

MINUTES
TOWN OF PITTSBORO
BOARD OF COMMISSIONERS
REGULAR MEETING
MONDAY, FEBRUARY 23, 2015
7:00 PM

Mayor Bill Terry called the meeting to order at 7:05 pm and asked for a moment of silence.

PLEDGE OF ALLEGIANCE

Commissioner Farrell led the Pledge of Allegiance.

ATTENDANCE

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

Staff present: Manager Bryan Gruesbeck, Clerk Alice F. Lloyd, Attorney Paul S. Messick, Jr., Police Chief Percy Crutchfield, Finance Officer Nancy Emslie, Public Utilities Director John Poteat and Engineer Fred Royal.

CONSENT AGENDA

Commissioner Fiocco asked that Item #2 be removed from the consent agenda and placed on the agenda as Old Business #2. Motion was made by Commissioner Foley and seconded by Commissioner Turner to approve the consent agenda as amended. The Consent Agenda contains the following items:

1. Approve minutes of the February 9, 2015 regular meeting.
2. Approve Town of Pittsboro Stormwater Administrative Manual. (Moved to Old Business #2)
3. Authorize Town Manager to Initiate Contract Negotiations with The Wooten Company for the Town Wastewater Treatment Plant Preliminary Engineering Report (WWTP PER).
4. Approve resolution to set Annual Christmas Parade Date for December 13, 2015.
Vote Aye-4 Nay-0

A RESOLUTION TO SET THE DATE FOR THE 2015 CHRISTMAS PARADE FOR DECEMBER 13, 2015 IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 46

REGULAR MEETING AGENDA

Motion made by Commissioner Fiocco seconded by Commissioner Turner to approve the regular agenda as modified (adding Old Business #2).

Vote Aye-4 Nay-0

PUBLIC HEARING

Motion made by Commissioner Fiocco seconded by Commissioner Foley to go into public hearing.

Vote Aye-4 Nay-0

REZONING REQUEST (REZ-2015-01) BRANSTON, LLC

Manager Gruesbeck stated Branston, LLC is proposing to rezone approximately 97 acres off of US 64, east of Pittsboro from R-A5 (Rural Agricultural) to R-A2 (Residential Agricultural).

He stated the Planning Board recommended approval of this proposal at their February 2, 2015 meeting.

PUBLIC COMMENTS:

David Leslay, Piedmont Land Design representing the property owner (John Blair and Henlajon, Inc.) and also the applicant Branston, LLC.

Mr. Leslay stated the adopted Land Use Plan designation for the properties is Low Density Residential. The requested zoning is RA-2 (Residential-Agriculture). The requested zoning district is in compliance with the Town of Pittsboro Land Use Plan.

Mr. Leslay stated the Zoning Ordinance defines RA-2 Residential Agriculture District as one to provide land primarily for very low density residential development in rural areas while permitting continued agricultural use. These districts are located in areas where public water and sewer service is not expected in the near future. The minimum lot size is two acres.

He stated the proposed zoning district is appropriate for this location given the adopted Land Use Plan designation. The proposed development will comply with the Town of Pittsboro development regulations.

Mayor Terry asked if we have allowed the applicant to write the Planning Board opinion on this request. Or, have they been given an opportunity to write the ordinance that comes before the board in two weeks as we did for Chatham Park Investors.

Attorney Messick said if the applicant chooses to offer one we will work with them on it. But, typically the proposed documents that go before the board, are furnished to the applicant in advance of the meeting. If they have objections or input they can certainly offer that.

Mr. Futrell said the surrounding land is designated for park land (that will never change) and zoned RA-2.

Mayor Terry requested that if “consistent with Comprehensive Plan” is going to be used that staff prepare a memorandum to the Board outlining what that means. He would like to know what documents he should review.

Motion made by Commissioner Fiocco seconded by Commissioner Turner to go out of public hearing.

Vote Aye-4 Nay-0

OLD BUSINESS

SITE PLAN REVIEW (SP-2014-10) WALKER AUTO PARTS STORE

Engineer Royal stated the plans have been reviewed in accordance with the Town's applicable development ordinances by the appropriate departments. The proposal is to construct a one story commercial building totaling 6,750 square feet. Staff recommends approving the site plan. The Planning Board recommended approval at their February 2, 2015 meeting.

After discussion a motion was made by Commissioner Farrell seconded by Commissioner Turner to approve the Site Plan for Walker Auto Parts Store.

Vote Aye-4 Nay-0

TOWN OF PITTSBORO STORMWATER ADMINISTRATIVE MANUAL

After discussion the following corrections were made to the document:

Page 3. Delete "Town's" in sentence..."prior to Town's issuance of a Certificate of Occupancy,".....

Page 5. Delete "immediately" in sentence...".....a permit will be issued immediately".

Page 6. Delete "deemed acceptable by the Stormwater Administrator"...in sentence.....
"supporting this position deemed acceptable by the Stormwater Administrator."

Page 7. Change sentence to read: "An exhibit".....

Other minor grammatical and technical changes were made as a result of these comments or previous comments.

Motion made by Commissioner Fiocco seconded by Commissioner Turner to approve with minor changes made tonight (below).

Vote Aye-4 Nay-0

TOWN OF PITTSBORO STORMWATER ADMINISTRATIVE MANUAL IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES 47-170

NEW BUSINESS

CHATHAM PARK INITIAL INFRASTRUCTURE IMPLEMENTATION (BRYAN GRUESBECK, TIM BALDWIN (MCKIM & CREED), JEFF HUGHES (UNC/ SCHOOL OF GOVERNMENT/ENVIRONMENTAL FINANCE CENTER)

Manager Gruesbeck said the purpose tonight is to introduce some of the concepts that are available and get input from the board.

The power point presentation made by Mr. Tim Baldwin, McKim & Creed (Infrastructure concepts) and Mr. Jeff Hughes, UNC School of Government (Public-Private Partnerships) can be found at:

http://pittsboronc.gov/index.asp?Type=B_BASIC&SEC={D571086B-2D4C-4B53-9CCC-A9CE5ADA0456}&DE={77BB7D36-DD5F-4D59-AB5E-7A3B6A74D0A1}

Mr. Hughes stated that Norma Houston, SOG, has said she would be willing to come and talk with the board regarding her article on Public-Private Partnerships: Special Contracting Requirements if the Board would like her to.

Mr. Hughes stated the Town would have to get approval for LGC if we do this.

Mayor Terry thanked Mr. Hughes for his report and all the assistance he has provided the Town.

Manager Gruesbeck said he is sure he will be contacting Mr. Hughes again. He said he thinks there are quite a few solutions out there.

Manager Gruesbeck said the purpose tonight was to give the Board an impression of what it is we are dealing with at this point. From a staff perspective they are going to be talking with the developer a little more and trying to get a feel on where and how they are coming in with some of their proposals. There is more to come.

EVENT ADVERTISEMENT ON WATER BILLING CARDS

Manager Gruesbeck said the Town of Pittsboro has received a request from Chatham Habitat for Humanity to advertise an event they are having on the water bills.

Manager Gruesbeck said he is reluctant to allow non-profit groups (or commercial enterprises) to advertise events or cause on our water bill cards because of possible confusion as well as limited space on the cards themselves. He said this event is being advertised on social media and he will continue to do so.

Mayor Terry said typically this has been handled by the billing clerk and if it was anything out of the ordinary she would ask him (while he was Manager). He is comfortable with keeping it that way. And have an interoffice agreement that if it is something the billing clerk feels uncomfortable with that she run it by the Manager.

Commissioner Foley and Commissioner Turner both said they felt to put a notice on the water bill of anything other than Town business would be confusing to customers. Commissioner Foley said we advertise for non-profits on our Facebook page.

Commissioner Fiocco said he thinks Habitat is a great public service and he would like to leave it in the Managers hand to make good judgment as to when it's appropriate and when it's not (to put a message for non-profits).

UPDATES AND REPORTS

MANAGER'S UPDATE ON CAPITAL PROJECTS

Manager Gruesbeck stated the loan closed for the police vehicles and we should have them by the end of May 2015.

Downtown Visioning – nothing has changed.

Work is still be done on the Unified Development Ordinance.

Small Area Plan Process – Mr. Bass has prepared a rough draft of options for processing of Small Areas Plans. He and Attorney Messick are reviewing the draft and should have something for the Board to act on March 9, 2015.

Utility Rates – we will have to revisit this.

Wastewater Plant Expansion and Upgrade – the Board approved authorization for the Town Manager to negotiate with Wooten Associates to complete the PER.

Water Treatment – power was out at the river intake. During this time the water plant had the ability to discharge water to the customers (because we have large amounts in storage tanks). But when we don't have the ability to get water up from the river, we are relying on water that has been treated and stored. The power outage reminded us of the importance of preparing the site for electricity so that a generator can be hooked up.

Manager Gruesbeck said there was also a water line break inside the Townsends plant and we lost a tremendous amount of water. It was determined that we don't have a clear way to shut off the water at the facility. Mr. Poteat is working with a contractor to put in a valve to shut off Townsends.

Manager Gruesbeck said the freezing rain event we just suffered (that harden as soon as it hit the ground), regardless to how many plows the town owned none of them would have cracked that ice. He said staff did their best salting intersections and streets. He said they need a better way of spreading the salt and are looking a spending Powell Bill funds to purchase a small salt spreader that can be put on the back of the trucks.

Mayor Terry suggested and the Board agreed that the utility rates would be dealt with during the budget process to be effective July 1, 2015.

Mayor Terry also suggested during the budget process that a CIP titled Extraordinary Maintenance for emergency projects under \$5,000 with the Manager's approval be considered.

FY 2014-2015 FINANCIAL REPORT AS OF JANUARY 31, 2015

Finance Officer Emslie gave a financial update as of January 31, 2015.

Mayor Updates

- EDC
- RPO
- Solid Waste
- Fairground Association
- PBA/Downtown - They are happy the Christmas Parade date has been changed. They are now allowing merchants for outside downtown.

COMMISSIONER CONCERNS

Commissioner Farrell said he is a little concerned why they haven't received any information from Preston on how they are going to assist us. Are they going to fund this? He said he was under the impression they were going to hear from them tonight.

Manager Gruesbeck said they have a contract where they have to pay the Town \$300,000 annually, plus ad valorem taxes. There was discussion about renegotiating the contract.

Commissioner Fiocco said he thought at the last meeting they were told Clarion had completed their code assessment. Tonight he heard they were not. He said there is no presence in the organization in the community. He said he signed up for emails and has not received one. He wanted them to know folks are not feeling their presence in the community nor seeing any work moving forward.

FYI –

1. Pittsboro Police Department – Inclement Weather Operations Plan

ADJOURNMENT

Motion made by Commissioner Fiocco seconded by Commissioner Turner to adjourn at 10:35 p.m.

Vote Aye-4 Nay-0

William G. Terry, Mayor

ATTEST:

Alice F. Lloyd, CMC, NCCMC
Town Clerk