

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
NOVEMBER 18, 2024**

WELCOME AND CALL TO ORDER

Mayor Jeff Holt called the regular meeting of the Pine Level Board of Commissioners to order on Monday, November 18, 2024 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

Police Chief Ashley Woodard, Recreation Director/Zoning Administrative Scottie Hayes, Interim Town Administrator Sharon Evans, Administrative Assistant Danielle Lanier, and Interim Town Clerk Ashley Willoughby.

OTHERS PRESENT

Town Attorney representative Mike Wilber, Kevin Kornegay, Terry Rains, Andrew Hodge, Rodney and Rebecca Cabe, Latarsha Jett, and Tomas Grandos, Samuel and Debra Heuertz, Benji Woodard, Claire and Tommy Weeks, Adam Stuckey, Josh and Cynthia Boykin, Joey Boykin, Wayne and Joyce Jenkins, John Moore, Nicole Miller, Attorney Stephon J. Bowens, Leon Oliver, Jane Hawk, Vann Jones, Dianne Creech Blackmon, Peter Perchak, Lisa and Matt Masisak.

INVOCATION: Mayor Jeff Holt

PLEDGE: Terry Rains

APPROVAL OF AGENDA:

Motion to approve the agenda as presented: Commissioner Phil Pittman

Second: Commissioner Bill Radford

Vote: Unanimous

APPROVAL OF CONSENT AGENDA

Includes: Minutes from October 14, 2024 and October 2024 Check Listing.

Motion to approve: Commissioner Phil Pittman

Second: Commissioner Greg Baker

Vote: Unanimous

PUBLIC COMMENT

Mayor Jeff Holt asked if there was anyone present that wished to speak at that time about anything not already on the agenda. Hearing no response. He wanted to take a moment to thank the citizens for coming and being a part of the meeting tonight.

FY 2023-2024 AUDIT PRESENTATION

Mayor Jeff Holt informed those present that independent auditor Lee Grissom had completed the annual audit of the Town's finances for the 2023-2024 fiscal year; which had been submitted to the State. He mentioned Mr. Grissom would be presenting the Town's audit remotely and after the presentation the Board members would adopt the audit. He stated as part of public record, copies of the Town's audit would be available online or at the Town Hall and anyone can request it.

Lee Grissom, of S. Preston Douglas & Associates, LLP, stated it was an overall good audit and mentioned this was his firm's fifth year auditing the Town. He stated this was the first audit without the participation of long-time clerk Connie Capps and out-source accountant Marla Ashworth. He mentioned his firm was pleasantly surprised; Ashley Willoughby was the main point of contact and did a really great job this year. He stated his firm issued an unmodified opinion for this audit also known as "a clean audit opinion" which is the highest level of assurance. He stated there was one internal control findings that was related to F. H. George Endowment Fund investment. He mentioned this was a repeated finding and recommended the Town either move the investment or close it to be compliance with the LGC requirements.

Mr. Grissom stated the Town had submitted the audit prior to the October 31st deadline. He mentioned Town staff gave access and provided all required information in a timely manner. He stated overall the Town's finances are good and he discussed the details of the reports. He mentioned an update to the finance officer's bond would be needed as a new law was passed that requires the bond amount to be ten percent (10%) of the overall budget. He stated many municipalities are realizing this requirement change this audit season and it was not reported as a finding in this case. He recommended the Town make that correction soon.

Mr. Grissom stated based on a trend basis the Town's finances are extremely strong. He mentioned the Town's records were comparable to previous audits even with turnover or change to staff. He stated the finance officer, or Ashley Willoughby did a terrific job handling this audit and getting the audit out in a timely manner; correcting the previous late audit. He

reminded the Board to increase the bond amount on the finance officer and correcting the endowment fund.

Mayor Jeff Holt informed those present about the history of how the Town received the endowment fund. He stated a gentleman was going to multiple municipalities in Johnston County and donated these funds to the towns. He mentioned the condition was the Town could only use the interest and dividends for beautification projects around the town; which individuals could apply for each year similar to a grant. He asked Mr. Grissom about what could be done to the fund whether it could be re-invest into another interest-bearing account, closing it, or contacting the family of the gentleman who had donated it to see if it could be moved into a CD fund. Mr. Grissom advised the Board to contact the family first to see if it could be changed. There was a brief discussion with some questions from citizens pertaining to the fund which were answered by the Mayor and auditor. Mayor Jeff Holt stated the endowment fund would be investigated before the next audit. Mr. Grissom wanted to reiterate that his firm was pleased with the audit outcome for this year.

Motion to accept the FY 2023-2024 Audit Report: Commissioner Bill Radford

Second: Greg Baker

Vote: Unanimous

RESOLUTION- PROHIBITING THE VIEWING OF PORNOGRAPHY ON TOWN NETWORKS AND DEVICES

Mayor Jeff Holt informed the Board members there was a resolution prohibiting the viewing of pornography on the Town's networks and devices. He wanted to clarify this resolution was not created due to personnel issues; however, it was a new law created by the State of North Carolina which requires local agencies and municipalities to adopt a policy to this effect. He read the full resolution aloud before those present.

Motion to adopt resolution #11-24-25-012: Commissioner Jimmy Garner

Seconded by: Commissioner Bill Radford

Discussion: Mayor Jeff Holt stated the employees of the room should pay attention to item # 7, "Any employee of the Town who violates any provision of this policy shall be subject to disciplinary action under the Town's personnel policy."

Vote: Unanimous

PUBLIC HEARING- REZONING REQUEST- RICHARD D. BRASWELL- SCOTTIE'S RIDGE PHASE 2- PARCEL ID# 12O10007B, 12O10009, 04O10009A, & 12O10010

A motion was made by Commissioner Greg Baker to open the public hearing at 7:23 p.m. to consider a rezoning request for lands located on US Hwy 70-A; what would be called Scottie's Ridge Phase 2. Motion was seconded by Commissioner Bill Radford and the vote was unanimous.

Mayor Jeff Holt stated these properties were recently annexed into the Town's city limits. He mentioned the properties originally had County zonings and the owner was requesting rezoning to RS (Residential- Single Family). He stated the Planning Board had a chance to review and

make a recommendation on the rezoning requests. He stated all the necessary advertisements for the public hearing had been done including sending out notices to all adjacent property owners near the properties. He mentioned the properties are part of Scottie's Ridge Phase 2, which was attached to the first phase. He stated the first phase of Scottie's Ridge was currently in the construction phase of building houses and having some new residents moving in. Interim Town Clerk Ashley Willoughby wanted to ask the Town's Attorney Mike Wilber if the Board would need to assign a zoning to one parcel within the development for the pump station, since it was recently annexed and the Town did not have a rezoning application for that parcel. Attorney Mike Wilber stated yes. Mayor Jeff Holt stated he believes the Town would be taking ownership of the pump station. He asked Zoning Administrator Scottie Hayes what zoning would best fit the pump station parcel. Zoning Administrator Scottie Hayes stated he would keep it all one zoning with RS as pump stations are allowed in all zoning districts.

Jane Hawk, 125 W Pine Street, voiced her concerns about how all the new developments coming in would affect the small town feel along with the school's capacity and the roads. Commissioner Phil Pittman stated the County was responsible for the schools and making sure those schools have the capacity to handle the coming development or figure if more schools need to be built.

Nicole Miller, resident of 205 N Church Street, voiced her concerns about how long it would take for a school to be built and asked how long it would take as she was new to the area. Mayor Jeff Holt stated the County would be aware of the developments coming once the State approves the infrastructure plans and the development applies for sewer allocation. He stated the towns are not in the business of building the schools. Commissioner Jimmy Garner stated the school was only at fifty-two percent capacity. He mentioned the Board should focus on the Town's own infrastructure.

John Moore, resident of 404 W Main Street, voiced his concerns about Town's drainage and the water standing in his ditch. He mentioned the ditch behind his property had not been cleaned out since the Jeff Crocker had retired and it was a Town owned ditch. Mayor Jeff Holt stated the Town may have helped in the past, but he was not sure if the Town owned it. The Mayor and other Board members discussed and stated they would look into whether that was owned by the Town.

Lynn Selby, resident of 101 N Capps Street, voiced her concerns about safety the traffic created by the Eastfield roundabouts and with people speeding down W Blanche Street coming into town. She stated she hoped to have a four-way stop sign where she lives to slow the traffic. Commissioner Jimmy Garner stated it was a State road and asked the Police Chief if he was correct in saying the Town could not do anything without the State's approval. Police Chief Ashley Woodard stated that was correct. He mentioned he spoke with the State about it and the State had decided not to put a four-way stop sign there. Commissioner Jimmy Garner mentioned the State did a study within that area and since it was a State road the Town could not change it. Mr. Moore voiced his similar concerns about the traffic on W Main Street. Mrs. Hawk asked if the Town would ask permission again for the four-way stop sign. Commissioner

Jimmy Garner stated the State did the study for three to four weeks about a year ago and still refused to do it after the Town had requested it.

Mayor Jeff Holt stated he wants to get back to the purpose of the public which was to discuss the rezoning requests of these properties. He mentioned all the concerns of the citizens are important and could be addressed under other areas in the agenda by this Board.

Peter Perchak, resident at 49 Ruddy Duck Lane, asked where this project was located. Mayor Jeff Holt stated it was behind the first phase. Mr. Perchak asked how many houses had been sold from the first. Zoning Administrator Scottie Hayes stated he was not sure, but guessed probably three to four so far. Mr. Perchak voiced his concerns about the Board approving a development when the other development beside it had not sold many houses. Planning Board Chairman Randy Jones stated the developer of the first project does not own the properties of the second phase. He stated the current zoning on the properties are with the County. He stated the Town had already annexed the properties into the city limits and now they need Town zonings. He mentioned the RS zoning would be beneficial for the Town. Mr. Perchak asked why the Board would approve a phase two when phase one is not done. Commissioner Bill Radford mentioned if the laws, rules, and regulations in place are followed, then an individual who owns a piece of property in this town or county has the ability to do what they like with their property. Planning Board Chairman Randy Jones stated the Town Board would need to have a legal reason to deny a request and not just an opinion.

Motion to close the public hearing: Commissioner Greg Baker

Seconded by: Commissioner Bill Radford

Vote: Unanimous

Motion to approve the rezoning requests for Scottie's Ridge Phase 2 to rezone the properties to

RS: Commissioner Phil Pittman

Seconded by: Commissioner Greg Baker

Vote: Motion passed with one opposing vote from Commissioner Jimmy Garner.

PUBLIC HEARING- UDO AMENDMENT/ ZONING MAP AMENDMENT

A motion was made by Commissioner Greg Baker to open the public hearing at 7:39 p.m. to consider amendments to the Unified Development Ordinance and the Town's zoning map.

Motion was seconded by Commissioner Bill Radford and the vote was unanimous.

Mayor Jeff Holt stated the Board was given copies of the proposed changes to the Town's Unified Development Ordinance two months ago to review along with a map; which the Planning Board had proved this Board with an amended map last month. He stated the Board had called for the public hearing last month; which was duly advertised and property owners within this area were given notice of the public hearing. Mayor Jeff Holt mentioned a map was available on the board to view and paper maps were given out showing the new proposed district. He stated this new district would be called the Main Street District. He asked Zoning Administrator Scottie Hayes to speak on the district.

Zoning Administrator Scottie Hayes mentioned years ago the Town hired a consultant from Triangle J who had suggested looking into increasing the density of the downtown area as it was in the center of the town and to spiral out. He mentioned there are some uses allowed currently in that area that the Planning Board thought should not be removed. He stated the Town had a few two-story buildings that could allow apartments and mentioned there are other towns that allowed second floor apartments in their business districts. He mentioned some of the lots are too small and not buildable in the current zoning. He stated his hopes were to revitalize the downtown area with new commercial and better buildable lots within this area. Planning Board Chairman Randy Jones stated there was a committee that had looked over this for months and he believes they had done a great job. He mentioned there were a lot of homes within this new proposed district that are non-compliant lots in the current zoning. He mentioned his concerns of residents not being able to build back if something happens to their house as the ordinance stands now. He stated creating this new district would benefit the property owners of those non-compliant lots. Mayor Jeff Holt mentioned it's hard to tell someone they cannot build back their house because they have a sub-standard lot and cannot meet the setback requirements. Commissioner Jimmy Garner stated they could build back now. Planning Board Chairman Randy Jones stated as it stands now with the current zoning and ordinance, they would not be able to. Mayor Jeff Holt stated the owners of the properties can continue as is within this new district. He mentioned the home owners can continue living in their homes and can build onto their homes if they meet the setback requirements. He reassured those present that the Town was not pushing the residents out for businesses by creating this district. Zoning Administrator Scottie Hayes stated the new district opens more opportunities for the residents by allowing them to convert their homes into businesses; like what Smithfield had done in their downtown area.

Commissioner Bill Radford asked if the residents would see any changes to their taxes if this gets passed or any other immediate changes to their property. Zoning Administrator Scottie Hayes said no. Commissioner Jimmy Garner asked about the plans to handle the parking issues in the downtown area and concerns about the railroad's right-of-way. Mrs. Miller voiced her concerns about not having parking with the growing population and revitalizing the downtown area. Commissioner Jimmy Garner stated he was concerned about people coming in for apartments and there are no places for them to park. He stated the downtown needs parking outside of what was in the railroad's right-of-way. Ms. Hawk stated she does not want a vape shop in town. Commissioner Jimmy Garner voiced his concerns about the railroad expanding. Mrs. Hawk stated she does not want a vape shop or an apartment with fifty people near her. Planning Board Vice-Chairman Kevin Kornegay stated a lot of the area being discussed was already zoned for commercial and the Planning Board was trying to make it more pedestrian friendly. He mentioned the parking was not the question tonight, but the district. He stated there are very few buildings in the area that could do apartments and it would only be a few units. He mentioned there were other uses that are allowed in the current commercial district that would be removed with this new district. He stated the Town was trying to provide a more pedestrian friendly downtown area with the suggestions from the Town's Land Use Plan.

Mrs. Miller asked if all the area in the proposed map was zoned commercial because her property was just residential. Planning Board Vice-Chairman Kevin Kornegay stated the Main Street district was not just for commercial but for residential. Mrs. Miller voiced her concerns

about a business being beside her house or on her street. Planning Board Vice-Chairman Kevin Kornegay stated on the Table of Permitted Uses in the ordinance any business would require a special use permit. He explained the owner would have to apply and meet with the Planning Board before it could be built. Mrs. Miller voiced her concerns that it was still allowed. The Board members discussed and stated special uses are reviewed individually and would have to be approved by them. Mrs. Miller was told if a business were to come, then she would be informed of it and she could speak at the public hearing.

Claire Weeks, resident of 210 E Brown Street, asked if a home or multi-family could be put on a empty lot when this district was approved. Planning Board Vice-Chairman Kevin Kornegay stated townhouses and single-family houses could as long as they meet the setback and lot size requirements. Mrs. Weeks asked what other restrictions were included for the businesses in the district and how was it written to prevent unwanted shops. Mrs. Hawk asked why does it say commercial if it was not going to be commercial. Zoning Administrator Scottie Hayes mentioned most of the downtown area was currently commercial; however, it was a downtown district being created to include both. He stated commercial must be contiguous to the other commercial buildings in the area. He stated the most of the residential lot in the area require a minimum of 15,000 sq. ft. and this will bring down the requirement to 6,000 sq. ft. Mrs. Miller voiced her concerns about the lot beside her being 8,000 sq. ft. and the owner being able to build a house under this new district. Zoning Administrator Scottie Hayes stated he understands Mrs. Miller's concerns; however, focusing on what the current district allows which was vape shops and other shops. Tomas Granados, resident of 206 N Church Street, asked if the main reason why this was on the agenda right now was because there are things getting redone in that area and the owner wants to put in the apartments. Zoning Administrator Scottie Hayes stated that was part of it. Mr. Granados stated because of the commercial zoning the apartments could not be put in there until after it was rezoned. Zoning Administrator Scottie Hayes stated that was part of it. Planning Board Vice-Chairman Kevin Kornegay wanted to clarify that the current downtown projects did not initiate these changes to the ordinance.

Attorney Stephon Bowens of Wallis, Bowens, Averhart & Associates, located at 5500 McNeely Drive in Raleigh, stated he was representing on the behalf of Mrs. Nicole Miller who was a resident of 205 N. Church Street in Pine Level. He mentioned Mrs. Miller requested him to review the proposed changes for the UDO and zoning map. He stated he wanted to address some of the concerns based on his findings and the conversations with some of the residents. He mentioned concerns of possible spot zoning due to the shape of the new district area. He mentioned some members have spoke about the lot adjacent to Mrs. Miller and concerns the Planning Board made recommendations to ensure this lot would be include in this district. He stated the Board should not have the right to adversely effect his client to fix the mistake of the owner of the lot through spot zoning. He stated the map excludes Holts Street, N Herring Street, N Fitzgerlad Street, and N Capps Street for some reason that had not been mentioned yet. He mentioned his concerns of the "z" shape manner in which the downtown district was drawn and how it plays into the revitalization of that area. He mentioned concerns after reviewing Planning Board minutes from August 22, 2024 meeting; where members used other members properties as examples in what could be done in this district. He stated he would argue that the Planning Board vote would be voided as it goes against NC General Statutes 160D-409 which

governs conflict of interest, since the member in the example did not recuse himself from the vote. He mentioned at minimum the matter should go back before the Planning Board. He reiterated he was there representing the interests of Mrs. Miller and some of the other residents. He mentioned the concerns of possible spot zoning and mentioned the laws against spot zoning. He mentioned he reviewed the Town's Comprehensive Land Use Plan and heard some of the comments made tonight. He stated those concerns about people not being able to build back could be fixed with an easy ordinance passed by the Board to allow those to build back. He mentioned the proposal was more of a setup for changing the character of the area for future development and not for residential. He voiced his concerns the proposed district was incompatible with what was proposed with in the Comprehensive Land Use Plan. He agreed the Comprehensive Land Use Plan does include the creation of the Main Street District and another district; however, it doesn't include the manner in which it's being proposed. He stated the "z" shape was inconsistent with what was on page 54-55 of the Comprehensive Land Use Plan. He mentioned there was no transition between the district change for the existing residential homes. He stated on the behalf of Mrs. Miller and the some of the other citizens, he would ask the Board to consider to deny the plan as currently presented. He mentioned Mrs. Miller had a petition to present to the Board members as well. He reiterated his concerns for the potential spot zoning, possible conflict of interest of the Planning Board members, and the concerns of the citizens; and asked the Board to consider denying the proposed changes.

Mayor Jeff Holt thanked Attorney Bowens for his time and attention on this. He asked those present who signed Mrs. Miller's petition about what could be an acceptable map district. After a brief discussion, he told Mrs. Miller either way it was drawn they could not exclude her property from the district. Mrs. Miller stated she understands that which was why she was against the whole district and that there are some other people in same situation as her. She stated N Church Street was all residential. Ms. Willoughby asked Attorney Stephon Bowens if his main concern was that it did not match the Town's Comprehensive Land Use Plan. Commissioner Jimmy Garner stated that question should be asked of the town attorney. Ms. Willoughby wanted to clarify the Attorney Bowen's argument. Mrs. Hawk asked why it was all the down Main Street. Ms. Willoughby asked Town Attorney Mike Wilber if the Town should stick with the Main Street as presented on the approved Comprehensive Land Use Plan. Vice-Chairman Kevin Kornegay stated the Comprehensive Land Use Plan was only a recommendation. Ms. Willoughby stated the plan was approved by the Town Board a few years ago. Commissioner Greg Baker asked to see the map of the Comprehensive Land Use Plan. Planning Board Vice-Chairman Kevin Kornegay stated the reason the houses on Main Street were include was to help the owners of sub-standard lots while creating density in the area. He mentioned the new Main Street District would not be a commercial area but a combination of residential. Ms. Willoughby stated it would be a mixed-use district. Planning Board Vice-Chairman Kevin Kornegay stated that was correct. Ms. Willoughby stated the Comprehensive Land Use Plan prepared by the Triangle J rep had created two districts which included a Main Street District and a Residential Main Street Transition.

Mayor Jeff Holt stated a lot of concerns had been brought before the Board tonight that the Town's attorney would need to look into.

Joyce Jenkins, owner of the Serving Spoon, asked if she could be able to put apartments in her building if the area was in the mixed-use district. Planning Board Vice- Chairman Kevin Kornegay stated yes, with a special use permit which would be reviewed by the Planning Board. Mayor Jeff Holt stated the Town Board would have to vote on all special uses and requires a quasi-judicial public hearing. He mentioned there were requirements those projects had to meet in order to be approved for those concerned about parking. Planning Board Chairman Randy Jones wanted speak to the concerns Attorney Bowens brought up about the vote and the conflict of interest: he stated they were taken out of context. He wanted clarify for the record that he was using a Planning Board member's property as an example only and the member did not have any actual intentions of doing the example. He wanted to reiterate that the Planning Board was an advisory board which can only send recommendations to the Town Board and all final decisions are made by Town Board.

Attorney Mike Wilber stated he would like to look into the items brought up to be safe. Mrs. Miller voiced her concerns about the setbacks and the adjustments made to the UDO regarding building houses and townhouses.

Motion to close the public hearing: Commissioner Jimmy Garner
Seconded by: Commissioner Bill Radford
Vote: Unanimous

Motion to table this until the January 13, 2025 meeting at 7 p.m.: Commissioner Phil Pittman
Seconded by: Commissioner Bill Radford
Vote: Unanimous

ANNEXATION REQUEST- RICHARD D. BRASWELL- TRADER'S POINT, LLC- PARCEL# 15M12024D

Mayor Jeff Holt stated we had directed the clerk to investigate the sufficiency of the annexation request submitted by Richard D. Braswell for Trader's Point, LLC at last month's meeting. He stated she had brought back the certificate of sufficiency and a resolution to fix the date of the public hearing.

Motion to accept the certificate of sufficiency and to set the public hearing for December 9th at 7 p.m. : Commissioner Phil Pittman
Seconded by: Commissioner Greg Baker
Vote: Unanimous

- A later motion changed the public hearing date to December 19th at 7 p.m.

COMMITTEE REPORTS

SENIORS

Commissioner Phil Pittman stated the last meeting of the year went great and invited anyone to come.

MOCCASIN CREEK

Rodney Cabe, the Chairman of the Moccasin Creek Board, stated his Board was in the process of some maintenance and repairs. He mentioned taking bids for a mowing contract. He mentioned looking into getting land for holding ponds, possibly charging impact fees to developers, and talking with the towns about the future of the development process.

PLANNING BOARD

A.) Country Store Meadows Extension Letter

Zoning Administrator Scottie Hayes stated the development had an approved preliminary plat that expired a couple months back and are asking for a one-year extension which would expire in April 2025. Planning Board Chairman Randy Jones wanted the Town Board to know the project was sold to another company and the new owner was not aware of the deadline. He mentioned once the new owners were notified, they immediately sent in the letter to get it corrected.

Motion to extend the original preliminary plat until April 11, 2025: Commissioner Bill Radford

Seconded by: Commissioner Greg Baker

Vote: Unanimous

B.) Stormwater and Drainage Management Plan Requirement

Zoning Administrator Scottie Hayes stated one of the subdivision requirements in the UDO was for the developer to do a Stormwater Study; however, the Town does not have a detail policy. He wanted authorization from the Town Board for the Town to use the County's Stormwater policy until one could be created for the Town. He stated the Town's engineer would need to investigate it. Planning Board Chairman Randy Jones stated it would be both the Stormwater and Erosion policies. He mentioned there could be a possibility of taking the plans to the County for review instead of the Town's own engineer since the County was already doing it for other towns. After some discussion, it was determined all the new developments that came in after the moratorium would be required to adhere to the County guidelines if the Board decided to adopt the County's policies.

Motion to temporarily adopt the County's Stormwater and Erosion policies for the subdivision review process: Commissioner Phil Pittman

Seconded by: Commissioner Greg Baker

Vote: Motion passed with one opposing vote by Commissioner Jimmy Garner

TOWN ATTORNEY'S REPORT

None

DEPARTMENT REPORTS

RECREATION- Recreation Director Scottie Hayes stated basketball and cheerleading had just started. He mentioned the Town's Christmas Parade will be December 8th and the Christmas Tree Lighting on December 3rd.

PUBLIC WORKS- None

STREETS- Commissioner Phil Pittman mentioned citizens called with concerns about leaves and yard waste pickup. Commissioner Greg Baker stated Waste Management had a worker out sick and some citizens had their trash missed. He mentioned the ladies received many calls and got the company to go back out to get the missed trash. He wanted to thank Water Supt. Ray Stuckey and his crew for fixing the water leaks on the road near his house.

Mr. Perchak voiced his concerns about the time the garbage men come to pick up the trash.

POLICE- Police Chief Ashley Woodard informed the Board members the police department had the approval letter to closed down the State road for the Town's Christmas Parade on December 8th. He mentioned needs the Board members to call for a public hearing for the parking issue on the corner of Peedin Ave and Main referring to where the cars are parking along the side of the bakery. He mentioned there are concerns those parked vehicles are hindering the line of sight of other vehicles.

Motion to call for a public hearing for the consideration of no parking in that area on December 9th at 7 p.m.: Commissioner Bill Radford

Seconded by: Commissioner Greg Baker

Vote: Motion passed with one opposing vote by Commissioner Jimmy Garner

- A later motion changed the public hearing date to December 19th at 7 p.m.

Police Chief Ashley Woodard informed the Board members he was in the process of getting new radar equipment and sending some officers for radar training.

FIRE DEPARTMENT- Breakfast with Santa on December 7th.

STAFF- None

NEW BUSINESS

Commissioner Bill Radford stated he would like to speak with Recreation Director Scottie Hayes about changing out the flags at the park. Recreation Director Scottie Hayes stated he would look into getting them changed before the Christmas Tree Lighting.

MAYOR'S MINUTES

Mayor Jeff Holt stated the annual turkey shoots for the Lions Club would be on November 22-23, 2024 and the American Legion would be on November 26-27, 2024.

CLOSED SESSION

At 8:51 p.m. Mayor Jeff Holt called for a closed session to discuss personnel matters according to §143-318.11(6).

Motion by: Commissioner Jimmy Garner

Seconded by: Commissioner Bill Radford

Vote: unanimous

RECONVENED TO REGULAR MEETING

The Board reconvened at 9:00 p.m. Mayor Jeff Holt stated the Board members had decided to drop the Interim and make Ashley Willoughby the official Town Clerk. He stated he would come by the Town Hall later this week to swear her in, since he did not have the oath form with him. He stated Ms. Willoughby would need to be bonded to cover the amount the auditor mentioned. Ms. Willoughby informed the Board members she was currently bond since she became the Interim Town Clerk. She informed the Board members the bond amounts for both Interim Town Administrator and herself.

NEW BUSINESS

Mayor Jeff Holt stated he would like to call for a public hearing to consider a moratorium on the all-major subdivisions at the December meeting. He stated based on the number of homes coming now and what the Town had available in sewer capacity; it was something to consider. Ms. Willoughby asked Attorney Mike Wilber if this would require the thirty-day minimum to advertise. He stated that was correct. After some discussion, there was talks about moving the Town Board meeting date to December 19th. Ms. Willoughby informed the Board members that was the same date as the Planning Board. The Board informed her to get with the Planning Board about rescheduling their December meeting date.

Motion to reschedule the December meeting for December 19th at 7 p.m. and all public hearing schedule for December 9th be moved to the new meeting date: Commissioner Jimmy Garner

Seconded by: Commissioner Bill Radford

Vote: unanimous

The Board discussed the Employee Christmas Party.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 9:17 p.m.

Motion by: Commissioner Bill Radford

Seconded by: Commissioner Phil Pittman

Vote: Unanimous


Ashley Willoughby, Interim Town Clerk




Mayor