

MINUTES
TOWN OF PITTSBORO
BOARD OF COMMISSIONERS
MAY 12, 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, Clinton E. Bryan, Jr., Chris Walker, Max Cotten and Burnice Griffin, Jr.

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

DISPOSITION OF MINUTES

Motion made by Commissioner Brooks seconded by Commissioner Griffin to approve the minutes of the April 24, 2003, April 26, 2003, April 28, 2003 and May 5, 2003 meetings. Vote Aye-5 Nay-0

CITIZENS MATTERS

NONE

PLANNING AND ZONING

SUP – HEAD’S UP THERAPEUTIC RIDING PROGRAM, INC.

Motion made by Commissioner Cotten seconded by Commissioner Walker to approve A Resolution Approving An Application For A Special Use Permit For Head’s Up Therapeutic Riding Program, Inc.

Vote Aye-5 Nay-0

A RESOLUTION APPROVING AN APPLICATION FOR A SPECIAL USE PERMIT FOR HEAD’S UP THERAPEUTIC RIDING PROGRAM, INC. IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES

PLANNING BOARD RECOMMENDATIONS

Commissioner Brooks stated he did find one ETJ sign up at the Charlie Brooks Road, and stated the one of 64 East was probably moved while work was being done on the road.

Staff reported that a work order has been issued to put up the ETJ signs and to order new ones if necessary.

Motion made by Commissioner Cotten that he would like to support the Planning Board's recommendation for joint public hearing on planning issues, seconded by Commissioner Walker.

Commissioner Walker stated he felt it would be good to get back together to discuss planning issues.

It was requested that the Planning Board come to the next public hearing and that a time be set to hold the joint public hearings.

Vote Aye-5 Nay-0

CABLE TV – AOL TIME WARNER STATUS REPORT

Manager Hughes advised that a representative from Time Warner called today and said they did not have anything to report so they would not be attending tonight's meeting.

AWARD CONTRACT – WASTEWATER COLLECTION SYSTEM IMPROVEMENTS

Jay Johnston has recommended that the Sewer Collection System Cleaning and Internal Television Inspection be awarded to Anderson Consulting Services, LLC in the amount of \$32,900.23. The lower bidder Video Pipe Services, originally submitted a bid with a unit price of \$0.10/l.f. for medium cleaning of sewer pipe, apparently attempting to manipulate the bidding process in their favor. Video Pipe Services were advised this was not acceptable. They resubmitted their bid, but again failed to follow instructions.

Motion made by Commissioner Walker seconded by Commissioner Cotten to approve A Resolution Awarding Contract For Wastewater Improvements To Anderson Consulting Services, LLC as the lowest responsible bidder.

Vote Aye-5 Nay-0

A RESOLUTION AWARDING A CONTRACT FOR WASTEWATER IMPROVEMENTS TO ANDERSON CONSULTING SERVICES, LLC IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE

Jay Johnston suggested that since the bid was lower than anticipated that we use the excess funds to explore other lines while Anderson is set up here.

Commissioner Bryan stated we should get a firm figure where they are here.

Commissioner Bryan feels it is a good idea and would like to get firm dollar amount first. The board agreed. Mr. Johnston agreed to report back later on the additional work with specific cost figures.

FAMILY MEDICAL LEAVE POLICY

Ms. Becky Veazey, President of The Maps Group, sent a letter explaining that research indicates agreement with both the NCLM and the Institute of Government that municipalities with less than 50 employees in a 75 miles area are required to provide a policy, but the employees are not eligible for the benefits. The Town, however, may choose to provide the benefits.

Ms. Veazey stated this could have been included in the previously revised policy.

Manager Hughes stated this is a very reasonable policy.

Commissioner Brooks said that with the limited number of employees we have – this could put us in a bind – who will do the work? He may be been overly cautious but he is not against the proposal.

Commissioner Walker stated he agreed with Commissioner Brooks and would like to go ahead and pass it.

Motion made by Commissioner Cotten seconded by Commissioner Brooks to table for further study.

Vote Aye-5 Nay-0

FINANCIAL STATEMENT

The financial statement was provided through April 30, 2003.

Commissioner Brooks stated he noticed we have not received any revenues from the ABC store. Mr. Messick reminded him that the Town has previously authorized the ABC Board to retain net profits.

FYI

DRAFT COUNTY-TOWN TAX BILL

Attorney Messick passed out a sample of what the bill will look like and stated if the town wishes to insert a flyer about the budget or whatever, it can be included. The Board was satisfied with the draft.

CHATHAM LEADERSHIP ACADEMY

Attorney Messick stated the County has offered to allow Town employees to participate in their in-house education program for supervisors. This would be a good opportunity for Town employees and an example of inter-government cooperation. The Board was supportive.

UPDATE ON ROBESON CREEK

Commissioner Cotten stated he went to a workshop on May 5 that DWQ held about Robeson Creek. If the phosphorus levels are decreased it will put a strain on us and could be a serious situation.

NCDOT – MTC

Jamal Alavi was present to do a presentation and ask the board for permission to continue his TIP Model study.

NCDOT is currently looking at nine alternatives for the US 15-501 South By-Pass.

Commissioner Brooks asked if the existing Transportation Improvement Plan includes streets within the Town limits. Was the new 87 & 902-connector part of the existing transportation plan or proposed. He was told yes it was included.

Commissioner Brooks asked if you change zoning within the Transportation Plan does it require a special use permit.

Attorney Messick said the State's designation of a road as a major thoroughfare had no impact on the Town's zoning requirements, but the Town's designation of a Major Transportation Corridor did require special use permits.

Motion made by Commissioner Brooks seconded by Commissioner Cotten to give approval to continue the study.

Vote Aye-5 Nay-0

COMMISSIONER CONCERNS

Commissioner Walker stated that in the area where the sidewalk project is and stop sign or pedestrian crossing sign painted at the corner so that motorist will stop.

Commissioner Cotten stated a stop sign does need to be installed. The owner of the property with all the underbrush has agreed to the Town clearing out the underbrush.

The Board directed Manager Hughes to look at this before anything is done.

Motion made by Commissioner Brooks seconded by Commissioner Walker authorizing Manager Hughes to make this decision.

Attorney Messick stated a stop sign would require an Ordinance.

Vote Aye-5 Nay-0

Commissioner Brooks stated Jimmy Collins needs direction and support in enforcing the sign ordinance. The old courthouse has been refurbished and the plastic banner hanging from the balcony is tacky looking to him and we are also having a problem with realtor's signs.

Mayor May stated that ABC store sign is not in compliance with the Town Ordinance and they should be made to be in compliance.

Attorney Messick suggested that Manager Hughes talk with Mr. Collins and maybe this item will be an item of discussion for the joint meeting with the planning board.

Commissioner Brooks stated we need to re-examine some of the policies we have adopted – example the way we handle SUP request. David Owens, Institute of Government has a publication that he feels we should get a least one copy of.

Commissioner Cotten stated we scheduled (on preliminary report) a public hearing for Ordinance Codification for May 26, 2003, which is Memorial Day Holiday.

Motion made by Commissioner Cotten seconded by Commissioner Griffin to schedule a public hearing for Ordinance Codification for May 27, 2003 at 7:00 p.m.

Vote Aye-5 Nay-0

Commissioner Bryan stated Oliver Marsh has come to him regarding placing a house on property he owns/ Commissioner Bryan stated he would talk with Attorney Messick about this later.

Motion made by Commissioner Brooks seconded by Commissioner Bryan to go into closed session pursuant to NCGS 143-318.11(a)(3) to consult with Town Attorney and NCGS 143-318.11 (a)(6) to consider conditions of employment of public officer.

Vote Aye-5 Nay-0

Motion made by Commissioner Bryan seconded by Commissioner Brooks to go out of closed session.

Vote Aye-5 Nay-0

Motion made by Commissioner Brooks seconded by Commissioner Walker that the Town Manager's salary be \$60,000 annually, plus \$1000 for moving expenses (Mr. Hughes hoped to move as soon as possible) and for some type of communication i.e. cell phone.

Vote Aye-5 Nay-0

Motion made by Commissioner Bryan seconded by Commissioner Brooks to adjourn.
Vote Aye-5 Nay-0

Mayor

ATTEST:

Clerk