

TOWN OF RICHLANDS
NORTH CAROLINA

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The Richlands Board of Aldermen met in Regular Session on Tuesday, November 12, 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 Paul Conner
Alderman Tom Brown

Alderman Kandy Koonce
Alderman Rob Willems
Alderman Kent Painter

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 were five (5) citizens present.

MEETING CALLED TO ORDER:

Mayor McKinley Smith called the meeting to order at 6:01 pm.

PLEDGE OF ALLEGIANCE: Alderman Tom Brown

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

APPROVAL OF MINUTES (October 08, 2013):

A **motion** was made by Alderman Tom Brown, seconded by Alderman Paul Conner to approve the Regular Board meeting minutes of October 08, 2013. The motion was unanimously carried.

OLD BUSINESS:

1. ECCLESIA MINISTRIES CHURCH PROPERTY REQUEST:

Mr. Whitehead, Town Administrator, reported that this item was tabled at the previous months Board of Aldermen meeting. Mr. Whitehead stated that the Ecclesia Ministries Church which is located at 303 W. Franck St. is requesting use of town owned property (Tax Parcel 206-77.1) that is located directly behind the church. They are requesting to have access to approximately .388 acres of property that is next to the access road to the water tank (ONWASA owned) on Cox Street. Mr. Whitehead provided the Board with a map showing the outlined property owned by the Town in relation to the church property.

Reverend Victor Foster and Mrs. Luvenia Foster were present to answer questions from the Board. Mrs. Foster stated that the only property that the church owns is what it actually sits on and they just need more room for parking and were hoping to acquire ownership of the Town's property. Attorney Fountain stated that according to the law, the property in question that is owned by the Town would have to first be declared surplus property and then go through a public bidding process. There is no guarantee that the church would have the highest bid and acquire the property. Liability Insurance is another issue that would need to be addressed. If the Town allows the church to use the property just for parking, we would need to create a license to use and the church would need to add the Town of Richlands as an added insurer of the property.

After further discussion, a **motion** was made by Alderman Tom Brown, seconded by Alderman Kent Painter that the area designated as tract 1 on the plat to the agenda be used by Ecclesia Ministries Church for parking provided the Town of Richlands is listed as an additional insured. The motion was unanimously carried.

A copy of the tract 1 plat and aerial photograph is attached to the minutes which is incorporated by reference and hereby made part of these minutes.

UNITED WAY OF ONSLOW COUNTY FACILITY AGREEMENT:

Mr. Whitehead reported that he has received a request from Mrs. Lori Jeppe, Vice President of Community Impact for the United Way of Onslow County for a Facility Agreement to be able to use the Richlands Community Building as a volunteer reception center during designated disasters. Mrs. Lori Jeppe was present to answer questions from the Board. Mrs. Jeppe stated that the facility would only be used in the event of an emergency/disaster that occurred in close proximity and would be open from 7:00 am to 5:00 pm, seven (7) days a week as needed. Gregg Whitehead informed Mrs. Jeppe that the building is not equipped with phone or wifi service and suggested that the AA Building on Ervintown Road may be a better facility because it does have a phone and is located along Hwy. 258.

After further discussion, a **motion** was made by Alderman Paul Conner, seconded by Alderman Kandy Koonce to direct Town Administrator, Gregg Whitehead, to execute this agreement at his discretion and approve the Memorandum of Understanding Facility Agreement between the Town of Richlands and the United Way of Onslow County. The motion was unanimously carried.

STREET LIGHT UPGRADE PLAN:

Mr. Whitehead reported that the current town's street lights are on common wooden poles, are the lowest wattage made of high pressure sodium vapor lamp, and are orange/yellow glow which provides spill over into yards and homes. Duke Progress Energy recommends replacing these older street lights with LED roadway lighting and install in a more decorative "teardrop" lamp. This would provide a much brighter and whiter light. Mr. Whitehead provided the Board with a spreadsheet outlining the proposed light upgrades, associated costs and examples. Mr. Whitehead explained that any pole that has been placed prior to 1992 does not require any additional charge to install the new lights. This would be approx. 20-30 light poles to start with.

After further discussion, a **motion** was made by Alderman Kent Painter, seconded by Alderman Tom Brown to install teardrop LED lights in the downtown area and replace the lights along Hargett and Foy streets that were placed prior to 1992 first. 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:

- Small Town Main Street Committee meeting is scheduled for November 14, 2013 at 6:00 pm in the board room of the town hall.
- The organizational meeting for the newly elected Board of Aldermen is on Tuesday, December 10, 2013 at 6:00 pm. Aldermen and Mayor will be sworn in and committee assignments will be established.
- Town Administration will be meeting with the County Planning Staff on November 15, 2013 with regards to the county enforcing town adopted non-residential building codes in Richlands.
- Received a master draft plan for Venters Park. The Park Committee will review the plan and Mr. Whitehead will then present the master draft plan to the board.

POLICE REPORT:

Chief Ron Lindig provided a copy of the Activity Report for the month of October 2013 to the Board. He also reported on the following:

- The 2008 Ford Explorer has had the equipment and lights installed.
- Operation medicine drop was a success. We took in over 7,000 medications.
- We had six (6) officers participate in the Active Shooter training.

PUBLIC COMMENT:

Ms. Joyce Mills of Onslow Street, spoke to the Board suggesting a public transportation transit bus to provide citizens to and from area shopping. Ms. Mills stated that since the new Walmart

is coming it would be nice for those who cannot drive to be able to access this store as well as other businesses in town.

BOARD MEMBER CONCERNS:

Alderman Kent Painter: Stated that there have been some residents that have approached him regarding the installation of sidewalks along Foy Street and around town. Mr. Whitehead stated that this would require an engineer coming in and doing a plan for drainage, curb and gutter, etc. We would have to look into funding the project and we can also try to tap into “safe school funds”.

Mayor McKinley D. Smith: Stated that he received a card from the lady that wanted to do the Halloween Festival downtown last month thanking the board for allowing them to have the festival even though they did not proceed with the event.

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 6:47 pm. The motion was unanimously carried.

Respectfully Submitted,

Attest:
Doreen Putney, Town Clerk

Mayor McKinley D. Smith, Sr.