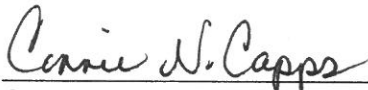
At 7:50 p.m. Commissioner Greg Baker made a motion to enter into closed session concerning Personnel NCGS §143-318.11(a)(6). Commissioner Phil Pittman seconded the motion. Motion passed by unanimous vote.

RECONVENED TO REGULAR MEETING

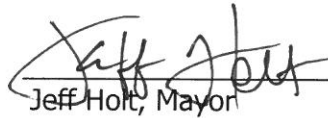
At 8:15 p.m. Commissioner Phil Pittman made a motion to reconvene the regular meeting and Commissioner Greg Baker seconded the motion. Motion passed by unanimous vote. There was no action taken.

ADJOURNEMENT

There being no further business to discuss Commissioner Phil Pittman made a motion to adjourn the meeting and Commissioner Greg Baker seconded the motion. The motion passed by unanimous vote. The meeting ended at 8:20 p.m.



Connie N. Capps, Town Clerk



Jeff Holt, Mayor



**TOWN OF PINE LEVEL
MINUTES OF SPECIAL
BOARD OF COMMISSIONERS MEETING
FEBRUARY 23, 2023**

CALL TO ORDER

Mayor Jeff Holt called the Special Meeting of the Pine Level Board of Commissioners to order at 6:00 p.m. on Thursday, February 23, 2023 at the Pine Level Town Hall. The Special Meeting was called to meet an applicant that applied for the position of Town Administrator.

ROLL CALL

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

STAFF PRESENT

Town Clerk Connie Capps

OTHERS PRESENT

Applicant for Town Administrator

At 6:05 p.m. a motion was made by Commissioner Greg Baker and seconded by Commissioner Phil Pittman to enter Closed Session to discuss Personnel NCGS§ 143-318.11(a)(6)

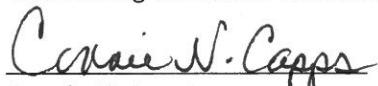
REGULAR SESSION

At 6:40 p.m. A motion was made by Commissioner Greg Baker to end the close session and re-enter open session. The motion was seconded by Commissioner Jimmy Garner. Motion passed by unanimous vote.

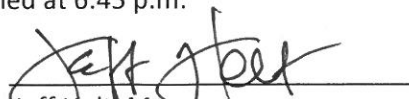
Commissioner Jimmy Garner made a motion to give Mayor Jeff Holt the authority to negotiate with applicant on offering him the position of Town Administrator for the Town of Pine Level. Commissioner Bill Radford seconded the motion. Motion passed by unanimous vote.

MEETING ADJOURNED

There being no further business to discuss, the meeting adjourned at 6:45 p.m.


Connie N. Capps




Jeff Holt, Mayor