



**MINUTES OF THE
TOWN COUNCIL MEETING OF THE
TOWN OF PINEVILLE, NORTH CAROLINA
TUESDAY, JUNE 12, 2018**

The Town Council of the Town of Pineville met in Regular Session on Tuesday, June 12, 2018 at 6:30 p.m. at the Hut Meeting Facility in Pineville.

ATTENDANCE

Mayor: Jack Edwards
Mayor Pro-Tem: David Phillips
Council Members: Debbie Fowler, Melissa Davis and Joe Maxim
Town Manager: Ryan Spitzer
Planning Director: Travis Morgan
Town Clerk: Barbara Monticello

CALL TO ORDER

The meeting was called to order by Mayor Edwards at 6:29 p.m. Anyone that wished to speak on an item was asked to sign the speaker's list.

PLEDGE OF ALLEGIANCE TO THE FLAG

Town Clerk, Barbara Monticello, led the group in the Pledge of Allegiance.

MOMENT OF SILENCE

Mayor Edwards called for a moment of silence to remember long-time residents, Holt Earnhardt, Janet Blankenship and Jim Miller Sr. who all passed as well as Thomas Maxim, brother of Council Member, Joe Maxim. Mayor Edwards stressed the importance of spending time with a loved one. He also asked that we remember those in the military and those in the police and fire departments across the country who put their lives on the line for us each and every day.

ORDER OF BUSINESS:

Adoption of the Agenda:

Hearing no changes to the agenda, a motion was made by Council Member Joe Maxim and seconded by Council Member Debbie Fowler to adopt the agenda as is. There were ayes by all and the agenda was adopted as is.

Approval of the Minutes from the Regular Meeting of May 12, 2018 (No Work Session Held in May).

Hearing no comments or changes to minutes, Mayor Pro Tem Phillips moved to approve the minutes. Council Member Debbie Fowler seconded the motion and there were ayes by all to approve the minutes as is. Motion passed 4-0.

Consent Agenda:

The only item on the Consent Agenda was: a) *Financial Report as of 5/31/18*; Council Member Melissa Davis moved to approve the Consent Agenda as is with Council Member Debbie Fowler seconding the motion. There were ayes by all and the Consent Agenda was approved 4-0.

PUBLIC COMMENT:

Jane Shutt – Ms. Shutt, of Pineville Neighbors Place, announced the group had finally found a place in which to operate. They will be working out of the building located on the corner of North Polk St. and Industrial Drive. She noted they had 35 volunteers lined up to help clean, paint and move in. To date, the organization has spent a total of \$13K assisting 115 people in need. A total of 1,000 water bottles were distributed to teachers during Teacher Appreciation Week in May. Pineville Neighbors also received a grant from BB&T.

John Rinko – Mr. John Rinko, a resident of Pineville for 6 years, talked about his vision for Pineville.

PUBLIC HEARINGS:

A. Public Hearing for Proposed Townhome Project – (Travis Morgan). Mr. Morgan stated that this was the second continuation of the public hearing for this project. Council Member Joe Maxim moved to re-open the public hearing with Council Member Debbie Fowler seconding the motion. There were ayes by all and the public hearing was opened at 6:37 p.m.

Mr. Morgan continued, stating that there were four items from last meeting that still needed to be resolved:

- 1) Changes to allow the possibility of getting an extra 120' for an extra right hand turn lane from Cranford Drive were made including a 6' Sidewalk along Cranford and to taper into existing sidewalks adjacent to Ridgely Green.
- 2) Water pressure issue – Mr. Morgan received a Willingness to Serve letter from Charlotte Water. He also obtained water pressure measurements from three different fire hydrants in the area. The results were 650, 750 and 750 gallons of water flow per hour which met or exceeded the minimum requirements.
- 3) Buffer along the property line – applicant has agreed to a 20 foot building setback and buffer from adjacent residential properties with a 100% evergreen planting buffer as shown on the plans and needed clarification between landscaping and/or fencing for certain areas. Council Member Debbie Fowler asked if the applicant had agreed to give the town additional R-O-W. Mr. Morgan responded that they did.

There was some discussion as to whether the buffer should be evergreens or fencing. All agreed that a new, wood fence would be best, however, the question remained as to who would be responsible for maintaining the fence. The original fence was required by Ridgely Green but Mr. Morgan was not certain if the HOA maintained it or if each homeowner was responsible for it. Ms. Shirley Wheeler, a resident of Ridgely Green, spoke to the issue stating that each individual homeowner was responsible for maintaining their portion of the fence, not the HOA.

After additional discussion, it was decided that various Evergreens of 4 feet, 6 feet and 8 feet in height and a minimum caliber of 2 inches, would be used as buffer along the adjacent properties and a wood fence along to the West property boundary adjacent to Mr. Phillips property tapered down for road visibility to match the existing fence. Council Member Joe Maxim added that if anyone's fence from Ridgely Green was damaged during construction, the builder should fix it and asked the applicant that a residential relations group be set up for any complaints or concerns from Ridgely Green residents as well as new home buyers.

Hearing no further comments or questions, Mayor Pro Tem Phillips moved to close the Public Hearing. Council Member Fowler seconded the motion and the Public Hearing was closed at 7:03 p.m.

Council Member Joe Maxim moved to approve the townhome project with evergreens bordering Ridgely Green and a tapered wood fence between Mr. Phillips property and the development. Council Member Melissa Davis seconded the motion and there were ayes by all. Mayor Edwards thanked everyone for their input and for remaining professional by working the differences out.

OLD BUSINESS:

- A. Amending Town Code to allow for Proposed Changes to the Parking Regulations – (Travis Morgan).** Mr. Morgan stated that changes to the parking ordinance had been discussed previously and this discussion was to finalize and adopt those changes. Items that had been discussed at an earlier meeting and reworked included:
- Clarification on yard definitions
 - Allowing more front yard (35%) to be used for parking if paved
 - Clarifying rules for vehicles, equipment and trailers parking in front, side and rear yards
 - Limiting front yard vehicles and equipment to 1.5 per bedroom (down from 2 currently).
 - Specifically clarify yellow painted curbs prohibited parking

Hearing no comments or questions, Mayor Pro Tem Phillips moved to adopt the amendments to the parking ordinance as presented with Council Member Melissa Davis seconding the motion. There were ayes by all and the changes were adopted 4-0.

NEW BUSINESS:

- A. Set Tax Rate/Electric Rates/Phone Rates and other Town Fees (Richard Dixon).** Finance Director, Richard Dixon, officially set the tax rate at \$0.38 per \$100 of valuation for the Town of Pineville noting that there was no tax increase for this year. Additionally, there were no changes to the town's Fee Schedule other than to add a "Wedding Package" to the Hut rental fees. Telephone and electric rates also remained the same. Council Member Debbie Fowler moved to adopt the rates as presented. Council Member Joe Maxim seconded the motion. There were ayes by all and the rates were adopted.
- B. Adopt FY2018-19 Budget (Ryan Spitzer) –** Mr. Spitzer stated that the public hearing for the FY2018-19 Budget was held in May but was now being presented for adoption. Council Member Joe Maxim commented that the budget process was laid out really well, there were good conversations held and an overall job well done. Mayor Pro Tem David Phillips moved to adopt the FY2018-2019 Budget with Council Member Joe Maxim seconding the motion. There were ayes by all and the budget was passed and adopted as is. Manager Spitzer thanked the Department Heads for their efforts as did Mayor Edwards
- C. FY2018 Budget Amendment (Richard Dixon) –** Finance Director, Richard Dixon, stated that at year-end, there are usually several budget adjustments that are needed in order to balance the expenditures for the year. All of these are combined into one Budget Amendment and presented at the end of the budget year. Tim Kopacz, Electric Manager, gave an explanation of the large amendment that was needed in the Electric Department which was mostly due to contract labor costs associated with the Jack Hughes Park sub-station relocation project. He explained that he, along with everyone else, thought the power agency would absorb the cost of relocating the generator but they didn't. Right now, the department is 9% over budget with the project. Hearing no further comments, Council Member, Joe Maxim, moved to approve the year-end budget amendment. Council Member Debbie Fowler seconded the motion and there were ayes by all to approve the amendment as presented.
- D. Adopt Formal Procurement Policy (Ryan Spitzer) –** Manager Spitzer stated that the town did not have a Procurement Policy in place. As of July 1, 2018, all municipalities will need to follow the Uniform Guidance Policy of Procurement as established by the Federal Government for any project using federal funds. This was a good time to establish a policy that all departments of the town could follow, plus, it was just good business practice to have a policy in place. Council Member Melissa Davis moved to adopt the procurement policy, seconded by Council Member Debbie Fowler. There were ayes by all and the policy was adopted.
- E. Adopt Resolution Authorizing Electronic Payments (Richard Dixon) –** Mr. Dixon explained that every purchase required a pre-audit authorization attached to it but with P-Card and gas purchases it was very difficult to do that. By signing the resolution, it allows the town to engage in these electronic payments without having to obtain pre-audit

authorization but it also requires the Finance Officer to write a policy on how these transactions are to be handled. Mr. Dixon will write the policy and then bring it to Council for approval and adoption. Council Member Debbie Fowler moved to adopt the Resolution Authorizing Electronic Payments, seconded by Council Member Melissa Davis. There were ayes by all and the resolution was adopted.

F. Staff Update: Mr. Spitzer provided an update on the following:

- Advertising for the splash pad will go in the newspaper on 6/14/18 and a pre-bid meeting is set for 6/28/18 at the Belle Johnston Center. Bids are due 7/12/18. We are currently 30 days behind schedule.
- Lending Tree is moving forward with their due diligence. Five different architectural firms have viewed the mill and moving through the "brownfields" process.
- Storybook will be installed this week at Lake Park. Stories will be changed out periodically by Mecklenburg County Library system.
- The July/August issue of Pineville Today will be the last one to be mailed out to residents. Future issues will be available at set locations which will be listed in this issue and posted on the website.
- Mr. Spitzer is planning on having a Work Session on 6/25/18.
- Mr. Spitzer reminded everyone that Unwind Tea & Coffee is having music from 7-9 pm every Thursday throughout June.

ADJOURNMENT

At 7:45 p.m. a motion was made by Mayor Pro Tem Phillips and seconded by Council Member Debbie Fowler to adjourn the meeting. There were ayes by all and the meeting adjourned.



Jack Edwards, Mayor

ATTEST:



Barbara Monticello, Town Clerk

