

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

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The Richlands Board of Aldermen met in Regular Session on Tuesday, June 12, 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  
Alderman Kent Painter

Also present were:

Gregg Whitehead, Town Administrator  
Keith Fountain, Town Attorney  
Johnathan Jarman, Public Works Director  
Norma Yanez, Waste Industries

Doreen Putney, Town Clerk  
Steve Myers, Onslow County Schools  
Eric Caraway, Waste Industries  
Trevor Normile, Duplin Times

There was one (1) citizen present.

Absent: Chief Thomas Bennett

**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 Kandy Koonce to adopt the agenda as written. The motion was unanimously carried.

**APPROVAL OF MINUTES (May 08, 2012 & Special Call Meeting of June 07, 2012):**

A **motion** was made by Alderman Kent Painter, seconded by Alderman Tom Brown to approve the Regular Board meeting minutes from May 08, 2012 and the Special Call Meeting Minutes of June 07, 2012. The motion was unanimously carried.

**PUBLIC HEARING (Conditional Use Request for Modular Classrooms/Richlands High School):**

Mayor McKinley Smith opened the meeting for a public hearing concerning a the Conditional Use Request made by Onslow County Schools to install two (2) additional modular classroom buildings on the campus of Richlands High School.

With no comment from the public, Mayor Smith declared the public hearing closed.

**CONDITIONAL USE REQUEST (RICHLANDS HIGH SCHOOL):**

Now that the public hearing has been held, the Board discussed the Conditional Use Request by Onslow County Schools to install two (2) modular classrooms at Richlands High School. Mr. Steve Myers with Onslow County Schools was present to answer questions from the Board. The Board expressed concern with the length of time that the mobile classrooms will be on the campus. Mr. Myers stated that Onslow County has a 6-3-2 rule which means if there are more than six (6) mobile classrooms on location for more than three (3) years, a plan must be submitted to the Onslow County School Board to address the needs of the school within two (2) years. Mr. Myers stated that the School Board is now addressing the six (6) mobile classrooms that are currently located on the Richlands High School campus and that they are looking at a bond referendum for construction.

A **motion** was made by Alderman Paul Conner, seconded by Alderman Kandy Koonce to approve the Conditional Use Request by Onslow County School to install two (2) modular classrooms on the campus of Richlands High School for a two (2) year term at which time Onslow County Schools must bring back their request before the Board. The motion was unanimously carried.

**CDBG SCATTERED SITE PARTICIPATION:**

Mr. Whitehead reported that Onslow County has received \$400,000 in 2011 CDBG Scattered Site Housing Assistance funds which are to be used to improve housing conditions for qualified low-income households. In order for the funds to be used in the Town of Richlands, the Board would need to move to participate in the program. Mr. Whitehead stated that there would not be any financial obligation by the town in order to participate. Mr. Whitehead stated that he is on the CDBG Selection Committee.

A **motion** was made by Alderman Tom Brown, seconded by Alderman Rob Willems for the Town of Richlands to participate in the CDBG Scattered Site Housing Assistance Program and to Sign the Municipal Certification. The motion was unanimously carried.

**WASTE INDUSTRIES CONTRACT EXTENSION:**

Mr. Whitehead reported that our contract with Waste Industries is not set to expire until June 30, 2013. Mr. Whitehead has negotiated a four (4) year extension that will provide customers with a 65 gallon roll-out recycling cart that Waste Industries will provide and maintain. The town's fee

to Waste Industries will increase from \$7.53 per cart to \$9.98 per cart, however, the customers user fee will remain the same at \$11.25 per cart. At the end of the contract, our fee to Waste Industries will have increased from \$9.98 to \$10.53 per cart. The Board has the option to approve the extension or bid out collection services to get a lower price and/or better service. Ms. Norma Yanez and Mr. Eric Caraway from Waste Industries were available to answer questions from the Board.

After a brief discussion, a **motion** was made by Alderman Tom Brown, seconded by Alderman Kent Painter to approve the four-year Contract Extension with Waste Industries. The motion was unanimously carried.

### **TOWN FACILITY USE POLICY:**

A Town Facility Use Policy was first presented to the Board on April 4, 2012 during the Budget Workshop. Mr. Whitehead stated that the policy provides updated rental guidelines for both the Town Hall Board Room and the Community Building. In particular are the terms for the use of alcohol at the Community Building which has strict guidelines. Attorney Keith Fountain recommended that under the “Use of Alcohol” section to add that the User purchase “Dram Shop Coverage” to cover the Town from anyone leaving the event and driving while intoxicated.

After further discussion a **motion** was made by Alderman Paul Conner, seconded by Alderman Tom Brown to approve the Town of Richlands Facility Use Policy amending the “Use of Alcohol” section to add the User purchase “Dram Shop Coverage”. The motion was unanimously carried.

### **CAPITAL PROJECT ORDINANCE (Sidewalk Project):**

Mr. Whitehead presented to the Board the Capital Project Ordinance for the Sidewalk Project that will account for the funding of the project.

A **motion** was made by Alderman Tom Brown, seconded by Alderman Kent Painter to approve the Capital Project Ordinance for the Sidewalk Project along Wilmington Street. 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:

- NCDOT bids came in at 6% over their estimates. NCDOT accepted the bid. Mr. Whitehead will begin the loan application to LGC.

**POLICE REPORT:**

Chief Bennett was not present, however, he provided a copy of the Activity Report for the month of May 2012 to the Board with their agenda packets, which is incorporated by reference and hereby made a part of these minutes.

**PUBLIC COMMENT:**       None

**BOARD MEMBER CONCERNS:**

*Alderman Tom Brown:*       No concerns at this time.

*Alderman Kent Painter:*       No concerns at this time.

*Aderman Paul Conner:*       No concerns at this time.

*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 Paul Conner to adjourn the meeting at 6:42 pm. The motion was unanimously carried.

Respectfully Submitted,

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Attest:  
Doreen Putney, Town Clerk

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Mayor McKinley Smith