

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

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The Richlands Board of Aldermen met in Regular Session on Tuesday, April 17, 2012 at 6:00 pm in the Board Room at the Richlands Town Hall. Present for the meeting were:

Mayor McKinley Smith  
Alderman Tom Brown  
Alderman Paul Conner  
Alderman Kandy Koonce  
Alderman Rob Willems

Also present were:

Gregg Whitehead, Town Administrator  
Doreen Putney, Town Clerk  
Johnathan Jarman, Public Works Director  
Mr. Mark Garner, VP of Rivers & Associates

Captain Ron Lindig  
Keith Fountain, Town Attorney  
Trevor Normile, Duplin Times

Absent: Alderman Kent Painter

There were two (2) citizens present.

**MEETING CALLED TO ORDER:**

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

**PLEDGE OF ALLEGIANCE:** Alderman Tom Brown

**INVOCATION:** Mayor McKinley Smith

**ADOPTION OF AGENDA:**

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

**APPROVAL OF MINUTES (March 13, 2012 Regular Board of Aldermen Meeting & April 04, 2012 Budget Workshop Minutes):**

A **motion** was made by Alderman Kandy Koonce, seconded by Alderman Tom Brown to approve the Regular Board meeting minutes from March 13, 2012 and the Budget Workshop meeting minutes of April 04, 2012. The motion was unanimously carried.

### **NCDOT RESURFACING AGREEMENT:**

Gregg Whitehead, Town Administrator, presented to the Board the agreement between NC Department of Transportation and the Town of Richlands to perform street improvements to specific streets within the town limits. This also will include the downtown curbing project. Along with the signed agreement, the Town is to provide NCDOT a payment in a lump sum of \$266,000. The bids are scheduled to be open on May 17 with construction period of June 4 thru September 14, 2012. Mr. Whitehead stated that the Town Attorney has reviewed the agreement and found everything to be in order. After the Board reviews the agreement, and if approved, the board will also need to authorize the Finance Officer to utilize any funds available to cover the payment of \$266,000 to NCDOT.

After discussion, **a motion** was made by Alderman Paul Conner, seconded by Alderman Rob Willems to approve the Resurfacing Agreement between NCDOT and the Town of Richlands. The motion was unanimously carried.

A second **motion** was made by Alderman Paul Conner, seconded by Alderman Tom Brown to authorize the Finance Officer to utilize any funds available for the payment of \$266,000 to NCDOT. The motion was unanimously carried.

### **RIVERS & ASSOCIATES CONTRACT FOR THE SIDEWALK PROJECT (Wilmington Street Sidewalk Improvements, NCDOT Project ER-2971A):**

Mr. Whitehead presented to the Board the Contract between the Town of Richlands and Rivers & Associates which has been approved by NCDOT and authorizes Rivers & Associates to proceed with the final design documents and to oversee the bidding and construction of the sidewalk along Wilmington Street. Mr. Mark Garner, Vice President of Rivers & Associates was present to answer any questions that the Board had. Mr. Garner stated that preparation and approval of documents, including the bidding process takes approximately two (2) months. He stated that they are anticipating completion of the sidewalk project by December 2012. Alderman Conner expressed concerns with the funding above the \$50,000 grant. Mr. Garner stated that it is possible the total cost could exceed the \$50,000 grant, which the town would be responsible for. The town has the option to back out after viewing the bids but will not be reimbursed for any funds spent thus far.

After discussion, **a motion** was made by Alderman Rob Willems, seconded by Alderman Tom Brown to approve the Contract with Rivers & Associates and the Town of Richlands for the Wilmington Street Sidewalk Improvements, NCDOT Project ER-2971A. The motion was unanimously carried.

### **NC SMALL TOWN MAIN STREET PROGRAM RESOLUTION:**

Mr. Whitehead reported that applications for this years' NC Small Town Main Street Program are due May 31, 2012 and a resolution of support is required with the application. The program is very competitive and only a few towns from the eastern part of NC will be selected. The program is designed to provide technical assistance to small towns for downtown revitalization

focusing on historic preservation. It opens the doors to possible grants or other funding opportunities provided by other organizations. If the town is selected, we would be required to reimburse state staff for their travel related expenses.

After a brief discussion, a **motion** was made by Alderman Tom Brown, seconded by Alderman Paul Conner to approve the “Resolution in Support of an Application to Participate in the NC Small Town Main Street Program”. The motion was unanimously carried.

#### **NORTH TOPSAIL BEACH INLET REALIGNMENT SUPPORT RESOLUTION:**

Mr. Whitehead reported that North Topsail Beach has presented a resolution to the other municipalities and the county requesting support to allow them to secure Onslow County tourism dollars to help fund a \$7.5 million dredging/realignment project in the New River Inlet. This resolution, however, does not provide details on actual dollar amounts it is seeking from Onslow County and what effect this will have on other communities.

After a brief discussion, a **motion** was made by Alderman Tom Brown, seconded by Alderman Paul Conner to table this Resolution until more adequate information is provided. The motion was unanimously carried.

#### **ADMINISTRATOR 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 part of these minutes. He also reported on the following:

- The ONWASA meeting scheduled for April 19, 2012 has been cancelled.
- Richlands Chamber of Commerce will be holding the next Business After Hours on April 26<sup>th</sup> beginning at 6:30 pm at Anderson Trophies, 216 Huffmantown Rd., Richlands.

#### **POLICE REPORT:**

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

**PUBLIC COMMENT:**       None

#### **BOARD MEMBER CONCERNS:**

***Alderman Tom Brown:***       Requested to look into the house on Foy Street that remains under construction and also unlicensed parked vehicles in town. Stated that the park is looking good and asked for Mr. Jarman to stay on top of properties with high grass.

***Alderman Kent Painter:***       Absent

*Alderman Paul Conner:* No concerns at this time. He did give an ONWASA update on a recent meeting concerning building of the Northwest Regional Plant. At this time, ONWASA is planning on moving forward with the plans to build the new plant and taking the old plant off line.

*Alderman Kandy Koonce:* No concerns at this time.

*Alderman Rob Willems:* No concerns at this time.

*Mayor McKinley Smith:* No concerns at this time.

**PERSONNEL:** None

**ADJOURN:**

With no further business, **a motion** was made by Alderman Tom Brown, seconded by Alderman Rob Willems to adjourn the meeting at 6:29 pm. The motion was unanimously carried.

Respectfully Submitted,

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Attest:  
Doreen Putney, Town Clerk

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Mayor McKinley Smith