

MINUTES
TOWN OF PITTSBORO
BOARD OF COMMISSIONERS
REGULAR MEETING
MONDAY, NOVEMBER 28, 2016
7:00 PM

Mayor Cindy S. Perry called the meeting to order and asked for a moment of silence.

PLEDGE OF ALLEGIANCE

Commissioner Farrell led the Pledge of Allegiance.

ATTENDANCE

Members present: Mayor Cindy S. Perry, Mayor Pro-Tem Pamela Baldwin, Commissioner Jay Farrell, Michael Fiocco and Bett Wilson Foley. Commissioner John Bonitz excused absence.

Staff present: Manager Bryan Gruesbeck, Clerk Alice F. Lloyd, Attorney Paul S. Messick, Jr., Chief of Police Percy T. Crutchfield, Planning Director Jeff Jones, Planner II Victoria Bailiff, Water Treatment Operator Adam Pickett, Finance Director Heather Meacham and Engineer Fred Royal.

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

Vote Aye-4 Nay-0

CONSENT AGENDA

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

1. Approve Minutes of the November 14, 2016 Regular Meeting.
2. Accept FY 2016-2017 Financial Report as of October 31, 2016.
3. Approve Ordinance Amending Project Budget for Wastewater Asset Inventory and Assessment (AIA) Grant Project.
4. Approve Contract with WK Dickson for Asset Inventory and Assessment (AIA) Grant Project.

Vote Aye-4 Nay-0

AN ORDINANCE AMENDING PROJECT BUDGET FOR WASTEWATER ASSET INVENTORY AND ASSESSMENT (AIA) GRANT PROJECT IS RECORDED IN THE BOOK OF ORDINANCES NUMBER ONE, PAGE 99

CONTRACT WITH WK DICKSON FOR ASSET INVENTORY AND ASSESSMENT (AIA) GRANT PROJECT IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES 176-185

PUBLIC HEARING

REQUEST TO REZONE PROPERTY ON NC 902 FROM RA-2 TO R-A (REZ-2016-07)

Planner Victoria Bailiff stated that property owners Beverly Crump, Linda Hill, Patricia Marlow et al are proposing to rezone approximately 7.625 acres along NC Highway 902, more particularly described with Parcel numbers 6304 and 6298, from RA-2 to R-A. This is family land they are trying to divide.

Ms. Bailiff went over the staff analysis that was included in the agenda packet.

PUBLIC COMMENTS:

None

There was a discussion about driveway agreements.

Motion made by Commissioner Baldwin seconded by Commissioner Foley to go out of public hearing and refer to the Planning Board for recommendation at their December 2016 meeting.

Vote Aye-4 Nay-0

REGULAR MEETING AGENDA

CITIZENS MATTERS

None

COMMISSIONER UPDATES

Mayor Updates – Mayor Perry said because of the holiday nothing much has been going on. She mentioned the Christmas Tree Lighting Ceremony downtown.

Commissioner Foley stated that Small Business Saturday was a huge success.

- EDC
- RPO
- Fairground Association
- PBA/Downtown
- Triangle J Council of Governments
- Main Street
- Climate Change

OLD BUSINESS

UPDATE FROM DR. KNAPPE REGARDING DIOXANNE 1,4 (DR KNAPPE; ADAM PICKETT)

Dr. Knappe was present and went over the power point presentation listed below.

Complete power point presentation can be found at:

http://pittsboronc.gov/index.asp?Type=B_BASIC&SEC={F648A9BA-F689-42B3-85D4-D7DF405FA4F6}&DE={F4C5D352-D1E2-47D1-AEDE-22DEE1ED71F2} (1,4 Dioxanne Update) (audio 13:00)

Dr. Knappe stated he is trying to make sure this byproduct is controlled at the source. Currently, it is on a voluntary basis and he trusts industry will follow through. He feels progress is being made although it is slow.

Dr. Knappe referenced a “Tainted Water” article that the Board requested a copy of.

When asked if he would drink Pittsboro’s water – Dr. Knappe said he took a greater risk driving here today than drinking the water here.

Mayor Perry talked about the run around she received from different state offices while trying to talk with someone. Dr. Knappe said he has state official’s attention and would be glad to arrange a meeting.

The Board thanked Dr. Knappe for his work and the update.

FY 2015-2016 AUDIT PRESENTATION (HEATHER MEACHAM; JAY SHARPE/RIVES AND ASSOCIATES)

Mr. Jay Sharpe gave the power point presentation below.

Complete power point presentation can be found at:

http://pittsboronc.gov/index.asp?Type=B_BASIC&SEC={F648A9BA-F689-42B3-85D4-D7DF405FA4F6}&DE={F4C5D352-D1E2-47D1-AEDE-22DEE1ED71F2} (Presentation) (Audio 67:01)

The board did not have any questions. Commented that things look great.

CHATHAM PARK ADVISORY COMMITTEE (CPAC) UPDATE (JIM NASS; JEFF JONES)

Planning Director Jeff Jones stated that Mr. Jim Nass, Chair of the CPAC is present tonight to give an update on the first four elements which are Development Phasing; Signage; Parking and Loading; and Lighting.

Mr. Nass stated he is pleased to be present on behalf of the CPAC to give a progress report and recommendation on the first four elements.

Mr. Nass made a power point presentation which can be found at:

http://pittsboronc.gov/index.asp?Type=B_BASIC&SEC={F648A9BA-F689-42B3-85D4-D7DF405FA4F6}&DE={F4C5D352-D1E2-47D1-AEDE-22DEE1ED71F2} (CPAC Recommendations Part 1) (audio starting at 79:32)

Mr. Nass stated that one thing was not on the slide, and that is that in between the discussion period the committee has agreed to do a rough draft of recommendations and get them to him and he will distribute them to committee members so they will have time to look at those recommendations before discussing them.

Mr. Nass said all recommendations were approved by the committee with no descending vote.

Mayor Perry said some of the board members have been attending the committee meetings and she is highly impressed with the work of the committee.

There was a brief discussion and the Mayor again thanked Mr. Nass for the update.

Mr. Nass presented Mayor Perry with a check in the amount of \$9531.00 from the Pittsboro ABC Board.

RECLAIMED WATER AND YEAR-ROUND WATER EFFICIENCY ORDINANCES (FRED ROYAL)

Engineer Fred Royal stated this is back to the Board tonight for approval. They made the following edits based on comments from the Board of Commissioners:

- Water Efficiency Policy – changed to reflect aspirational goals and to reference compliance with the Town of Pittsboro’s Standard Specifications.
- Irrigation and Water Waste Ordinance – added Public Utilities Director to enforcement authority and added reference to compliance with the Town of Pittsboro’s Standard Specifications.
- Reclaimed Water Ordinance – added reference to compliance with the Town of Pittsboro Standard Specifications.
- Other minor edits by Staff.

Commissioner Fiocco stated he would like to suggest in the future that documents be finished when presented for approval (not XX).

Commissioner Fiocco made the following corrections other than the Articles not being numbered.

Irrigation and Water Waste Ordinance

Page 1 (e) that “Per the” be deleted.

Page 3 (3) makes reference to subsection (c) there is no subsection (c) it is subsection (b).

Page 3 (3) (b) is confusing it should be only (1) (2) and not (4) (1) and (5) (2).

Reclaimed Water Ordinance

Page 4 (a) (3) Want to make sure that property owners are notified prior to staff entering property.

Page 5 (b) (1) Fess still seem excessive. Mr. Royal stated it is a not to exceed amount. It could be \$400 or nothing. He said this is a standard cap the state uses.

Page 7 Interruption of service. Add: In those instances potable water may be used for irrigation.

Water Efficiency Policy

Page 3 (1) should be “1”

Motion made by Commissioner Fiocco seconded by Commissioner Foley to approve the Reclaimed Water Ordinance, Irrigation and Water Waste Ordinance and Waste Efficiency Policy with the corrections made above.

Vote Aye-4 Nay-0

NEW BUSINESS

FEE SCHEDULE ADJUSTMENT FOR SUBMITTAL OF DEVELOPMENT AGREEMENTS (JEFF JONES)

Commissioner Fiocco stated we need a fee for Development Agreement Review but he don’t think it should be charged to Chatham Park since they are paying \$300,000 a year to the town so the town does not incur cost relating to Chatham Park.

Planning Director Jones stated about a year ago the board approved a similar fee for Small Area Plan review. Mr. Messick recommended a fee schedule in advance of the submittal of Chatham Park’s Proposed Development Agreement.

After much discussion the board asked Mr. Jones to look at the Agreement we have with Chatham Park for the \$300,000 per year to see what was covered.

ADDITIONAL UPDATES AND REPORTS

MANAGER’S UPDATE ON PROJECTS

Manager Gruesbeck submitted the following updates with the agenda packet:

Chatham Park PDD Master Plan: Sanford Force Main – Mr. Messick incorporated your directed changes into a new document and will be seeking input from the City of Sanford.

Chatham Park PDD Master Plan: Reclamation Plant – Work continues on the development of a “Memorandum of Understanding” (MOU) that would allow for the Chatham Park Investors and Old

Chatham Park Development Agreement – Chatham Park is expected to submit the Development Agreement for review by December 8, 2016. The Town will be using a consultant to assist with the review of the document.

Sanitary Sewer Inflow and Infiltration (I&I) – Work began on the repair of sanitary sewer lines and manhole structures on November 14, 2016. Video inspection was completed on November 22, 2016. The video information will be used determine where and how the “slip lines” will be installed. Slip line construction is expected to begin in early December.

Pittsboro Elementary School Sidewalk/NC 87 Sidewalk – Contracts are awaiting signature we anticipate construction could begin on November 28, 2016, with a completion date on or before February 14, 2017.

Chatham County Housing Committee – Meeting have been scheduled for the next year in the following locations:

Thursday, January 19th, 7-9 pm - Siler City
Thursday, March 16th, 7-9 pm - Pittsboro
Thursday, May 11th, 7-9 pm - Siler City
Thursday, June 22nd, 7-9 pm - Pittsboro
Tuesday, July 25th, 7-9 pm - Siler City

All meetings in Pittsboro will be held in the Dunlap Classroom in the Dunlap Building located at 80 East Street. Siler City meetings will be held at the Western Chatham Senior Center located at 112 Village Lake Rd.

Dioxanne 1,4 – Dr. Knappe from NCSU will be attending the November 28, 2016 Town Board of Commissioners meeting to discuss his recent efforts to advocate for better source reduction and discharge limitation of the currently unregulated Dioxanne 1,4. Adam Pickett, Water Treatment Plant Supervisor will also be in attendance. Manager Gruesbeck stated he will print copies for the board and put tonight’s presentation on the website as well.

Electric Vehicle (EV) Charging Stations – The Town was notified that we are approved for \$20,000 to install four (4) EV charging stations at Page Vernon Park, Mary Hayes Barber Holmes Park, the Community House and the Town Hall. Upon receipt from Duke Energy, Staff will present a funding agreement for your review in December 2016.

NC 87/Robeson Creek Bridge Replacement – NCDOT began work on replacing the bridge which crosses NC 87 at Robeson Creek. The project has closed a portion of HWY 87/902 from Old Goldston Rd/Pittsboro Elementary School Road to Old Goldston Rd/Churchwood Ln. Staff will also be working to coordinate the replacement of a Town water main at the bridge crossing. The water main relocation work will be completed at NCDOT expense. The completion date is expected to be July 12, 2017. The NCDOT contact for this project is Gary Phillips (919) 776-9623.

15-501 Widening - Staff will be attending a project scope meeting in Raleigh on December 6, 2016 to learn more about NCDOT’s plans to widen 15-501 (north of Launis to Powell Place Ln). As you may recall this project is scheduled for 2019 construction and includes the installation of

new sidewalk. It appears that bicycle lanes are included in the scope of this project. Staff will report back to the Board ASAP.

Downtown Curb Installation – Staff will be coordinating minor curb installation at near the northwest corner of Hillsboro St and Salisbury St (see picture below). The area is currently marked by cones. This mini-project will help resolve a safety and appearance issue on the corner by extending new curb to the existing drive on the west side of the building. The chewed up area would be balanced with new dirt and landscaped.

Manager Gruesbeck said there is a FYI item on Chatham Forest Utility Upsizing Reimbursement. The Town had an agreement with Voller Realty on upsizing the water system. He will be bring a budget amendment recommendation for that at the next meeting or so.

Manager Gruesbeck said they will be installing a PRV water connection at Springdale and Fox Chapel where it hasn't been connected.

Manager Gruesbeck addressed the one audit finding tonight and stated we know what happened and will make sure it doesn't happen again. But what the auditor failed to mention is we paid out exactly what we collected.

Manager Gruesbeck reminded the board the Christmas Parade is December 11, 2016 at 3:00 PM.

Mayor Perry said she met with Mr. Horne today and helped pick out the color of the kiosks downtown. She also advised the board the “no posters on pole” signs are now down.

Mayor Perry stated that she and Manager Gruesbeck are working with Waste Industries on a recycling publication.

Mayor Perry stated she received an email from Planning Board Member Brian Taylor this afternoon with heavy criticism of the detour for Robeson Creek area. He has concerns about safety and all the trucks on the road.

Mayor Perry stated Commissioner Bonitz really hated to miss the meeting tonight. He is in favor of the black skies proposal. He asked that maybe we could have some type system where you could participate without being in attendance. He said Chatham County School Board have went to a system like that.

COMMISSIONER CONCERNS

Commissioner Fiocco asked Mr. Jones if he could make a presentation to the PBA on the UDO. Mr. Jones said he would be glad to make a presentation.

FYI –

1. NCDOT 15-501 Widening Project – Scoping Meeting Materials
2. Chatham Forest Utility Upsizing Reimbursement

ADJOURNMENT

Motion made by Commissioner Fiocco seconded by Commissioner Baldwin to adjourn at 9:35 p.m.

Vote Aye-4 Nay-0

Cindy S. Perry, Mayor

ATTEST:

Alice F. Lloyd, CMC, NCCMC
Town Clerk