

Resolution 2023-17 Providing for the Additional Appropriation of the General Obligation Bond Proceeds  
Resolution 2023-18 Providing for Additional Appropriations  
Ordinance 2023-17 Amending Chapter 37 of the Code of Ordinances Regarding Fees for Copy Costs, Etc

**PITTSBORO TOWN COUNCIL MEETING  
33 EAST MAIN STREET, PITTSBORO  
TUESDAY, DECEMBER 5, 2023 @ 7:00 PM**

**QUORUM:**

Jarod Baker  
Terry Northern  
William Majeske  
Jay Thompson  
Randy Price

Jim Buddenbaum, Attorney  
Shari L. Ping, Clerk Treasurer  
Asst. Police Chief Carl Carson  
Jason Love, Town Manager

OTHERS: Steve Maple, Building Commissioner; Jeanene Karns and Linda Thompson, 7722 Quail Creek Trace; Larry Compton, 7758 Quail Creek Trace; Spring Deaton, 86 Woodview Drive; Eric Wathen, ELW Consulting; Joe Ray, 119 E Main Street, Pastor Pittsboro Baptist Church; Devan from Troop 394, Scout Member

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

President Jarod Baker welcomed everyone and 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. Jarod asked Devan to lead us in 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 November 27, 2023, meeting. Terry Northern made a motion to approve, Bill Majeske seconded. All ayes, motion passes 5-0.

**PUBLIC HEARING: ADDITIONAL APPROPRIATIONS 2024 GO BOND**

President Jarod Baker opened the Public Hearing by outlining the process. He explained that the notice was published in November 9, 2023, issue of *The Republican*. The GO Bond will be used for paying for streets and utility departments, police equipment and vehicles and parks department capital improvements. The bond will be appropriated in a sum not to exceed \$430,000. Jarod Baker asked for any public comments. There being none, Jarod Baker closed the public hearing. Jarod Baker made the motion to approve **Resolution 2023-17 Providing for the Additional Appropriation of the General Obligation Bond Proceeds**. Randy Price seconded the motion. All ayes, motion passes 5-0.

**PUBLIC COMMENT:**

Pastor Joe Ray, 119 E Main Street, asked about making public comment during something on the agenda. Jarod Baker said yes, he could make a comment during the update on Lee Drive.

**OLD BUSINESS:**

*Vacate Lee Drive Update* – Jason Love received a call from the surveyor, and he should have it staked this week. The corners and the cul de sac will be staked.

*Engagement Letter – Barnes & Thornburg* – President Jarod Baker explained the reason behind the engagement letter providing legal services for bonds through the RDC w/Opus Development LLC. Jason Love asked about locking it down with just Opus or can it be used for other development? Jim Buddenbaum explained that the Town is the issuer, and they would be representing the Town. Jason explained that the compensation should come from the bonds. Eric Wathen asked if this was coming from the same TIF Districts? Jason replied No. Jim Buddenbaum recommended using a different engagement letter for each economic development. Jarod Baker made the motion to authorize him as the signer on the engagement letter, Bill Majeske seconded the motion. All ayes, motion passes 5-0.

*Engagement Letter – Financial Solutions Group* – President Jarod Baker explained the reason behind the engagement letter providing financial services for bonds through the RDC w/Opus Development LLC. FSG felt the amount could range from \$30,000 - \$50,000. Bill Majeske mentioned that we would need one for each economic development. Jarod Baker made a motion to authorize him to sign on behalf of the Council, Terry Northern seconded. All ayes, motion passes 5-0.

#### **NEW BUSINESS:**

*Resolution Providing for Additional Appropriations* – President Jarod Baker read the amounts for each Fund. Jay Thompson asked about gas for the police vehicles, increase due to the fluctuation in fuel costs? Yes. Jarod Baker made the motion to approve **Resolution 2023-18 Providing for Additional Appropriations**, Randy Price seconded. Motion passes 5-0.

*Section 37.01 and Section 37.02 – Fees for Public Records* – President Jarod Baker went over the fees and the new fees would be effective January 1, 2024. Terry Northern asked about using a form to ensure that they pay the fees. Steve Maple said the form is online or Shari Ping can print it off for them. Jay Thompson asked about the difference between a JPEG or PDF if emailed. Jay also mentioned the VHS/DVD or audio, we don't have a mechanism to even provide them. Jarod Baker made a motion to introduce as the first reading **Ordinance 2023-17 Amending Chapter 37 of the Code of Ordinances Regarding Fees for Copy Costs, Etc**, Terry Northern seconded. All ayes, motion passes 5-0. Jarod Baker made the motion to suspend the rules following the first reading, Terry Northern seconded. All ayes, motion passes 5-0. Jarod Baker made a motion to approve Ordinance 2023-17 with two minor edits, Bill Majeske seconded. All ayes, motion passes 5-0.

*Report on Collection of Nepotism Certificates* – President Jarod Baker explained the reason for the certificates and passed the forms for all Council members to sign.

*2024 Meeting Dates* – President Jarod Baker went over the list of dates for next year. Jarod noted the date of November 5<sup>th</sup> on the as needed list will be cancelled due to the General Election. Jarod Baker made a motion to approve the schedule, Bill Majeske seconded. All ayes, motion passes 5-0.

*2024 Holiday Dates* – President Jarod Baker went over the list of holidays for next year. Jarod Baker made a motion to approve the schedule, Bill Majeske seconded. All ayes, motion passes 5-0.

*2024 Board & Commission Appointments* – President Jarod Baker explained that he has reached out to each of the members of the boards and commissions and appoints accordingly:

**Police Commission** – Kimberly Shupert – Jarod Baker made the motion to appoint her for a term of 01.01.24 – 12.31.26. Randy Price seconded. 4 ayes, 1 oppose. Motion passes 4-1.

**Fire Board** – Zachary Buchanan – Jarod Baker made the motion to appoint him for a term of 01.01.24 – 12.31.27. Bill Majeske seconded. All ayes, motion passes 5-0.

**Economic Development Comm** – Zachary Buchanan – Jarod Baker made the motion to appoint him for a term of 01.01.24 – 12.31.24, Bill Majeske seconded. All ayes, motion passes 5-0.

Jason Love – Jarod Baker made the motion to appoint him for a term of 01.01.24 – 12.31.24, Randy Price seconded. All ayes, motion passes 5-0.

Spring Deaton – Jarod Baker made the motion to appoint her for a term of 01.01.24 – 12.31.24, Terry Northern seconded. All ayes, motion passes 5-0.

**Redevelopment Commission** – Dan Devlin – Jarod Baker made the motion to appoint him for a term of 01.01.24 – 12.31.24, Randy Price seconded. All ayes, motion passes 5-0.

Steve Haley – Jarod Baker made the motion to appoint him for a term of 01.01.24 – 12.31.24, Bill Majeske seconded. All ayes, motion passes 5-0.

Joyce Compton – President Jarod Baker appoints her for a term of 01.01.24 – 12.31.24

Larry Woods – President Jarod Baker appoints him for a term of 01.01.24 – 12.31.24

Andrew Huber – President Jarod Baker appoints him for a term of 01.01.24 – 12.31.24

Jay Thompson asked about Jim Borthwick, Jarod Baker explained that Jim did not attend any meetings, nor did he reply to his emails.

**Park Board** – Todd Payne – President Jarod Baker appoints him to a term of 01.01.24 -12.31.27

**Advisory Plan Commission** – Don Joiner resigned as of 12.31.23. President Jarod Baker appoints Jason Anderson to a term of 01.01.24 – 12.31.24. This is a 4-year term, but Don Joiner only had 1 year left on his term. Terry Northern asked if the political party had any effect on who can be on a commission. Jarod asked Jim Buddenbaum and he said he would need to look into it. Jason Love said that it is hard enough to find bodies to sit on these boards and commissions, without having to worry about their political party.

### **COUNCIL COMMENT**

Jay Thompson –

Thanked Jason Love or whoever was responsible for patching Wall Street

Asked about the Park Board meeting not being recorded. Jason explained that they had changed their meeting date and he failed to set the new date with Town Hall Streams.

Asked about the APV under use charge under Waste Management. Jason explained it must be tonnage.

Thanked Shari Ping for the detailed meeting minutes.

Asked about the 90 day write off list with State Board of Accounts. Shari Ping will check with SBOA.

Asked about FMLA for Melanie Raleigh. Shari explained that she is not eligible.

Asked about Section 2 & 3 of Jefferson Park – Steve Maple explained that it will go to Arbor tomorrow and as soon as he receives it back, he will get it recorded with the County.

He received a call from a constituent about someone hunting in the field behind Sparks Addition. Carl Carson said it was taken care of.

Asked about the garage doors bid – do we reach out locally first? Jason Love said he always uses Superior.

Asked about the quote from K&K Fence. Jason Love asked about adding a line to the agenda for his topics to discuss and vote on.

Asked about the Council Comment line and the changes that have occurred the past several months. Now it says (On Above Topics). Why can't we comment on outside topics. Jarod Baker explained that the questions should be asked during the different staff reports.

### **TOWN MANAGER:**

Jason Love received a quote from K & K Fence with three (3) gates – 1) wastewater treatment plant - \$17,610, 2) add fence around the dump area - \$28,980, opener \$8,075, 3) Water Plant – rebuild a portion of the fence and repair the fence damaged where a tree fell on it - \$9,580 plus gate \$8,075. All can be done for \$72,320. Each one will include a fob opener at each gate. There will be touch pad on a post. At the current wastewater treatment plant, there will be a sensor loop to open and another one outside the fence to close once you leave. Bill Majeske made a motion to move forward with the quote using ARPA Fund, Jay Thompson seconded. All ayes, motion passes 5-0.

Jason Love gave an update on the Panhandle Eastern refund. It was deposited into the gas operating fund since it was for the transportation costs to the Town.

Jay Thompson asked about Well #2. Jason Love gave an update on the quote from Peerless but wants to wait until we move money from the RDC to the water operating.

Jay Thompson asked about the quote on the old water plant. Steve Maple said it is zoned residential and those looking to purchase are wanting zoned commercial.

### **ATTORNEY ITEMS:**

Jim Buddenbaum had nothing to report on tonight.

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

President Jarod Baker asked Shari Ping to present the drafts and claims for December 5, 2023, which includes all payments made since our November 21<sup>st</sup> meeting. Bill Majeske made a motion to approve drafts and claims as presented by Shari, Jarod Baker seconded. All ayes, motion passes 5-0.

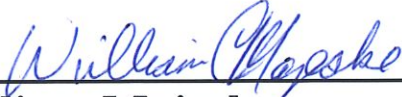
### **ADJOURNMENT**

Jarod Baker made a motion to adjourn, Terry Northern seconded. All ayes, motion passes 5-0.

Respectfully submitted,  
Shari L. Ping, Clerk Treasurer

  
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**Jarod Baker, President**

  
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**William Majeske**

  
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**Terry Northern**

  
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**Randy Price**

  
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**Larry Compton**

**Attest:**

  
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**Shari L. Ping, Clerk Treasurer**