

Mayor
Jeff Holt

Mayor Pro-Tem
Greg Baker

Board of Commissioners
Jimmy Garner
Phil Pittman
Bill Radford



Town Clerk

Police Chief
Ashley Woodard

Public Works Supt.
Ray Stuckey

Rec. Coordinator
Scottie Hayes

TOWN OF PINE LEVEL
REGULAR BOARD OF COMMISSIONERS MEETING
February 12, 2024

WELCOME AND CALL TO ORDER

Mayor Jeff Holt called the regular meeting of the Pine Level Board of Commissioners to order on Monday, February 12, 2024 at 7:00 p.m. at the Pine Level Town Hall.

ROLL CALL

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

STAFF PRESENT

Attorney Chip Hewett, Police Chief Ashley Woodard, Recreation Director/Zoning Adm. Scottie Hayes, Administrative Asst. Ashley Willoughby, and Deputy Clerk Billie Kay Twigg.

OTHERS PRESENT

Vann Jones, Leon Oliver, Rodney and Rebecca Cabe, Terry Rains, Debra and Sam Heuertz, Bonnie Barbee, Paul and Tammy Schultze, Rick and Sharon Cox, Berry Godwin, Bill Clarke, Fire Chief Joseph Radford and Fire Dept. Pres. Greg Johnson.

INVOCATION:

Mayor Jeff Holt

PLEDGE:

Terry Rains

APPROVAL OF AGENDA:

Motion to approve: Commissioner Phil Pittman

Second: Commissioner Bill Radford

Vote: Unanimous

Additions: Closed Session to discuss a personnel issue.

APPROVAL OF CONSENT AGENDA

Minutes from January 8, 2024 and Check Listing for January, 2024

Motion to approve: Commissioner Bill Radford

Second by: Commissioner Jimmy Garner

Vote: Unanimous

PUBLIC COMMENT

Sharon Cox of Campground Road and Wiggs Road talked with Zoning Administrator Scottie Hayes about putting a cell tower on her property of 27.82 acres which is zoned RA but it is not allowed in that district. He recommended she come to the Town Board meeting to ask if the Board would consider allowing the cell tower on the property. Mayor Holt asked Attorney Chip Hewett if Mrs. Cox would need to go before the Planning Board. Attorney Hewett said to allow the Planning Board to review the request to consider whether rezoning or a change to the ordinance to allow cell towers in a RA district with a special use is needed. Mayor Holt stated the process could take up to 45-60 days. Zoning Administrator Hayes said Mrs. Cox could go before the Planning Board in February, then the Town Board could call for a public hearing at their March meeting with the recommendations from the Planning Board and have a public hearing at the April meeting .

Debra Heuertz of 113 Oak Street asked about the water monitoring notice she received in the mail. She wanted to know the results of asbestos in the town's water. Mayor Holt stated the levels were below unmeasurable amounts. He stated the State looked back the last 20 years and there were no measurable amounts of asbestos in our water. He said the letter was just to notify the customers that the Town did not meet the monitoring requirements.

AUDIT REPORT FOR THE YEAR ENDING JUNE 30, 2023

Mr. Lee Grissom from SP Douglas and Associates provided the Financial Audit Report for the fiscal year ending June 30, 2023. He stated this was the fourth year his firm had audited the Town of Pine Level. He stated there were two additional internal findings: 1) segregation of duties to hire more employees, 2) to move the Frank P. George Endowment Fund into a different bank account. He stated the records were in good shape and the finances had been strong the last three years according to the Analysis of Fund Balance Graph #1 with a balance of \$2,153,031. He stated in Graph #2, it showed the number of months in reserves in General Fund which was 76.40%.

In Graph #3, it showed the total cash in all funds which Mr. Grissom said the last three years were the strongest. In Graph #4, it showed the long-term debt of 2022-2023; there were no big changes and it showed debts were being paid off. In Graph #5, it showed the losses before transfers and contributions in the Water and Sewer Funds. He stated this was the best fiscal year and the Town had done a great job from that stand point. Mayor Holt thanked Mr. Grissom for the report and his services. With there being no questions from the Board, Commissioner Bill Radford made a motion to accept the audit report and seconded by Commissioner Phil Pittman. The motion passed by unanimous vote.

ORDINANCE ADOPTING CAPITAL PROIECTS BUDGET NEW WELL and WATER TREATMENT PLANT IMPROVEMENTS

Motion made to adopt: Commissioner Bill Radford
Seconded by: Commissioner Jimmy Garner
Vote: Unanimous

ORDINANCE TO EXTENT CITY LIMITS-DMS PARTNERS,LLC

Motion made by: Commissioner Jimmy Garner
Seconded by: Commissioner Bill Radford
Vote: Unanimous

PUBLIC HEARING TO ANNEX REQUEST PAUL SCHULTZE PARCEL ID #12N11011K

Mayor Holt asked Attorney Hewett could we consolidate the properties. He stated we could but you have to adopt the larger parcel first. A motion was made by Commissioner Jimmy Garner and seconded by Commissioner Phil Pittman to open the public hearing for the annexation request submitted by Paul Schultze for Parcel #12N11011K. The vote was unanimous. Attorney Hewett stated the land was contiguous. With no questions asked Commissioner Bill Radford made a motion to close the public hearing and seconded by Commissioner Phil Pittman and vote was unanimous. A motion to adopt an ordinance to extent the corporate city limits was made by Commissioner Jimmy Garner and seconded by Commissioner Bill Radford. Vote was unanimous.

PUBLIC HEARING TO ANNEX REQUEST PAUL SCHULTZE PARCEL #12N11011W

A motion was made by Commissioner Jimmy Garner and seconded by Commissioner Phil Pittman to open the public hearing on Parcel#12N11011W. The vote was unanimous. Attorney Chip Hewett asked was the property vacant and was it going to be consolidated into one parcel. Paul Schultze said the property was vacant and would be consolidated. With no questions asked, Commissioner Phil Pittman made a motion to close the public hearing, seconded by Jimmy Garner and the vote was unanimous. A motion to adopt an ordinance to extent the corporate city limits was made by Commissioner Jimmy Garner and seconded by Commissioner Bill Radford for Parcel #12N11011W. The vote was unanimous

PUBLIC HEARING TO ANNEX REQUEST BILL CLARKE PARCEL #12N11003U

A motion made by Commissioner Jimmy Garner and seconded by Commissioner Phil Pittman to open the public hearing on Parcel # 12N11003U. The vote was unanimous. Mayor Holt stated that a small portion of the property was not annexed. Attorney Hewett stated the small portion came out of lot 9 and 10. The deed that Bill Clarke has on record states what lot 10 is now. Berry Godwin asked once this takes place would there be a define line to show the city limits. Attorney Hewett stated there would be a defined line. A motion to close the public hearing was made by Commissioner Jimmy Garner and seconded by Phil Pittman. The vote was unanimous. A motion to adopt an ordinance to extent the corporate city limits was made by Commissioner Jimmy Garner and seconded by Commissioner Phil Pittman. The vote was unanimous.

ANNEXATION REQUEST-RANDY HOLLOMAN PARCEL ID#12N11041C
RESOLUTION DIRECTING THE DEPUTY CLERK TO INVESTIGATE THE SUFFICIENCY OF
ANNEXATION PETITION FOR RANDY HOLLOMAN

Motion to adopt the Resolution: Commissioner Jimmy Garner
Second by: Commissioner Phil Pittman
Vote: Unanimous

CERTIFICATE OF SUFFICIENCY FOR RANDY HOLLOMAN ANNEXATION

Mayor Jeff Holt stated Deputy Clerk has checked the sufficiency of the annexation petition submitted by Randy Holloman and found that it is sufficient for moving forward and certified this request. A motion was made by Commissioner Bill Radford and seconded by Commissioner Phil Pittman. The vote was unanimous.

RESOLUTION FIXING DATE FOR PUBLIC HEARING OF RANDY HOLLOMAN

Motion made by Commissioner Phil Pittman to hold public hearing on March 11, 2024
Seconded by: Commissioner Bill Radford
Vote: Unanimous

COMMITTEE REPORTS

Commissioner Phil Pittman said the Seniors will have their first meeting on Wednesday, February 14,2024 at the American Legion.

150th COMMITTEE-TIME CAPSULE

Mayor Holt showed the Time Capsule and stated it would not be opened until the 200th Anniversary which will be on September 16, 2073. Inside the capsule will be a flash drive of events from the past year, pictures of clubs, town employees, coins with 2023 on them, a 150th patch and banner and history book of the town. Mayor Holt stated that the hanging banners are down and the recreation will auction one off at their fundraiser on February 17th and sale the other four that night. It will be great for the next generation to look at and see how things were back then.

FINAL FINANCIAL REPORT FROM THE 150TH COMMITTEE

Administrative Asst. Ashley Willoughby gave the financial report for the committee. She stated the committee had \$8,581.83 left after everything was paid off.

PLANNING BOARD

A motion to call for a Public Hearing for a Special Use request filed by Ricky and Renee Price was made by Commissioner Bill Radford and seconded by Commissioner Phil Pittman. The vote was unanimous. The public hearing set to be held at the March 11, 2024 Town Board meeting.

TOWN ATTORNEY'S REPORT

Town Attorney Hewett stated he would cover his report in the closed session.

DEPARTMENT REPORTS

Recreation

Recreation Director Scottie Hayes stated the basketball and cheerleading season is finishing up. Spring sports registration was going on now for flag football, softball, t-ball, wee ball, and baseball. He stated the recreation was going to have their fundraiser on Saturday and all proceeds would go to the Recreation Dept. Commissioner Bill Radford stated the recreation committee has done a good job with the event and everyone should come out to the fundraiser the recreation is having; everyone will have a good time.

Public Works

Commissioner Phil Pittman stated the Town is in the process of completing the new meter installation which allows the new meters to be read remotely at the Town Hall. The sewer engineering firm have identified 15 areas that need some attention and they are around the Town fixing those areas now. He states there was money left from a grant to cover the cost.

Mayor Holt stated Public Works Supt. Ray Stuckey received the quote for one-year contract on privatizing the garbage pickup for Pine South, Pine Valley Estates, Scottie's Ridge, Country Estates MHP, and any new subdivisions including Country Store Meadows, Emily Gardens and Pinecrest. He said this would be for 200-250 existing customers and would start July 1, 2024. A motion to accept the garbage collection proposal was made by Commissioner Phil Pittman and seconded by Commissioner Bill Radford. Mayor Holt stated it would require letters to be sent out to those customers letting them know there would be a change in their garbage collection. Mayor Holt said it will not affect all customers in Town, just in those areas mentioned. He stated nothing would change as far as yard waste; the Town would still continue to pick up yard waste within those areas. The residents would still be our customers and be billed accordingly as the Town would be handling the account. Attorney Hewett asked the Board members about the provisions within the contract and another item regarding auto renewal of the contract after one year. Mayor Holt asked Attorney Hewett to look over contract for the Town before it can be signed.

Motion made by Commissioner Phil Pittman to approve agreement after contract reviewal by Attorney Hewett

Seconded by: Commissioner Bill Radford

Vote: Unanimous

POLICE

Chief Ashley Woodard reported they serviced 120 calls from January 8th through February 12th. He stated he is waiting for the paperwork from the state on two applicants. He said it takes an estimated time of 5 to 7 weeks for processing the paperwork. The Police Dept. is preparing to launch a program for NARCAN. He said all the full-time officers, two SRO officers and two civilian employees have been trained in the deployment of NARCAN.

FIRE DEPARTMENT

Fire Chief Joseph Radford reported the Fire Dept. had 95 calls from the first of the year and had 24-hour coverage. The Ladies Auxiliary will be having Bingo on Saturday, February 24th from 6 p.m. to 8 p.m. He stated they will have Breakfast with the Easter Bunny on Saturday, March 23rd from 7:30 a.m. to 10 a.m. He said beginning July 1, 2024 there will be a 15¢ increase in the fire tax. The County will be holding a meeting discussing the increase at Smithfield Selma High School on Saturday, March 17th and it will be open to the public. The County wants all fire departments to have the same level of services across the County. The PI LE Fire District would see an increase on their taxes, however, not the citizens in the city limits. The Fire Department would continue to receive their 10¢ and the additional 5¢ would be placed in a County managed fund where the contributions would be distributed to the different fire departments throughout the County.

ANNOUNCEMENTS

Rodney Cabe stated the man had finished with the mowing and stabilizing Moccasin Creek.

NEW BUSINESS

Berry Godwin stated there was a lot of growth in Town and more coming to our Town. With all the planning going on, he asked if the Town Board was looking at the roads when approving these new subdivisions and was concerned about future traffic because it has to go somewhere.

Mayor Holt read a thank you card from Commissioner Greg Baker whose mom passed away in January. He stated to remember the families of Maire Sutton who was 96 years old, Tony Woodard and Mina Grey Crumpler.

CLOSED SESSION

At 8:00 p.m. Commissioner Jimmy Garner made a motion to enter into a Close Session and it was seconded by Commissioner Bill Radford to discuss personnel matter according to §143.318.11(6) and matter of economic development according to §143.318.11(4).

Vote: Unanimous

At 8:45 p.m. Commissioner Jimmy Garner made a motion to go back into open session and seconded by Commissioner Bill Radford. Vote: Unanimous

No action was taken.

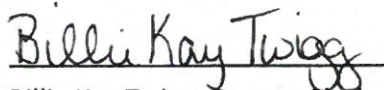
ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:45 p.m.

Motion by: Commissioner Phil Pittman

Seconded by: Commissioner Bill Radford

Vote: Unanimous


Billie Kay Twigg, Deputy Clerk


Jeff Holt, Mayor