

**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, August 13, 2013, at 6:00 pm in the Board Room at the Richlands Town Hall. Present for the meeting were:

Mayor McKinley D. Smith, Sr.  
Alderman Kent Painter  
Alderman Rob Willems

Alderman Kandy Koonce  
Alderman Paul Conner

Absent: Alderman Tom Brown due to a family medical issue.

Also present were:

Gregg Whitehead, Town Administrator  
Ron Lindig, Chief of Police  
Keith Fountain, Town Attorney

Doreen Putney, Town Clerk  
Johnathan Jarman, Public Works Director  
Trevor Normile, Duplin Times

There was one citizen present.

**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:**

Gregg Whitehead, Town Administrator, presented the agenda to the Board.

A **motion** was made by Alderman Paul Conner, seconded by Alderman Kent Painter to adopt the agenda as presented. The motion was unanimously carried.

**APPROVAL OF MINUTES (July 09, 2013):**

A **motion** was made by Alderman Kandy Koonce, seconded by Alderman Paul Conner to approve the Regular Board meeting minutes of July 09, 2013. The motion was unanimously carried.

### **ORDINANCE CODIFICATION UPDATE:**

Gregg Whitehead, Town Administrator, provided an update on the progress of the codification of the town's ordinances being provided by American Legal Publishing Corp. Mr. Whitehead stated that the Town Attorney and he went over the draft document extensively. He provided a summary of recommendations and suggestions to the Board for their review. Mr. Whitehead requested for the Board to schedule a Special Call Meeting to formally review the suggested revisions before presenting back to American Legal for final publication. The Board requested for Mr. Whitehead to schedule a Special Call Meeting within the next two weeks.

### **2013 STREET FAIR ASSISTANCE REQUEST:**

Mr. Whitehead reported that the 4th Annual Richlands' Street Fair is scheduled for Saturday, October 19th, 2013 from 8:00 am to 4:00 pm. Mr. Whitehead received a request from the Revitalize Richlands Commission for permission to close Wilmington Street from Franck to Foy and also Hargett Street from Academy to Nicholson. They are also requesting for the town to provide traffic control and event support. Mrs. Anne Marie Conner with Revitalize Richlands Commission was available to answer any question the Board had. Mrs. Conner stated that if approved, she will contact DOT regarding the street closures. She also stated that they are in need of volunteers.

A **motion** was made by Alderman Kandy Koonce, seconded by Alderman Rob Willems to approve the request from Revitalize Richlands Commission to close Wilmington Street from Franck to Foy and Hargett Street from Academy to Nicholson on October 19th, 2013 for the 4<sup>th</sup> Annual 2013 Richlands Street Fair and to provide traffic control and support. The motion was unanimously carried.

### **BOARD OF ADJUSTMENT APPOINTMENT:**

Town Administrator, Gregg Whitehead, reported that Board of Adjustment member Paul Conner's term is set to expire on August 14, 2013. Mr. Conner has expressed his desire to be reappointed to the Board.

After a brief discussion, a **motion** was made by Alderman Kent Painter, seconded by Alderman Kandy Koonce to reappoint Member Paul Conner to the Board of Adjustment for the term of three (3) years. The motion was unanimously carried

Mr. Whitehead also stated that Ms. Jennifer Roby, who is an alternate member of the Board of Adjustment, term is set to expire on September 14, 2013. Mr. Whitehead stated that this position will be placed on the September meeting agenda and will be posted on the web site along with an application of interest.

### **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 2013 Sidewalk Project began construction today, August 13, 2013. It is expected to be completed in approximately three (3) weeks.
- The 2013 NCLM Conference is October 13-15 in Hickory. Please let the Town Clerk know of your interest in attending.
- The two month period is expiring with the NOVUS Agenda. Mr. Whitehead asked the Board of their desire to continue with the trail period one more month. The Board briefly discussed the system and requested to extend the review period for one more month.

**POLICE REPORT:**

Chief Ron Lindig provided a copy of the Activity Report for the month of July 2013 to the Board, which is incorporated by reference and hereby made a part of these minutes. He also reported on the following:

- The new patrol vehicle is currently having the equipment being installed. We should be receiving it back tomorrow, August 14, 2013 and be able to put it on the road.
- Farmers Day is September 07, 2013 and we will have a couple of officers present for the event.

**PUBLIC COMMENT:**

*Trevor Normile*, Duplin Times: Encourages everyone to come out to see a new band that will be practicing at the Richland's Storage Units behind the McDonalds restaurant.

**BOARD MEMBER CONCERNS:**                      None

**PERSONNEL:**                      None

**CLOSED SESSION:**                      None

**ADJOURN:**

With no further business, a **motion** was made by Alderman Kent Painter, seconded by Alderman Kandy Koonce to adjourn the meeting at 6:30 pm. The motion was unanimously carried.

Respectfully Submitted,

---

Attest:  
Doreen Putney, Town Clerk

---

Mayor McKinley D. Smith, Sr.