

TOWN OF RICHLANDS
NORTH CAROLINA

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The Richlands Board of Aldermen met in Regular Session on Tuesday, September 13, 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 Tom Brown

Also present were:

Gregg Whitehead, Town Administrator	Johnathan Jarman, Public Works Director
Thomas Bennett, Chief of Police	Doreen Putney, Town Clerk
Keith Fountain, Town Attorney	Erin Juhls, Collections Clerk
Dan Oliver, Progress Energy	Doug Lewis, Progress Energy
Brad Sedgwick, JBS Consulting, Maidstone Subdivision	
Trevor Normile, Advertiser News.	

Absent: Alderman Hans Jacobsen

There were two (2) other 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. Gregg Whitehead, Town Administrator requested to add Resolution 2011-03 to the agenda.

A second **motion** was made by Alderman Paul Conner, seconded by Alderman Fran Pierce to adopt the agenda with the addition of Resolution 2011-03. The motion was unanimously carried.

ADOPTION OF MINUTES (Regular Board Meeting of August 09, 2011 & Special Call Meeting of August 29, 2011):

A **motion** was made by Alderman Paul Conner, seconded by Alderman Fran Pierce to approve the Regular Board Meeting Minutes of August 09, 2011 and the Special Call Meeting Minutes of August 29, 2011. The motion was unanimously carried.

PROCLAMATIONS:

Gregg Whitehead, Town Administrator, presented to the Board two proclamations. The first proclamation was proclaiming the month of September 2011 as Sickle Cell Awareness Month and the other proclaiming the week of September 17 through 23rd, 2011 as Constitution Week.

A motion was made by Alderman Tom Brown, seconded by Alderman Fran Pierce to approve Constitution Week 2011 Proclamation. The motion was unanimously carried.

A motion was made by Alderman Fran Pierce, seconded by Alderman Tom Brown to approve Sickle Cell Awareness Month Proclamation. The motion was unanimously carried.

MAIDSTONE PARK FINAL PLAT APPROVAL (Phase 2, Section1):

Mr. Whitehead presented to the Board the final plat for Phase 2, Section 1 of Maidstone Park Subdivision. This will add an additional 26 lots to Maidstone bringing the total to 88 lots. Mr. Whitehead stated that approval of the final plat is recommended pending that the town receives adequate bonding documents from the builders covering the street improvement costs. Mr. Brad Sedgwick was present to answer any question from the Board concerning the final plat.

A **motion** was made by Alderman Tom Brown, seconded by Alderman Fran Pierce to approve the Final Plat for Phase 2, Section 1 of Maidstone Park Subdivision pending receipt of adequate bonding documents covering the street improvement costs. The motion was unanimously carried.

FRANCHISE RENEWAL WITH PROGRESS ENERGY (First Reading):

Mr. Whitehead reported that our current Franchise Ordinance with Progress Energy was originally approved on May 6, 1952 and is set to expire on May 2, 2012, sixty (60) years later. The ordinance allows Progress Energy to utilize the public right-a-way for the purpose of providing electrical services, transmissions, etc in the town. The Franchise Ordinance does require that it be approved in two successive votes/meetings of the Board of Aldermen. The term for renewal will be for another sixty (60) years to expire 2072. If approved, this will be the first reading/vote and it will require a second one during next months meeting. Mr. Dan Oliver and Mr. Doug Lewis with Progress Energy was present to answer any question the Board had.

After a brief discussion a **motion** was made by Alderman Tom Brown, seconded by Alderman Fran Pierce to approve the first reading of the Franchise Ordinance with Progress Energy for a

renewal of another sixty (60) years. The motion was unanimously carried. Second Reading will be presented at the October 2011 Board of Alderman Meeting.

COOPER STREET PAVING COST SHARE WITH ONWASA:

The sewer main work that ONWASA completed on Cooper Street recently involved $\frac{3}{4}$ of the street in which the repair and paving costs be the responsibility of ONWASA. Recent estimates to repair the remaining $\frac{1}{4}$ of the street that was not affected by ONWASA are between \$6,800 to \$11,150. The lowest bid of \$6,800 was with Onslow Paving and Grading. Mr. Whitehead recommends that we go ahead and have the whole street repaired while the assets are already there for the ONWASA portion of the street.

A **motion** was made by Alderman Tom Brown, seconded by Alderman Paul Conner to approve paving of the remaining area of Cooper Street that was not affected by the sewer work in cost share with ONWASA. The motion was unanimously carried.

RESOLUTION 2011-03 (requesting additional funding assistance for NCDOT)

Mr. Whitehead presented to the Board Resolution 2011-03 Requesting Additional Funding Assistance for NCDOT Proposed Downtown Intersection Improvement Project. Mr. Whitehead stated that Senator Harry Brown's office requested that we adopt this resolution so that NCDOT can request an additional \$104,500 in funding to mill and resurface the roadways at the intersection of Wilmington and Hargett Streets during the curb extension project. This will bring the total projected project costs to \$135,000.

After a brief discussion, a **motion** was made by Alderman Fran Pierce, seconded by Alderman Paul Conner to adopt Resolution 2011-03, Requesting Additional Funding Assistance for NCDOT for the proposed downtown intersection improvement project. The motion was unanimously carried.

BOARD TRAVEL AND EXPENSE DISCUSSION:

Alderman Tom Brown stated he was recently asked of his plans to attend the NC League of Municipalities Conference in October. After discovering the cost for him to attend, he requested for the Town Clerk to provide him with a total estimated cost for all Board members and the Town Administrator to attend which was \$4,300.00. Alderman Brown stated that due to budget concerns and in trying to reduce expenses he would not attend. He stated that there are some advantages to attending, but feels that the bulk of the advantages would come from the Town Administrator and Mayor/Mayor Pro Tem going and networking on our behalf. Alderman Brown stated that he feels that it might be in the best interest of the town, with economic times like they are today to come up with a policy to limit travel expenses and is in favor of the Town Administrator Mayor/Mayor Pro Tem attending on behalf of the town and reporting back to the Board. Also, after the elections in November, we will have additional costs in new mayor/alderman training classes. If someone else wants to go on their own they would pay their own expenses.

Alderman Paul Conner stated that since we just agreed to pay \$6,800.00 to pave ¼ of a street in town and paying \$4,300.00 to attend a conference, this policy would make good sense.

Alderman Fran Pierce stated that she is planning on attending the conference in Raleigh in October like she has done since being elected to the Board and plans on going at the expense of the Town. Alderman Pierce stated that the workshops we attend are very educational and the interaction with other towns is beneficial for the Alderman also and sees no reason to change it.

After further discussion, a **motion** was made by Alderman Tom Brown, seconded by Alderman Paul Conner that in light of economic times that we limit travel and training expenses to the Town Administrator and Mayor/Mayor Pro Tem. The motion was approved with three (3) “Yes” votes being Alderman Paul Conner, Alderman Tom Brown and Mayor Pro Tem McKinley Smith and one (1) “No” vote being Alderman Fran Pierce.

Mayor Pro Tem McKinley Smith stated that by this motion passing any persons of the Board other than the Mayor/Mayor Pro Tem and Town Administrator will need to pay their own way for travel/training expenses.

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:

- Richlands Chamber of Commerce after hours event is scheduled for October 6, 2011 at 5:00 pm at the Town Hall.
- Doreen Putney and myself will be attending a Kickoff meeting with FEMA in Kinston on Thursday, September 15, 2011 to sign paperwork for Public Assistance.
- The first round of debris pickup has been completed. Will start the second round next week.
- DOT is scheduling to pick up 24/258 and Gumbranch/Franck Street soon. These are federal aid roads that are not eligible for reimbursement if we touch them. Therefore, we are only picking up debris that is eligible.
- We have phone numbers in the town hall for individuals who want to apply for Individual Assistance with FEMA. They have also set up a temporary command center office in the old NFCU on Hwy 17/Triangle area. We can also put the information on our web site.

POLICE REPORT:

Chief Thomas Bennett presented a copy of the Activity Report for August 2011 to the Board. A copy of the report is attached to these minutes. No other activity to report at this time.

PUBLIC COMMENT:

There were no comments from the public at this time.

BOARD MEMBERS CONCERNS:

Alderman Fran Pierce: No concerns at this time.

Alderman Paul Conner: No concerns at this time.

Alderman Hans Jacobsen: *Absent*

Alderman Tom Brown: No concerns at this time.

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

PERSONNEL: None

CLOSED SESSION:

A **motion** was made by Mayor Pro Tem McKinley Smith, seconded by Alderman Paul Conner to go into closed session to consult with the Town Attorney in order to preserve the attorney-client privilege between the attorney and the public body concerning possible litigation. The motion was unanimously carried

A **motion** was made by Alderman Fran Pierce, seconded by Alderman Tom Brown to go back into regular session. No action was taken during closed session. The motion was unanimously carried.

ADJOURN:

With no further business, a **motion** was made by Alderman Paul Conner, seconded by Alderman Tom Brown to adjourn the meeting at 6:40 pm. The motion was unanimously carried.

Respectfully Submitted,

Mayor Pro Tem McKinley Smith

Doreen Putney, Town Clerk