

MINUTES  
TOWN OF PITTSBORO  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
MONDAY, APRIL 13, 2015  
7:00 PM

Mayor Terry called the meeting to order and called for a moment of silence.

**PLEDGE OF ALLEGIANCE**

Commissioner Farrell led the Pledge of Allegiance.

**ATTENDANCE**

Members present: Mayor Bill Terry, Mayor Pro Tem Pamela Baldwin, Commissioners Jay Farrell, Bett Wilson Foley and Beth Turner. Commissioner Michael Fiocco was absent.

Staff present: Manager Bryan Gruesbeck, Clerk Alice F. Lloyd, Attorney Paul S. Messick, Jr., Planner Stuart Bass, Engineer Fred Royal and Finance Officer Nancy Emslie.

**CONSENT AGENDA**

Commissioner Farrell asked that item #3 be moved to old business #3 for a question he has.

Motion made by Commissioner Foley seconded by Commissioner Baldwin to approve the consent agenda as submitted moving item #3 to Old Business #3 for discussion. The Consent Agenda contains the following items:

1. Approve minutes of the March 23, 2015 regular meeting.
2. Approve Contract between the Town of Pittsboro and Rives and Associates for Preparation and Audit of the Town's Fiscal Year 2015 Financial Statements and authorized the signing of contract with Rives and Associates for Pittsboro's FY 2014-2015.
3. Set Public Hearing for proposed Text Amendments to Planned Development District (PDD) in the Town of Pittsboro Zoning Ordinance and Subdivision Regulations for April 27, 2015. **(moved to Old Business #3)**

Vote Aye-4 Nay-0

**A RESOLUTION AUTHORIZING THE SIGNING OF A CONTRACT WITH RIVES AND ASSOCIATES FOR THE FY 2014-2015 AUDIT IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 178**

**AUDIT CONTRACT WITH RIVES AND ASSOCIATES FOR FY 2014-2015 AUDIT IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES 179-182**

## **REGULAR MEETING AGENDA**

Motion made by Commissioner Turner seconded by Commissioner Farrell to approve the regular meeting agenda as submitted and moving Consent #3 to Old Business #3.

Vote Aye-4 Nay-0

### **CITIZENS MATTERS**

None

### **OLD BUSINESS**

#### **WASTE WATER TREATMENT PLANT (WWTP) PROFESSIONAL ENGINEERING REPORT (PER) CONTRACT (BRYAN GRUESBECK)**

Mayor Terry said he would have preferred to have a budget amendment along with this contract. He wanted the board's opinion on whether they wanted him to sign the contract without first seeing the budget amendment.

Commissioner Baldwin said she would prefer the budget amendment along with the contract but she will go along with the board's wishes.

Mayor Terry asked Attorney Messick was he okay with the contract and Mr. Messick said he was.

After discussion a motion was made by Commissioner Turner seconded by Commissioner Farrell to authorize the signing of the PER Contract.

Vote Aye-4 Nay-0

#### **A CONTRACT BETWEEN THE TOWN OF PITTSBORO AND THE WOOTEN COMPANY IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES 183-194**

#### **PRELIMINARY PLAT REVIEW – POWELL PLACE PHASE 2E (SD-2015-01) (STUART BASS)**

Planner Bass stated the developer has submitted a preliminary plat for 53 lots located in the Powell Place Mixed Use Planned Development for review and consideration.

He stated Hydrostructures, PA has reviewed the plan and provided comments. Both the Fire Marshall and Fire Chief have reviewed the plan. Revisions were made based on the comments provided.

Planner Bass said the layout and planned improvements are acceptable and meet the terms and requirements of the Town's ordinances. The project is also subject to issuance of a Stormwater Permit by the Town Engineer.

Planner Bass said staff and the Planning Board recommends approval. He said approval of this request is authorizing construction for this phase.

There was much discussion about the width of the road/parking on the streets, etc. and it was decided that was an issue that needs to be discussed separately.

There was a discussion about driveway cuts.

Motion was made by Commissioner Foley seconded by Commissioner Turner to approve the Preliminary Plat for Powell Place Phase 2E.

Vote Aye-4 Nay-0

**SET PUBLIC HEARING FOR PROPOSED TEXT AMENDMENTS TO TOWN OF  
PITTSBORO ZONING ORDINANCE AND SUBDIVISION REGULATIONS FOR  
APRIL 27, 2015**

Commissioner Farrell stated he understood there was some wrong wording in our zoning ordinance that needed to be changed and they have nine pages on this amendment. He wanted to know what the public hearing was going to consist of.

Attorney Messick stated at the last meeting the board approved to reconsider the PDD text amendment. Included in your packet is the PDD text amendment approved in 2013, the other two are a proposed amendment to the subdivision regulations that was considered by the board in 2013 along with the PDD ordinance to the subdivision regulations that will allow for the design standards that are set forth in the PDD to be a part of the Subdivision Plans.

The third is a text amendment to the Zoning Ordinance that conforms the Town's ordinance to the State's statute as far as a consistency statement is concerned.

Motion made by Commissioner Baldwin seconded by Commissioner Turner to set a public hearing for April 27, 2015 on the proposed Text Amendments to Town of Pittsboro Zoning Ordinance and Subdivision Regulations.

Vote Aye-4 Nay-0

**UPDATES AND REPORTS**

**MANAGER'S UPDATE ON CAPITAL PROJECTS**

Downtown Visioning – Project update meeting scheduled with Town, NCDO, Consultant and Preston Development on 4/15/15.

UDO – meetings are scheduled for the Planning Board on 4/22/15 at 7 pm and the Board of Commissioners on 4/27/15 at 7 pm.

Chatham Park Utility Planning – meeting scheduled for 4/21/15 with McKim and Creed to discuss elevated water tank options.

Police Vehicle Purchase/Loan – Three police cruisers are available to receive from dealership. Chief Crutchfield is finalizing bids from vendors for equipment.

East Street Sidewalk Extension (CMAQ Grant) – the project has been re-advertised. Bid opening April 27, 2015,

Manager Gruesbeck stated we have received preliminary approval to do some inflow infiltration work on the sewer system. He said the State are encouraging us to resubmit the application reducing the scope (to study what we will actually be fixing).

Manager Gruesbeck mentioned the air sampler in the back parking lot and he went of staff changes.

Manager Gruesbeck reported that we received the first \$75,000 payment from Chatham Park Investors.

#### Mayor Updates

- EDC – Joint meeting April 23, 2015
- RPO
- Solid Waste
- Fairground Association
- PBA/Downtown

### COMMISSIONER CONCERNS

Commissioner Farrell said with The Wooten Company coming on with the WWTP project he was curious if we need to hire a consultant for future infrastructure for water and wastewater treatment. Someone to work for the Town not just Chatham Park Investors.

FYI –

1. Uniform Development Ordinance (UDO) Code Assessment
2. Draft Fund Balance Policy

### ADJOURNMENT

Motion was made by Commissioner Turner seconded by Commissioner Foley to adjourn at 8:08 p.m.

Vote Aye-4 Nay-0

ATTEST:

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William G. Terry, Mayor

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Alice F. Lloyd, CMC, NCCMC  
Town Clerk