

**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  
MARCH 13, 2023**

**CALL TO ORDER**

Mayor Jeff Holt called the regular meeting of the Pine Level Board of Commissioners to order on Monday, March 13, 2023 at 7:00 p.m. 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, Police Chief Ashley Woodard, Public Works Supt. Ray Stuckey, Zoning Adm./Recreation Director Scottie Hayes, Administrative Asst. Ashley Willoughby, and Town Clerk Connie Capps

**Others Present:** Dustin Kornegay, Mr. & Mrs. Sam Heuertz, Kevin Kornegay, Randy Holloman, Adam Stuckey, Melissa Griffith, Sue Pate, Rex & Diane Braswell, and Fire Dept. President Greg Johnson

**INVOCATION:** Commissioner Greg Baker

**PLEDGE:** Commissioner Phil Pittman

**AGENDA APPROVAL:**

Mayor Jeff Holt stated he would like to amend the agenda to add a Closed Session at the end of the meeting to discuss Personnel NCGS §143-318.11(6).

Attorney Chip Hewett stated that the Municipal Funding Agreement should be added to the agenda as well, and Mayor Holt said the board could review that item under Department Reports.

Motion to amend agenda: Commissioner Jimmy Garner

Second: Commissioner Greg Baker

Vote: Unanimous

### **APPROVAL OF MINUTES- FEBRUARY 13, AND FEBRUARY 23, 2023**

Motion to approve: Commissioner Phil Pittman

Second: Commissioner Greg Baker

Vote: Unanimous

### **EMPLOYEE RECOGNITION**

Mayor Jeff Holt recognized Public Works Superintendent Shelton Ray Stuckey who has 35 years of service with the Town of Pine Level. He stated Mr. Stuckey starting working with the town on March 14, 1988. He thanked Mr. Stuckey for his continued outstanding and dedicated service to the town. He said Ray is also a great friend to the people in the Town of Pine Level. Ray was presented a plaque and check on behalf of the Town of Pine Level. Mayor Holt stated that the Town of Pine Level appreciates everything Ray continues to do for the town. Ray received a standing ovation.

**PUBLIC COMMENT-** There was no public comment.

### **PUBLIC HEARING-REZONING REQUEST FOR RANDY HOLLAMAN**

Commissioner Jimmy Garner made a motion to open the public hearing and Commissioner Bill Radford seconded the motion. Motion passed by unanimous vote.

The public notice was duly advertised on February 22, 2023 and March 1, 2023 in the Johnstonian News and on the town's website.

Mayor Jeff Holt stated that a rezoning application was filed by Eddie Randolph Holloman to rezone Parcel#12N11041C on SR#2309 Peedin Road from Residential Agriculture (RA) to Residential Housing (RH). Adjacent properties owners were notified by mail of the rezoning request. A sign was also placed on the property to be rezoned.

Mayor Holt stated that the board had received a Memorandum from the Planning Board and asked that Zoning Administrator Scottie Hayes report on this request. Scottie then stated that he was not present at that meeting and asked Planning Board Vice-Chairman Kevin Kornegay to report from the Planning Board. Kevin stated that the Planning Board recommended approval of the rezoning request from RA to RH. He stated that the property was one lot and Mr. Holloman wanted to divide the lot into two lots, which would require the property to be rezoned to Residential Housing (RH) which would decrease the density of the lot to eighty feet. Mayor Holt asked Town Clerk Connie Capps had all the necessary actions been done for this request. She stated yes the town had advertised this request, notified the adjacent property owners by mail, and a sign was posted on the property. There were no further comments or questions. Commissioner Jimmy Garner made a motion to close the public hearing and Commissioner Bill Radford seconded the motion. The motion passed by unanimous vote.

Commissioner Jimmy Garner then made a motion to approve the rezoning request as per the Planning Board's recommendation. Commissioner Bill Radford seconded the motion. The motion passed by unanimous vote.

### **FINAL PLAT APPROVAL / SCOTTIE'S RIDGE SUBDIVISION**

Mayor Jeff Holt stated that the Final Plat for Scottie's Ridge Subdivision had been reviewed and submitted by the Planning Board. He said the Planning Board's recommendation was to recommend approval of the Final Plat for Scottie's Ridge Subdivision. Commissioner Jimmy Garner asked what was the minimum size homes that would be built on these lots. Zoning Administrator Scottie Hayes stated that the town does not determine the house size, the town only establishes the lot size which is 10,000 square feet for an RH District.

Motion to approve: Commissioner Phil Pittman

Second: Commissioner Bill Radford

Vote: Unanimous

### **PETITION REQUESTING ANNEXATION**

Mayor Jeff Holt stated that a petition requesting non-contiguous annexation had been submitted by owners Rex Braswell, Melissa Byrd, and Vanessa Narron. Mayor Holt stated the board would need to call for a public hearing to be held at the next meeting which will be on April 10<sup>th</sup>. Mr. Braswell stated that a sewer tap was already on the property although the line was not hooked to his house. He said it was there for the older home that was there years ago. Commissioner Garner stated Mr. Kornegay had the same situation, but still had to pay the fee. Mayor Holt stated that according to the policy, Mr. Braswell would have to pay the fee. Mayor Holt asked Mr. Braswell if he was aware that he could have access to water and sewer without being annexed, and that he can also request a release and still get water and sewer but at a higher rate. Mr. Braswell asked what the benefits were for being annexed? Mayor Holt replied police protection, garbage pick-up, water and sewer at a lower rate and fire protection and you will have to pay town taxes. Commissioner Phil Pittman made a motion to call for a public hearing to consider the annexation to be held at the next meeting which will be on April 10, 2023. Commissioner Bill Radford seconded the motion. Motion passed by unanimous vote.

### **AGREEMENT FOR VOLUNTARY DEMOLITION**

Attorney Chip Hewett reported on the house located at 412 West Main Street. He stated after the last meeting we reached out to the property owners and they stated they had issues with the previous owners. They signed and returned the agreement and will demolish at their own expense by May 5, 2023 or the town will do so.

A motion was made by Commissioner Greg Baker to adopt and sign the agreement and Commissioner Jimmy Garner seconded the motion. Motion passed by unanimous vote.

## **COMMITTEE REPORTS**

Nothing to report

## **DEPARTMENT REPORTS**

**Recreation:** Scottie Hayes reported that two applications had been received to serve on the Recreation Committee: Jessica Holland and Tommy Holland.

Commissioner Greg Baker made a motion to appoint these two applicants to serve on the Recreation Committee:

Second: Commissioner Bill Radford

Vote: Unanimous

Scottie Hayes also reported that baseball, softball, tee ball, and flag football will begin after Easter. He stated that the work on the concession stand was completed. He said some trees at the park have been cut down in preparation for the 150<sup>th</sup> Celebration in September. Commissioner Garner thanked Scottie for everything that had been done at the park, and stated that the park was looking good.

Resident Sue Pate asked who would be running the concession stand at the park. Scottie stated that the recreation committee, coaches, and volunteers would be doing so. Sue also asked what happened to the batting cages that were once used at the park. Scottie stated that they were broken and never repaired or replaced because they were expensive. He stated the town must prioritize what is used, and the pitching machine was not used as much. He said if there is a need for the pitching machines then we will check into fixing them. Scottie also stated that someone would have to be there to operate the machines if the town were to use them again.

## **WATER & SEWER:**

Attorney Chip Hewett reported that a phone conference was held and it was suggested and agreed upon on changing the name of System Development Fees to Capacity Fees. A motion was made by Commissioner Bill Radford and seconded by Commissioner Greg Baker to strike System Development Fees and rename as Capacity Fees on all fee schedules. The motion passed by unanimous vote.

## **MUNICIPAL FUNDING AGREEMENT**

Mayor Holt stated that in April of last year, Johnston County was granted 2.5 million dollars to share with eleven municipalities in the form of a grant to use for water and sewer infrastructure projects. He said the town applied for a maximum of \$500,000.00 and was awarded a grant for \$500,000.00 to buy sewer capacity. He said Pine Level was the only town in Johnston County that was awarded both grants. He stated that

this money would be used to buy additional sewer capacity from Johnston County when development comes. He said when we sign and execute this agreement, Chip will deliver this agreement along with a letter to the Johnston County Manager to release these funds to the town. He stated what we are doing does not cost the town anything. It was stated that 126 houses could be built.

Motion to approve and sign the agreement: Commissioner Phil Pittman

Second: Commissioner Bill Radford

Those voting in favor of the agreement: Commissioners Baker, Pittman, and Radford

Those opposed: Commissioner Jimmy Garner

### **STREETS**

Commissioner Greg Baker stated that the town will need to look at doing some paving on Carolyn Drive. Commissioner Garner stated they should look at fixing the drain beside the water line on Carolyn Drive also to see if it is a problem. Public Works Supt. Ray Stuckey stated that Barnhill will contact the town when it is the right time to do the paving. He said that whole section that we are talking about is included in the price.

Commissioner Bill Radford stated that large trees had been cut down in town and the trunks were about 16" to 18". He stated that the town has an ordinance in place concerning this and he said he felt the town needed to go by the ordinance and he read Section 1: Refuse Collection, Item C. Other Services:

**#5:** The Town will not collect tree trunks, root balls, or limbs generated by a tree surgeon or tree removal service. **#6** The Town will not collect trees, limbs, and general debris from a land clearing operation.

Public Works Supt Ray Stuckey stated that he was out of town when this incident happened, and said the tree companies know they are supposed to haul the trees away, and usually it is not a problem. Ray Stuckey stated that he had talked with the property owner and charged the guy and there was no problem of him paying, and the problem has been solved. Commissioner Radford stated that he would like to withdraw his discussion concerning this ordinance.

### **POLICE**

Chief Ashley Woodard reported that as of March 1, 2023 the Town of Pine Level has an SRO officer at Pine Level School. He said we have had a lot of positive feedback.

### **FIRE DEPT.**

Fire Department President Greg Johnson reported that May 20, 2023 was Fireman's Day. He said the parade will begin at 2:00 p.m. and the activities at the park will end at 8:30 p.m. with a fireworks show. Greg stated that Chief Brannan Barbee would contact the Police Chief concerning the parade route.



**STAFF-** Nothing to report.

**UNFINISHED BUSINESS-** Nothing to report.

### **NEW BUSINESS**

Mayor Holt stated that the town has advertised, interviewed, and offered the position of Town Administrator to Dustin Kornegay, who has accepted the position. He said he will begin his duties on Monday, March 27<sup>th</sup>, and we all look forward to working with him.

Mayor Jeff Holt reported that he and Public Works Supt. Ray Stuckey had met with vendors and received quotes on converting to electronic water meters, installation, software and reading devices due to the growth of subdivisions coming to Pine Level. He said we have a grant from Johnston County for \$500,000.00 that was approved in January to put in 1,340 water meters in town for a total price of \$579,000.00 which includes meters, installation, replacement of lids, software, and training. He said the goal is we will not have to read water meters anymore; it is done through the office by internet.

Motion to accept: Commissioner Bill Radford

Second: Commissioner Greg Baker

Vote: Unanimous

**MAYOR'S MINUTE:** None

**ANNOUNCEMENTS:** None

**CLOSED SESSION:** At 8:10 p.m. Commissioner Bill Radford made a motion to go into Closed Session to discuss Personnel GS 143.318.11 (6). Commissioner Greg Baker seconded the motion. The motion passed by unanimous vote.

### **RECONVENED TO REGULAR MEETING**

At 10:10 p.m. Commissioner Greg Baker made a motion to reconvene to regular session. Commissioner Bill Radford seconded the motion. The motion passed unanimously. Commissioner Greg Baker made a motion to advertise for two job positions, and Commissioner Bill Radford seconded the motion. Motion passed by unanimous vote.

(1) Assistant Public Works Superintendent and (2) Maintenance Laborer 1, and include the qualifications and state that salary is based on qualifications.

**ADJOURNMENT:**

There being no further business to discuss a motion was made to adjourn the meeting at 10:10 p.m.

Motion by: Commissioner Bill Radford

Second by: Commissioner Greg Baker


Vote: Unanimous

  
Connie N. Capps, Town Clerk

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Jeff Holt, Mayor



  
Mayor