

TOWN OF RICHLANDS
NORTH CAROLINA

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The Richlands Board of Aldermen met in Regular Session on Tuesday, March 13, 2012 at 6:00 pm at the Richlands Town Hall. Present for the meeting were:

Mayor McKinley D. Smith
Alderman Kent Painter
Alderman Tom Brown
Alderman Paul Conner
Alderman Kandy Koonce

Also present were:

Gregg Whitehead, Town Administrator
Doreen Putney, Town Clerk
Trevor Normile, Duplin Times
Mr. Donald Clinger, Member of the Purple Heart Chapter #642, along with two other members,
Mr. Michael Rooney and Mr. Grant Beck.

Captain Ron Lindig, Police Dept.
Keith Fountain, Town Attorney

Absent: Johnathan Jarman, Public Works Director, Alderman Rob Willems

There were 23 citizens present which included Girl Scout Troop's #3413, #682 & #1904.

MEETING CALLED TO ORDER:

Mayor McKinley Smith called the meeting to order at 6:00 pm.

PLEDGE OF ALLEGIANCE: Alderman Paul Conner

INVOCATION: Mayor McKinley Smith

ADOPTION OF AGENDA:

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

APPROVAL OF MINUTES From February 21, 2012:

A **motion** was made by Alderman Kandy Koonce, seconded by Alderman Kent Painter to approve the Regular Board of Alderman Meeting Minutes and the Closed Session Minutes from February 21, 2012. The motion was unanimously carried.

PUBLIC HEARING (Voluntary Annexation Tax Parcel 44-47.12 & 44-47.13):

Mayor McKinley Smith opened the meeting to hear public comment on two voluntary annexation petitions.

1. Tax parcel 44-47.12, 7401 Richlands Highway: There were no public comments.
2. Tax parcel 44-47.13, 7417 Richlands Highway: There were no public comments.

With no comment from the public on these two annexation petitions, Mayor McKinley Smith closed the public hearing.

PRESENTATION OF PRIDE CERTIFICATE:

Mr. Donald Clinger, member of the Military Order of the Purple Heart, Beirut Memorial Chapter # 642, presented to the Board a Certificate of Pride for our displaying of the US Flag at Town Hall.

GIRL SCOUT PROCLAMATION:

Mayor Smith presented a Proclamation recognizing the 100th Anniversary of the Girl Scouts of America. Girl Scouts, Daisy's and Brownies from troops # 3413, #682 & #1904 were present to accept the Proclamation naming the week of March 13, 2012 Girl Scout Week in the Town of Richlands.

VOLUNTARY ANNEXATION ORDINANCES:

Mayor Smith stated that since the required public hearing have been held, the Board may decide on the adoption of the annexation ordinances on the two properties, tax parcel 44-47-12 and 44-47-13. These properties will be the location of the new McDonalds and Wilco Hess gas station.

After a brief discussion, **a motion** was made by Alderman Tom Brown, seconded by Alderman Kandy Koonce to approve the Voluntary Annexation Ordinance 2012-03 for Tax Parcel 44-47.13 with the effective date of March 13, 2012. The motion was unanimously carried.

A second motion was made by Alderman Paul Conner, seconded by Alderman Kent Painter to approve the Voluntary Annexation Ordinance 2012-04 for Tax Parcel 44-47.12 with the effective date of March 13, 2012. The motion was unanimously carried.

TRAVEL REIMBURSEMENT POLICY AMENDMENT (Personnel Policy):

Mr. Whitehead reported to the Board that our current travel reimbursement is set at 44.5 cents per mile. The current IRS travel reimbursement rate is 55.5 cents per mile. With the quickly rising gas prices, our existing reimbursement rate can barely keep up. Mr. Whitehead suggested that instead of having the Board approve to adjust the policy every time the IRS adjusts the rate, he recommended to amend the policy so that the town's reimbursement rate will be the prevailing IRS travel reimbursement rate and that it will not require Board approval each time it

changes. Mr. Whitehead stated that the change would be eliminating the wording “authorized by the Board of Aldermen”.

A motion was made by Alderman Tom Brown, seconded by Alderman Kent Painter to amend Section 13: Travel and Expense Reimbursement in the Personnel Policy eliminating the wording in the first paragraph “*authorized by the Board of Aldermen*”. The motion was unanimously carried.

USE OF PUBLIC BUILDINGS DISCUSSION:

Alderman Tom Brown requested a discussion on the appropriateness of developing a comprehensive policy regarding the use of the public buildings to include the Community Building, Town Hall and the AA Building. The current policy has not changed since the 1980’s and is outdated. After a brief discussion, the Board directed the Town Administrator to review our policies, investigate what other towns’ have in their policies and bring options for revisions to the Budget Workshop.

ADMINISTRATORS NOTES AND UPDATES:

The Town Administrator, Gregg Whitehead, presented a copy of notes and updates to the Board which is incorporated by reference and hereby made a part of these minutes. He also reported on the following:

- Reminded Board of the Elected Officials Meeting scheduled for March 28, 2012 in Swansboro. Board is to let the Town Clerk know if they plan on attending.
- Presented to the Board a request from the City of Jacksonville regarding purchasing a brick to be placed at the “Freedom Fountain”.
After a brief discussion, **a motion** was made by Alderman Kent Painter, seconded by Alderman Kandy Koonce to purchase an 8x8 size brick for \$250.00 with the inscription to read “*The Citizens of Richlands*”. The motion was unanimously carried.
- Requested for the Board to schedule a date to hold the Budget Workshop. After consulting with each board members scheduled, the Board decided to hold the Budget Workshop on Wednesday, April 4th, 2012 beginning at 9:00 am. A Special Call Meeting notice will be submitted by Mayor Smith.

POLICE REPORT:

Captain Ron Lindig presented a copy of the Activity Report for the month of February 2012 to the Board which is incorporated by reference and hereby made a part of these minutes. Captain Lindig had nothing further to report at this time.

PUBLIC COMMENT:

None

BOARD MEMBERS CONCERNS:

Alderman Tom Brown: Stated receiving 2 phone calls from residents with concerns on dogs defecating on sidewalks and parks. He would like to see more interaction from the police patrols and suggested for the officers to be on bikes, walking or purchase a golf cart. This would allow the officer to interact more with the citizens and to provide them with information regarding our ordinances. He also asked to purchase signs for the park.

After a brief discussion, **a motion** was made by Alderman Tom Brown to restrict pets/animals from the Town Park with the exception of work dogs.

Alderman Brown then withdrew his motion.

A second motion was made by Alderman Tom Brown, seconded by Alderman Kancy Koonce to restrict dogs according to our Ordinances with the exception of work dogs. The motion was unanimously carried.

Alderman Kent Painter: None

Alderman Paul Conner: None

Alderman Kandy Koonce: None

Alderman Rob Willems: None

Mayor McKinley Smith: None

PERSONNEL: None

ADJOURN:

With no further business, **a motion** was made by Alderman Tom Brown, seconded by Alderman Kent Painter to adjourn the meeting at 6:34 pm. The motion was unanimously carried.

Respectfully submitted,

Attest:
Doreen Putney, Town Clerk

Mayor McKinley D. Smith