

**TOWN OF RICHLANDS**  
**NORTH CAROLINA**

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The Richlands Board of Aldermen met in Regular Session on October 14, 2025, at 6:00 pm at the Richlands Town Hall. Present for the meeting were:

Mayor McKinley Smith  
Alderman Paul Conner  
Alderman Kandy Koonce

Alderman Marilyn Bunce  
Alderman Kent Painter

Absent: Mayor Pro-Tem Tom Brown

Also present were:

Gregg Whitehead, Town Administrator      Keith Fountain, Town Attorney  
Erin Juhls, Town Clerk                      Johnathan Jarman, Public Works Director  
Patricia Allen, Administrative Support Specialist

Absent: William Horne, Chief of Police

There were 9 citizens present.

**I. MEETING CALLED TO ORDER:**

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

**II. PLEDGE OF ALLEGIANCE:** Alderman Paul Conner

**III. INVOCATION:** Mayor McKinley Smith

**IV. ADOPTION OF AGENDA:**

Gregg Whitehead, 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 with amendments to New Business. The motion was unanimously carried.

**V. ADOPTION OF MINUTES (SEPTEMBER, 2025):**

A **motion** was made by Alderman Marilyn Bunce, seconded by Alderman Kandy Koonce to approve the meeting minutes of September 2025 and to approve and seal the closed session minutes. The motion was unanimously carried.

**VI. PUBLIC COMMENT:**

Arthine Thomas opposed the proposed annexation and rezoning of the Primary Land Development on Gum Branch Road, citing concerns about increased traffic, speeding, and the potential overcrowding of local schools.

**VII. PUBLIC HEARING:           None**

**VIII. OLD BUSINESS:**

**1. PRIMARY LAND DEVELOPMENT:**

The item was originally discussed at the August 13, 2025 meeting and the vote on the item was postponed until the developer had a chance to consider and review the option to annex. The developer has submitted a petition to annex the property in question and since the public hearing was held in August, the Board can deliberate and vote on the rezoning ordinance as desired.

Town Administrator Gregg Whitehead presented Ordinance 2025-08 which would rezone Tax Parcel ID 017914 from R-20 Residential and C-3 Commercial to R-6 Residential. This item was discussed by the Planning Board and unanimously approved. The land adjacent to this property is also zoned as R-6.

A **motion** was made by Alderman Marilyn Bunce, seconded by Alderman Kent Painter in favor of the rezoning and to approve Ordinance 2025-08. The motion was unanimously carried.

**IX. NEW BUSINESS:**

**1. TIMED PARKING ORDINANCE:**

Town Administrator Gregg Whitehead presented Ordinance 2025-09 which would create eight, 15-minute parking spots along West Hargett Street between the hours of 7:00 am and 8:30 am and between the hours of 2:30pm and 4:00 pm, Monday thru Friday. Alderman Koonce asked at the September Board meeting about creating timed parking spots in the morning and afternoon in front of Precious Resources and Modern Tractor Supply to help the school/childcare center with traffic flow.

Alderman Koonce stated she brought this to the Board because of concerned citizens that have approached her regarding parking on the street.

Town Administrator Gregg Whitehead had concerns on how the timed parking could be regulated.

After some discussion, a **motion** was made by Alderman Marilyn Bunce, seconded by Alderman Kent Painter to table the item until the next meeting. The motion was unanimously carried.

**2. ANNEXATION PETITION (PRIMARY LAND DEVELOPMENT):**

The town received two Petitions Requesting Annexation, the first is from Primary Land Development LLC (Mercer Mills) which would annex 68.62 acres along Gum Branch Road. The second is from Carolina Sapphire LLC which would annex approximately 126.64 acres located along Francktown Road. Town Clerk Erin Juhls has certified that the petitions are valid, and the Board will need to schedule public hearings concerning the annexation requests.

A **motion** was made by Alderman Paul Conner, seconded by Alderman Marilyn Bunce to schedule public hearings for the November meeting. The motion was unanimously carried.

3. **BUDGET AMENDMENT #8:**

Budget Amendment #8 for \$2,500.00 will account for the anticipated increase in utility costs due to the additional streetlights that were approved at the September meeting.

A **motion** was made by Alderman Paul Conner, seconded by Alderman Kent Painter to approve Budget Amendment # 8. The motion was unanimously carried.

4. **SUBDIVISION MAP APPROVAL (REVISED):**

A subdivision map for Ellis Development was tentatively approved at the July 8, 2025 meeting pending that meaning of certain abbreviations on the map were clarified, mainly concerning stormwater control. Ellis Developments has submitted an updated subdivision map that clearly labels the stormwater control areas and shortens a couple of easements from the previous version. However, no changes are made to the actual subdivision of land. The three parcels will be located along Hwy 24/258 and will be the main entrance to the development on the highway side. Since the proposed subdivision creates easements, the Board will need to approve the subdivision per the town's subdivision regulations.

A **motion** was made by Alderman Marilyn Bunce, seconded by Alderman Kandy Koonce to approve the Ellis Development subdivision map. The motion was unanimously carried.

Town Administrator Gregg Whitehead also presented an additional subdivision map. Mr. Eddie Ray Horne would like to cut out a section of his property to build a home for his sister and is creating an easement that gives access to Koonce Fork Road which requires Board approval.

A **motion** was made by Alderman Paul Conner, seconded by Marilyn Bunce to approve the subdivision map as presented. The motion was unanimously carried.

X. **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:

- Reminded everyone of Daylight Savings which ends on November 2<sup>nd</sup>.
- Also reminded everyone that the November Board meeting was moved from November 11<sup>th</sup> to November 18<sup>th</sup> because of Veterans Day.
- The town is still waiting to receive the new Public Works vehicle.

- Asked the Board if they would like to continue the tradition of having the Annual Christmas Party at town hall which the Board agreed to.

**XI. POLICE REPORT:**

A copy of the Activity Report for September 2025 and is incorporated by reference and hereby made part of these minutes.

**XII. BOARD MEMBER CONCERNS AND COMMITTEE UPDATES:**

**Alderman Marilyn Bunce:** Inquired on the status of the possible new police officer. Also informed everyone about the Halloween Hustle 5k on October 25<sup>th</sup> at 9 am which begins at town hall.

**Alderman Paul Conner:** Thanked everyone for coming out.

**XIII. PERSONNEL:** None

**XIV. CLOSED SESSION:** None

**XV. ADJOURN:**

With no further business, a **motion** was made by Alderman Marilyn Bunce, seconded by Alderman Paul Conner to adjourn the meeting at 6:42 pm. The motion was unanimously carried.

Respectfully Submitted,

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Mayor McKinley Smith

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Attest:

Erin Juhls, Town Clerk