

TOWN OF RICHLANDS
NORTH CAROLINA

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

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



The Richlands Board of Aldermen met in Regular Session on Tuesday, July 12, 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
Thomas Bennett, Chief of Police
Doreen Putney, Town Clerk
Lorena Parker, Richlands Area Chamber of Commerce
Keith Fountain, Town Attorney
Johnathan Jarman, Public Works Director
Trevor Normile, Advertiser News

There were (2) two citizens present.

MEETING CALLED TO ORDER:

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

PLEDGE OF ALLEGIANCE: Alderman Paul Conner

INVOCATION: Mayor Pro Tem 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.

ADOPTION OF MINUTES (Regular Board Meeting of June 14, 2011 & Special Call Meeting of June 28, 2011):

A motion was made by Alderman Tom Brown, seconded by Alderman Fran Pierce to approve the Regular Board Meeting Minutes of June 14, 2011 and the Special Call Meeting Minutes of June 28, 2011. The motion was unanimously carried.

RICHLANDS AREA CHAMBER OF COMMERCE NETWORKING EVENT:

The item was previously tabled due to the unavailability of a representative from the Richlands Chamber of Commerce. Ms. Lorena Parker, representative for the Richlands Area Chamber of Commerce presented ideas on a collaboration effort between the Chamber and the Town for holding networking events, socials and other functions to get more businesses and the public involvement in the community. Ms. Parker stated that these events would be held quarterly and requested for the Town of Richlands Board of Aldermen to co-host the 1st event in providing the facility to hold the social. The Chamber would provide everything else needed.

After a brief discussion and questions from the Board, a motion was made by Alderman Tom Brown, seconded by Alderman Fran Pierce to approve the request from the Richlands Area Chamber of Commerce to collaborate with the Town in holding quarterly networking events/socials and having the Town co-host the 1st event. The motion was unanimously carried.

ONWASA ADMINISTRATIVE SERVICE AGREEMENT (SATELLITE OFFICE):

Gregg Whitehead, Town Administrator, presented to the Board the Administrative Service Agreement with ONWASA for the operation of the satellite office located within the Town Hall. Mr. Whitehead stated that the agreement was recently adopted by the ONWASA Board of Directors and provides the funding for the operation of the satellite office as well as the collection of the solid waste fee for the town. This funding remains the same as it was last fiscal year. The Board needs to review and approve if desired.

A motion was made by Alderman Tom Brown, seconded by Alderman Paul Conner to approve the Administrative Service Agreement between ONWASA and the Town of Richlands as written. The motion was unanimously carried.

SOLID WASTE COLLECTION POLICY:

Johnathan Jarman, Public Work Director presented to the Board a proposed updated comprehensive Solid Waste Collection Policy for the Board to review and recommends that the Public Works Committee examine the policy and make any revisions necessary prior to final Board approval. Mr. Jarman stated that the purpose of this policy is to merge the many solid waste collection policies that have already been adopted over the years into one document. This makes it easier for residents to read and understand.

A motion was made by Alderman Tom Brown, seconded by Alderman Paul Conner to forward the proposed Solid Waste Collection Policy to the Public Works Committee for their review and any recommended revisions, then brought back to the Board. 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:

- Gave an update on the Community Building Renovations. The Notice of Award has been signed and sent to Lumina Builders. When it is returned, it will go to USDA. We are currently anticipating closing to be the last week of July with construction beginning in August. The Walker Group monitors the progress and quality of construction as well as the Town.
- Application for the Small Town Main Street Program has been submitted. As of this date, we have not received any word if we have been chosen to participate.
- Mr. Whitehead will be contacting members of both the Public Safety Committee and the Public Works Committee to schedule a meeting within the next few weeks.

POLICE REPORT:

Chief Thomas Bennett presented a copy of the Activity Report for June, 2011 to the Board. A copy of the report is attached to these minutes. He had no other comments to present at this meeting.

PUBLIC COMMENT: None

BOARD MEMBER CONCERNS:

Alderman Fran Pierce: No concerns at this time.

Alderman Paul Conner: No concerns at this time.

Alderman Hans Jacobsen: Inquired on any progress of the possibility of either leasing, donating, or selling the HELP Building. Mr. Whitehead stated that the Rotary Club remains interested and they have established a committee to discuss their options. No word yet on their decision.

Alderman Tom Brown: Requested for the Police Department to monitor vehicles in the town without license tags. He also requested for the Public Works Department to monitor properties with high weeds and grass.

Mayor Pro Tem McKinley Smith: No concerns at this time.

PERSONNEL: None

CLOSED SESSION: None

ADJOURN:

With no further business, a motion was made by Alderman Hans Jacobsen, seconded by Alderman Fran Pierce to adjourn the meeting at 6:11 pm. The motion was unanimously carried.

Respectfully Submitted,

Mayor Pro Tem McKinley Smith

Doreen Putney, Town Clerk