



**MINUTES OF THE  
TOWN COUNCIL MEETING OF THE  
TOWN OF PINEVILLE, NORTH CAROLINA  
TUESDAY, March 10, 2020**

The Town Council of the Town of Pineville met in Regular Session March 10, 2020 at 6:30 p.m. at the Hut Meeting Facility in Pineville.

**ATTENDANCE**

Mayor: Jack Edwards

Mayor Pro-Tem: Melissa Rogers Davis

Council Members: Joe Maxim, Les Gladden, Amelia Stinson-Wesley

Town Manager: Ryan Spitzer

Planning & Zoning Director: Travis Morgan (not participating but in audience)

Finance Director: Richard Dixon

Town Clerk: Barbara Monticello

**CALL TO ORDER**

Mayor Jack Edwards called the meeting to order at 6:31 p.m.

**PLEDGE OF ALLEGIANCE TO THE FLAG** Council Member Les Gladden led the Pledge of Allegiance.

Council requested two items on the agenda be tabled until a later date. Council Members agreed to table Items 7A and 8C until more information was obtained.

**MOMENT OF SILENCE**

Mayor Edwards asked for a moment of silence for Bay Rodger's sister, Ann, who passed. In addition, Annette Moore was very ill. The Mayor also asked that we remember our troops, first responders, police, fire and our military men and women. He also noted the current Corona Virus spreading world-wide and asked everyone to stay healthy and safe.

**ORDER OF BUSINESS:**

**Adoption of the Agenda:**

Council Member Les Gladden made a motion to adopt the agenda with the changes noted above. Mayor Pro Tem Melissa Davis seconded the motion and there were ayes by all. Motion passed 4-0.

**Approval of the Minutes of the Council Meeting of February 11, 2020 and the Work Session Meeting of February 24, 2020.**

Council Member Amelia Stinson Wesley moved to approve the minutes, seconded by Mayor Pro Tem Melissa Davis. There were ayes by all and the minutes were approved.

**Consent Agenda:**

The Consent Agenda consisted of the following items: a) *Finance Report as of 2/29/2020.* b) *Resolution Declaring Surplus Items (three houses);* c) *Tax Refunds. (For current tax year 2019);* and d) *Proclamation for Census Awareness Month.* Mayor Pro Tem Melissa Davis made a motion to accept the consent agenda with Council Member Joe Maxim seconding the motion. There were ayes by all and the motion passed 4-0.

## PUBLIC COMMENT:

None

## PUBLIC HEARING

Council Member Amelia Stinson Wesley made a motion to open the Public Hearing. Council Member Les Gladden seconded the motion. There were ayes by all and the Public Hearing opened.

- A. US Development** – (*Ryan Spitzer*) Town Manager, Ryan Spitzer, stated that US Development provided the town with a Letter of Intent for the purchase of approximately one acre of land being the vacant lot where the old police building was located. In addition, they will have the first right of refusal on other lots on College Street, totaling 5.5 acres within 5 years after the completion of the first building. The purchase price of 1M includes the improvement of the parking lot behind the Main Street businesses, as well as a new parking lot, currently a green space. US Development presented a plan to Council at the last Work Session showing what they see for the area – movement of the downtown area toward College St. to expand it beyond Main Street and all of the traffic.

Phase I will include completion of a four-story building on the corner of Main and Church Streets, as well as improving the parking lot behind the shops on Main St. All tenants would be entitled to one parking space. After the Letter of Intent is accepted, US Development has 45 days to provide the town with a Purchase and Sales Agreement. Within the next 30 days, they must perform their due diligence with regard to soil and dirt tests, deed investigation and title search. Once the Purchase and Sales Agreement is in place, US Development has 60 days to provide Council with building design and layout. They will then have twelve months to acquire necessary permits and 18 months to begin construction of the first property. If these date goals are not met, Council can reclaim the property.

The College Street properties of 5.5 acres have a purchase price of 2 million dollars, or fair market value, but can only be purchased when and if the properties are vacated by the town. US Development will have the first right to purchase any of the other property after the first building is completed. The purchase option is valid for five years but the price will increase by 5% each year. Each property must come before Council for approval with the same restrictions as the first project, voting on parameters and framework.

Mayor Pro Tem Melissa Davis asked if Council was comfortable with the one space per unit, be it residential or commercial. Town Manager Ryan Spitzer stated that more parking would be available with the new parking lot, as well as future parking to be developed on Johnston Drive. Council Member Les Gladden stated that they had not addressed when the parking lot improvement needed to be completed by. Town Manager, Spitzer said it must be done before the Certificate of Occupancy was issued on the first building.

Council Member Amelia Stinson Wesley wanted to be sure that any new buildings met the downtown overlay district requirements. Town Manager Ryan Spitzer advised her any development has to come before Council for approval. US Development did not have anything to add at this point.

An audience member asked when the new parking was going to be built. Town Manager Spitzer replied the parking spaces would be completed before the first building was completed. The resident asked if it might be better to do the parking lot first so there is parking during construction. Mr. Spitzer replied that we would work something out.

Resident, Bill Baskins, asked if the Public Works Department was going to be moved to which Mr. Spitzer replied that it wasn't but their entrance way would be reconfigured. Resident, Judy Thompson Phillips, asked for an update on the Johnston Drive intersection changes. Manager Spitzer stated that he would be going over that information in his Manager's Report later in the evening.

Council Member Les Gladden made a motion to close the Public Hearing. Mayor Pro Tem Melissa Davis seconded the motion. There were ayes by all and the Public Hearing was closed.

## OLD BUSINESS:

### A. Kronos Time Management - *tabled*

- B. **Mill Memorial Proposal** – (Ryan Spitzer). Town Manager, Ryan Spitzer, reviewed the design resident, Bill Baskins brought before council at the last meeting for a Mill Memorial. He requested Council formally vote only on the concept and general design for the Memorial. Placement of the memorial, as well as specifications, will be done at a later date but Council needed to move quickly because demolition was moving along. Council Member Les Gladden made a motion to approve the concept and design. Mayor Pro Tem Melissa Davis seconded the motion. There were ayes by all and the motion passed.

With the proposed height of the monument at 13 to 14 feet high, it may have to be re-sized in order for it to fit and be safe. It was suggested that an engineer look at the plan to determine size and placement of the monument.

## NEW BUSINESS:

- A. **Vote on US Development Contract** – (Ryan Spitzer) There were no other questions regarding the US Development project. Council Member Joe Maxim made a motion to approve the contract and Council Member Les Gladden seconded it. There were ayes by all and the motion passed to approve the contract.
- B. **Discussion of Date Change for April Meeting** – (Ryan Spitzer) Manager Spitzer stated that, due to a conflict in schedules, there was a proposal to change the April Council Meeting from April 14 to April 7. Council Member Amelia Stinson Wesley made a motion to accept the change with Council Member Joe Maxim seconding it. The date change was approved. April Council Meeting will be April 7, 2020.
- C. **ADP Payroll Services** - *tabled*
- D. **Staff Update** – Town Manager, Ryan Spitzer, provided an update to Council on the following items:
- Meeting tomorrow at the Hut @ 6 p.m. for a Parks and Mobility study. Hosted by Parks and Recreation.
  - Johnston Drive – we received a letter from the DOT stating that all projects were postponed until further notice. The work on moving the road will not be done until we are advised by DOT. Funding for the project is already in place.
  - Cone Mill demolition is moving very quickly. 80% of the roof has been removed and the walls will be coming down shortly. The April 30 date of completion is on target.
  - Manager Spitzer met with Mecklenburg County staff regarding the new Town Hall/Library project. They support the funding of the project. Construction to start in January 2021 and will take about 18 months to complete. Plans for the project are moving along rapidly.

Council Member Les Gladden asked that we post photos of the progress of the demolition of the Mill on our web site. Manager Spitzer agreed that we would.

Council Member Amelia Stinson Wesley asked for volunteers for the upcoming Sheltra Race. She also mentioned hosting a Town Hall Meeting with Representative Harris on Thursday, March 19, at 6:30 p.m. at the Fellowship Hall at the United Methodist Church. This meeting will address the new districts being drawn up and she encouraged all residents and Council to come out and meet the representative.

She also made mention of our new app, Fix It Pineville, and encouraged more use of it. She asked that we download the app and use it to address potholes and other issues that may arise within Pineville. The app is also available on the Town's website.

Amelia is our representative for COG. She noted that she would be meeting with Susan Rodriguez McDowell to go over any county issues, updates, etc. Additionally, there is a page on the county's website dedicated to the Corona Virus and

she encouraged residents to check it out. Governor Cooper declared a state of emergency for North Carolina, which means money is freed up to assist counties as needed. As always, she stated she is honored to serve.

At 7:07 p.m., Mayor Edwards called for a break before Council moved into Closed Session.

**CLOSED SESSION:** At 7:20 p.m. a motion was made by Council Member Joe Maxim, seconded by Mayor Pro Tem Melissa Davis to enter Closed Session. A new real estate issue was discussed as well as an ongoing one. A motion was made by Council Member Amelia Stinson-Wesley, seconded by Mayor Pro Tem Melissa Davis to exit the Closed Session at 7:40 p.m. and re-enter Regular Session.

**OPEN SESSION:** Council wanted to know more about the Elations System that we currently use in our Accounting Department before deciding on a new time clock system or payroll system. Council Member Les Gladden had called Innovative directly to get a better idea of exactly what their system can do. Before Council decided on spending more money, they wanted to be sure what the current system was and wasn't capable of doing. The discussion between council members and Manager Spitzer was to determine what each of the three systems, Elations, Kronos and ADP were capable of and which one or combination of systems would work best for the town.

After comparing all three programs, it was determined that the best fit for the town would be a combination of Elations and Kronos but since Elations can track where an employee is when logging in for the day, the expensive swiping equipment that was proposed with the Kronos system would not be needed, reducing the costs considerably. Additionally, using the ADP system, would free up more time for actual accounting work and they would pay whatever taxes are due to the state for us, which the Elations program would not. ADP also has an HR piece built in where employees can enter their benefit elections directly into the system.

Council agreed after discussing the programs further and getting more clarification on each, they were comfortable moving forward with Elations, ADP and Kronos without the equipment piece of the program, saving the town \$20,000 by not having to purchase the hardware.

A few additional items were discussed. Council Member, Les Gladden, asked if a decision had been made about hiring someone to address speeders along Main St. Manager Spitzer was under the impression the police department was to proceed with it. Others did not recall making a decision on it. Mayor Pro Tem Melissa Davis asked if they could hold off until they see how things go but Council Member Les Gladden stated that the issue wouldn't have been addressed with Council unless they needed it. Since they asked for 20 hours to dedicate to the speeding issue on Main St., they should start with that and work backwards and cut back on the hours if things improve. Mayor Edwards also thought that they had agreed on 20 hours a week for this position.

Manager Spitzer explained that he had told Lt. Calhoun that they would get a total of 60 hours a month to use as they needed. Council Member Les Gladden stated that Council needed to give the manager some direction on whether to start this project or not and if it took him riding with the person to be sure that's what they would be doing, then he would do it. Council wanted to see how many stops were being made to which Mr. Spitzer stated it would be put into the monthly police activity report. Mr. Spitzer re-iterated that he had already given Lt. Calhoun permission to begin the program.

Mayor Pro Tem Melissa Davis asked why the sidewalks along Dover St. were not completed yet. It was supposed to be completed in 30 days. Mr. Spitzer understood that a block of townhomes needed to be completed first in order to finish the sidewalks. Ms. Davis requested an answer as it was dangerous to walk along there without sidewalks.

Council Member Les Gladden asked for a breakdown of employees and their work schedules stating there were a few skewed work hours leaving no coverage in some areas.

Before adjourning for the evening, Mayor Edwards confirmed the consensus of Council was to go with Kronos without the swiping equipment. Employees will utilize the "Reach" app on their cell phones to log into the

system each day. Additionally, the town would utilize the services of ADP for payroll processing. All agreed as well as taking a vote on these items at the Work Session on March 23, 2020.

**ADJOURNMENT:** At 9:00 p.m. Council Member Les Gladden motioned to adjourn with Council Member Joe Maxim seconding the motion. There were ayes by all and the meeting concluded.

  
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Mayor Jack Edwards

ATTEST:

  
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Barbara Monticello, Town Clerk

