

MINUTES
TOWN OF PITTSBORO
BOARD OF COMMISSIONERS
MARCH 24, 2003
7:00 P.M.

Mayor Nancy R. May called the meeting to order and gave invocation.

ATTENDANCE

Members present: Mayor Nancy R. May, Commissioner Gene T. Brooks, Max G. Cotten, Clinton E. Bryan, Jr., Burnice Griffin, Jr. and Chris Walker.

Others present: Interim Manager/Attorney Paul S. Messick, Jr., and Town Clerk Alice F. Lloyd.

DISPOSITION OF MINUTES

Motion made by Commissioner Walker seconded by Commissioner Griffin to approve the minutes of the March 10, 2003 meeting.

Vote Aye-5 Nay-0

CITIZENS MATTERS

NONE

MAYOR'S PROCLAMATION – MUNICIPAL CLERK'S WEEK

Motion made by Commissioner Cotten seconded by Commissioner Walker to approve a proclamation declaring the week of April 27 – May 3, 2003 as Municipal Clerk's Week to honor the Town Clerk.

Vote Aye-5 Nay-0

MUNICIPAL CLERK'S WEEK PROCLAMATION IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 94

WASTEWATER I & I STATUS REPORT

Mr. Jay Johnston made the following findings:

Inflow and Infiltration sources

- The Town of Pittsboro recently authorized Hydrostructures, P.A. to proceed with the manhole rehabilitation project. We have prepared specifications and distributed Proposal Requests to selected contractors. Bids will be received April 8th. We look

forward to bringing bid results to Town and proceeding with this much needed project.

- Mr. Perry Dunn has diligently searched files and archives for existing data that may further investigation into inflow and infiltration sources. Mr. Dunn's efforts have produced interesting results, including some very valuable sewer video tapes. Hydrostructures, P.A. took the initiative to review VHS and we are getting some old BETA tapes converted to VHS for review. The tapes illustrate severely damaged and degraded sewer collectors on Masonic and Credle Streets. These two sewer collectors show massive volumes of clean, clear groundwater cascading into the sewer system. Mr. Johnston provided the Board with a photo of pipe.
- In light of this recent discovery, Hydrostructures, P.A. strongly recommends that the Town of Pittsboro consider another of the recommendations of the SSES Report: Perform the CCTV video work in the identified collector pipe sections. Masonic and Credle Streets are in near-desperate need of sewer main rehabilitation. However, we should not jump into a partial pipeline rehabilitation job until we understand the extent of the problem throughout the proposed study area. We suggest performing the pipeline video work in the recommended areas in order to identify the full scope of needed repairs (at least in the area studied during the SSES).

Valve issues in the Water Distribution System

- During Mr. Bill Sutton's administration, Hydrostructures, P.A. was employed to evaluate the water distribution system and assess the potential ability to isolate water main break using existing valves or identify areas where new valves were needed. We identified 11 broad "isolation zones" that can be (or could be) valved off in the event of a main break. We also identified several other improvements that we recommend the Town implement, as follow.
- Further Study: Our study provided a very "broad brush" evaluation of the system. Even so, we discovered quite a lot of new and valuable information. The new map we produced can be easily expanded and updated. We recommend an on-going program of finding and identifying valves and adding them to the map. We believe that with continued effort, many beneficial aspects of the system can be "re-discovered".
- Located Specific Valves: In our report we identify six specific valves that appear on mapping information, but that we could not find due to a variety of situations (traffic, bury depth, etc.). We recommend that a concerted effort be dedicated to finding these valves as they are critical valves in the system.
- Valve Exercising Program: We recommend that the Town implement a Valve Exercising Program. Exercising valves helps to prevent valves from seizing or failing due to lack of use (or exercise).

- Close critical hydraulic loop on east side of town: A pipe failure on the east side of town could be devastating because there is essentially only one way for water to flow to the east. One relatively easy improvement would be to close a hydraulic loop by running new 6-inch water main on Salisbury Street between Small Street and JA Farrell Street.
- Install 7 new valves: The Valve Inventory and Evaluation report details seven new valves that are needed in order to isolate key zones of town. Without these valves, Town stall will have to continue shutting Town off from its water supply in order to repair line breaks.
- Install missing fire hydrant leg valves: An unknown number of fire hydrants throughout Town have a hydrant leg valve. This prevents routine maintenance of hydrants and inability to repair hydrants in the event of catastrophic failure (e.g. traffic accident damage). State code also requires valves on all hydrant legs.

Jay Johnston stated that the manhole rehab project has been put out for bids.

Motion made by Commissioner Bryan seconded by Commissioner Walker to solicit bids for TV contract and compare with the Town’s purchase of a camera.

Vote Aye-5 Nay-0

PLANNING AND ZONING

BIG WOODS, INC. – REZONING FROM RA TO R10

Motion made by Commissioner Bryan seconded by Commissioner Walker to schedule a public hearing for April 28, 2003 at 7:00 p.m. on the rezoning request from Big Woods, Inc.

Vote Aye-5 Nay-0

BIG WOODS, INC. – SPECIAL USE PERMIT FOR A PUD

Commissioner Cotten stated he felt we need additional information before scheduling a public hearing.

Motion made by Commissioner Walker seconded by Commissioner Bryan to schedule a public hearing on the Special Use Permit Request for a PUD from Big Woods, Inc. for April 28, 2003 at 7:00 p.m.

Vote Aye-5 Nay-0

ANNEXATION

BRENDAN AND ANN KEARNS

The Town Clerk has determined the sufficiency of the Petition.

Motion made by Commissioner Walker seconded by Commissioner Griffin to schedule a public hearing on the annexation request from Brendan and Ann Kearns for April 28, 2003 at 7:00 p.m.

Vote Aye-5 Nay-0

A RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION OF ANNEXATION PURSUANT TO G.S. 160A-31, AS AMENDED IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 96

RICKY SPOON

Ricky Spoon has petitioned for voluntary annexation of 34.10 acres located on 15-501 North (Hillsboro Street).

Motion made by Commissioner Walker seconded by Commissioner Griffin to direct the Town Clerk to determine the sufficiency of the Petition.

Vote Aye-5 Nay-0

A PETITION RECEIVED UNDER G.S. 160A-31 IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 97

CODIFICATION PROJECT – COMMISSIONER COTTEN

Commissioner Cotten reported the following with regards to the Codification Project:

Minor changes dictated by codification process have been made to the following Ordinances:

- Town Charter
- Chapter 1 Code of Ordinances
- Chapter 2 Administration
- Chapter 3 Advertising
- Chapter 6 Animals and fowls
- Chapter 7 Buildings
- Chapter 8 Fire Prevention
- Chapter 10 Flood Damage Prevention
- Chapter 11 Garbage, Trash and Weeds
- Chapter 12 Health and Sanitation
- Chapter 13 Junk and Junk Dealers
- Chapter 23 Streets and Sidewalks

Major changes had to be made to bring the following into compliance with N. C. General Statutes:

- Chapter 4 Alcoholic Beverages

- Chapter 14 Lakes and Perennial Waters
- Chapter 15 Licenses and Business Regulations
- Chapter 18 Offenses and Miscellaneous
- Chapter 19 Parks and Recreation
- Chapter 25 Utilities

The following ordinances were not in ordinance format but were simple motion in minutes 1975-1998. They have been written in consultation with other towns and the Institute of Government.

- Chapter 21 Police
- Chapter 22 Sales
- Chapter 24 Taxicabs

The following have been written and approved by Pittsboro Board of Commissioners during the codification process 2000-2003.

- Chapter 17 Noises
- Chapter 9 False Security Alarms
- Chapter 16 Motor Vehicles and Traffic
- Chapter 26 Regulation of Aggressive Panhandling
- Chapter 27 Rules and Procedures for Pittsboro Board of Commissioners meetings

Provisions have been made in Chapter numbering for following should they be needed:

- Chapter 5 Amusements Regulation
- Chapter 20 Pawnbrokers

Suggested time line for adoption of codified ordinance book:

- March 24 – Distribute books and make available to public
- March 24 – April 28 – Review by public and commissioners. Develop recommended changes
- Schedule public hearing.
- May 23, 2003 approve codified ordinances.

Commissioner Cotten thanked Ms. Lloyd for all her help. He stated amusements would probably need to be addressed at a later time because of all the construction we are facing in Pittsboro.

Motion made by Commissioner Cotten seconded by Commissioner Griffin to set a public hearing for May 26, 2003 and that each Commissioner read the entire book and if they see anything they question to write down the chapter & page numbers.

Vote Aye-5 Nay-0

SOLID WASTE DISPOSAL REPORT

Commissioner Cotten stated that it is under consideration by the County to pay as you throw – he has a concern with that, he feels that is really about the only service that Town residents get from the County.

Commissioner Brooks stated there is a larger issue here and he would urge the County to study this very carefully. The convenience centers have helped with illegal dumping on private and dirt roads and dumping in the woods. He feels charging would encourage dumping on private property and he hope another answer can be found.

Commissioner Brooks stated maybe they should look at how the State Park (Jordan Lake) is handling their waste.

TAX COLLECTION CONSOLIDATION PROPOSAL REPORT

Attorney Messick stated the County has given us a collection rate of 0.002 per cent.

Commissioner Cotten stated he has concerns that it will be one bill and not two. Some citizens pay one this month and the other the next month. This may create a problem for some property owners.

Frances Wilson , Chatham County Tax Collector stated the system would allocate % to each entity when a partial payment is made.

Motion made by Commissioner Books seconded by Commissioner Bryan to authorize the Town Manager to prepare a draft contract with Chatham County at a rate of 0.002 per cent.

Vote Aye-5 Nay-0

COMMISSIONER CONCERNS

Commissioner Brooks stated he did not receive a Resolution from Mr. Bob Sepe, Action Audit requesting cable t.v. service to Town Hall and other Town facilities in time to go into the agenda packet, but he would like for the Board to consider adopting the Resolution. Mr. Sepe will be here at the next meeting to discuss the rate change.

Motion made by Commissioner Cotten seconded by Commissioner Bryan to approve a Resolution requesting cable t.v. service to Town Hall and other Town facilities.

Vote Aye-5 Nay-0

A RESOLUTION REGARDING CABLE TV SERVICE TO TOWN HALL AND OTHER TOWN FACILITIES IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES 98-99

Mayor May stated a situation has come up regarding accessory buildings and it was suggested to overlook the situation.

Commissioner Cotten stated he was under the impressions that unless you are putting electricity or it is larger than a 10 x 10 you would have to get a zoning compliance. But that setback would have to be met.

Attorney Messick stated he has not been made aware of this situation.

Commissioner Brooks stated we need to enforce the ordinance.

Hinkley stated rule 12 in the ordinance should be enforced.

Motion made by Commissioner Bryan seconded by Commissioner Brooks to adjourn.

Vote Aye-5 Nay-0

Mayor

ATTEST:
