

MINUTES
TOWN OF PITTSBORO
BOARD OF COMMISSIONERS
REGULAR MEETING
MONDAY, NOVEMBER 10, 2014
7:00 PM

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

PLEDGE OF ALLEGIANCE

Pledge of Allegiance was led by Commissioner Farrell.

ATTENDANCE

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

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

CONSENT AGENDA

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

1. Approve minutes of the October 27, 2014 regular meeting.
2. Set Public Hearing for Rezoning Request from Pittsboro Ford. (REZ-2014-03) for November 24, 2014.
3. Approve Supplemental Agreement for CMAQ grant to extend sidewalk on East St. (C-5551) and authorize Mayor to execute Supplemental Agreement.
4. Approve 2015 Town of Pittsboro Board of Commissioners Meeting Schedule. (Commissioner Foley discussed changing the Christmas Parade Date so that it doesn't coincide with First Sunday)
5. Approve Service Contract for Information Technology Consulting Services and authorize the Town Manager to execute a Service Contract with Netsmart.

Vote Aye-5 Nay-0

A COPY OF THE SUPPLEMENTAL AGREEMENT FOR CMAQ GRANT TO EXTEND SIDEWALK ON EAST STREET IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES 143-145

APPROVED 2015 BOARD OF COMMISSIONERS MEETING SCHEDULE/CHRISTMAS PARADE DATE/STREET FAIR DATE IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 146

APPROVED CONTRACT FOR INFORMATION TECHNOLOGY CONSULTING SERVICES IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES 147-155

REGULAR MEETING AGENDA

Motion made by Commissioner Fiocco seconded by Commissioner Farrell to move old business # 4 to new business #3. (Request to Set Public Hearing for a Zoning District Change Application for Chatham Park Planned Development District.

Vote Aye-5 Nay-0

Manager Gruesbeck reported that the applicant for old business #2 (REZ-2014-02) has withdrawn his request.

Motion made by Commissioner Baldwin seconded by Commissioner Foley to approve the regular meeting agenda with the corrections above.

Vote Aye-5 Nay-0

Mayor Terry announced that today is the US Marine Corps 239th Birthday.

CITIZENS MATTERS

Eric Harmeling – 503 Greensboro Street (Food & Water Watch). Mr. Harmeling spoke with the board about approving a resolution in support of the federal legislative measure the Preservation of Antibiotics for Medical Treatment Act and the Prevention of Antibiotic Resistance Act to end the misuse of antibiotics on factory farms.

After Mr. Harmeling spoke, Mayor Terry said he would ask the board to receive the request, refer it to the Town Manager and have him refer it to Chatham County Agricultural Director and Chatham County Health Department for recommendation and maybe it can be on the next agenda for discussion. Commissioner Foley said she would like it referred to RAFI also to get their opinion.

NEW BUSINESS

UTILITY SPECIFICATIONS – STANDARDS RELATED TO SANITARY SEWER SERVICE LATERALS (JOHN POTEAT)

Mr. Poteat stated staff proposes to have a clear definition of the maintenance responsibility for “Service Laterals” for sanitary sewers and also language to identify the size of the laterals or services that can be allowed to “tap” or connect to the Main.

The proposed changes are as follows:

Section 4.0 SEWER SYSTEM CONSTRUCTION

[Change to read in its entirety:]

*“P. **Service Laterals:** Sewer laterals shall be 4-inch minimum. Minimum 1% grade shall be maintained for 4-inch and 6-inch service laterals. Connections to sewer mains shall be made using in-line wye fittings. Lateral connection at the main shall be backfilled using #67 stone. Laterals 6-inch and larger shall be directly into manholes. Connections to manholes shall be to the same standards as sewer main connections to manholes. Laterals shall be constructed with a wye and vertical clean-out placed at the right-of-way line.*

In the Town of Pittsboro the sewer laterals are owned and maintained by the property owner.

The Town of Pittsboro will clear blockages that occur in the main sewer line or in the sewer lateral, from the main line to the clean out pipe. Homeowners are responsible for blockages that occur in the sewer lateral, located between the clean out pipe and the structure. If there is no clean out pipe at the edge of the property, the homeowner is responsible for blockages that occur anywhere in the sewer lateral.

All 4" sewer services may be tapped directly into 8, 10, and 12-inch mains or manholes. Taps can only be made by using a mechanical tapping machine or other approved device. All sanitary sewer service connections 6 inches and larger shall be made into manholes only. On mains 15 inches and larger, service connections are allowed only at manholes. Service clean-outs shall be located at the right-of-way line or the easement boundary line. The maximum vertical drop for a 6-inch service into a manhole shall be 10 feet. 4-inch sanitary sewer services shall have no maximum vertical drop.

Service laterals shall be of PVC or ductile iron when installed in a public right-of-way or easement. A clean-out is required at the easement or right-of-way line and must be constructed out of ductile iron pipe or if PVC is used then it must be equipped with a bronze clean-out plug to facilitate location if buried. Clean-outs inside the public right of way shall not be installed in sidewalks or driveways.

After discussion a motion was made by Commissioner Foley seconded by Commissioner Baldwin to approve the change to Section 4.0 Sewer System Construction.

Vote Aye-4 Baldwin/Farrell/Foley/Turner
Nay-1 Fiocco

Commissioner Fiocco said he thinks the board just created a situation where people who have a clean out are not responsible for their sewer lateral in the public right-of-way and those that don't have clean outs are now responsible for it.

WASTE WATER ALLOCATION REQUEST – VKB BUILDING

Planner Bass stated the request is for an allocation of 2,250 gallons per day of wastewater capacity to construct a proposed commercial building off of Lowes Drive.

Motion made by Commissioner Fiocco seconded by Commissioner Foley to approve the wastewater allocation request from VKB in the amount of 2,250 gallons per day contingent upon the site plan being submitted within one year and that the allocation be tied to the period of validity for site plan.

Vote Aye-5 Nay-0

REQUEST TO SET PUBLIC HEARING FOR A ZONING DISTRICT CHANGE APPLICATION FOR CHATHAM PARK PLANNED DEVELOPMENT DISTRICT. (PDD) (BRYAN GRUESBECK, STUART BASS)

Manager Gruesbeck said in the time since the zoning was approved in June, Chatham Park has acquired additional property within the current footprint. Chatham Park is also recommending edits to part of the document – most notably in Sections VIII and Section X. Section VIII contains additional language for approval of the twelve additional elements as well as an elimination of redundant language in Section VIII under each element in the section.

Manager Gruesbeck said in order to accommodate for public input the public hearing should be held at the Chatham County Courthouse at Chatham Park's expense.

Manager Gruesbeck said following the public hearing, the Town of Commissioners could refer the matter to the Planning Board for discussion at their December 1, 2014 meeting and forward a recommendation to the Board of Commissioners at their December 8, 2014 meeting.

Manager Gruesbeck stated the most current red lined version of the changes and the complete application are posted on the Town's website.

It was discussed that the Planning Board should attend the public hearing to hear the public comments.

Philip Culpepper said they will send notices of the public hearing to all property owners within 300 feet of Chatham Park's property.

Mr. Culpepper said he will detail every change at the public hearing. He said after the public hearing they would like for it to be sent to the Planning Board and back to the Town Board on December 8, 2014.

Motion made by Commissioner Fiocco seconded by Commissioner Foley to set a public hearing for November 24, 2014 at the Chatham County Historic Courthouse at 7:00 pm for a zoning district change application for Chatham Park Planned Development District.

Vote Aye-5 Nay-0

OLD BUSINESS

JORDAN LAKE ALLOCATION APPLICATION – FINAL ROUND 4 (FRED ROYAL)

Fred Royal said the final application has been developed by staff and Hydrostructures, PA and has been peer reviewed by the Triangle J Council of Governments to ensure general consistency with the other partnership application.

He said the purpose of this Round 4 allocation application will be to diversify and provide adequate public water supply for the Town of Pittsboro at a future date when the Haw River source will be proving near its maximum allowable of 6 MGD.

Mr. Royal said the final application contains important language for a proposed Water Conservation Plan Strategy. With a holistic approach, the Town will minimize water demand increases to reduced waste and cost and to off-set or delay capital expansion projects at the treatment to the extent feasible.

Motion made by Commissioner Foley seconded by Commissioner Turner to approve the Final Round 4 Jordan Lake Allocation Application as presented.

Vote Aye-5 Nay-0

REZONING REQUEST. (REZ-2014-02) (STUART BASS)

Billy Hughes withdrew his application.

PLANNING BOARD ETJ ALTERNATE (ALICE LLOYD)

Motion made by Commissioner Fiocco seconded by Commissioner Baldwin to appoint Wayne Herndon as an ETJ alternate on the Planning Board. (ETJ members must also be approved by Chatham County Board of Commissioners)

Vote Aye-5 Nay-0

CAPITAL PROJECTS REPORT

Manager Gruesbeck said he will be meeting with NCDOT on the Downtown Vision Plan Project on November 17, 2014 and also discuss the 15-501 Corridor Study. The Chatham County Board of Commissioners will review the document at their November 17, 2014 worksession meeting.

Manager Gruesbeck said the sidewalk supplemental agreement was approval tonight. They will look at re-bidding later in the year. He said he would bring a report back later on Pittsboro Elementary Road sidewalks.

Manager Gruesbeck said the broken sidewalk by the Presbyterian Church will be repaired on Wednesday at someone else's expense.

Consultant is continually working on the UDO and he will be reporting back on the findings. Manager Gruesbeck said staff is working on a process for small area plans.

Commissioner Foley asked on the status of the new Ag building. Planner Bass said the access fees have been paid so he can sign the permit. So he assumes it will be soon.

Mayor Updates

- EDC- had 2nd Strategic Planning Meeting this morning; Mr. Abernathy will make a presentation at the Joint Meeting on November 25, 2014
- RPO – presentation will be made at the Chatham County Board of Commissioners worksession on November 17, 2014 at 3 pm
- Solid Waste
- Fairground Association
- PBA/Downtown – will be meeting on Wednesday at 9 am at the Roadhouse

COMMISSIONER CONCERNS

Commissioner Farrell welcomed the Boy and Girl Scouts in attendance and invited them to come back at any time.

Commissioner Fiocco said he is glad to hear the sidewalk is going to be prepared this week.

ADJOURNMENT

Motion made by Commissioner Fiocco seconded by Commissioner Baldwin to adjourn at 8:40 pm.

Vote Aye-5 Nay-0

ATTEST:

William G. Terry, Mayor

Alice F. Lloyd, CMC, NCCMC, Town Clerk