

TOWN OF RICHLANDS
NORTH CAROLINA

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The Richlands Board of Aldermen met in Regular Session on Tuesday, August 14th, 2012 at 6:00 pm in the Board Room at the Richlands Town Hall. Present for the meeting were:

Mayor McKinley Smith
Alderman Kandy Koonce

Alderman Paul Conner
Alderman Kent Painter

Absent: Alderman Tom Brown, due to a family medical emergency
Alderman Rob Willems, due to medical reasons

Also present were:

Gregg Whitehead, Town Administrator
Johnathan Jarman, Public Works Director
Chief of Police Ron Lindig

Attorney John Ceruzzi
Doreen Putney, Town Clerk

There were seven (7) citizens present.

MEETING CALLED TO ORDER:

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

PLEDGE OF ALLEGIANCE: Alderman Kandy Koonce

INVOCATION: Mayor McKinley Smith

ADOPTION OF AGENDA:

The Town Administrator presented the agenda to the Board.

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

APPROVAL OF MINUTES (July 10, 2012 & Closed Session Minutes of July 10, 2012):

A motion was made by Alderman Kent Painter, seconded by Alderman Kandy Koonce to approve the Regular Board meeting minutes from July 10, 2012 and the Closed Session Minutes of July 10, 2012. The motion was unanimously carried.

PUBLIC HEARING (Street Improvement Financing Resolution):

Mayor McKinley Smith opened the meeting for a scheduled public hearing on consideration of adoption of a resolution authorizing the Town of Richlands to enter into an installment contract of \$305,600 to finance the 2012 street improvement project on town maintained streets.

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

2012 STREET IMPROVEMENT FINANCING RESOLUTIONS:

Mr. Whitehead presented two resolutions to the Board that if approved, will be submitted with a valid application to the Local Government Commission (LGC) for the installment purchase contract to reimburse/finance the town's costs for the 2012 street improvement work. A copy of both resolutions are incorporated by reference and hereby made part of these minutes. Mr. Whitehead recommended the 10 year financing plan with BB&T at a rate of 2.69%.

After a brief discussion a **motion** was made by Alderman Paul Conner, seconded by Alderman Kandy Koonce to approve the "Resolution Approving Financing Terms" for the 10 year plan with BB&T at a 2.69% rate. The motion was unanimously carried.

A second **motion** was made by Alderman Paul Conner, seconded by Alderman Kent Painter to approve the "Resolution Authorizing the Filing of an Application for Approval of a Financing Agreement Authorized by North Carolina General Statute 160A-20". The motion was unanimously carried.

RICHLANDS STREET FAIR REQUEST:

Mr. Whitehead reported that the 3rd Annual Richlands Street Fair is scheduled for Saturday, October 20th, 2012 from 10:00 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, which is incorporated by reference and hereby made part of these minutes. They are also requesting for the town to provide traffic control and event support. Mr. Whitehead stated that the commission is having a meeting on August 27th along with the Richlands Police Department to discuss the event and security issues.

A **motion** was made by Alderman Kandy Koonce, seconded by Alderman Kent Painter 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 20th, 2012 for the event and for traffic control and support. The motion was unanimously carried.

ONWASA ADMINISTRATIVE SERVICE AGREEMENT:

Mr. Whitehead presented to the Board the 2012/2013 Administrative Service Agreement between ONWASA and the Town of Richlands. This agreement provides continued operations

of the satellite ONWASA office in the Town Hall. No changes to this agreement from 2011/2012's agreement were noted.

A **motion** was made by Alderman Kent Painter, seconded by Alderman Paul Conner to approve the 2012/2013 Administrative Service Agreement between ONWASA and the Town of Richlands. The motion was unanimously carried.

SMALL TOWN MAIN STREET RESOLUTION:

Mr. Whitehead presented to the Board a letter from NC Department of Commerce notifying the Town of Richlands on our selection to the Small Town Main Street Program. A resolution on an agreement to participate in the NC Small Town Main Street Program was also presented to the board. The resolution requires a review and approval by the Board if desired.

After a brief discussion, a **motion** was made by Alderman Paul Conner, seconded by Alderman Kent Painter to approve the "Resolution - An Agreement to Participate in the North Carolina Small Town Main Street Program 2012/2013". The motion was unanimously carried.

SCHEDULE PUBLIC HEARING (Condition Use Request / Dayspring Plaza):

Mr. Whitehead reported from the Planning Board on a Conditional Use Request by Ward Construction to build a 10 unit shopping center at 137 Koonce Fork Road which will be called Dayspring Plaza. A public hearing needs to be scheduled in order to hear public input regarding this request.

A **motion** was made by Alderman Paul Conner, seconded by Alderman Kandy Koonce to schedule a public hearing for Tuesday, September 11, 2012 for the Condition Use Request on Dayspring Plaza made by Ward Construction. 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:

- September 25th, 2012 is the kickoff meeting for Small Town Main Street Program. A firm schedule will be provided at a later date. Please keep that day open to meet with the program directors.
- NC League Conference is October 21-23, 2012. This year there will be a mobile workshop focusing on the Small Public Grant Program for neighborhoods. Requested for the Board to please let the Town Clerk know if they will be able to attend as soon as possible so she can follow up with registration and hotel reservations.
- Spoke with Alderman Conner regarding landscaping the corners in the downtown area. Discussed consulting with landscapers for quotes and then to obtain sponsors to fund the

project. Currently have a few interested sponsors for the project. DOT has regulations as to specific plants/scrubs that can be placed on the corners so motorists views are not blocked.

- The Elected Officials Meeting scheduled for September 2012 has been cancelled by that months sponsor, North Topsail Beach. The next meeting is scheduled for November 2012.

POLICE REPORT:

Chief Ron Lindig provided a copy of the Activity Report for the month of July 2012 to the Board, which is incorporated by reference and hereby made a part of these minutes. He also reported on the following:

- Thanked Johnathan Jarman, Erin Juhls and Doreen Putney for their help with Chief Bennett's retirement party.

PUBLIC COMMENT:

Cynthia West: of 101 S. Wilmington Street Apt. #1, expressed concerns with their mailbox being removed without notice and having difficulties in communicating with the Post Office and DOT regarding the situation. Mr. Whitehead stated that currently the Richlands Post Office is without a Postmaster. He will talk with the Post Office and try to resolve the issue.

BOARD MEMBER CONCERNS:

Alderman Kent Painter: No concerns at this time.

Aderman Paul Conner: Spoke on Ms. West's concerns with the mailbox situation and requested for Mr. Whitehead to look into the issue.

Alderman Kandy Koonce: No concerns at this time.

Mayor McKinley Smith: Read a letter he received from the Friends of Farmers inviting the entire Board to participate in this years' Farmers Day festivities.

Also recognized the Boy Scouts from troop 215 in attendance, Mr. Linck Hall and Mr. Caleb Miller and thanked them for coming. They were here working on merit badges for Citizenship in Community and Public Hearing.

PERSONNEL: None

CLOSED SESSION: None

ADJOURN:

With no further business, **a motion** was made by Alderman Paul Conner, seconded by Alderman Kandy Koonce to adjourn the meeting at 6:34 pm. The motion was unanimously carried.

Respectfully Submitted,

Attest:
Doreen Putney, Town Clerk

Mayor McKinley Smith