

Mayor
Jeff Holt

Mayor Pro-Tem
Greg Baker

Board of Commissioners
Jimmy Garner
Phil Pittman
Bill Radford

Interim Town Administrator
Sharon Evans



Interim Town Clerk
Ashley Willoughby

Police Chief
Ashley Woodard

Public Works Supt.
Ray Stuckey

Rec. Coordinator
Scottie Hayes

**TOWN OF PINE LEVEL
REGULAR BOARD OF COMMISSIONERS MEETING
MAY 13, 2024**

WELCOME AND CALL TO ORDER

Mayor Pro Tem Greg Baker called the regular meeting of the Pine Level Board of Commissioners to order on Monday, May 13, 2024 at 7:02 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, Recreation Director/Zoning Adm. Scottie Hayes, Public Works Supt. Ray Stuckey, and Interim Town Clerk Ashley Willoughby.

OTHERS PRESENT

Fire Chief Joseph Radford, Samuel and Debra Heuertz, Robert and Adele Walker, Charles and Dorothy Woods, Woody Woods, Leon Oliver, Ronnie Cabe, Clif Holloman, and Terry Rains.

INVOCATION: Mayor Jeff Holt

PLEDGE: Terry Rains

APPROVAL OF AGENDA:

Motion to approve: Commissioner Greg Baker
Second: Commissioner Bill Radford
Vote: Unanimous

APPROVAL OF CONSENT AGENDA

Includes: Minutes from April 8, 2024 meeting, FPIC Response for FY 2023, Towing Contract, Budget Amendment- 1 for FY 2023-2024, and Check Listing for April 2024.

Motion to approve with the exception the Towing Contract be removed and discussed separately: Commissioner Bill Radford
Second: Commissioner Phil Pittman
Vote: Unanimous

Mayor Jeff Holt mentioned some folks had concerns about not seeing the minutes on the website right after the meetings. He explained the minutes had to be approved by the Board at the next meeting prior to being put online.

TOWING CONTRACT

Mayor Jeff Holt explained the towing contract would be in place to help the Police Department during times when vehicles needed to be impounded or transported to an off-site facility. He stated in the past the Town had contracted services with several towing companies on rotation without a formal contract. He mentioned this was a proposed application for anyone interested in being put on that rotation with the Town. He stated the contract protects the Town from liability once the vehicle was hooked up regardless the method in which the vehicle was towed. He mentioned the Police Chief would be responsible for reviewing the applications.

Commissioner Jimmy Garner recommended to change the time frame to respond from twenty-five minutes to thirty minutes. He said the five extra minutes can help when it comes to moving through traffic.

Motion to approve the proposed contract with the exception of item 2b that the time be changed from twenty- five minutes to thirty minutes: Commissioner Jimmy Garner
Second: Commissioner Bill Radford
Vote: Unanimous

CHANGE TO JUNE MEETING DATE

Mayor Jeff Holt mentioned there was a request to change the June meeting from the 10th to the 17th due to a conflict in planned attendance. Attorney Chip Hewett stated he would not be able to attend the meeting on the 17th, however, Mike Wilber would come in his place.

Motion to approve: Commissioner Bill Radford
Second: Commissioner Phil Pittman
Vote: Unanimous

PUBLIC COMMENT

Dorothy Wood, resident of 472 E Main Street, wanted to address the Board to voice her concerns regarding the tile under Hillshire Road and with the current flooding issues on her property; which she says is a result from the road. Woody Wood, current resident of 1269 Gor-An Farm Road/former resident of 472 E Main Street, stated the tile forms a dam over the road and creates a flood on the property. After a brief discussion on the history of the property, Mayor Jeff Holt said he and the Board members would get with NC DOT to look into a solution.

PUBLIC HEARING FOR ANNEXATION REQUEST FOR RICHARD D. BRASWELL- Parcel ID#

12M11197

A motion was made by Commissioner Jimmy Garner to open the Public Hearing at 7:32 p.m.
Seconded by Commissioner Greg Baker and vote was unanimous.

Mayor Jeff Holt stated the Board was given the documentation, investigation of sufficiency, and passed the resolution last month to hold a public hearing to discuss the annexation of this parcel. He stated the property is located in front of RV park.

Motion to close the public hearing: Commissioner Jimmy Garner

Seconded by: Commissioner Phil Pittman

Vote: Unanimous

Motion to adopt the Ordinance Extending the Corporate limits (for Parcel ID# 12M11197) by:
Commissioner Phil Pittman

Seconded by: Commissioner Bill Radford

Vote: Unanimous

PUBLIC HEARING FOR ANNEXATION REQUEST FOR COUNTRY STORE MEADOWS- Parcel ID#

12N11005

A motion was made by Commissioner Greg Baker to open the Public Hearing at 7:34 p.m.
Seconded by Commissioner Bill Radford and vote was unanimous.

Mayor Jeff Holt stated the Board was given the documentation, investigation of sufficiency, and passed the resolution last month to hold a public hearing to discuss the annexation of this parcel. He stated the property is near 70 Highway and Country Store Road.

Motion to close the public hearing: Commissioner Jimmy Garner

Seconded by: Commissioner Phil Pittman

Vote: Unanimous

Motion to adopt the Ordinance Extending the Corporate limits (for Parcel ID# 12N11005) by:
Commissioner Jimmy Garner

Seconded by: Commissioner Greg Baker

Vote: Unanimous

PUBLIC HEARING FOR ANNEXATION REQUEST FOR PEEDIN ROAD LLC- Parcel ID# 12M12016S

A motion was made by Commissioner Phil Pittman to open the Public Hearing at 7:35 p.m.
Seconded by Commissioner Bill Radford and vote was unanimous.

Mayor Jeff Holt stated the Board was given the documentation, investigation of sufficiency, and passed the resolution last month to hold a public hearing to discuss the annexation of this parcel.

Motion to close the public hearing: Commissioner Bill Radford
Seconded by: Commissioner Greg Baker
Vote: Unanimous

Motion to adopt the Ordinance Extending the Corporate limits (for Parcel ID# 12M12016S) by:
Commissioner Phil Pittman
Seconded by: Commissioner Bill Radford
Vote: Unanimous

PUBLIC HEARING FOR ANNEXATION REQUEST FOR PEEDIN ROAD LLC- Parcel ID# 12N11040A

A motion was made by Commissioner Bill Radford to open the Public Hearing at 7:37 p.m.
Seconded by Commissioner Phil Pittman and vote was unanimous.

Mayor Jeff Holt stated the Board was given the documentation, investigation of sufficiency, and passed the resolution last month to hold a public hearing to discuss the annexation of this parcel. He stated this property abuts the previous property just annexed which was rezoned to LI (Light- Industrial)

Motion to close the public hearing: Commissioner Bill Radford
Seconded by: Commissioner Phil Pittman
Vote: Unanimous

Motion to adopt the Ordinance Extending the Corporate limits (for Parcel ID# 12N11040A) by:
Commissioner Phil Pittman
Seconded by: Commissioner Bill Radford
Vote: Unanimous

PUBLIC HEARING- UNIFIED DEVELOPMENT ORDINANCE (UDO) TEXT AMENDMENT

Motion to open the public hearing to consider a text amendment recommended by the
Planning Board: Commissioner Greg Baker
Seconded by: Commissioner Bill Radford
Vote: Unanimous

Mayor Jeff Holt stated this amendment to the Unified Development Ordinance (UDO) refers to what documentation or surveys shall be required by the Town with the submission and approval of a zoning permit.

Motion to close the public hearing by: Commissioner Greg Baker
Seconded by: Commissioner Bill Radford
Vote: Unanimous

Motion to accept the proposed text amendment and to adopt the ordinance amendment to the Unified Development Ordinance by: Commissioner Phil Pittman
Seconded by: Commissioner Greg Baker
Vote: Unanimous

ANNEXATION REQUEST FOR FOUR HEAVNERS LLC/BRIGHTLEAF #2004-II LLC- PARCEL #12M12018

Includes: Resolution Directing the Clerk to Investigate the Sufficiency of Annexation Petition, Certificate of Sufficiency, and Resolution Fixing the Date of Public Hearing.

A motion to approve, accept, and adopt items 14 a, b, and c; to call for the public hearings for the request for the next meeting held on June 17th: Commissioner Phil Pittman
Second by: Commissioner Bill Radford

Discussion: Commissioner Greg Baker asked about the property in regarding the current zoning of the property. He asked about the corner lot beside the property being rezoned to LI (Light-Industrial). Mayor Holt stated the property's zoning has not been changed and confirmed the corner lot beside it was rezoning to LI for the purpose of allowing storage units to be built.

Vote: Unanimous

15.ANNEXATION REQUEST FOR RAY MOORE- PARCEL #12N10074A

Resolution Directing the Clerk to Investigate the Sufficiency of Annexation Petition

16. ANNEXATION REQUEST FOR COLE AND DODIE HEADLEY- PARCEL #12M11017

Resolution Directing the Clerk to Investigate the Sufficiency of Annexation Petition

Mayor Jeff Holt stated the only action being taken is to direct the clerk to investigate the sufficiency of the petition for these properties. He said there was a question whether the Town was closer or Selma.

Motion to adopt the resolution for items 15 and 16: Commissioner Bill Radford
Seconded by: Commissioner Greg Baker
Vote: Unanimous

COMMITTEE REPORTS

SENIORS

Commissioner Phil Pittman mentioned the Seniors met the week prior and there was about seventy-five people in attendance. He wanted to thank all the local businesses and churches for all the help given to the Seniors group. He said he is looking forward to the next meeting and hopes it continues to grow. Mayor Jeff Holt said he has been to two meetings so far and mentioning how well organized it has been. Commissioner Phil Pittman stated Scottie Hayes is doing a great job getting it together.

PLANNING BOARD

Zoning Administrator Scottie Hayes said the Planning Board is continuing to look into the updates to the Unified Development Ordinance to include a Downtown District and hopes to have something for the Planning Board to review next month.

MOCCASIN CREEK

Ronnie Cabe updated the Board members on current projects.

TOWN ATTORNEY'S REPORT

Town Attorney Chip Hewett stated there was nothing to report.

DEPARTMENT REPORTS

PUBLIC WORKS- Commissioner Phil Pittman said Public Works Supt. Ray Stuckey and his men are working hard repairing leaks, finalizing the water meters, and picking up the trash in Town. He wanted to thank Ray and his men for all their hard work. He wanted to request all citizens to have their trash out by 7 a.m. in order to help the men with the rising temperatures during the summer weather.

Mayor Jeff Holt informed the Board members the Town was looking into getting quotes for new equipment for the Water and Sewer Departments as part of a grant.

STREETS- Commissioner Greg Baker asked Public Works Supt. Ray Stuckey if there were any updates to report. Public Works Supt. Ray Stuckey stated he had nothing to report.

Mayor Jeff Holt informed the Board and public that prioritized trash pickup starts July 1st for some subdivisions to have their trash picked up by GFL on Thursdays. He said the subdivisions to be included in that are Pine South, Pine Valley Estates, Starfield Acres, Country Estates, and Scottie's Ridge. He mentioned the Town would still pickup yard waste for those subdivisions. He advises those Town residents to contact the Town if they have any issues with their trash pickup.

RECREATION- Recreation Director Scottie Hayes stated the spring sport season is coming to an end within the next month and signups for fall sports would begin soon; which would include football, cheerleading, soccer, t-ball, baseball, and softball. He mentioned he had ninety children sign up for t-ball this season.

POLICE-Commissioner Jimmy Garner stated the Police Department had two-hundred fifty-three calls in the last twenty-eight days. He said they are doing a good job.

FIRE DEPARTMENT-Fire Chief Joseph Radford stated the Fire Department would have a breakfast to kick off the Fireman's Day celebration. He stated there would be live music and fireworks planned for that day. He mentioned the Fire Department would be hosting another bingo night on June 1st.

Samuel Heuertz, resident at 113 Oak Street, asked if there would be a parade for Fireman's Day. Fire Chief Joseph Radford stated there would not be as they are focusing on the events at the park.

STAFF- None

UNFINISHED BUSINESS-None

NEW BUSINESS/ MAYOR'S MINUTE-

Mayor Jeff Holt mentioned he was working with the ladies in the office to get a working budget for the new fiscal year. He said he was looking to recess this meeting to a later date to discuss the budget prior to the June 17th meeting. He mentioned June 3rd as a possible date to meet and discuss the budget where he would provide a summary for the proposed budget. He stated the draft budget would be available to the public after the recessed meeting. He said at the recessed meeting the Board would need to call for a public hearing to be held on June 17th.

Motion to recess this meeting until June 3, 2024 at 6:00 p.m. at the Town Hall: Commissioner Jimmy Garner

Seconded by: Commissioner Phil Pittman

Vote: Unanimous

RECESSED MEETING

Meeting was recessed at 8:01 p.m. until June 3, 2024 at 6:00 p.m. at the Town Hall.

Motion by: Commissioner Jimmy Garner

Seconded by: Commissioner Phil Pittman

Vote: Unanimous


Ashley Willoughby, Interim Town Clerk


Mayor

