

**Ordinance 2021-21 For Appropriations and Tax Rates  
Ordinance 2021-22 Amending and Replacing the Official Schedule of Fees of the UDO  
Ordinance 2021-23 to Amend Sections 4.3, 4.4, 4.5, 4.6 and 4.7, and to create a new Section 7.20 Residential  
Subdivisions of the UDO**

**PITTSBORO TOWN COUNCIL MEETING  
TUESDAY, OCTOBER 19, 2021 @ 7:00 PM**

**QUORUM:**

Jarod Baker  
Melodi Ingalls  
William Majeske  
Randy Price  
Jay Thompson

Jim Buddenbaum, Attorney  
Shari L. Ping, Clerk Treasurer  
Police Chief Scott King – ZOOM  
Asst Police Chief Carl Carson - ZOOM

OTHERS: Jason Love, Town Manager; Steve Maple, Building Commissioner; Robin Swalley, Parks & Rec Superintendent; Jenny Roseboom 320 Osborne Ave.; Eric Wathen, ELW Consulting

ZOOM Panelists: Bill Zeunik, Fire Chief; Kevin Watson, Baker Tilly; Rob Barr, Baker Tilly; Jay Thompson;

ZOOM Attendees: see attached list of attendees

**PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE:**

President Jarod Baker brought the Council Meeting to order by establishing a quorum. All five (5) members are present. Jarod then asked the Council, staff, and audience to stand for the Pledge of Allegiance and to follow with a Moment of Silence.

**APPROVAL OF MINUTES:**

President Jarod Baker asked if there were any additions or corrections to the minutes from the September 21, 2021, meeting. There being none, Bill Majeske made a motion to approve the minutes, Randy Price seconded. All ayes, motion passes 5-0.

Jarod Baker asked if there were any additions or corrections to the minutes from the October 5, 2021, meeting. There being none, Melodi Ingalls made a motion to approve the minutes, Jay Thompson seconded. All ayes, motion passes 5-0.

**PUBLIC HEARING – 2022 BUDGET**

President Jarod Baker asked if there were any public comments or questions regarding the \$2,961,691 budget for 2022. There being none, Jarod asked for a motion to adopt the 2022 budget as presented by Baker Tilly. Bill Majeske made the motion to adopt **Ordinance 2021-21 For Appropriations and Tax Rates**, Randy seconded. All ayes, motion passes 5-0.

President Jarod Baker asked Kevin Watson from Baker Tilly to go over the Petition to Appeal for increase. Pittsboro's net assessed value has grown over the last three (3) years and has grown enough to increase the maximum levy. Jarod asked if the petition can be denied? Kevin said yes and explained. Jay Thompson asked about the SDI TIF district and the impact it will have on our budget for the following year. Kevin explained that as well. Jarod Baker made the motion to approve the Petition to Appeal for an Increase Above the Maximum Levy in the amount of \$15,889, Jay Thompson seconded. All ayes, motion passes 5-0.

**TOWN STAFF REPORTS**

**TOWN MANAGER:**

Jason Love reported that he worked with Eric Wathen to put together a packet sent it out for quotes to finish the roads in Whispering Fields. They sent the packets to Grady Brothers, Baumgartner Asphalt and Globe. Grady came back at \$79,749 and Baumgartner at \$97,170. Jason would like authority to award this project to Grady Brothers. Jarod

Baker made a motion to allow Jason to proceed with Grady Brothers. Bill Majeske seconded. All ayes, motion passes 5-0.

Jason spoke with Mr. Schrier about selling the property located next to the liquor store. He would like permission to price the property at \$100,000. Jason is in favor of letting him run with it and see if he can sell it. Jason said we need to get at least \$68,000. Discussion followed. Jarod Baker asked for a motion to allow Jason to sign the agreement with Hometown Realtor to sell the property at 32 E Main Street. Jay Thompson made the motion to allow Jason to sign the agreement, Bill Majeske seconded. All ayes, motion passes 5-0.

Jason and Gary Golay, Water Superintendent, reached out to a well drilling company to put together a quote to look for wells. Jason asked Kevin about using the ARPA funds for this project. Jim Buddenbaum explained that a plan needs to be put together to use the funds.

Jason gave an update on his search for equipment purchases.

Jay Thompson asked about the plan for gas storage? Jason explained he spoke with Ron Regan from UGM negotiating storage. Jason said we are locked in at \$5 for the winter months.

Questions from the audience can be found on a separate sheet.

#### **POLICE CHIEF:**

Scott King went over the attached report and explained about our K9 program and Zara belongs to the Town. The official paperwork has been submitted showing the donation is complete. The training and certification should be complete in the next week. The training and certification is the process necessary to put the dog on the road.

Scott explained the reason for the HSA contribution to their salary, it is needed to be attractive to recruits. The cost to the Town will be approximately \$10,000 which is a lot less than the cost to train a new officer with no experience. Jay Thompson asked Kevin Watson if this was doable? Kevin said yes but we would need to do an additional appropriation next year to cover the overages. Jason reminded everyone that the SDI money goes away after next year.

Question to Scott about the cost to train a new candidate who is younger and may be with us longer? Scott went over all the different scenarios. The academy is \$3000 plus uniforms. Each officer has to do 144 hours per phase for field training along with a Field Training Officer. These officers are paid for Field Training at 1 ½ hours for overtime to do this training. A rough estimate of \$12-15,000 to train a green officer. Jason Love explained that these officers are paid while attending the academy. Carl Carson explained that we lost an officer to another larger department after spending money on training and outfitting them. Discussion followed by Jim Buddenbaum and Bill Zeunik. Jarod Baker would like to put this on the agenda for next month.

Jay Thompson asked Scott about the National Night Out? Scott said they had a good turn out, it gets dark earlier so they are looking into changing the time next year.

Jarod Baker asked about the vehicles? Scott explained that the older vehicles with higher mileage on them are costing them an arm and leg. He spoke with Jason, Kevin Watson and Jarod about taking the money from the EDIT fund and repay once we receive the proceeds from the GO Bond. He found three (3) new vehicles at a dealership in Franklin and he would like the authority to purchase them using the EDIT fund and replenish once the GO Bond proceeds are received. Jarod Baker made the motion to allow Scott to proceed with the purchase of three (3) new vehicles not to exceed \$95,000, Jay Thompson seconded. All ayes, motion passes 5-0.

#### **CLERK TREASURER:**

Shari Ping had nothing to report at this time.

#### **BUILDING MANAGER:**

Steve Maple went over the attached report.

RQAW gave us a not to exceed price of \$8000 to proceed with the application process for the Next Level Trail. Jarod Baker made a motion to authorize Steve Maple to sign the contract with RQAW, Bill Majeske seconded. All ayes, motion passes 5-0.

## **TOWN COMMITTEE REPORTS:**

### **BOARD OF ZONING APPEALS:**

The BZA met on September 22, 2021, with a request for a variance setback of 15' to 10' which was approved. There is a lot of controversy stating that this violates the HOA covenants. Steve informed everyone that the Town does not enforce HOA covenants. Jim Buddenbaum said that a BZA decision can be appealed within 30 days.

### **FIRE BOARD:**

Bill Zeunik went over the attached report. The grant they were waiting on from FEMA was denied. They still plan on hiring four (4) full time fire fighters this year. Actually, they will add three (3) and replace one (1) that went to the military full time.

Jay Thompson thanked Bill for his input on the Inspector qualifications.

### **PARK AND RECREATION:**

Robin Swalley went over the attached report.

Robin thanked two (2) families for their donation of trees in memory of loved ones.

Robin reported that Kirby Heating and Cooling was asked to install heaters in the restrooms. They gave a quote but have since decided to donate their time and the heaters to the park.

Robin has received several complaints of people tripping on the walk path to the west where the tree roots are coming up under the path. She is talking with an asphalt company to move the path to the east and away from the trees.

Jay Thompson asked about Robin using a gmail account for her email. Steve Maple explained that the Park Board did not want to pay for a Town of Pittsboro email account.

### **ADVISORY PLAN COMMISSION:**

Steve Maple reported that the meeting included the Primary Plat for Hidden Hills and the Plan Commission approved it. They went over a proposed ordinance to amend the official fee schedule, an ordinance to amend the Unified Development Ordinance to include the changes requested by the special committee that met over the summer. The last public hearing was for an ordinance to update the Comprehensive Plan to match the UDO changes. The October meeting is cancelled.

### **POLICE COMMISSION:**

The October meeting was cancelled.

Scott King explained that they have a 2010 Dodge Charger that has over 100,000 miles and is not running. He does not want to put money into to it to repair it. He would like to donate the car to the Amo Police Department who is desperate for a car. They have someone who is able to repair it and is willing to put the money into. Jim Buddenbaum asked that he check the Kelly Blue Book value and have something in writing that both departments sign off on. The value must stay under \$1000 in order to give it away.

**REDEVELOPMENT & ECONOMIC DEVELOPMENT COMMISSIONS:** No meeting

### **CONTRACTED BUSINESS:**

Eric Wathen reported that he has started his own company and would like to stay working with the Town. He submitted a contract to Jason to proceed with an hourly fee. Jarod Baker is pleased with the work Eric has done for the Town in the past and does not have an issue with staying with Eric. Jarod made the motion to enter into an agreement with ELW Consulting and authorize Jason to sign, Bill Majeske seconded. All ayes, motion passes 5-0.

### **OLD BUSINESS**

*3-Way Stop at Woodland Place and Karen Drive* – Jarod Baker turned to Randy Price to explain the reason behind this 3-Way Stop. He has since talked to other residents in Deer Meadows and feel this would not be the best solution. He would like to see more speed limit signs along Karen Drive. Jarod Baker gave his view on the placement of a stop sign at Deer Trace and Karen Drive.

### **NEW BUSINESS**

*Part-Time Personnel* – Jarod Baker explained creating a part-time building inspector to help Steve Maple and April Wrigley. Steve explained that if you use the position in the salary manual and give Steve and Jason authority to proceed with the hiring of a part-time person. Jarod Baker made the motion to allow them to proceed as written in the Salary Manual, Randy Price seconded. All ayes, motion passes 5-0.

*Golf Cart Ordinance 2010-01* – Jarod Baker explained that the Council received a request from a resident concerning the age restriction for riding a golf cart under Section 73.08 Occupancy of Golf Carts. Jenny Roseboom, 320 Osborne Avenue, explained that she has a two (2) year old granddaughter and purchased a golf cart before knowing all the rules. She uses a car seat on the front seat of the golf cart which has seat belts. Scott King explained that golf carts are not made for the road, they are made for golf cart paths on a golf course. If they are involved in a crash, the passengers are going to lose 100% of the time. Discussion followed. Jarod Baker would like to see the words changed around the driver's age and any passenger under the age of 16 must have a driver of at least 21 years of age. Introduce tonight and consider next month. Jarod thanked Jenny for bringing this matter to the Council's attention.

*APC Resolution 2021-APC-10 – Amending Official Schedule of Fees* – Jarod Baker introduced **Ordinance 2021-22 Amending and Replacing the Official Schedule of Fees of the UDO**. Bill Majeske made the motion to approve said ordinance, Jarod Baker seconded. All ayes, motion passes 5-0.

*APC Resolution 2021-APC-11 – Update to the Comprehensive Plan* – Jarod Baker explained the changes made during the summer meetings held to discuss the Comprehensive Plan. Bill Majeske made the motion to approve, Randy Price seconded. All ayes, motion passes 5-0. Jay Thompson thanked those involved during the summer meetings for their involvement.

*APC Resolution 2021-APC-12 – Amendment to the Unified Development Ordinance (UDO)* – Jarod Baker went over the changes made to the UDO. Jarod Baker made a motion to approve **Ordinance 2021-23 to Amend Sections 4.3, 4.4, 4.5, 4.6 and 4.7, and to create a new Section 7.20 Residential Subdivisions of the UDO**, Bill Majeske seconded. All ayes, motion passes.

## **PUBLIC COMMENT**

### **COUNCIL COMMENT**

Jay Thompson asked that we meet on December 7 instead of December 21 since that is Christmas week. The November meeting will be held at the new Admin Building, 33 E Main Street.

### **ATTORNEY**

Jarod Baker explained the process of moving the ½ acre of property in Brixton to the Town. Waiting on the deed paperwork now then we will annex into the Town as soon as it is ours.

### **ACKNOWLEDGMENT OF CORRESPONDENCE**

Jarod Baker explained that Baker Tilly sent an engagement letter to handle the GO Bond. Jarod asked for a motion to give Shari Ping authorization to sign the documents from Baker Tilly, Bill Majeske seconded. All ayes, motion passes 5-0.

### **APPROVAL OF DRAFTS & CLAIMS**

President Jarod Baker asked Shari Ping to present the drafts and claims for October 19, 2021, which includes all payments made since our October 5th meeting. Jarod Baker made a motion to approve drafts and claims as presented by Shari, Randy Price seconded. All ayes, motion passes 5-0.

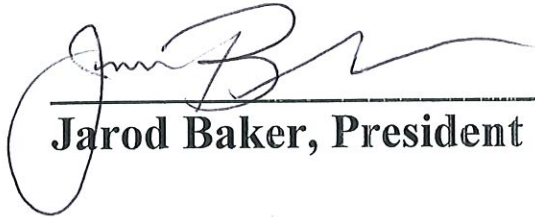
### **ADJOURNMENT**

Jason Love reminded that the next meeting will be held in the new building and ZOOM will not be an option. You will need to log into townhallstreams.com.

Jarod Baker reminded everyone there will not be a meeting on November 2 so the next meeting will be on November 16<sup>th</sup>. Jarod made a motion to adjourn, Bill Majeske seconded. All ayes, motion passes 5-0.


Respectfully submitted,

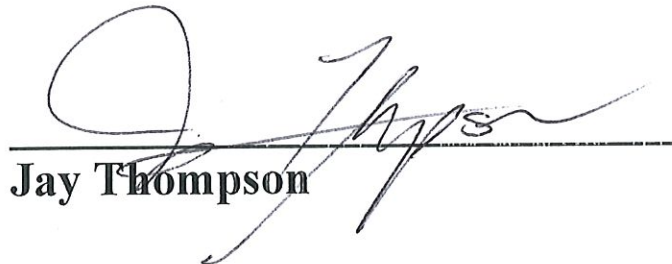
Shari L. Ping  
Clerk Treasurer

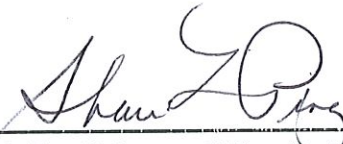
  
Jarod Baker, President

Melodi Ingalls

  
William Majeske

  
Randy Price

  
Jay Thompson

Attest:   
Shari L. Ping, Clerk Treasurer