

MINUTES
TOWN OF PITTSBORO
BOARD OF COMMISSIONERS
REGULAR MEETING
MONDAY, JULY 28, 2014
7:00 PM

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

ATTENDANCE

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

Staff present: Manager Bryan Gruesbeck, Clerk Alice F. Lloyd, Attorney Paul S. Messick, Jr., Chief of Police Percy T. Crutchfield and Engineer Fred Royal.

PLEDGE OF ALLEGIANCE

Commissioner Farrell led the Pledge of Allegiance.

CONSENT AGENDA

Motion made by Commissioner Baldwin seconded by Commissioner Fiocco to approve the consent agenda as presented. The Consent Agenda contains the following items:

1. Approve minutes of the June 23, 2014 regular meeting.
2. Authorize the Mayor to sign the amendment to the contract with Chapel Hill Transit.
3. Approve support of the Town of Pittsboro's contribution to the TJCOG Feasibility Study Support - Regional Public Safety Training Center.
4. Approve Resolution Authorizing Disposition of Surplus Property.
5. Authorize the Town Clerk to determine sufficiency of the Proposed Annexation (A-2014-01) from Chatham Park Investors and schedule a public hearing for August 25, 2014.
6. Schedule a public hearing to amend the Ordinance for the Board of Adjustment for August 25, 2014 at 7:00 p.m. and to continue to advertise the Board of Adjustment vacancies.

Vote Aye-4 Nay-0

AMENDMENT TO CONTRACT WITH CHAPEL HILL TRANSIT IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES 111-112

REGIONAL PUBLIC SAFETY TRAINING CENTER CONTRIBUTION TABLE (PHASE II) IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 113

A RESOLUTION DECLARING ONE (1) ITEM OF PERSONAL PROPERTY TO BE SURPLUS PROPERTY, AND AUTHORIZING AND DIRECTING THE DISPOSAL OF SAID PROPERTY IN ACCORDANCE WITH STATUTORY REQUIREMENTS IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 114

REGULAR MEETING AGENDA

Motion made by Commissioner Fiocco seconded by Commissioner Turner to approve the regular meeting agenda as submitted.

Vote Aye-4 Nay-0

CITIZENS MATTERS

Gary Casey, 301 Chatham Forest Drive asked the board to look at putting some speed tables on Chatham Forest Drive. The board agreed it was something that needed to be looked at and they referred it to the Town Manager, Police Chief and Engineer to study and bring back a report.

OLD BUSINESS

PUBLIC UTILITY SPECIFICATIONS ADDITION

Engineer Royal recommended the following amendment to the public utility specifications policy.

Section 2: GENERAL PROVISIONS FOR UTILITY CONSTRUCTION

Add to Item 15. Boring Under Roads and Railroads: “All public and private utilities that require crossing a town road or street must be directional boring. No open cutting is allowed unless there is a conflict with other utilities or otherwise is approved by the Town.” And

Section 3. WATER DISTRIBUTION CONSTRUCTION

Add to Item 02. Installation and Execution. Sub-item L. “A looped public water distribution system assists in maintaining residual disinfectant chlorine, reduces routine flushing and reduces the fluctuation in water pressure. All public water supply lines installed in the Town of Pittsboro must be looped, as determined by the Town of Pittsboro’s Public Utility and Engineering Departments, unless it can be shown by the developer that it is infeasible to do so and approved by the Town”.

After discussion a motion was made by Commissioner Farrell seconded by Commissioner Baldwin to approve the recommended language for inclusion to the Town Public Utility Specifications.

Vote Aye-4 Nay-0

NEW BUSINESS

WASTEWATER ALLOCATION REQUEST FROM CHATHAM COUNTY

Engineer Royal stated the county is requesting an allocation of 3,000 gallons of wastewater capacity to construct a school bus/fleet garage, solid waste office, and the water maintenance facility.

It was requested that in the future this type request would show the remaining balance that could be allocated.

After discussion a motion was made by Commissioner Fiocco seconded by Commissioner Baldwin to approve the wastewater allocation request from Chatham County.

Vote Aye-4 Nay-0

CAPITAL PROJECTS REPORT

MANAGER'S UPDATE ON CAPITAL PROJECTS

Manager Gruesbeck stated we have received verbal confirmation from the NC Department of Transportation that the first four elements of the Vision Plan has been approved for \$235,000 of design work and preparation of construction drawings.

Manager Gruesbeck reported Rural Water Association staff came and helped the Town to inspect a number of locations in our sanitary sewer lines and determine some locations that need attention.

Manager Gruesbeck said Chris Belk of Hazen and Sawyer (one of the authors of the study) will be attending an upcoming board meeting to make a presentation on JLP.

Manager Gruesbeck said the WTP generator is in place and working.

Manager Gruesbeck said survey work is complete, staff is designing the project and are expecting to go out for bids in September for the NC87 Sidewalk project.

Manager Gruesbeck said final design has been approved by NCDOT and we will be accepting bids for the project.

Manager Gruesbeck stated the new Finance Officer Nancy Emslie will start to work on August 4, 2014.

Mayor Terry said he wanted clarity on where the Downtown Vision Plan stands. Commissioner Fiocco said it is his recollection that it is funded by NCDOT. Manager Gruesbeck said he is not going to commit the town to anything right now.

Commissioner Baldwin asked about the status of the crosswalk she mentioned at Pittsboro Elementary School. Mr. Royal said he is working with NCDOT on that.

Mayor Updates

- EDC
- RPO
- Solid Waste
- Fairground Association
- PBA/Downtown

COMMISSIONER CONCERNS

Commissioner Farrell asked if stop signs could be a possibility on Chatham Forest Drive to slow down traffic. Manager Gruesbeck said they can look at that along with other options.

Commissioner Baldwin asked Attorney Messick about clarification on how to submit the public record request to him. Attorney Messick said on a flash drive would be fine.

Commissioner Turner said she sent an email earlier about AT & T Fiber and would like for us to look into that. The board agreed they would like to start conversation with AT & T and that maybe Chatham Park folks also to see if they want to be involved.

Mayor Terry said Congressman Price will be in town on August 4, 2014.

CLOSED SESSION

After discussion the board agreed by consensus that they would like 100% participation during the Manager's annual performance. Therefore, it will be placed on another agenda.

Go into closed session pursuant to GS 143-318.11(a) (6) to consider the qualifications, competence, and performance of the Town Manager. (Annual performance evaluation.)

ADJOURNMENT

Motion made by Commissioner Farrell seconded by Commissioner Fiocco to adjourn at 8:25 p.m.

Vote Aye-5 Nay-0

William G. Terry, Mayor

ATTEST:

Alice F. Lloyd, CMC, NCCMC, Town Clerk