

MINUTES
TOWN OF PITTSBORO
BOARD OF COMMISSIONERS
FEBRUARY 9, 2004
7:00 P.M.

Mayor Nancy R. May called the meeting to order and gave invocation.

ATTENDANCE

Members present: Mayor Nancy R. May, Commissioner Max G. Cotten, Chris Walker, Burnice Griffin, Jr., Gene T. Brooks and Clinton E. Bryan, Jr.

Others present: Manager David Hughes, Clerk Alice F. Lloyd and Planner David Monroe.

DISPOSITION OF MINUTES

Motion made by Commissioner Walker seconded by Commissioner Griffin to approve the minutes of the January 28, 2004 meeting.

Vote Aye-4 Nay-0

PUBLIC HEARING

Motion made by Commissioner Brooks seconded by Commissioner Walker to go into public hearing. Vote Aye-4 Nay-0

Commissioner Bryan arrived.

AMENDMENT TO ARTICLE XIII (Planning Board)

Public hearing to consider an amendment to Article XIII (size of Planning Board) of the zoning ordinance.

PUBLIC COMMENTS:

None

PROPOSED MORATORIUM

Public hearing on a possible moratorium on the approval of any major residential subdivisions of land in the Town of Pittsboro.

NAMING OF PRIVATE DRIVEWAY

The Town has received an application from John Krombach to name a private drive off US 15-501 to serve Robyn's Nest Day Care as Robyn's Nest Lane.

The Planning Board reviewed this request and felt that the use of the day care center name for the private drive could be construed to constitute an off premises sign (disallowed by the zoning ordinance) and for that reason recommended that the application be denied.

Motion made by Commissioner Walker seconded by Commissioner Griffin to approve the naming of a private drive that comes off US 15-501 South as Robyn's Nest Lane.

Commissioner Brooks asked what about the Planning Board's position.

Commissioner Walker stated he brought that to the attention of Mr. Krombach today, he never looked at the sign as advertisement but more from a safety standpoint. He had watched some near collisions with people looking for the daycare. Commissioner Walker stated he does not look at it as an off premises sign for advertisement. He knows there are a couple other driveway drives in the county that are named after the owner of the business.

Commissioner Cotten feels it could prove confusing to the 911 people responding to Robyn's Nest Lane because the 911 address is on 87.

Mayor May stated they will receive a new 911 address if this is approved.

Commissioner Cotten stated he felt we would be setting precedent in naming a private driveway unless there are three houses or three separate buildings on the drive.

Manager Hughes stated Krombach owns them all.

Commissioner Walker stated he would withdraw his motion to get a legal opinion from the Attorney, Commissioner Griffin withdrew his second.

Motion made by Commissioner Walker seconded by Commissioner Griffin to postpone until the February 23, 2004.

Commissioner Brooks stated for clarification from the Attorney before passing.

Vote Aye-5 Nay-0

COMMUNITY BUILDING

The Town received a request from Karen Dalton to continue using the Community Building for a Pilates exercise class through March 15, 2004.

Motion made by Commissioner Brooks seconded by Commissioner Walker to approve Ms. Dalton's use of the Community Building through March 15, 2004.

Vote Aye-5 Nay-0

TRAVEL POLICY

Commissioner Cotten stated he had no objection to the policy but he has some concerns about the cash advances.

Manager Hughes stated we have that in the policy to help our lower paid employees when they attend school so that they do not have to use their monies to eat and they will have to bring back a receipt showing how much was spent and for what.

Commissioner Bryan stated most employers do not reimburse until the employee is out of town overnight.

Motion to approve the travel policy was made by Commissioner Walker seconded by Commissioner Griffin.

Vote Aye-5 Nay-0

TOWN OF PITTSBORO TRAVEL POLICY IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES

PROVISIONS TO AGENDA FORMAT

Commissioner Cotten made a motion to approve the proposed agenda format which is provided the board, which is as follows:

- I. Call to Order and Invocation
- II. Adoption of Agenda (Any additions, changes, deletions must be made at this time)
- III. Citizen Input – Non Agenda Items (registration should be required and length of time should be limited)
- IV. Approval of Consent Agenda
- V. Regular Agenda Items
- VI. Manager/Administrative Staff Reports
- VII. Commissioner Reports
- VIII. Adjournment

Mayor May stated to include Manager/Administrative Staff Reports would take a lot of time if you heard from every department head. She feels if Mr. Hughes had a problem she is sure he would present it to the Commissioners.

Commissioner Cotten stated he is not talking necessarily about a problem; he would like a general report.

Mayor May stated he is in contact with everybody.

Commissioner Cotten stated he has not heard much unless he came down here – maybe the rest of the board has.

Mayor May asked if there was a second to Commissioner Cotten’s motion. The motion died due to the lack of a second.

Commissioner Walker asked Commissioner Cotten how he wanted the reports from staff.

Commissioner Cotten stated he did not have a problem with them being written if he had time to do that.

Commissioner Bryan stated he liked the way the order of business is listed in our current policy which is as follows:

- I. Discussion and revision of the proposed agenda, including consent agenda; adoption of an agenda
- II. Approval of minutes
- III. Public hearings
- IV. Citizens Matter not appearing as an agenda where no action is being requested by the Citizen addressing the Board of Commissioners
- V. Unfinished agenda items from prior Board of Commissioner meetings
- VI. New agenda items from approved agenda
- VII. Commissioner Concerns
- VIII. Reports from Town Staff
- IX. Information Item

Motion made by Commissioner Bryan seconded by Commissioner Walker to approve the agenda format as stated by Commissioner Bryan above.

Vote Aye-5 Nay-0

Mayor May stated she had enclosed a copy of an article from the Birmingham News; it is a very interesting article about Pittsboro.

COMMISSIONER CONCERNS

Commissioner Cotten asked if the Board was to submit comments to NCDOT as a board or individually regarding the thoroughfare plan.

Manager Hughes stated it will be sent to the Planning Board for comments and then brought back to the Town Board for action.

Motion made by Commissioner Cotten seconded by Commissioner Walker to adjourn.
Vote Aye-5 Nay-0

Nancy R. May, Mayor

ATTEST:

Alice F. Lloyd, Town Clerk