

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

Office of the  
Town Clerk  
(910) 324-3301  
(910) 324-2324 fax  
[richlandsclerk@embarqmail.com](mailto:richlandsclerk@embarqmail.com)

Mailing Address:  
P.O. Box 245  
Richlands, N.C. 28574



The Richlands Board of Aldermen met in Regular Session on Tuesday, May 10, 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  
Lt. Ron Lindig, Police Department  
Doreen Putney, Town Clerk  
Brad Sedgwick, Maidstone, JBS Consulting

Keith Fountain, Town Attorney  
Johnathan Jarman, Public Works Director  
Rachael Jenkins, Advertiser News  
Phil Begany, Lat Purser & Assoc.

There were 5 citizens present.

**MEETING CALLED TO ORDER:**

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

**PLEDGE OF ALLEGIANCE:** Alderman Tom Brown

**INVOCATION:** Alderman Hans Jacobsen

**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.

**ADOPTION OF MINUTES:**

A motion was made by Alderman Hans Jacobsen, seconded by Alderman Paul Conner to approve the Regular Board Meeting Minutes of April 12, 2011. The motion was unanimously carried.

**EUGENE TAYLOR TRACT FINAL PLAT APPROVAL:**

Gregg Whitehead, Town Administrator presented to the Board a proposed subdivision plat by Mr. Eugene Taylor. The subdivision will consist of 8.9 acres and be located at the corner of Koonce Fork Rd. and Hwy 24/258. It will consist of 4 lots, with three of the lots being planned

for commercial use and the forth lot reserved for the land owner and a retaining pond. Mr. Whitehead stated that the Planning Board has reviewed and approved the final plat. Town Attorney, Keith Fountain noted that the final plat should state “and utilities” within the 40’ easements. Mr. Begany with Lat Purser & Associates was available to answer any questions the board had.

After further discussion a motion was made by Alderman Paul Conner, seconded by Alderman Tom Brown to approve the Final Plat presented by Eugene Taylor for 8.9 acre parcel (Tax #44-47.1) for a 4 acre subdivision located at the corner of Koonce Fork Rd. and Hwy 24/258 with an amendment to state “and utilities” in the 40’ easements. The motion was unanimously carried.

### **MAIDSTONE PARK PHASE 2 ANNEXATION ORDINANCE (2011-02):**

Mr. Whitehead reported that the annexation of Maidstone Phase 2 was delayed until the owner/developer received enough sewer capacity with ONWASA to initiate Section 1 of Phase 2 which consists of 26 lots. Mr. Whitehead reminded the Board that the Public Hearing has already been held and that the Board would now need to decide on adoption of the annexation ordinance. It was noted of minor typographical errors in the ordinance with changing Mayor to Mayor Pro Tem and changes to the Town Clerks’ name from Eva Brown to Doreen Putney.

After a brief discussion, a motion was made by Alderman Tom Brown, seconded by Alderman Paul Conner to adopt Ordinance 2011-02 To Extend The Corporate Limits Of The Town of Richlands and annex in tax parcel 43-60.2 as described in Section 1 of the Ordinance with the typographical corrections made. The motion was unanimously carried.

### **TOWN AUDIT CONTRACT RENEWAL:**

Mr. Whitehead reported that the CPA Firm of Williams, Scarborough, Smith & Gray has submitted a contract renewal to audit the fiscal year ending June 30, 2011. Mr. Whitehead stated that the contract cost will not exceed \$10,165, unless the town received funding for the Community Building prior to June 30, 2011. In that case the cost will not exceed \$12,150.

After a brief discussion, a motion was made by Alderman Paul Conner, seconded by Alderman Hans Jacobsen to approve the Audit Contract presented by CPA Firm, Williams, Scarborough, Smith & Gray for fiscal year end June 30, 2011. The motion was unanimously carried.

### **RESOLUTION 2011-02 TO ANNEX TOWN OWNED PROPERTY:**

Mr. Whitehead reported that the town currently owns tax parcels 205-1.4 and 205-91-1 and are two small parcels of property that are adjacent to an ongoing subdivision development but are not officially part of the town limits. These properties create a small gap in between the town limit line and Maidstone Park Subdivision. Mr. Whitehead states that before we can annex these two parcels into the Town a public hearing must be held.

A motion was made by Alderman Tom Brown, seconded by Alderman Paul Conner to adopt the Resolution 2011-02 of Intent to Annex parcels 205-1.4 and 205-91-1 into the Town Limits and to

schedule a public hearing for the next Regular Board Meeting on June 14, 2011. The motion was unanimously carried.

### **SCHEDULE 2011-2012 BUDGET WORKSHOP:**

Gregg Whitehead reported that he is close to completing the 2011/2012 Fiscal Year's budget and is proposing a workshop to be scheduled prior to June 1, 2011.

A motion was made by Alderman Fran Pierce to schedule a 2011/2012 budget workshop for May 24, 2011 beginning at 9:00 am.

With no second, the motion died.

After a brief discussion regarding individual schedules, a motion was made by Alderman Fran Pierce, seconded by Alderman Hans Jacobsen to schedule a 2011/2012 budget workshop for May 26, 2011 beginning at 9:00 am at the Town Hall. 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 are attached to these minutes. He also reported on the following:

- EMS is staging their vehicle at the fire department.
- Gave a Town Hall Day Update
- Reported that the Onslow County Elected Officials Meeting has been cancelled for this month.

### **POLICE REPORT:**

Lt. Ron Lindig presented a copy of the Activity Report for April 2011, Activity Report for the DWI Checkpoint held on April 22, 2011, and Minutes from their monthly meeting held on April 28, 2011. A copy of the reports and minutes are attached to these minutes.

### **PUBLIC COMMENT:**

None

### **BOARD MEMBERS CONCERNS:**

*Alderman Fran Pierce:* Thanked everyone for coming to the meeting.

*Alderman Hans Jacobsen:* Commented on the poor condition of the HELP Building and stated that it is in need of some serious repairs. Gregg Whitehead stated that discussion on what to do with the building is on the agenda for the Budget Workshop.

**Mayor Pro Tem McKinley Smith:** Asked the Board to give their thoughts as to what to do with the Mayor's position.

- ❖ **Alderman Tom Brown** stated that he does not have any intention of running for Mayor and feels that he can do more as an Alderman having voting rights. Alderman Brown stated that he would like to leave the spot open until the November elections where the citizens can choose/elect the Mayor. Alderman Brown stated that Mayor Trott was a very active and good Mayor, possibly the best Mayor we have ever had and would like to keep his seat open in honor of him until the elections. Alderman Brown also stated that if McKinley Smith would resign as Alderman and the Board makes him Mayor, then the Board would lose his vote, however, he would support Mayor Pro Tem McKinley Smith with any decision he would make regarding the position.
- ❖ **Alderman Paul Conner** stated that he agrees with Alderman Brown and also would support Mayor Pro Tem McKinley Smith in anything that he wished to do. He said that he would like to see the citizens of Richlands elect the Mayor and to keep the seat open until the elections.
- ❖ **Alderman Fran Pierce** stated that she agreed with Aldermen Tom Brown and Paul Conner. She stated that Mayor Pro Tem McKinley Smith has done well as Alderman and filling in for the Mayor, but feels that the seat should stay open until the elections.
- ❖ **Alderman Hans Jacobsen** had no comment.
- ❖ **Mayor Pro Tem McKinley Smith** stated that the consensus of the Board is that we carry on as we are and will leave the seat open until the November elections.

**PERSONNEL:** None

**CLOSED SESSION:** None

**ADJOURN:**

With no further business, a motion was made by Alderman Fran Pierce, seconded by Alderman Hans Jacobsen to adjourn the meeting at 6:29 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