

**Mayor**  
*Jeff Holt*

**Mayor Pro-Tem**  
*Greg Baker*

**Board of Commissioners**  
*Jimmy Garner*  
*Phil Pittman*  
*Bill Radford*

**Town Administrator**  
*Dustin Kornegay*



**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**  
**JUNE 12, 2023**

**Call to Order**

Mayor Jeff Holt called the regular meeting of the Pine Level Board of Commissioners to order on Monday, June 12, 2023 at 7:00 p.m. at the Pine Level Town Hall with a quorum present.

**ROLL CALL**

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

**STAFF PRESENT**

Attorney Mike Wilber, Town Administrator Dustin Kornegay, Police Chief Ashley Woodard, Recreation Director/Zoning Administrator Scottie Hayes, Administrative Assistant Ashley Willoughby, and Town Clerk Connie Capps

**OTHERS PRESENT**

Luke Baker from TRC Companies, Jim Perricone, Ava Parker, Rodney Cabe, and Cliff Holloman

**INVOCATION:** Commissioner Greg Baker

**PLEDGE:** Commissioner Bill Radford

**APPROVAL OF AGENDA**

Mayor Holt asked if there were any additions or adjustments to the agenda.

Town Administrator Dustin Kornegay stated the following should be added under Town Administrator's Report:

#9A Budget Amendments

#9B Proposal from TRC for Engineering Services

Commissioner Bill Radford entered a motion to adopt the amended agenda. Commissioner Phil Pittman seconded the motion. The motion passed by unanimous vote.

### **APPROVAL OF CONSENT AGENDA**

Minutes from May 8, 2023

Financial Report/Budget Amendments/Check Listing

Motion to approve: Commissioner Greg Baker

Second: Commissioner Bill Radford

Vote: Unanimous

### **PUBLIC COMMENT**

There was no public comment.

### **COMMITTEE REPORTS**

Chairman Randy Jones reported on the 150<sup>th</sup> Celebrations that everything was going very well with the events and contributions. A report was given to the board showing the revenues and expenditures. He said the committee members and town staff have done a great job. He said we are all looking forward to a great July 4<sup>th</sup>!

### **PLANNING BOARD**

Zoning Administrator Scottie Hayes reported that he had received a letter from Starling Homes requesting a 12-month extension to complete Phase 3 in Starfield Acres due to unforeseen events due to Covid 19.

Motion to grant extension: Commissioner Greg Baker

Second: Commissioner Bill Radford

Vote: Unanimous

### **DEPARTMENT REPORTS**

#### **Town Attorney's Report**

Attorney Mike Wilber presented a proposed Draft for the Minimum Housing Standards Ordinance. He stated that the ordinance needed to be updated due to procedure changes according to the 160D regulations. He said this updated ordinance would require a public hearing to be held in July. Commissioner Bill Radford made a motion to call for a public hearing to be held at the next meeting on Monday, July 10, 2023 to consider the proposed Minimum Housing Standards Ordinance. Commissioner Phil Pittman seconded the motion. The motion passed by unanimous vote.

Attorney Mike Wilbur also reported on the Code Enforcement items. He stated that the properties on 412 West Main Street and 302A West Main Street have been completed. He said they were still working on the property at 238 Manor Avenue. He said it is presently at the USDA level, and we have been working on a settlement. He stated that a motion had been set for demolition on July 31, 2023. He stated that the plan was to have a demolition on July 31<sup>st</sup> or a settlement before that date.

Commissioner Bill Radford asked Attorney Mike Wilber if the situation on Crescent Street had been resolved. Attorney Wilber stated yes.

### **Town Administrator's Report**

Town Administrator Dustin Kornegay presented a Resolution by Governing Body of Recipient to accept the ARPA Grant offer of \$75,000.00, and to adopt the proposal from TRC Company for drainage issues on Carolyn Drive and Sam Godwin Park.

Motion to accept ARPA Grant monies and adopt the proposal from TRC. Comm. Greg Baker

Second: Commissioner Jimmy Garner

Vote: Unanimous

Town Administrator Dustin Kornegay reported that a copy of the proposed budget for FY 2023-2024 has been submitted and he stated that the board would need to schedule a public hearing. He stated that it was a balanced budget consisting of the following highlights:

- no increase in water, sewer, or garbage rates,
- no tax rate increase- would remain the same as last year, which is \$.48
- an increase in natural growth of 1.6% from property taxes
- increase in sales tax of 6%
- 5% COLA for all employees,
- 12% increase in property and liability insurance
- 6% increase in employee health insurance
- increases in gas and utilities.
- Increase of \$10,000.00 contribution to the Pine Level Fire Department

Mr. Kornegay stated that he wanted to brag on the staff. He said the staff is awesome and you could not ask for a better staff!

He said the town had some turn over in the public works department, but the public works department did not miss a beat, they do a great job! He said the police department runs smoothly and they do a great job! He said the employees deserve the raises. Mr. Kornegay stated if the board had any questions or concerns on the proposed budget to contact him.

Commissioner Jimmy Garner made a motion to call for a public hearing and advertise for a Special meeting tomorrow to be held on Tuesday, June 27, 2023 at 7:00 p.m. for the

purpose of holding a public hearing to review and adopt the FY 2023-2024 Budget. Commissioner Baker seconded the motion. The motion passed by unanimous vote.

Mayor Holt thanked Town Administrator Dustin Kornegay, Marla Ashworth and everyone who had a part in preparing this budget. He stated they have prepared a balanced budget without raising fees, or the tax rate, and included the increases for health and property insurance, an increase in the fire department contribution and gas and utilities, and raises for the employees. He said the only way anyone would pay more money to the town would be if they use more water. He said there is no rate increase, and this has not happened in a long time. He said if the folks in Raleigh adopt next year's budget the town will receive about seven million dollars for various projects that we can spend in town. He said the town has already received some of the money. He said all this money would have to come from somewhere else if it were not for grants received from Johnston County, NCDEQ for water infrastructure funds in last year's budget. He said the town will receive another four million dollars for aging infrastructure in this year's budget. He said we can build some facilities around town, buy equipment, build a multi-purpose building, make repairs to our animal control facility and vehicles. He said the Town of Pine Level is in great financial shape. He said it will take a couple of years to spend all this money, and money that the town does not have to pay for. He also stated that the police department had received grant monies for their department as well. He said the town has been very fortunate for the monies that have been received.

Town Administrator Dustin Kornegay distributed final budget amendments for closing out the fiscal year. He asked if there were any questions. There were none.

Motion to adopt Final Budget amendments: Commissioner Jimmy Garner

Second: Commissioner Phil Pittman

Vote: Unanimous

#### **TOWN ADMINISTRATOR EMPLOYMENT AGREEMENT**

Mayor Holt stated that Town Attorney Chip Hewett prepared an Employment Agreement for Town Administrator Dustin Kornegay.

Motion to adopt Agreement: Commissioner Greg Baker

Second: Commissioner Bill Radford

Vote: Unanimous

#### **PUBLIC HEARING CONTINUED FROM MAY 8, 2023 FOR DANNY EVANS & CYNTHIA RANSOM**

Mayor Jeff Holt stated that a public hearing was held on May 8, 2023 to consider a rezoning request for Danny Evans and Cynthia Ransom from RA (Residential Agriculture to LI (Light Industry)). He stated at the May meeting the board received a recommendation from the planning board to approve this request but the town board took no action on this request. Commissioner Phil Pittman asked if this property is rezoned will it be consistent with the Comprehensive Land Use Plan. Mayor Holt stated it would.

Commissioner Phil Pittman made a motion to approve the rezoning request of this property from RA to LI. Commissioner Bill Radford seconded the motion.

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

Those voting against the rezoning request: Commissioner Garner

### **CALL FOR A PUBLIC HEARING ON A REZONING REQUEST**

Mayor Holt stated that the board would need to call for a public hearing on a rezoning request for property on Peedin Avenue to be held on July 10, 2023. Commissioner Greg Baker made a motion to call for this hearing and Commissioner Bill Radford seconded the motion. Motion passed by unanimous vote.

### **RECREATION**

Recreation Director Scottie Hayes reported that the town was now taking applications for Fall soccer, tee ball, and cheerleading and possibly Fall baseball. Scottie also encouraged everyone to come out to the Sam Godwin Park on July 4<sup>th</sup> for the Celebration and fireworks.

Recreation Director Scottie Hayes stated Derek Wilson had made application to be on the Recreation Committee. Commissioner Bill Radford made a motion to approve this appointment and Commissioner Greg Baker seconded the motion. Motion passed by unanimous vote.

### **PUBLIC WORKS**

Town Administrator Dustin Kornegay reported on the Solid Waste Collection Agreement. He said the offer still stands with GFL. He said we need to decide soon so they can plan for the fiscal year. He said the town can opt out of the Pilot program after the first year if the town is not satisfied. This pilot program would only be for future subdivisions. Mayor Holt stated that it was never the board's intention to replace the in-town collection service for in-town residents. The board discussed how some other towns who tried this service were not completely satisfied. Commissioner Pittman stated that we have two issues, either contract with GFL or let the town pick up the garbage. He said if the town chooses to pick up the garbage, we will incur the cost of a new truck. Commissioner Garner stated that we need to consider that we will also need policemen to patrol the new areas as well as another police car. He said we will also be reading more water meters. Mayor Holt stated that a decision did not have to be made tonight. A motion was made by Commissioner Greg Baker to establish a Pilot Program with whom to be determined, and try it for one year for Pine South Subdivision, Country Estates Mobile Home Park, Starfield Acres Subdivision, and Pine Valley Estates Mobile Home Park. After some discussion, Commissioner Baker stated that he would like to amend his motion to state that Dustin contact one or two more companies for information on a Pilot Program with whom to be determined and try it for one year for the previous locations mentioned for garbage pickup and to bring back to the board at the July meeting. Commissioner Bill Radford seconded the motion. The motion passed by unanimous vote.



## **UTILITY FEES SCHEDULE**

Mayor Holt stated that he would like to go over the proposed amendments that pertain to private, residential lots, and addresses water/sewer capacity fees. He said these proposed changes in fees are based on the proposed fees of Johnston County. He stated that the Capacity Fees could go up or down. He said we should know by June 27<sup>th</sup>.

1. Residential Lot- Vacant/ Existing taps

Water Tap	Fees waived
Sewer Tap	Fees waived
Capacity Fees W/S	Fees waived if lot vacant 36 months or less
Connection Fee	\$500

2. Residential Lot-Vacant/ No Taps

Water Tap	\$1500
Sewer Tap	\$1500
Capacity Fees Water	\$ 750
Capacity Fees Sewer	\$5000

3. Residential Lot-House/ Existing Taps

Water Tap	Fees Waived
Sewer Tap	Fees Waived
Capacity Fees W/S	Fees Waived
Connection Fee	\$500

Mayor Holt also stated a Demolition Form has also been created. He said when we adopt the budget it will include the fee schedules as well. He said when Zoning Administrator Scottie Hayes or the Police Chief see or hear of any demolition while patrolling in town, Scottie would need to fill out the proposed Demolition permit to keep on file at the town hall. He said the time would begin on the day the structure was demolished. Mayor Holt asked the board if every situation in town had been addressed in this schedule, and the board agreed.

## **POLICE DEPT.**

Police Chief Ashley Woodard reported that the police department responded to and/or handled 136 calls from May 8, 2023 to June 10, 2023. He also stated that the school year has ended. He said the School Resource Officers that the Town of Pine Level placed in the Pine Level Elementary School were able to make a positive impact on the students. We are set to resume our duties at the school in August.

## **FIRE DEPT.**

Fire Department President Greg Johnson stated a huge shout out to the Town of Pine Level for their participation in Fireman's Day. He said it was a good day and we had good

attendance. He said the department heard good comments from the people. He thanked everyone who attended. Mayor Holt thanked the Fire Department for everything they do for the Town of Pine Level.

Commissioner Pittman asked if the department had inquired on any grants for the department. Mr. Johnston said they had applied but have not had any luck.

#### COMMISSIONERS COMMENTS

None

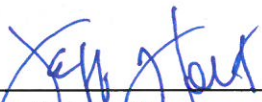
#### MAYOR'S MINUTE

Mayor Jeff Holt reminded everyone the filing period for the next elections will open on July 7<sup>th</sup> and close on July 21<sup>st</sup>.

#### ADJOURNMENT

There being no further business to discuss Commissioner Bill Radford made a motion to adjourn the meeting and Commissioner Greg Baker seconded the motion. The motion passed by unanimous vote. The meeting ended at 8:10 p.m.

  
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Connie N. Capps, Town Clerk

  
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Jeff Holt, Mayor

