

**TOWN OF RICHLANDS**  
**NORTH CAROLINA**

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The Richlands Board of Aldermen met in Regular Session Tuesday, February 08, 2011 at 6:00 pm at the Richlands Town Hall. Present for the meeting were:

Mayor Pro Tem McKinley Smith  
Alderman Fran Pierce  
Alderman Paul Conner  
Alderman Hans Jacobsen  
Alderman Tom Brown

Also present were: Gregg Whitehead, Town Administrator; Keith Fountain, Town Attorney; Chief Thomas Bennett, Police Department; Johnathan Jarman, Public Works Director; Doreen Putney, Town Clerk and Rachael Jenkins, Advertiser News.

There were six (6) citizens present.

**MEETING CALLED TO ORDER:**

Mayor Pro Tem McKinley Smith call the meeting to order at 6:01 pm and requested for a moment of silence and prayer in honor of our Mayor Marvin Trott who passed away January 30, 2011.

**PLEDGE OF ALLEGIANCE:** Alderman Tom Brown

**INVOCATION:** Alderman Hans Jacobsen

**ADOPTION OF AGENDA:**

A motion was made by Alderman Tom Brown, seconded by Alderman Fran Pierce to adopt the agenda as written. The motion was unanimously carried.

**ADOPTION OF MINUTES:**

A motion was made by Alderman Hans Jacobsen, seconded by Alderman Tom Brown to approve the Regular Board Minutes of January 11, 2011 and the Special Emergency Call Minutes of January 31, 2011. The motion was unanimously carried.

**COMMUNITY CHRISTIAN CHURCH CEMETERY (Conditional Use Request):**

Gregg Whitehead, Town Administrator, presented to the Board a Conditional Use Request from Community Christian Church for a proposed cemetery location. Mr. Whitehead stated this request was originally submitted in 2009 where more information was needed. Due to the length of time that has passed, a new public hearing will be required before any action can be taken on the request.

Mr. George Owens representing the Community Christian Church was available to answer any questions from the Board. Mr. Owens presented a detailed map/plat showing the proposed location of the cemetery and stated that this area should not affect any of the surrounding neighbors.

After a brief discussion from the Board, no action was taken at this time.

**STATE AID FOR MOSQUITO CONTROL APPLICATION RESOLUTION:**

Gregg Whitehead reported that every year the Board is required to complete a Mosquito Control Application with the Board approving a Resolution that would designate a town official to execute all paperwork for the program. This application would give the town 50% State Aid reimbursement on our mosquito control budget.

A motion was made by Alderman Tom Brown, seconded by Alderman Hans Jacobsen to approve the Resolution designating Town Administrator, Gregg Whitehead as the official to represent the Board in connection with mosquito control. The motion was unanimously carried.

**SCHEDULE A PUBLIC HEARING (Cemetery Conditional Use Request):**

The Board needs to schedule a public hearing in order to receive public comment on Community Christian Church's request for a Conditional Use Request for a proposed cemetery.

A motion was made by Alderman Tom Brown, seconded by Alderman Fran Pierce to hold a public hearing during the next Regular Board Meeting scheduled for Tuesday, March 8, 2011 for Community Christian Church's Conditional Use Request for a cemetery. The motion was unanimously carried.

**SCHEDULE A PUBLIC HEARING (Garage Apartment-Rental Unit):**

Gregg Whitehead presented a Conditional Use Request from Elizabeth Beckelhimer, 105 N. Onslow Street to establish a garage apartment/rental unit at this address. Ms. Beckelhimer is interested in transforming a small house that was once used as a beauty salon located on the property into a rental unit. Mr. Whitehead stated a public hearing would need to be scheduled before any action can be taken on the request.

A motion was made by Alderman Paul Conner, seconded by Alderman Fran Pierce to hold a public hearing during the next Regular Board Meeting scheduled for Tuesday, March 8, 2010 to

hear public comment on Elizabeth Beckelhimer's request to turn a small house located at 105 N. Onslow Street into a rental unit. The motion was unanimously carried.

### **BUDGET WORKSHOP DISCUSSION:**

Mr. Whitehead stated that the Board may want to discuss whether or not to hold a workshop concerning the 11/12 budget. After discussion from the Board, they requested for Mr. Whitehead to look at where he is with the budget and bring back information to the next board meeting.

### **ADMINISTRATOR NOTES & UPDATES:**

The Town Administrator, Gregg Whitehead, presented a copy of notes and updates to the Board which are attached to these minutes. He also reported on the following:

- Received a letter from Beth Walker (The Walker Group Architecture Inc.) regarding information that she received from SHPO concerning the Community Building Renovations. SHPO would like both interior and exterior done and suggested to see if cleaning the interior wood surfaces with mineral spirits would produce an acceptable effect. In the letter, Ms. Walker recommended for us to have a 10' section cleaned and to have the Aldermen examine results. She also recommended removal of the exterior siding prior to bidding. The Board requested for Johnathan Jarman to go ahead and clean a small area of the walls, floor and ceiling with mineral spirits to see what effect it may have.

### **POLICE REPORT:**

Chief Thomas Bennett presented a copy of the Activity Report for January 2011 to the Board. A copy of the report is attached to these minutes.

Chief Bennett also report on the following:

- Chief Bennett and Lt. Lindig have been attending school to become certified instructors. The objective is to be able to train our own officers in house so we don't have to wait for open slots in other schools. This will also prevent officers from losing their certifications due to no open slots and missing training. Chief invited the Board to sit in on the training sessions.

### **PUBLIC COMMENT:**

Shirley Turner of Richlands Loop Road, expressed her concerns with the conditions of the streets that are in the town limits of Richlands.

Fletcher Rhodes of E. Franck Street, expressed his concern with fixing Pete Jones Drive.

**BOARD MEMBERS CONCERNS:**

*Alderman Hans Jacobsen:* Concerns with pot holes on Foy Street. Stated that he spoke with Johnathan Jarman, Public Works Director and he is waiting for the weather to clear up.

*Alderman Fran Pierce:* Thanked everyone for coming to the meeting and thanked Mr. Rhodes and Ms. Turner for speaking about the road conditions.

**PERSONNEL:** None

**CLOSED SESSION:** None

**ADJOURN:**

With no further business, a motion was made by Alderman Tom Brown, seconded by Alderman Hans Jacobsen to adjourn the meeting at 6:25 pm. The motion was unanimously carried.

Respectfully submitted,

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Mayor Pro Tem McKinley Smith

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Doreen Putney, Town Clerk