

Mayor
Jeff Holt

Mayor Pro-Tem
Jimmy Garner

Board of Commissioners
Greg Baker
Phil Pittman
Bill Radford

Interim Town Administrator
Sharon Evans



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
MARCH 9, 2026**

WELCOME AND CALL TO ORDER

Mayor Jeff Holt called the regular meeting of the Pine Level Board of Commissioners to order on Monday, March 9, 2026 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/ TOWN REP.

Police Chief Ashley Woodard, Zoning Admin./ Recreation Director Scottie Hayes, and Town Clerk Ashley Willoughby.

Attorney Chip Hewett

INVOCATION: Commissioner Phil Pittman

PLEDGE: Terry Rains

APPROVAL OF AGENDA:

Motion to accept: Commissioner Greg Baker

Second: Commissioner Bill Radford

Vote: Unanimous

APPROVAL OF CONSENT AGENDA

Mayor Jeff Holt provided a brief summary of the items within the consent agenda which included the following:

- a. February 9, 2026 Minutes- Regular Mtg.
- b. February 2026 Check Listing
- c. Call for Public Hearing for April 13th at 7 p.m. at the Town Hall to consider a Special Use Request- Carolyn Oliver Renfrow- Parcel ID#:12N11011Y / NC Pin:262413-00-2649
- d. Call for Public Hearing for April 13th at 7 p.m. at the Town Hall to consider a Special Use Request- Carolyn Oliver Renfrow- Parcel ID#:12N11011Z / NC Pin:262413-00-0730
- e. Call for Public Hearing for April 13th at 7 p.m. at the Town Hall to consider a Special Use Request-Richard and Teresa Arthur- Parcel ID#: 12008035 / NC Pin: 262418-42-6158
- f. Call for Public Hearing for April 13th at 7 p.m. at the Town Hall to consider a Rezoning Request- Beth and John Thomas- Parcel ID#:12005003 / NC Pin:262417-20-1617
- g. Call for Public Hearing for April 13th at 7 p.m. at the Town Hall to authorize the exchange of real property owned by the Town of Pine Level for real property owned by Richard D. Braswell

Motion to accept: Commissioner Phil Pittman

Second: Commissioner Bill Radford

Vote: Unanimous

PUBLIC COMMENT

N/A

DISCUSSION/ ACTION ITEMS

Audit Contract

Mayor Jeff Holt stated an audit contract for S.P. Douglas was before the Board to consider. He mentioned over the past several years the Town has worked well with this group. He mentioned action was needed to renew the contract for the next fiscal year and to approve the \$900 increase from last year's contract price.

Motion to renew the audit contract with this firm: Commissioner Bill Radford

Second: Commissioner Greg Baker

Vote: Unanimous

Presentation on TextMyGov Proposal

Mayor Jeff Holt stated at last month's meeting there was a discussion about notifications to citizens when there were any emergencies in town; broken waterline, sinkholes, powerlines down, etc. He mentioned the Board members were trying to figure out a way to quickly notify the citizens whether it was through door hangers, individual phone calls, or other processes. He mentioned the Board directed the Town Clerk to research some options and there was a gentleman present, via zoom, to present a program called TextMyGov. Tegan Campbell, a representative for TextMyGov, presented the program to the Board members. He discussed how the program would allow the town to notify citizens through call and text as well as having a mapping tool to notify specific areas; if needed. He showed an example of how the text auto response system works and explained how it would help direct citizens to information after hours (e.g. how to pay their bills online).

He explained how the system could be customized by the Town to send any citizen reports to specific departments or individuals within the Town's staff and presented an example of how the report process would look like.

Mayor Jeff Holt mentioned concerns about individuals using the system to report suspicious activity to the Police Dept instead of using 911. He stated it would be best for the Police Dept. if citizens continued using 911 instead of this system to report such matters. He mentioned this system would focus more on reporting to emergency departments for down powerlines, fallen trees, potholes, and utility line problems. Mr. Campbell stated if a request goes outside the reporting limits set by the Town, then the system would auto direct individuals to contact 911 for emergencies.

Mayor Jeff Holt asked how the system would be setup for the customers/citizens, the integration process, and setup for different quadrants or departments. Mr. Campbell showed the Board members how the Town could setup the auto-response message, group message alert setups, and discussed the different integration methods available with the system. Commissioner Jimmy Garner mentioned the system would not work for the recreation department as most of the signups are out of town. Town Clerk Ashley Willoughby asked Recreation Director Scottie Hayes if that was correct that the new Parks & Rec website handles all message notifications through the actual site for those that are registered for sports. Recreation Director Scottie Hayes confirmed the system does text and email; however, the department could use either or both systems if there were no extra costs. Commissioner Bill Radford asked if the Town's current systems could be uploaded to this program. Ms. Willoughby confirmed the Town could upload the current locations and phone numbers within the current billing system as part of the integration process. Mayor Jeff Holt asked how long would it take to integrate. Mr. Campbell mentioned it would be 30-45 days.

The Board members discussed the cost, number of text messages allowed annually, and social media integration covered in the proposal. Mr. Campbell informed the Board members that any unused messages would rollover to the next year. Sam Huertez, Pine Level resident, wanted to know if Mr. Campbell could inform them on the company's current customers. Mr. Campbell mentioned Robersonville, Stantonsburg, and Sims were some in North Carolina. Commissioner Bill Radford asked how much the NOAA Weather Alerts would cost. Mr. Campbell mentioned it was a part of the coverage in the proposal package. After a brief discussion, Mr. Campbell wanted to mention the proposal rate expires on March 10th.

The Board decided to take no action at this time and revisit next month.

COMMITTEE REPORTS

SENIORS

Commissioner Phil Pittman mentioned Recreation Director Scottie Hayes would be getting ready for the seniors meeting. Recreation Director Scottie Hayes mentioned the Pine Level Free Will Baptist's preacher would be speaking.

MOCCASIN CREEK

Mayor Jeff Holt mentioned last meeting there was a discussion about the servicing of the ditch along the property of Town resident, Terry Rains. He mentioned he spoke with someone from the County Water/Sewer Dept. about coming to one of the Board meetings to explain the difference between what was or was not repaired and maintained through a maintenance contract. Terry Rains, Pine Level resident, mentioned they should not have to pay the tax; if they would not clean it out. Mayor Jeff Holt mentioned he understands that view point; however, he could understand the argument that those paying into the tax do not pay enough to cover the cost needed to maintain that area. He mentioned he hopes the new homes coming in would increase the funding for more maintenance down the road.

PLANNING BOARD

N/A

TOWN ATTORNEY'S REPORT

Attorney Chip Hewett mentioned needing a brief closed session G.S. 143.318.11(3) for the matter of litigation to discuss with the Board.

Motion to add a closed session: Commissioner Jimmy Garner

Second: Commissioner Phil Pittman

Vote: Unanimous

Mayor Jeff Holt stated the Board members would add the closed session before adjourning the meeting.

DEPARTMENT REPORTS

RECREATION- Recreation Director Scottie Hayes mentioned practices started that evening for baseball and softball; t-ball would start in a couple weeks. He mentioned there were currently 147 kids signed up. Commissioner Jimmy Garner asked if the numbers had increased from last year. Mr. Hayes mentioned it had slightly increased.

Mayor Jeff Holt mentioned the Town's engineers were preparing documents to address the drainage concerns at the parks and looking to bid that out soon. He mentioned the project would be paid out through State funding; the deadline to spend it or contract it out would be June 30th. He mentioned if the project was contracted out prior to June 30th, the Town would still be able to use that money for this project. Commissioner Bill Radford asked about the status of the community building. Mayor Jeff Holt stated the community building funding was now the funding for the drainage project. He mentioned the community building would cost far more, than what the Town had received.

PUBLIC WORKS/ STREETS- Commissioner Phil Pittman mentioned the men are preparing for the summer months.

Commissioner Greg Baker mentioned speaking with Public Works Supt. Ray Stuckey about looking at replacing the pipe on Legion Lane with possibly Powell Bill funds. He mentioned replacing the air compressor on the trash truck. He mentioned the locations where the drainage project would also replace

the pipes along the ditch near the Vann Jones' Subdivision, across the park, and towards the backside of the Starling's property near US HWY 70-A. Mayor Jeff Holt mentioned the project would include the pipe under Legion Lane.

POLICE- Police Chief Ashley Woodard informed the Board members there was a request for a road closure for an event hosted by Power Up Pine Level on May 9th from 8:30 a.m. to 4:30 p.m. He mentioned the area needed would be W Pine St. from the corner of N Peedin Ave. to N Capps St.

The event would highlight the local businesses within the Pine Level area with vendors, music, and food.

The contact person for the event would be Ms. Ashley from Hinnant Vineyards and Kevin Kornegay.

Mayor Jeff Holt wanted to confirm with the Attorney Chip Hewett that the Board would not need to adopt a resolution to close the road, since the section being closed was Town owned and would not affect NC DOT. Attorney Chip Hewett mentioned no resolution was needed and the Town would not need to inform DOT as the street was Town owned.

Motion to approve the road closure as presented: Commissioner Greg Baker

Second: Commissioner Bill Radford

Vote: Unanimous

Chief Woodard wanted to inform the Board about flock cameras and present a proposal for the purchase of one. He explained how the system connects with other flock cameras across the State to help in Police investigations and what the annual cost would be. Commissioner Bill Radford asked if there were any grants available. Chief Woodard stated he had applied for a grant for the upgrades to the radios as those were a necessity now. He gave an example of how the flock camera system helped the Police Dept. solve a stolen property case with the help of the Smithfield Police Dept. After a brief discussion, Zoning Administrator Scottie Hayes asked Attorney Chip Hewett if the Town could include that as part of the Town's approval process for new subdivisions to require the HOA to install and maintain the flock cameras. Town Clerk Ashley Willoughby asked if the Town could have the cameras installed on the light posts or within the Town right-of-way. Attorney Chip Hewett mentioned he did not know the answer at this time. Chief Woodard mentioned the company would speak with the property owners about where the best locations would be prior to install.

Mayor Jeff Holt mentioned a motion would be needed to spend no more than \$5,000.00 to move forward with this proposal and he would look into the Police budget for this year to see, if possible, amendments are needed.

Motion to approve the proposal (with limit of \$5,000.00): Commissioner Jimmy Garner

Second: Commissioner Bill Radford

Vote: Unanimous

Commissioner Jimmy Garner recommended Chief Woodard look into getting another quote for an additional camera for next fiscal year. Chief Woodard mentioned wanting to waiting to speak with the company about other possible locations first and to see how the program goes.

FIRE DEPARTMENT- Fire Chief Joseph Radford mentioned the department would be hosting a Bingo night on Saturday, March 14th at 5:30 p.m. and a children's breakfast on the 28th.

Mayor Jeff Holt mentioned there were still more meetings ahead to discuss the budget and funding between the Fire Department and the Town. He mentioned the Fire Department would be submitting a budget the following week to the County Fire Commission. He mentioned there was a mayors' meeting including the department and the County scheduled in April.

Chief Radford asked if there were plans to re-surface the road in front of the Fire Department and mentioned an incident involving a vehicle. Mayor Jeff Holt mentioned he would contact the Town's DOT Rep., Matthew Clarke, to see what could be done to repair the road.

STAFF- N/A.

CLOSED SESSION G.S. 143.318.11(3)

At 8:03 p.m. a motion to enter into closed session G.S. 143.318.11 (3) to discuss a matter of litigation.:

Commissioner Greg Baker

Second: Commissioner Bill Radford

Vote: Unanimous

At 8:11 p.m. a motion to close the closed session and return to regular session: Commissioner Jimmy Garner

Second: Commissioner Bill Radford

Vote: unanimous

No action was taken by the Board.

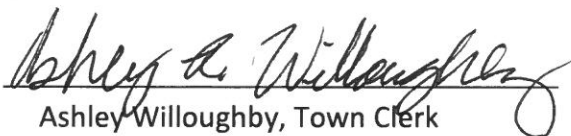
ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 8:11 p.m.

Motion by: Commissioner Jimmy Garner

Seconded by: Commissioner Bill Radford

Vote: Unanimous


Ashley Willoughby, Town Clerk


Mayor

