



## TOWN COUNCIL REGULAR MEETING

PINEVILLE HUT MEETING FACILITY

TUESDAY, APRIL 13, 2021 AT 6:30 PM

### AGENDA

#### CALL TO ORDER

Pledge Allegiance to the Flag (JE)

Moment of Silence

#### ADOPTION OF AGENDA

#### APPROVAL OF THE MINUTES

1. Approval of the minutes from the March 9, 2021 Regular Council Meeting and the March 22, 2021 Work Session Meeting.

#### CONSENT AGENDA

2. Revenue and Finance Reports as of 03/31/21 (Richard Dixon).
3. Proclamations (Barbara Monticello) - Four proclamations will be presented for approval: Clerk's Week, Public Works Week, Police Week and Telecommunicators Week.
4. Resolution for Surplus Items (Barbara Monticello) - Resolution No. 2021-06 will be presented for police vehicles and PW equipment.
5. Tax Refunds - (Richard Dixon) - Per Mecklenburg County Tax Office, two tax refunds will be submitted for approval.

#### PUBLIC COMMENT

#### PUBLIC HEARING

6. Public Hearing for Ipex (Travis Morgan) - to consider a rebuild and expansion of existing pipe manufacturing facility (**INFORMATIONAL**).
7. Public Hearing for Beacon Partners (Travis Morgan) - to consider changes to their previously approved plan for Pineville Logistics Center (**INFORMATIONAL**).
8. Public Hearing for Revisions to the Town Code (Travis Morgan) - to present and consider several revisions to the Town Code of Ordinances (**INFORMATIONAL**):
  - 1) Section 72.99 - Update fines to a \$50 minimum
  - 2) Section 10.12 - Update definition of "Computing Time"
  - 3) Update Town Code - referencing NCGS Chapter 160A to 160 D
  - 4) Section 72.19 - Update parking of large vehicles from 1 1/2 tons to 6 tons

#### OLD BUSINESS

#### NEW BUSINESS

9. Vote on Public Hearing for IPEX - Once Public Hearing has closed, Council may vote on the issue (**ACTION ITEM**) Roll call vote required
10. Vote on Public Hearing for Beacon Partners - once Public Hearing has ended, Council may vote on the item (**ACTION ITEM**) Roll call vote required



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## **MINUTES**

### **CALL TO ORDER**

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

### **Pledge Allegiance to the Flag**

Mayor Pro Tern Melissa Davis led the Pledge of Allegiance.

### **Moment of Silence**

Mayor Edwards asked for a moment of silence for Mike Green, Kenny Mills and Van Sullivan, all who recently passed. He also asked that we all remember our Police, Fire and First Responders.

### **ADOPTION OF AGENDA**

Motion made by Council Member Maxim, Seconded by Mayor Pro Tern Davis to adopt the agenda as is.

Voting Yea: Mayor Pro Tern Davis, Council Member Maxim, Council Member Stinson-Wesley, Council Member Gladden

### **APPROVAL OF THE MINUTES**

1. **Approval of three sets of minutes for:** February 9, 2021 Regular Council Meeting, February 22, 2021 Work Session and Closed Session Minutes and Council Retreat Minutes from September 11, 2020 and November 12, 2020.

Motion made by Council Member Gladden, Seconded by Council Member Maxim to approve all sets of minutes noted above. Voting Yea: Mayor Pro Tern Davis, Council Member Maxim, Council Member Stinson-Wesley, Council Member Gladden

### **CONSENT AGENDA**

Motion made by Council Member Maxim, Seconded by Mayor Pro Tern Davis to approve the Consent Agenda as is.

Voting Yea: Mayor Pro Tern Davis, Council Member Maxim, Council Member Stinson-Wesley, Council Member Gladden

2. **Revenue and Finance Reports as of 02/28/21**
3. **Proclamation for Child Abuse Prevention Month** - A representative of the Mecklenburg County Child Abuse Prevention Team reached out with a request to present this proclamation to raise awareness and help prevent child abuse.
4. **Tax Refund** for \$680.63

### **PUBLIC COMMENT**

1) Howard Olshansky, Executive Director of Jewish Family Services of Greater Charlotte, spoke about child abuse awareness and thanked Council for doing the Proclamation. He is looking forward to partnering with the Town of Pineville on community projects. Town Manager, Ryan Spitzer, added that the town was going to set up Pinwheels in the Park for Child Abuse Awareness.

2) Jane Shutt of Pineville Neighbors Place said that in 2021 they have provided over \$64,000 in financial assistance for rent and utilities to those in need. They will host a food drive on Saturday, March 13th from 10 to 11 a.m. Their annual fundraiser, scheduled for mid April, will be virtual this year.

3) John Holobinko of Pineville Chamber of Commerce stated that they finished 2020 with Covid causing them to lose a few businesses. He is looking into doing hybrid meetings, as well as the potential for putting together a business directory.

**PUBLIC HEARING (None)**

**OLD BUSINESS (None)**

**NEW BUSINESS**

5. **Arts and Science Council Presentation** - Krista Terrell (Acting Director) from the Mecklenburg County Arts and Science Council would like to make a brief presentation to Council (**INFORMATIONAL**).

Krista Terrell thanked Council for putting trust in the ASC. For the fiscal year of 2022, she is requesting funding of \$15,000 from Pineville. She stated that \$20,000 was invested in Pineville in the past, mostly for Rockin' and Reelin'. They also awarded a \$5,000 grant to Pineville for artists to come in and paint murals on downtown Pineville buildings. Three Pineville artists were supported by grants from the ASC. Dara, a grant recipient and a resident of Pineville, explained how the grant she was awarded allowed her to partner with others to form a screen-writers partnership, and ultimately, a production company called Queen City Film Project.

Mayor Edwards thanked them for the presentation and asked ASC to send an outline of their presentation to the clerk to keep on file.

6. **Resolution No. 2021-05 (Richard Dixon)** - resolution to approve a capital project budget for a new Town Hall/Library building (**ACTION ITEM**).

Town Manager Ryan Spitzer stated that as part of the agreement with Suntrust Bank, the town would need to have a separate budget for the new Town Hall building project so that expenses could be tracked separately. Council Member Amelia Stinson-Wesley wanted to know that after this budget was created and the project has ended, did the project budget get closed out. Mr. Spitzer replied that it would.

Motion made by Council Member Maxim, Seconded by Council Member Stinson-Wesley to approve the project budget for the new Town Hall/Library building. Voting Yea: Mayor Pro Tern Davis, Council Member Maxim, Council Member Stinson-Wesley, Council Member Gladden

7. **Approval of Resolution No. 2021-04 for Revisions to the Employee Handbook (Linda Gaddy/Ryan Spitzer)** - HR Director, Linda Gaddy, will be presenting proposed changes to the Pineville Employee Handbook (**ACTION ITEM**).

Mr. Spitzer explained that the changes to the Employee Handbook related only to the three new fire fighters we hired. Because we are bringing in a new class of fire fighters, they will be Town employees, not volunteer fire fighters.

Mayor Pro Tern Melissa Davis asked about wording on Page 7, under the part time employee heading. She did not think that the phrase "on a recurring basis" was applicable and asked to have that changed. Human Resources Director, Linda Gaddy, said it was pretty common language used in other employee handbooks. Mayor Pro Tern Melissa Davis would like it to apply to Fire Fighters only for now. The consensus of the group was to remove that section "on a recurring basis". Mayor Pro Tern Davis also asked that the adopted date be updated to read "3/9/2021".

Town Manager Spitzer stated that if Council did not approve the changes now, they wouldn't be able to hire the new employees and asked that the changes be approved with the corrections noted above so that they could continue with the hiring process.

Motion made by Council Member Stinson-Wesley, Seconded by Mayor Pro Tern Davis to adopt the changes to the Employee Handbook with the correction noted above. Voting Yea: Mayor Pro Tern Davis, Council Member Maxim, Council Member Stinson-Wesley, Council Member Gladden

8. **Fire Service Agreement (Linda Gaddy/Ryan Spitzer)** - Council to review and approve a new Fire Service Agreement with Pineville Fire Department (**ACTION ITEM**).

Changes in the Fire Protection Agreement, with the last revision done in 2006, were presented in a revised and updated agreement to Council. The Fire Department signed off on the Fire Protection Agreement, as well as the Agreement to Lend Employees.

Council Member Amelia Stinson-Wesley noted that in the first sentence, "Pineville" was misspelled. She also requested that this agreement be reviewed more frequently since the last time it was looked at was in 2006.

Council Member Les Gladden suggested looking at the agreement every three years. All agreed. The contract would be revised to correct the spelling of Pineville and add that it would be required to review the document every three years.

Motion made by Council Member Gladden, Seconded by Council Member Stinson-Wesley to approve the agreement with stated revisions above. Voting Yea: Mayor Pro Tern Davis, Council Member Maxim, Council Member Stinson-Wesley, Council Member Gladden

## STAFF UPDATE

### 9. Manager's Report/Staff Reports

Town Manager Ryan Spitzer gave an update on the following items:

- Construction at the new Town Hall/Library site - recent rains have caused delays. Issues with the sewage pipe have delayed grading and footings.
- Manager Spitzer stated that he was speaking with interim Parks and Recreation Director Jordan Williams about adding new events in the P&R Dept. Maybe fireworks on the 4th of July that would be set off possibly from a barge in the lake or at Jack Hughes Park.
- Manager Spitzer spoke of the upcoming Budget Meetings and asked for feedback from Council regarding virtual meetings or allowing the public in. Consensus was to hold them at the Telephone Building (later changed to The Hut) with no public in attendance. The meetings will be available to the public via Zoom.
- 1st Amendment Auditors - there were auditors with press badges who visited our offices, filmed their visit and posted it to YouTube. Manager Spitzer advised he will share tips with staff on how to handle these people should they come in again.

Council Member Les Gladden noted that Lake Park was full last weekend with people parking on the street. He explained that the police could write citations for parking at \$25.00 each now, but he suggested raising the parking violation fine to \$50.00 because at \$50 the town could utilize the Debt Setoff Program to collect any unpaid fines. Council Member Joe Maxim agreed it was a good idea.

Council Member Amelia Stinson-Wesley updated Council on the annual Sheltra Race, which is normally held in April and was not held in 2020 due to Covid-19. It will now be postponed until April of 2022.

Council Member Joe Maxim spoke regarding Franklin Street and the drainage issues there. He asked Manager Spitzer if he knew how long it will take to correct the issue. Mr. Spitzer did not think they would be repaving that small section of Franklin Street. Mayor Pro Tern Davis commented that it looked as though it was not fixed and the problem had been ongoing for years.

Council Member Joe Maxim advised Council that the PCAA Spring Season had kicked off. Mr. Maxim's son was on the team and he was thankful for the decision Council made to provide the field lights so that the kids could play ball at night as it made a big difference.

### 10. Calendar of Events for March/April

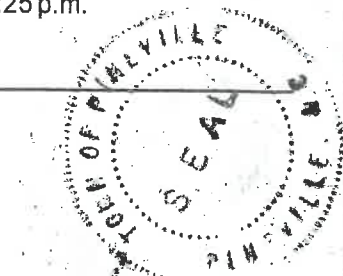
#### CLOSED SESSION (None)

**ADJOURN** - Council Member Les Gladden made a motion to adjourn the meeting, with Mayor Pro Tern Melissa Davis seconding the motion. There were ayes by all and the meeting was adjourned at 7:25 p.m.

ATTEST:

  
Barbara Monticello, Town Clerk

  
Mayor Jack Edwards





## TOWN COUNCIL WORK SESSION

PINEVILLE COMMUNICATIONS FACILITY

MONDAY, MARCH 22, 2021 AT 6:00 PM

### MINUTES

#### CALL TO ORDER

Council Member Les Gladden made a motion to open the meeting with Mayor Pro Tem Melissa Davis seconding the motion. Meeting opened at 6:04 p.m.

#### DISCUSSION ITEMS

1. **Conditional Zoning Request for Ipex (Travis Morgan)** - Ipex will be presenting plans for an expansion of their existing manufacturing use. **(INFORMATIONAL)**.

Planning Director Travis Morgan presented to Council the conditional zoning expansion for Ipex. The request for Ipex expansion includes another parcel located at the southern section of the property at 103 Rodney Street. The existing building is 140,000 square feet, which will be replaced with a new proposed building at 180,000 square feet. They plan to tear down the old building and replace it with this new, larger one, along with 107 parking spaces in the front. They did have some parking in the front previously.

Mr. Morgan noted that any pipe storage should be on the side or rear of the building, not in the front. The maximum height of the building is 55 feet and 77 feet is the tallest silo that was approved in 2001. No loud, high-frequency noise is permitted. With this expansion, the town can expect the standard improvements such as sidewalks, landscaping, etc. The total site was shown in blue on the plans presented to council with the new site shown in red.

Council Member Les Gladden asked if there were any architectural design requirements in that zoning district. Mr. Morgan explained that the industrial overlay in that area was fairly relaxed. Council Member Gladden stated that the landscaping ordinance may need to be upped from requiring 2-foot high bushes to 4-foot high ones. He also asked what would happen to the employees that were currently working there.

Ipex Representative, Larry Bartholomew, stated that the entire site would be cleared and the new construction would start afterwards. He said Ipex was looking at offsite storage facilities to store their pipes. Employees currently working will be relocated to an offsite location prior to demolition of the building. Employees that work at the new facility will be a different set of employees as the work there will be different than what was there previously. Mayor Pro Tem Melissa Davis asked how many employees would be at the new location. Another Ipex representative said at full capacity it would be about 140 new employees.

Director Morgan asked that it be clearly noted on their plan that no noise is to be generated. The machines must be kept in good working order so as not to generate noise.

Council Member Amelia Stinson-Wesley asked what the time frame was for all of this. Ipex responded that they would like to start building as soon as possible. They anticipate the new plant opening in early 2023 if all goes well.

Council Member Gladden asked Mr. Morgan if he saw anything negative about the plan. Mr. Morgan did not see anything negative about the plan. He did want to be clear on the fact that the front parking lot remain open for employee parking, with no pipe storage to be included there. He added that with the new sidewalks and plantings going, it would help the continued beautification of the town.

Mr. Morgan clarified that 55 feet was the limit of the highest building. Anything else was limited to 65 feet, such as their silos. There is one, previously approved existing silo at 77 feet.

Mayor Pro Tem Melissa Davis wanted to be sure there was no excessive noise. Ipex representative Shaun White said he would make the company aware of the noise situations and will do everything possible to mitigate the noise and keep machinery in good working order.

Director Morgan advised the next step was to hold a Public Hearing to be sure everything was still the same and not changed dramatically from today's meeting.

**2. Beacon Development (Travis Morgan) - request to consider revisions to their previously approved plan for Pineville Logistics Center.**

Mr. Morgan noted that Beacon Development wanted to amend their plans at their recently approved Carolina Logistics Park. This is a Conditional Zoning request with the next step being a Public Hearing for the revisions. They are requesting three revisions to their original plan:

1) Allow more parking in the front of the building. Director Travis Morgan showed the plan with the parking that was approved previously. Primary change is with the four buildings to the south. They combined four buildings into two buildings and the prior plan had 943 parking spaces. They want to increase parking to 1657 spaces.

2) They would like to add a bank of parking spots for tractor trailer parking by building number four. They are requesting twelve parking spots for them.

3) Signage - they indicated on their plan where they would like to place their signs. One individual, standard freestanding sign along with additional signage. Two signs on two separate buildings. One on the building at the far north end and the other at the building furthest south.

Mr. Morgan noted that they also wanted a wayfinding sign; branded logistics signs along with larger than allowed signs. Item number seven on the site plan gives the sign specifics. Allowed signs are up to 25 feet tall but one is at 40 square feet and one at 75 square feet.

Council Member Amelia Stinson-Wesley asked what type of signs they were proposing. Mr. Morgan said item 7-C addressed it showing that they would be internally lit solar lights. He added that anything other than an address was considered to be signage.

Council Member Les Gladden asked if all the land in this complex was under one ownership. Mr. Morgan indicated that it was, but that there were separate parcels which could be sold to different owners. Council Member Les Gladden then asked Beacon why they needed a 25-foot sign.

Beacon representative, John Morris, said they intended it to be a welcome sign with a nice piece of artwork to welcome visitors. Mayor Edwards asked what the heights of the Carolina Place Mall signs were but Mr. Morgan advised they were in a Mall/Shopping Center category which allowed for more signage. They have one larger sign in lieu of multiple signs.

Mayor Pro Tem Melissa Davis commented that the proposed sign by Beacon was beautiful with creative designs and she liked it. John Morris of Beacon Properties stated that the sign request was more of a technical issue because there could be different owners years later if separate parcels were sold off. He continued, stating that the point of this piece of artwork, is that it will be remembered years later because it reflects real artifacts from the farm that was there previously. Director Morgan was more concerned about the square footage than the artwork.

Council Member Les Gladden asked how big the sign would be on Downs Road. The red circle on their plan represented the proposed place where they want to put the Carolina Logistics Park (CLP) sign. The letters "CLP" will be done in seasonal flowers and plants on a mound of dirt. Mr. Morris clarified that the farm artwork is the one that would be on Nations Ford Road and the CLP letters will be on Downs Road. Amazon wants their sign for that building on Nations Ford Road.

Council Member Les Gladden asked if approval for this was needed that evening. Director Morgan advised they were just in the informational stage right now and that it will go to a Public Hearing for a vote.

Council Member Joe Maxim appreciated the artistic angle but preferred to solidify the parking and screening issues of the plan. He asked Council to pay attention to whatever was going in on Downs Road since residents occupied homes across from the entrance to this facility. He also liked the idea of multiple buildings on the property because it created a campus atmosphere and asked the rest of council if there were OK with consolidating those buildings from eight to four?



Representative John Morris stated that the consolidation of buildings was market driven and purely what the market was calling for. They simply reacted to the market.

Council Member Les Gladden stated that Beacon was welcome to walk the five acres of another nearby field to collect any art pieces they would like for their sign since there were old farm machinery pieces in that field. He suggested clarification of screening and higher bushes and trees to screen the tractor trailer parking area. Lin Lesley of Osborne Engineering stated that they wanted to offer a variety of plantings and use materials that matured at different times to offer variety with the screening. Council Member Gladden stated he just wanted a fairly good screening along the area where the trailer parking will be.

He then asked what the square footage was of buildings #4, 6 and 8. Mr. Morgan gave the figures for each:

- Building 4 = 525, 000 square feet
- Building 6 = 400,000 square feet
- Building 8 = one million square feet

Mr. Morris of Beacon, reiterated that they had to react to what the market was demanding and right now it was larger buildings, not smaller ones. There was no further discussion. The next step would be the Public Hearing on the matter.

**3. Discussion to increase Town Code Fines to \$50 (Travis Morgan) - If Town Code fines were increased to \$50 in lieu of \$25, the Debt Setoff Program could be utilized to collect unpaid fines.**

Mr. Morgan explained that some of the town's fines were below \$50.00. Council had requested the ones that were below \$50.00 to be increased to \$50 so they could be collected through the Debt Set Off Program. It had been a while since the fines were looked at, so it was time to revise them. Director Travis Morgan identified the violations where fines needed to be increased so that the standard default fee was \$50.00

Additionally, Director Morgan would like to build in the changes that needed to be made as a result of changes to the NC General Statutes from Chapter 160A to 160D at the same time so that all changes would be done at once. He would also like to have a similar workshop to address any necessary changes needed for the town's Zoning Ordinance. It would be more advantageous to move some of the town code ordinances to the zoning ordinance such as community appearance, high weeds and grass, etc. because those items fit better under the Zoning Department. He asked that Council let him know of anything else that needed to be changed.

Council Member Joe Maxim asked how our fees compared to other municipalities in other areas. Mr. Morgan advised we were pretty much in line with other towns and he will provide Council with a listing for their use in comparison.

Council Member Les Gladden requested that our Police Department become more familiar with town code usage to enable them reference each code that the individual is in violation of. Police Officers would know what they can cite people with and what they can't, especially regarding signs.

Mayor Pro Tem Melissa Davis noted the violation of cars parking across from each other on some of the narrow streets of Pineville. If there is less than 15 feet of clearance, it is a violation with the fine defaulting to \$50.00. She also asked for clarification of who was responsible for enforcing that. Mr. Morgan responded that his department can assist during regular business hours, but it would most likely fall on the Police to address since the majority of that particular violation happens more frequently after regular work hours and recommended addressing it with the new Police Chief as to who would be enforcing it.

**4. Consideration of Property Options for New Fire Station (Ryan Spitzer) - Council to discuss and consider additional property options for location of new fire station.**

Town Manager, Ryan Spitzer, advised the Meadow Creek property owner was still interested in selling his property if Council was still considering the purchase of it for a new fire station. He also offered that the old mill site was also an option to consider if anyone was interested in putting the new fire station there. Mr. Spitzer stated that previously, the Fire Department had indicated they were OK with a new fire station at the Mill site, but he has not spoken with them about it in a couple of weeks so he was not sure if they were still interested in that location. It could possibly go where the two houses were on Dover Street. That is another option to consider.

The Growers Outlet is looking for buyers for their property as well and is another option to consider. The Ervin property is still a consideration but is more landlocked and not the ideal spot for a fire station. Mr. Spitzer asked that council think about all of these options when considering where to put the new Fire House.

Mr. Spitzer noted that Jack Hughes Park Lane would reopen tomorrow morning. The construction company will close down the concrete drive of the Police Building so all traffic will be in and out of Jack Hughes Park Lane.

Director Morgan gave an update on the Johnston Drive realignment project. There are easement issues with the Well Coffee House on the corner. The DOT needs a survey sent to them and once we have authorization from the DOT we should be able to begin construction.

He added that the Comprehensive Plan was moving along. He planned to do web surveys to get it out to as many people as possible.

**ADJOURN**

Motion made by Mayor Pro Tem Davis, Seconded by Council Member Stinson-Wesley to adjourn the meeting.

Voting Yea: Mayor Pro Tem Davis, Council Member Stinson-Wesley, Council Member Maxim, Council Member Gladden

Meeting adjourned at 8:17 p.m.

ATTEST:



Barbara Monticello, Town Clerk



Mayor Jack Edwards







**RESOLUTION NO. 2021-06**

**RESOLUTION OF THE TOWN OF PINEVILLE, NORTH  
CAROLINA DECLARING SURPLUS ITEMS FOR  
DISPOSAL VIA DONATION OR RECYCLE**

**WHEREAS**, G.S 160A-265 authorizes the Town Council to dispose of surplus property and G. S. 160A-270 (c) authorizes the disposal of surplus property; and

**WHEREAS**, the Town Manager, along with Department Heads, have declared surplus and unusable personal property as listed in "Exhibit A";

**NOW, THEREFORE BE IT RESOLVED**, that the Mayor and Town Council hereby authorize the Town Manager to dispose of the listed items via donation or recycling of such items. The Town Manager and Town Clerk shall have the right to add or delete from the properties listed and any items not sold may be disposed of by any other means available, including sale at public auction, donation to non-profit organization, or destruction, whichever is deemed to be in the best interest of the Town.

Adopted this \_\_\_\_\_ day of April, 2021.

SEAL:

\_\_\_\_\_  
Mayor Jack Edwards

ATTEST:

\_\_\_\_\_  
Barbara Monticello, Town Clerk

**EXHIBIT "A"****Surplus Property for Donation, Recycling, Destruction, or Sale****Surplus Items**

<b>QTY</b>	<b>DEPT</b>	<b>DESCRIPTION</b>	<b>How Disposed Of</b>	<b>Effective Date</b>
1	PD Veh#122.	2012 Dodge Charger vin #154037 109,145 miles	Via online auction	4/13/21
1	PD Veh #123	2012 Dodge Charger vin#154038 105,366 miles	Via online auction	4/13/21
1	PD Veh #523	2004 Chevy Silverado 1500 vin# 392171 161,968 miles	Via online auction	4/13/21
1	PD Veh# 112	2011 Ford Crown Vic Vin# 103077 120,792 miles	Gift to SPCC	4/13/21
1	PD Veh# 113	2011 Dodge Charger Vin#597977 149,918 miles	Gift to Carolina Fire Dept.	4/13/21
1	Public Works	Stihl FS90R parts weed eater	Via online auction	4/13/21
1	Public Works	Stihl FS75 parts weed eater	Via online auction	4/13/21
1	Public Works	Mechanical Lawn Mower Lift	Via online auction	4/13/21

**EXHIBIT "A"****Surplus Property for Donation, Recycling, Destruction, or Sale****Surplus Items**

<b>QTY</b>	<b>DEPT</b>	<b>DESCRIPTION</b>	<b>How Disposed Of</b>	<b>Effective Date</b>
1	PD Veh#122.	2012 Dodge Charger vin #154037 109,145 miles	Via online auction	4/13/21
1	PD Veh #123	2012 Dodge Charger vin#154038 105,366 miles	Via online auction	4/13/21
1	PD Veh #523	2004 Chevy Silverado 1500 vin# 392171 161,968 miles	Via online auction	4/13/21
1	PD Veh# 112	2011 Ford Crown Vic Vin# 103077 120,792 miles	Gift to SPCC	4/13/21
1	PD Veh# 113	2011 Dodge Charger Vin#597977 149,918 miles	Gift to Carolina Fire Dept.	4/13/21
1	Public Works	Stihl FS90R parts weed eater	Via online auction	4/13/21
1	Public Works	Stihl FS75 parts weed eater	Via online auction	4/13/21
1	Public Works	Mechanical Lawn Mower Lift	Via online auction	4/13/21
1	PCS	1998 Ditch Witch & Hudson Trailer 274 working hours	Via online auction with reserve	4/13/21
1	PCS	1999 Ford F250 Super Duty Vin#11359 108773 miles	Via online auction with reserve	4/13/21
1	PCS	<b>2001</b> Ford Expedition XLT Vin#18627 148625 miles	Via online auction with reserve	4/13/21

\* Revised to show correct year of vehicle

Town of Pineville  
 Budget vs. Actual  
 3/31/2021

	<u>Budget</u>	<u>Actual</u>	<u>% of Budget</u>
<b>Revenues</b>			
Property Tax	\$ 8,125,000	\$ 7,940,134	97.72%
Prepared Food Tax	450,000	678,880	150.86%
Room Occupancy	460,000	189,964	41.30%
Franchise Tax	975,000	799,441	81.99%
Sales Tax	1,200,000	1,560,317	130.03%
Storm Water	405,000	285,285	70.44%
Powell Bill	180,000	203,629	113.13%
Other	2,487,374	910,897	36.62%
Sale of Fixed Asset	2,300,000	-	0.00%
Appropriated F/B - Restricted Police	1,063,150	1,063,150	100.00%
Appropriated F/B Stormwater	1,000,000	1,000,000	100.00%
<b>Total</b>	<b>\$ 18,645,524</b>	<b>\$ 14,631,696</b>	<b>78.47%</b>

<b>Expenditures</b>			
Governing Board	\$ 176,715	\$ 100,946	57.12%
Administration	5,939,175	1,583,707	26.67%
Human Resources	222,999	116,853	52.40%
Zoning	436,499	295,662	67.73%
Police	5,494,378	4,099,917	74.62%
Fire	1,701,074	636,489	37.42%
Public Works	852,372	560,234	65.73%
Storm Water	405,000	225,152	55.59%
Powell Bill	908,274	493,170	54.30%
Sanitation	640,000	387,770	60.59%
Recreation	585,264	382,629	65.38%
Cultural/Tourism	1,179,774	628,502	53.27%
Cemetery	4,000	300.00	7.50%
Contingency	100,000	48,310.24	48.31%
<b>Total</b>	<b>\$ 18,645,524</b>	<b>\$ 9,559,641</b>	<b>51.27%</b>

Town of Pineville  
 Electric  
 3/31/21

	<u>Budget</u>	<u>Actual</u>	<u>% of Budget</u>
<b>Revenues</b>			
Electric	16,204,000	10,974,870	67.73%
<b>Expenditures</b>			
Administration & Billing Support	489,264	286,762	58.61%
Purchased electricity	8,991,096	5,880,209	65.40%
Operations and Maintenance	6,723,640	2,126,905	31.63%
Total	<u>16,204,000</u>	<u>8,293,877</u>	<u>51.18%</u>

Town of Pineville  
 ILEC Telephone Fund  
 3/31/2021

	<u>Budget</u>	<u>Actual</u>	<u>% of Budget</u>
<b>Revenues</b>			
Revenues	1,398,198	1,021,899	73.09%
Telephone Reserves	608,506	608,506	100.00%
<b>Total Revenue</b>	<u>2,006,704</u>	<u>1,630,405</u>	<u>81.25%</u>
<b>Expenditures</b>			
Operating Transfer Out	242,873	242,873	100.00%
Operating Expenses	1,183,981	713,087	60.23%
Plant under Construction	579,850	484,058	83.48%
<b>Total</b>	<u>2,006,704</u>	<u>1,440,018</u>	<u>71.76%</u>



Town of Pineville  
 CLEC Telephone Fund  
 3/31/2021

	<u>Budget</u>	<u>Actual</u>	<u>% of Budget</u>
<b>Revenues</b>			
Revenue	1,053,127	704,647	66.91%
Transfer from ILEC	242,873	242,873	100.00%
<b>Total</b>	<b>1,296,000</b>	<b>947,520</b>	<b>73.11%</b>
<b>Expenditures</b>			
Operating Expenses	904,500	610,666	67.51%
Plant under Construction	391,500	82,719	21.13%
<b>Total</b>	<b>1,296,000</b>	<b>693,385</b>	<b>53.50%</b>

**Town Of Pineville**  
**Johnston Road Realignment**  
**3/31/21**

	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>Total Project</b>	<b>Project Budget</b>
<b><u>Road Realignment Revenue</u></b>						
DOT grant	-	-	-	-	1,175,000	1,175,000
Transfer from Fund Balance	-	-	-	-	2,492,000	2,492,000
<b>Total Road Realignment Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,667,000</b>	<b>3,667,000</b>
<b><u>Road Realignment Expense</u></b>						
Land/Building	731,228	6,586	-	-	737,814	750,000
Engineering	74,089	47,278	84,216	35,105	240,688	307,000
Construction	-	-	-	-	-	2,610,000
<b>Total Road Realignment Expense</b>	<b>805,317</b>	<b>53,863</b>	<b>84,216</b>	<b>35,105</b>	<b>978,501</b>	<b>3,667,000</b>

**Town Of Pineville**

**Revenue & Expense Statement - Fund 80  
For the Period Ending March 2021**

Capital Project - Financing	
3360.1240.80	Loan Proceeds Town Hall Library
	<u>\$ 21,000,000.00</u>
Total Capital Project - Financing	<u>21,000,000.00</u>
Capital Project - Expenses	
2003.0000.80	Plant Under Construction
7000.7300.80	Capital Outlay Telephone Relocation
7000.7301.80	Capital Outlay A&E Fees
7000.7302.80	Capital Outlay Legal And Financing Fees
7000.7303.80	Capital Outlay THL Construction
Total Capital Project - Expenses	<u>1,185,377.92</u>
	<u>60,673.00</u>
	<u>621,495.18</u>
	<u>1,867,546.10</u>
Total Net	<u>\$ 19,132,453.90</u>

**Town of Pineville  
Revenue Analysis  
FY21**

Revenue Account	G/L code	Distribution Schedule	FY20 Mar	FY21 Mar	FY21 YTD Estimate	FY20 YTD	FY21 YTD
Property Tax	3010.0100	Monthly	1,377.09	92,651.56	7,800,000.00	8,057,316.42	7,740,198.28
Property Tax - DMV	3010.0500	Monthly	-	27,461.45	243,750.00	188,717.36	199,935.27
Prepared Food	3265.0000	Sept & March	373,729.08	339,439.79	450,000.00	747,458.16	678,879.58
Room Occupancy	3270.0000	Monthly	-	18,511.67	345,000.00	384,281.74	189,963.61
Vehicle U-Drive IT Tax	3280.0000	Monthly	-	38,352.02	134,475.00	190,691.58	191,994.98
Utility Franchise Tax	3370.0000	Quarterly	245,898.13	245,325.54	731,250.00	792,431.60	789,441.09
Total Sales Tax		Monthly	176,224.27	263,946.44	900,000.00	1,190,143.52	1,560,317.04
YTD revenue per report				10,604,475.00		11,551,040.38	11,350,729.85



**TOWN OF PINEVILLE PROCLAMATION  
DECLARING May 2<sup>nd</sup> – 8<sup>th</sup>, 2021 as  
MUNICIPAL CLERKS WEEK**

**WHEREAS**, the Town of Pineville wishes to recognize the Office of the Municipal Clerk as a time honored and vital part of local government, and;

**WHEREAS**, The Office of the Municipal Clerk is the oldest among public servants, and;

**WHEREAS**, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and other agencies of government, and;

**WHEREAS**, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering service to all, and;

**WHEREAS**, The Municipal Clerk serves as the Historian and information center for the local governing body, and;

**WHEREAS**, Municipal Clerks continually strive to improve the administration of the affairs of its office through participation in educational programs, seminars, workshops and annual meetings of its organization.

**I, JACK EDWARDS, MAYOR OF PINEVILLE, NC, THEREFORE, DO HEREBY PROCLAIM** May 2<sup>nd</sup> – 8<sup>th</sup>, 2021 as "Municipal Clerks Week" recognizing the accomplishments of Municipal Clerks and the vital services they perform along with their dedication to the communities they serve.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the GREAT SEAL OF PINEVILLE to be affixed on this 13<sup>th</sup> day of April in the year of our Lord two thousand and twenty one.

---

**Mayor Jack Edwards**



**TOWN OF PINEVILLE  
PROCLAMATION  
DECLARING MAY 16-22, 2021  
NATIONAL PUBLIC WORKS WEEK IN PINEVILLE N.C.**

**WHEREAS**, the Town of Pineville wishes to recognize its Public Works Department for the work that they do in keeping the town running smoothly and looking good; and

**WHEREAS**, the public works services provided in our community are an integral part of keeping the community a healthy, safe, and comfortable place in which to live; and

**WHEREAS**, our employees are dedicated to serving the neighborhoods of Pineville by assisting in waste collection, keeping our water and sewer systems flowing and maintaining streets, sidewalks, and public areas; and

**WHEREAS**, our public works program is a community asset that contributes to the quality of life and well-being of our citizens; and

**WHEREAS**, the support and understanding of informed citizens is a vital part of efficient operations by dedicated and skilled public works officials in their planning, design, and construction efforts;

**I, MAYOR JACK EDWARDS, THEREFORE, DO NOW HEREBY PROCLAIM** May 16<sup>th</sup>-22<sup>nd</sup>, 2021 as "National Public Works Week" in an effort to acquaint citizens with the issues involved in providing services to residents and recognizing the contributions which public works employees make every day to provide a better quality of life for all.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the GREAT SEAL OF PINEVILLE to be affixed on this 13<sup>th</sup> day of April in the year of our Lord two thousand and twenty-one.

---

**Mayor Jack Edwards**







**Pineville**  
NORTH CAROLINA

**A PROCLAMATION BY THE MAYOR  
OF PINEVILLE, N.C. DECLARING THE WEEK  
OF MAY 9<sup>th</sup> – 15<sup>th</sup>, 2021 AS NATIONAL POLICE WEEK  
AND MAY 15<sup>th</sup> AS PEACE OFFICER'S DAY**

**WHEREAS**, The Congress and President of the United States have designated the week of May 9<sup>th</sup> – 15<sup>th</sup>, 2021 as National Police week and May 15<sup>th</sup> as Peace Officers' Memorial Day; and

**WHEREAS**, the members of the law enforcement agency of the Town of Pineville play an essential role in safeguarding the rights and freedoms of its citizens; and

**WHEREAS**, it is important that citizens know and understand the duties, responsibilities, hazards and sacrifices that the members of our law enforcement agency make each day to protect us against violence and disorder, deception and oppression; and

**WHEREAS**, the men and women of the Pineville Police Department unwaveringly provide a vital public service; and

**NOW, THEREFORE, I, JACK EDWARDS, MAYOR OF THE TOWN OF PINEVILLE, NC** call upon its citizens and upon all civic and educational organizations to observe the week of May 9<sup>th</sup>–15<sup>th</sup>, 2021 as National Police Week by honoring those loyal and devoted law enforcement officers, past and present, who are dedicated to preserving the rights and security of all.

**WE FURTHER CALL UPON** the citizens of Pineville to observe May 15<sup>th</sup> as Peace Officers' Memorial Day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty and let us recognize and pay respect to the survivors of our fallen heroes.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the **GREAT SEAL OF PINEVILLE** to be affixed this 13th day of April in the year of our Lord two thousand and twenty-one.

---

Mayor Jack Edwards



# Pineville

NORTH CAROLINA

**A Proclamation by the Town of Pineville, NC,  
Recognizing National Public Safety  
Telecommunicators Week  
April 11-17, 2021**

Whereas, National Public Safety Telecommunicator's Week was founded by Patricia Anderson in 1981 and quickly adopted in Virginia and North Carolina as a way to recognize and celebrate these often-overlooked Public Safety employees; and

**Whereas, Public Safety Telecommunicators are the first and most critical contact citizens have with emergency services; and,**

**Whereas, the safety of our police officers and firefighters is dependent upon the quality and accuracy of information provided by citizens who call in to Pineville's emergency communications center and relayed by telecommunicators to public safety personnel; and,**

**Whereas, when an emergency occurs, the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property; and,**

**Whereas, Public Safety Telecommunicators are the single vital link for our police officers and firefighters by monitoring their activities by radio, providing them information and ensuring their safety; and,**

**Whereas, Public Safety Telecommunicators of the Town of Pineville have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and,**

**Whereas, dispatchers are trained and expected to exhibit compassion, understanding and professionalism every day while performing their job;**

**Now, therefore, I Jack Edwards, Mayor of Pineville, do proclaim the week of April 11 through 17, 2021, to be National Public Safety Telecommunicators Week in Pineville in honor of the men and women whose diligence and professionalism keep our city and citizens safe.**

**In Witness Whereof, I have hereunto set my hand and caused the Great Seal of Pineville to be affixed on this 13<sup>th</sup> day of April in the year of our Lord two thousand and twenty-one.**

---

**Mayor Jack Edwards**

# Memorandum



**To:** Mayor and Town Council  
**From:** Richard Dixon  
**Date:** 4/5/2021  
**Re:** Consent Agenda – Tax Refunds

---

Please approve the following tax refund(s) during the April 2021 Council Meeting. Total refund due is \$4249.41:

- |  |           |
|--|-----------|
| 1) Dave & Busters #111, Arlington, TX, 76013               | \$4240.25 |
| 2) Great America Financial Services Crop, Cedar Rapids, IA | \$9.16    |

---

**TOTAL =** **\$4249.41**

Approval \_\_\_\_\_

A handwritten signature in blue ink, appearing to be "Richard Dixon", is written over the approval line.

Date \_\_\_\_\_

4/13/2021

PINEVILLE Refunds

Tax Year	Bill Number	Source Type	Adj #	Adj Reason	Date of Adj.	Refund Recipient Name	Refund Address Line 1	City	State	Zip	Refund Amount (\$)	MECK Portion Refund (\$)	Police Refund (\$)	Fire District	Fire Refund (\$)
2020	0008123809-2020-2018-0000-00	BUS	592695	Informal Appeal	2/8/2021	DAVE & BUSTERS #111	3609 SMITH BARRY RD #100	ARLINGTON	TX	76013	\$ 4,240.25	0.00	0.00		0.00
2020	0001572067-2020-2020-0000-00	BUS	592739	Business Correction	2/19/2021	GREAT AMERICA FINANCIAL SERVICES CORP	625 1ST STREET SE	CEDAR RAPIDS	IA	52401	\$ 9.16	0.00	0.00		0.00
<b>TOTAL \$</b>											<b>4,249.41</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

# Public Hearing



**To:** Town Council  
**From:** Travis Morgan  
**Date:** 4/13/2021  
**Re:** 10320 Rodney Street IPEX expansion (*Action Item*)

---

## REQUEST:

IpeX would like to add 10320 Rodney into the existing conditionally approved properties. The proposal is to remove the existing 140,030 square foot building at 10320 and replace with a new larger (up to 200,000) square foot building to provide additional PVC pipe manufacturing, associated uses, rebuild front yard employee parking, and allow heights in excess of 50 feet.

## BACKGROUND INFORMATION:

The proposed use is manufactured goods class 2. That use is conditionally approved only. Any conditional plan must first come before Pineville Town Council for approval and for any modifications. You may recall the last expansion IpeX did January 2020 for the West storage yard. This proposal would include all four IpeX owned properties. Staff recommends allowing a provision to add 10230 Rodney into the approval should they acquire that in the future so long as street improvements there are made.

## SITE INFORMATION:

<b>10100 Rodney:</b> (Main building) 11 acres Building 1: 133,628 sqft Building 2: 16,375 sqft Building 3: 10,500 sqft Building 4: 1,350 sqft Building 5: 240 sqft Building 6: 3,596 sqft	<b>9919 Industrial:</b> (West storage lot) 10.707 acres  <b>No address:</b> (Rear storage lot) 3.085 acres	<b>10230 Rodney:</b> (Possible future) 3.08 acres 22,000 sqft 68,000 sqft future	<b>10320 Rodney:</b> (South building) 7.886 acres 140,030 sqft existing removed <b>200,000 sqft up to proposed</b>
---	--	--	--

**Total Acreage: 32.678 acres current +3.08 future**    **Height: Buildings 55'**  
**Total Square Feet Building Allowance: 455,000**    **One 2001 Council approved silo 77'**  
**Proposed all other limited to 65'**

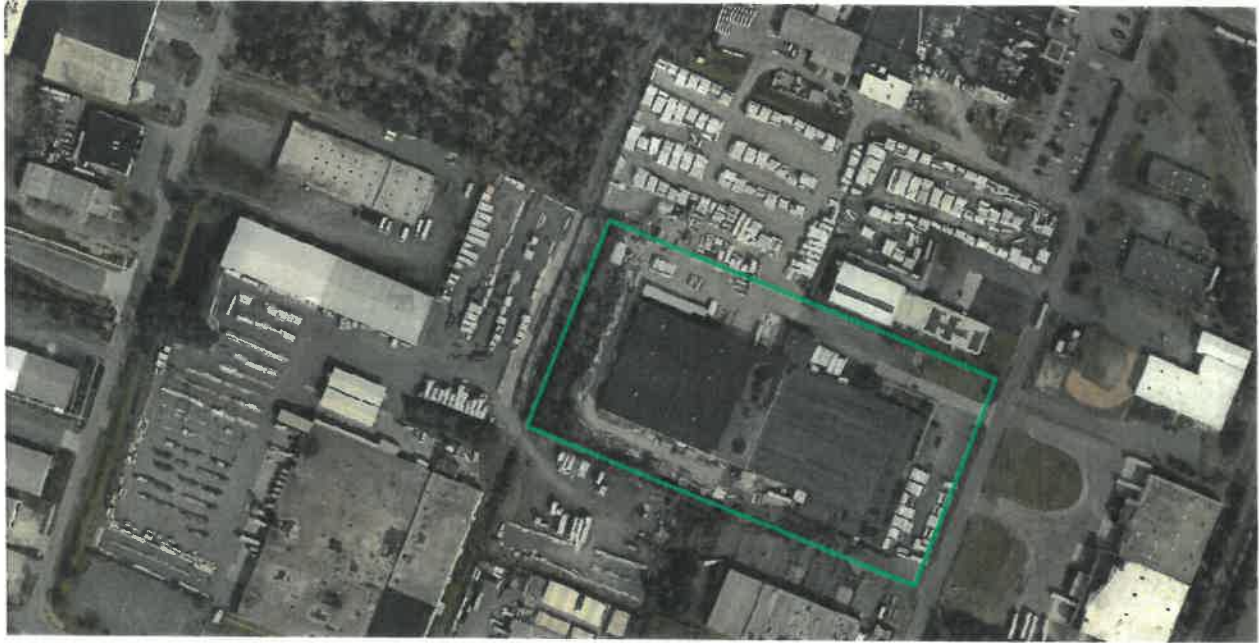
## (UPDATE) STAFF COMMENT:

The proposal has been clarified with updated square footages to 455,000 square feet total. Staff recommends including possible middle property located at 10230 Rodney with square feet shown above and continued sidewalk and street improvements should this property be acquired and included. Staff recommends to note employee passenger cars only in the front parking lot. Note has been included to dedicate right of way needed for new sidewalk. Note #7 has been added to emphasize control of noise.



**PROCEDURE:**

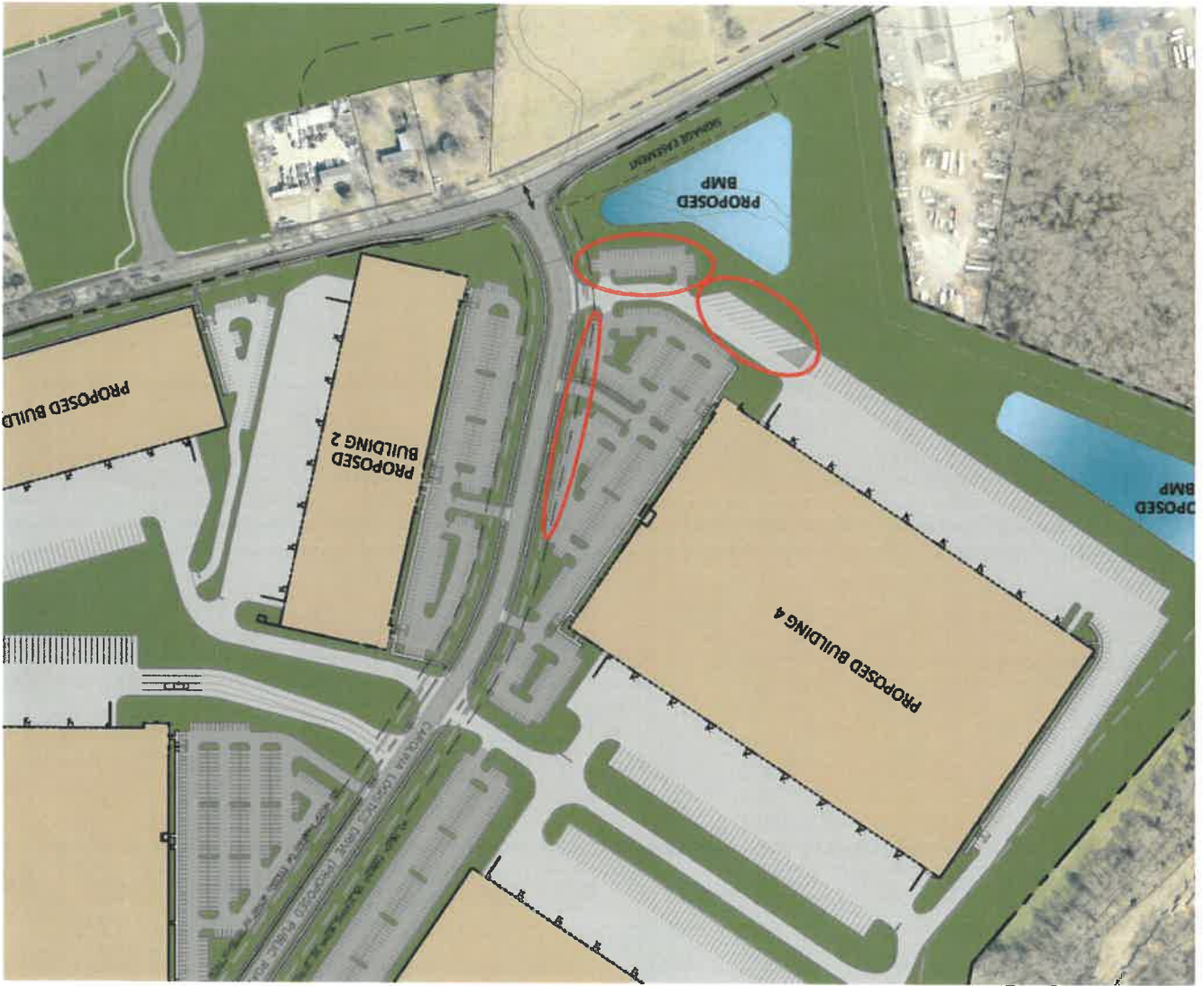
This is the public hearing for Council to gain input from staff, public, and the applicant about the proposal. This meeting is to familiarize you with the applicant's request and to hear any public comment. This follows standard legislative approval process. There are no findings of facts needed. If you have all the information needed to make a decision you may; at your discretion, close the public hearing and make a vote.



**Expansion property 10320 Rodney above in green. Total Ipex property proposal below in red.**







New Plan highlighted areas:

# Public Hearing



**To:** Town Council

**From:** Travis Morgan

**Date:** 4/13/2021

**Re:** Carolina Logistics Park amendment (*Action Item*)

---

## **REQUEST:**

John Core on behalf of Beacon requests amendments to the prior conditional plan. Three amendments have been requested:

- 1) More front yard employee parking along the new connector road. All connector road buildings now have front yard parking. Text states 1,657 parking spaces up from 943 prior.
- 2) 12 Tractor trailer parking spaces in the front yard. As shown by building 4.
- 3) Subdivision entry signs. Beacon requests two entry signs in addition to the current maximum standard (7 foot tall and 50 square feet) individual monument sign. There would be sign easements and two actual free standing signs on properties by entrances. There could/would be two individual signs rather than the singular monument sign current ordinance allows.

## **STAFF COMMENT:**

- 1) From our previous discussion about front yard parking some sort of landscape in addition to the standard evergreen hedge was to be added. 3' tall shrubs with (7) taller 6-7' every 200' added. Open for discussion. Staff suggests small flowering shrub in front of hedge screen or at corners. Staff would note passenger car parking spaces now go into the 50' back of curb truck parking setback specifically in front of building 4. Staff recommends removing the approximate 41 parking spaces nearest the Downs Rd BMP and new connector road. Employees parking here would have to cross the tractor trailer access drive that staff does not recommend as safe.
- 2) With the increased parking that was linked to a higher profile building and operations improved building elevations. Staff recommends elevations similar to the flagship building 2 for building 4 since it will be opposite building 2 and the first building entering the development on the left. See packet elevation renderings.
- 3) Original approval does not allow tractor trailer parking in the front yard along the new connector road. Plan update shows 12 now. Staff finds this inconsistent to precedent and does not recommend.
- 4) Shopping centers: ordinance allows 20' tall and 125 sqft for 10-14 tenant in commercial zoning  
Nations Ford sign: 18' with approximate 1'1"x1'4" logo size at top with 5'x 5'4" underside logo  
Downs Rd sign: 6'x6'3" or 37.5 sqft of signage shown.  
Staff opposes plan note signage 7Bb stating up to 75sqft of signage for the Downs Road Sign (parcel 20504135). Recommend no more than 50sqft per ordinance.  
Staff still recommends development entry signs be on individual tax parcels.

## **PROCEDURE:**

This is the public hearing for Council to gain input from staff, public, and the applicant about the proposal. This meeting is to familiarize you with the applicant's request and to hear any public comment. This follows standard legislative approval process. There are no findings of facts needed. If you have all the information needed to make

a decision you may; at your discretion, close the public hearing and make a vote.  
**Original Approved Concept Plan:**



# Public Hearing



**To:** Town Council

**From:** Travis Morgan

**Date:** 4/13/2021

**Re:** Town Code Text Amendments (*Action Item*)

---

## **REQUEST:**

- 1) Update Town Code fines to \$50 minimum
- 2) Update Town Code computation of time to more clear and simple standard wording
- 3) Update Town Code to change all North Carolina General Statutes from 160A to 160D
- 4) Update Town Code 72.19 parking of tractor trailers in parking lots

Staff recommends updating all Town Code fines up to a minimum of \$50 for the purpose of enforcement and worst-case scenario; collections via NC debt setoff. NC debt setoff has a minimum collection amount of \$50.

Staff would like to update the calculation of time for enforcement timelines to account for customary holidays in line with customary adopted federal standards.

Staff also recommends formal update and approval of North Carolina General Statutes enabling legislature number change from 160A to 160D in the Town Code.

Staff also recommends updating 72.19 to address large vehicles parked in parking lots to the 10,000-pound standard we used for on street parking and to address passenger car parking lots being used as overnight tractor-trailer dispatch and staging areas.



(C) include the last day of the period, but if the last day is a Saturday, Sunday, or legal holiday, the period continues to run until the end of the next day that is not a Saturday, Sunday, or legal holiday.

**All Town Code North Carolina General Statutes References:**

Text amendment to update all Town Code references from 160A to current 160D section numbers.

**EXISTING:**

**§ 72.19 PARKING OF TRUCKS OVER ONE AND ONE-HALF TONS.**

It shall be unlawful for any person to park or cause to be parked any truck or tractor-drawn trailer larger than one and one-half ton capacity upon any of the streets, public alleys or rights-of-way of the town within the residential areas of the town.

(1995 Code, § 40-154) Penalty, see § 72.99

**PROPOSED:**

**§ 72.19 PARKING TRACTOR-TRAILERS OR VEHICLES OVER SIX TONS.**

(A) It shall be unlawful for any tractor-trailer or vehicle over ten thousand (10,000) pounds to be parked in any parking lot, travel lane, or parking space designed passenger vehicles.

(B) Item (A) above shall not apply to vehicles used in association with properties in zoning compliance with all valid approved permits for an active construction site, vehicles parked actively refueling gas tanks such as with gas stations, road repaving, water, sewer, or similar public utility project, or as approved on a zoning temporary event permit.

(2021) Penalty, see § 72.99

**TOWN CODE PRIOR UPDATE REGARDING 10,000LBS:**

**72.14 ON STREET PARKING AND VEHICLES IN EXCESS OF 90 INCHES IN WIDTH.**

(A) It shall be unlawful for any person to park any vehicle, trailer, material, or equipment which shall have a width in excess of 90 inches, and/or any commercial vehicle, and/or any vehicle over ten thousand (10,000) pounds upon any street or street right-of-way within the town.

(B) Section A shall not apply to vehicles used in association with any government approved roadway or utility project such as road repaving or where specifically designed and approved for on street commercial vehicle parking/loading as approved by Pineville Town Council.

**Definition added:**

Commercial Vehicle: Any vehicle or equipment other than a customary residential two or four door passenger car, pick-up truck, Sport Utility Vehicle (SUV) or passenger van less than 15 passengers.

*15 or less is acceptable  
anything more is not*

**PROCEDURE:**

Upon approval of the above, these sections will be formatted in ordinance arrangement for formal signature. Town Code has no provision about Planning Board review. This would therefore be you as Town Council for review and approval following our past revision process. This hearing is to gain any information or clarification about the proposal. If there are no changes or follow-up you may at your discretion close the hearing and take a vote.

**§ 72.99 SCHEDULE OF CIVIL PENALTIES.**

(A) Effective November 1, 2004, the following civil penalties are fixed for the traffic violations indicated:

	Offense	Fine
(1)	Blocking alley	\$25 <del>50</del>
(2)	Blocking driveway	\$25 <del>50</del>
(3)	Double parking	\$25 <del>50</del>
(4)	Left side of curb	\$25 <del>50</del>
(5)	Meter violation	\$10 <del>50</del>
(6)	Nonparking space	\$25 <del>50</del>
(7)	Obstructing traffic (9:00 a.m.-4:00 p.m. and 6:00 p.m.-7:00 a.m.)	\$50
(8)	Obstructing traffic (7:00 a.m.-9:00 a.m. and 4:00 p.m.-6:00 p.m.)	\$75
(9)	Parking between curb and sidewalk	\$25 <del>50</del>
(10)	Parking overtime	\$15 <del>50</del>
(11)	Park or drive on sidewalk	\$25 <del>50</del>
(12)	Pedestrians subject to traffic regulations	\$10 <del>50</del>
(13)	Quiet zone	\$25 <del>50</del>
(14)	Using street for storage	\$100
(15)	Unauthorized parking on city property	\$25 <del>50</del>
(16)	Key in unattended vehicle	\$15 <del>50</del>
(17)	Vehicle parked in public right-of-way	\$100
(18)	Handicapped parking	\$100
(19)	Blocking curb cut	\$100
(20)	Violating restrictions in neighborhood parking permit area	\$25 <del>50</del>
(21)	<del>Other parking violation not indicated</del> <b>General penalty unless otherwise shown</b>	\$25 <del>50</del>
(22)	Parking in a fire lane/blocking fire hydrant	\$100

**§ 10.12 REASONABLE TIME; COMPUTING TIME.**

~~(A) In all cases where an ordinance requires an act to be done in a reasonable time or requires reasonable notice to be given, reasonable time or notice shall be deemed to mean the time which is necessary for a prompt performance of the act or the giving of the notice.~~

~~(B) The time within which an act is to be done shall be computed by excluding the first and the last day; and if the last day is Saturday, Sunday or a legal holiday, that day shall be excluded.~~

(A) exclude the day of the event that triggers the period;

(B) count every day, including intermediate Saturdays, Sundays, and legal holidays; and

# Memorandum



**To:** Mayor and Town Council  
**From:** Ryan Spitzer  
**Date:** 4/7/2021  
**Re:** **Resolution on Nuclear Decommissioning Fund Bill**

---

## **Overview:**

The Town of Pineville is part of NCMPA1 for electric generation and purchasing activities. Portions of our electricity come from Nuclear Power plants to include the Catawba Nuclear Power Plant. As a member the Nuclear Regulatory Commission requires NCMPA1 to set aside money for the decommissioning of the nuclear power plant. Thus, part of the costs is attributed to the Town of Pineville. Currently the State of North Carolina limits what NCMPA1 can invest these funds in while they sit waiting for decommissioning. Electricities is trying to get a bill passed in the Legislature that will allow the Fund to invest in other areas that will allow a greater rate of return and potentially lower electric wholesale rates for NCMPA1 participants.

The current Bill is working its way through the legislature and Electricities has asked for the Town to show its support for this bill through a Resolution of Support.

## **Attachments:**

Resolution

## **Recommendation:**

Approve and sign the Resolution



**RESOLUTION NO. 2021-07**

**A RESOLUTION OF THE TOWN OF PINEVILLE  
SUPPORTING THE PASSAGE OF LEGISLATION  
IN THE GENERAL ASSEMBLY OF NORTH CAROLINA**

**WHEREAS**, The Town of Pineville has provided electric service to its residents since 1939; and

**WHEREAS**, Pineville is a participant in the North Carolina Municipal Power Agency Number 1 (NCMPA1);  
and

**WHEREAS**, NCMPA1 invested in the Catawba Nuclear Station in Lake Wylie, South Carolina in 1978 and  
has enjoyed stable electric prices from the power plant since 1986; and

**WHEREAS**, due to its prudent investment in nuclear energy, NCMPA1 is a clean energy leader in the state,  
providing electricity that is more than 95 percent carbon-free to homes, businesses, and industry in its  
service territory;

**WHEREAS**, the Nuclear Regulatory Commission requires NCMPA1 and other investors in nuclear  
resources to contribute to a decommissioning trust fund to cover the costs of decommissioning the nuclear  
resources when the power plants are retired;

**WHEREAS**, state law governs the resources in which NCMPA1 may invest contributions to the Catawba  
Nuclear Station Decommissioning Trust Fund;

**WHEREAS**, NCMPA1 seeks a statutory change that would allow NCMPA1 to invest the Catawba Nuclear  
Station Decommissioning Trust Fund in the existing Ancillary Governmental Participant Investment  
Program managed by the North Carolina State Treasurer; and

**WHEREAS**, assuming the current assumptions hold true this statutory change could lead to significantly  
lower wholesale electric rates to the Town of Pineville and the other 18 participants in NCMPA1.

**NOW THEREFORE BE IT RESOLVED**, that the Town Council of the Town of Pineville, NC does commend  
this bill to the General Assembly and to the Governor of North Carolina as valuable, necessary, and timely  
and does recommend its passage into law for the benefit of the citizens of the State.

Adopted this 13th day of April, 2021 in Pineville, North Carolina.

[SEAL]

---

Mayor Jack Edwards





**RESOLUTION NO. 2021-08  
A RESOLUTION BY THE TOWN COUNCIL  
OF THE TOWN OF PINEVILLE, NC,  
OPPOSING PROPOSED ZONING REFORM**

**WHEREAS**, the legislation proposed in SB 349/HB 401 is of great concern to the Town of Pineville and other municipalities within North Carolina; and

**WHEREAS**, provisions within this legislation would severely diminish or even eliminate the ability of local government to determine what is best for its community or even allow community input or involvement in the decision-making process; and

**WHEREAS**, development would become uncontrolled and reckless with little to no regard for property-owners rights, not to mention the added stress and demand on a municipality's infrastructure which would eventually lead to declining property values; and

**WHEREAS**, town officials were elected by their citizens for a reason – to protect and preserve the quality of life that they have come to enjoy; and

**WHEREAS**, residents could not enjoy a safe and secure, clean and well-kept environment with plenty of amenities offered, if it weren't for the efforts put forth by its elected officials and town staff in utilizing effective and proven zoning processes that include community input; and

**WHEREAS**, a one-size fits all approach to land use is radical, reckless and irrational – a blatant attack on local land-use decision-making; and

**WHEREAS**, lumping all cities and towns under one statewide zoning mandate would eliminate the single-family zoning designation and allow multi-family housing in every neighborhood with no minimum parking requirements in place to ensure adequate parking for all; and

**WHEREAS**, increased housing does not guarantee more affordable housing nor does this legislation.

**NOW, THEREFORE, BE IT RESOLVED** that copies of this resolution are sent to our legislative delegation and to the leadership of the North Carolina General Assembly in an effort to stop SB 349/HB 401 from becoming law and to work together to find real ways to advance affordable housing opportunities.

Adopted this the \_\_\_\_ day of \_\_\_\_\_, 2021.

{Seal}

\_\_\_\_\_  
Mayor Jack Edwards

\_\_\_\_\_  
Mayor Pro Tem Melissa Davis

\_\_\_\_\_  
Council Member Joe Maxim

\_\_\_\_\_  
Council Member Amelia Stinson-Wesley

\_\_\_\_\_  
Council Member Les Gladden

# April 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15 Budget Meeting @ 5:30 p.m. @ the HUT	16	17
18	19	20 Council Meeting @ 6:30 pm @ the HUT	21	22 Budget Meeting @ 5:30 p.m. @ the HUT	23	24
25	26 Council Work Session @ 6:00 PM at Pineville Communications Bldg.	27	28	29 Budget Meeting @ 5:30 pm @ the HUT	30	

# May 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 Community Yard Sale 7:00-Noon PCAA Home Run Derby 9am-5pm JHP
2	3	4	5	6	7	8
9	10	11 Council Meeting @ 6:30 pm @ HUT Public Hearing for Budget	12	13	14	15 Farmer's Mkt Begins 8am-Noon 2 Town Hall Parking Lot
16	17	18	19	20	21	22
23	24 Work Session @ 6:00 pm @ Pineville Communications Bldg.	25	26	27	28	29
30	31 Holiday - Offices closed					

# Memorandum



**To:** Mayor and Town Council

**From:** Ryan Spitzer

**Date:** 4/8/2021

**Re:** Personnel Handbook – Longevity and Employer Sponsored Benefits

Open Session Part II

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**Overview:**

Based on the discussion from the Closed Session Council may need to change the language in these two sections for clarification purposes. Council may need to better define employment status for both sections as well as what continuous means.

**Attachments:**

Longevity Pay Policy

Employer Sponsored Benefits for Retired Employees with 25 or more Years of Service Policy

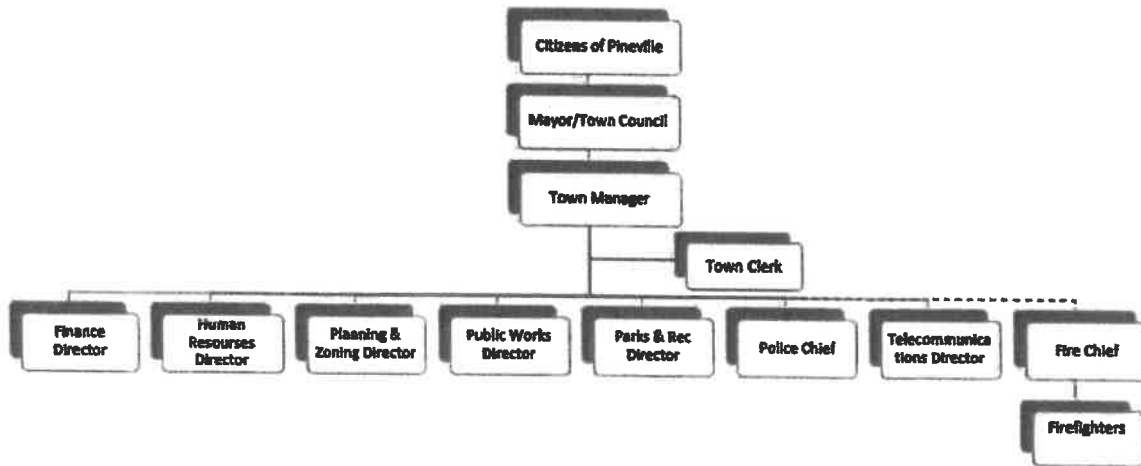
Definitions



# TOWN OF PINEVILLE'S EMPLOYEE HANDBOOK

**Managers/Supervisors-**It is the responsibility of management to administer these policies in a consistent and impartial manner

**Employees-**All employees are expected to adhere to the standards of conduct and job performance and other conditions of employment specified in these policies and procedures.



## EMPLOYEE STATUS DEFINITIONS

### EMPLOYEE STATUS DEFINITIONS

For the purpose of this policy, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

A **full-time regular** employee works at least 40 hours per week and has successfully completed the six month introductory period with the exception of department heads, sworn police, and firefighters whose introductory period is one year.



## TOWN OF PINEVILLE'S EMPLOYEE HANDBOOK

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A **part-time regular employee** works at least 20 hours, but less than 40 hours per week and has successfully completed the introductory period. (Employees who work 20 hours a week or more totaling 1000 hours per year are eligible for participation in the NC Retirement System & pro-rated sick and vacation leave. Part time employees who work 30 hours or more per week will be eligible for all benefits including pro-rated sick and vacation leave).

**Introductory employee** is a full time or part time regular employee who has not yet successfully completed the six month introductory period of employment. For Sworn officers, per State regulations, their introductory period is one year.

A **temporary employee** works either an average work week of less than 20 hours, or continuous employment of less than 12 months. Approval from the Town Manager is required for all temporary employees working three or more consecutive months.

A **trainee/apprentice** is an employee who is hired or promoted, but does not meet all the requirements for the position. During trainee status the employee remains in the introductory status until such time as they are able to meet the minimum requirements for the position.

**Exempt employees** are fulltime and part-time employees who have been classified as "Exempt" from overtime provisions, including compensatory time, of the Fair Labor Standards Act and are paid for the accomplishment of assigned accountabilities rather than being paid for the number of hours worked in a work week. An exempt employee must meet the requirements as determined and set forth by the Fair Labor Standards Act.

A **Non-exempt employee** is a fulltime and/or part-time employee whose work is generally routine with set standards and rules. In accordance with the Fair Labor Standards Act, employees are entitled to at least federal minimum wage for the first 40 hours worked and time and a half for any hours actually worked over 40 hours in the work week with the exception of Public Safety personnel. Overtime will be calculated based on the employee's actual hourly rate. If an employee records a total of forty hours of combined work and leave time in a work week, but has not actually worked 40 hours, they will receive straight time for those hours until they reach the actual forty hours worked. For Law Enforcement personnel, the work period is 28 consecutive days. Overtime for sworn police officers is defined as those hours worked exceeding one-hundred seventy one (171) hours within the 28-day period. For Firefighters, the work period is 24 consecutive days. Overtime for Firefighters is defined as those hours worked exceeding one-hundred ninety two (192) hours within the 24-day work period.

### **RECRUITMENT AND SELECTION**

Department Heads shall notify Human Resources when a position becomes vacant in their department. The Human Resources Department will work with the Department Head concerning internal/external advertisements and shall advertise these opportunities for employment. Recruiting resources and efforts



# TOWN OF PINEVILLE'S EMPLOYEE HANDBOOK

## **LONGEVITY PAY**

Full-time and part-time regular employees (part-time regular employees longevity pay will be prorated based on the percentage of hours worked) who work 1000 hours or more per year may be compensated for longevity based on continuous years of service as of December 31<sup>st</sup> if funds are appropriated. The employee must be hired prior to July 1<sup>st</sup> of that year and current performance must be considered satisfactory. Continuous service is continuous employment through payment date including any approved leave. However, employees who have worked five years or more and who are retiring through the North Carolina Retirement System from the Town after July 1<sup>st</sup> of that year will be eligible to receive their full amount of longevity pay at the time of retirement as if they were employed through payment date. Payment date for all other eligible employees shall be made the last pay period in November and are subject to federal, state and other deductions. Employees hired prior to March 8, 2011 will follow the schedule below:

The payment schedule is as such:

<u>Years of service</u>	<u>Longevity Amount</u>
0-1	\$200.00
2-4	\$400.00
5-9	\$600.00
10-14	\$800.00
15-19	\$1000.00
20+	\$1200.00

Employees hired after March 8, 2011 are eligible as stated above, but will be compensated for pay based on the new schedule below:

<u>Years of service</u>	<u>Longevity Amount</u>
1-4	\$200.00
5-9	\$400.00
10-14	\$600.00
15-19	\$800.00
20-24	\$1000.00
25+	\$1200.00

## **PERFORMANCE MANAGEMENT SYSTEM AND MERIT PAY**

The Town of Pineville values the work of its employees and believes it is essential to provide employees with feedback on their performance to promote morale, accountability and to increase productivity. Supervisors and/or Department Heads shall conduct performance evaluation conferences with every employee by their annual anniversary date. The annual performance evaluation system shall be administered and maintained by the Human Resources Department. It shall be the responsibility of the



## **TOWN OF PINEVILLE'S EMPLOYEE HANDBOOK**

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For all employees "hours worked" are actual hours an employee is required to be on the employer's premises or at some other assigned workplace and all time during which the employee is permitted to work. Hours worked does not include paid vacation, sick or holiday time.

### **ATTENDANCE AND PUNCTUALITY**

To maintain a productive work environment and to discourage any unnecessary hardship, employees are expected to be reliable and punctual in reporting for scheduled work. Absenteeism and tardiness place a burden on other employees and the Town. In instances where employees cannot avoid being late or unable to work as scheduled, they should notify their supervisor at least an hour prior to their work shift for absence and at least fifteen minutes prior to shift if lateness is unforeseen. The employee shall communicate by whatever method is most preferred by their Supervisor which should include one of the following; speaking directly to supervisor (most preferred), voicemail, email and/or text message. If an employee does not speak directly to their Supervisor it is still their responsibility to ensure the Supervisor has received the message.

All Department Heads should monitor their employees' time by reviewing weekly timesheets and attendance reports. Department Heads should pay special attention to excessive unscheduled absences and/or absenteeism patterns. Excessive absences and lateness may result in disciplinary action up to and including termination.

All employees must track their own time using the Weekly Time Sheet, which is available in the Human Resources or Finance Departments or the online timekeeping system. All timesheets must be approved by their Supervisor prior to submitting it to the Finance Department for processing.

## **EMPLOYEE BENEFITS**

### **Employer Sponsored Benefits for Current Employees and Their Eligible Family Members**

All full-time and part-time current employees working at least 30 hours a week are eligible for all group health benefits as applicable to the respective plans. For more comprehensive information on the various plans offered, please see the Human Resources Department for more details, including but not limited to any medical plan benefits including vision and prescription subject to deductibles, health reimbursement accounts, health savings accounts, life insurance, death benefits, short term disability, long term disability and supplemental coverage insurance through outside vendors, as available, and if the employee elects to pay all premiums through payroll deductions.

The Town pays the entire premium for benefit plans for its current employees with the exception of the Medigap coverage.

Because of the complexity of the Town's Health and Welfare Benefits separate summary plan descriptions describe each benefit in detail.





## TOWN OF PINEVILLE'S EMPLOYEE HANDBOOK

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All employees who elect to cover dependents in the medical and dental plans will have premiums deducted from their weekly paychecks. Only those employees who are grandfathered in and covered by the health benefits plan prior to May 15, 1990 will have their family coverage paid by the Town.

The employee handbook gives an overview of the plans and explains who is eligible based upon employee status and hours worked. Please understand that this general explanation is not intended to provide you with all the details of these benefits. Therefore, this handbook does not change or otherwise interpret the terms of the official documents. Your rights can only be determined by referring to the full text of the official plan documents, which are available for examination in the Human Resources Department. To the extent that any information in this handbook is inconsistent with the official plan documents, the provisions in the official document will govern in all cases. The Town also reserves the right to change, terminate or add benefit plans as needed without notice to employees as applicable by law.

### **Employer Sponsored Benefits for Retired Employees with 25 or More Years of Service**

Any employee with continuous service of 25 years or more with the Town of Pineville who is retiring from the North Carolina Retirement System, will be eligible for the Town to pay the full cost of medical coverage available pursuant to the summary plan descriptions available to retirees until they reach the age of 65 and/or eligible for Medicare. Upon reaching the age of 65 and becoming Medicare eligible, retirees are no longer eligible to participate in the employer sponsored group Major Medical Health plan. However, the Town agrees to sponsor Medigap on behalf of the retirees. What was once known as Medicare Supplement, Medigap covers some deductibles, co-insurance, co-insurance payments and other costs not covered by Medicare Parts A & B. Medicare A & B is the original Medicare. It is the responsibility of the retiree to obtain Medigap on their own. In order for the Town to cover the cost of the plan, there are two options. The retiree may provide adequate documentation of premium payments for reimbursement. Or, the retiree may have premium invoices sent directly to the Town for payment.

Beginning July 1, 2019, retirees are not eligible for any health reimbursement account benefits.

The Town will not cover the cost of any medical coverage for retirees' spouses or other family members.

The employee handbook gives an overview of the plans and explains who is eligible based upon employee status and hours worked. Please understand that this general explanation is not intended to provide you with all the details of these benefits. Therefore, this handbook does not change or otherwise interpret the terms of the official documents. Your rights can only be determined by referring to the full text of the official plan documents, which are available for examination in the Human Resources Department. To the extent that any information in this handbook is inconsistent with the official plan documents, the provisions in the official document will govern in all cases. The Town also reserves the right to change, terminate or add benefit plans as needed without notice to employees as applicable by law.



## **Continuation Coverage Rights for Cobra**

The Town of Pineville is in full compliance with the Consolidated Omnibus Budget Reconciliation Act (COBRA). As required by law, the Town will provide all eligible employees and their dependents an initial Cobra Notification explaining their rights under the Act. For additional information on Continuation of Cobra Rights employees may contact the Human Resources Department for full disclosure.

## **HIPAA Notification Rights**

The Town of Pineville is in full compliance with the Health Insurance Portability and Accountability Act (HIPAA). If you would like information on your rights you can contact the Human Resources Department for full disclosure.

## **RETIREMENT**

All regular employees whose duties require at least 1,000 hours of service a year are required to become contributing members of the Local Governmental Employees' Retirement System, as a condition of employment on the date of hire. An employee must contribute 6% of their annual covered salary to fund future retirement benefits. The Town is required to contribute at an actuarial determined rate to fund future retirement benefits for its employees. The rate of contribution by the Town for both general employees and law enforcement employees is determined by the N.C. Department of State Treasurer Office and is subject to change by the State of North Carolina.

An employee becomes vested in the Retirement System once he or she has completed a minimum of five years of creditable service.

Employees who become vested are entitled to retirement benefits regardless of whether they are still employed with the Town at retirement age provided the employee does not withdraw his or her contribution. An employee's retirement benefits are calculated based on age, service requirements, an actuarial formula and retiree benefit payment options.

A general employee may retire without reduced benefits after:

- reaching age 65 and has at least 5 years of creditable service,
- employee is at least 60 years of age and has 25 years or more years of creditable service, or
- the employee has completed 30 years of creditable service, regardless of age

A general employee may retire with reduced benefits after:

- the employee has reached age 60 and has at least five years of creditable service, or
- reaches age 50 and has at least 20 years of creditable service

A law enforcement officer may retire without reduced benefits after:

- after reaching age 55 if he or she has at least 5 years of creditable service as a law enforcement officer, or
- completes 30 years of creditable service as a law enforcement officer, regardless of age

# Department Update

# Pineville PLANNING & ZONING

**To:** Town Council

**From:** Travis Morgan

**Date:** 4/13/2021

**Re:** Town Planning Updates

Departmental Reports

## PLANNING:

**CDBG Grant South Polk Sidewalk:** Environmental report done and submitted. Subrecipient agreement signed as required with the County. Awaiting county approval for release of funds for engineering and drawings. Completing RFP documents for engineering services needed for the project.

**Johnston Realignment:** NCDOT required survey of North side of Main Street for sidewalk ramps there. We provided the survey and awaiting feedback. If no further items are needed expecting construction authorization that allows bid process to begin.

**Planning Technician:** Applications received. Telephone interviewed with potential new candidates.

**Greenway:** Working to connect North side of Little Sugar Creek bridge sidewalk to greenway. Current new sidewalk installation stops at the guardrail. Connection was not included in county plans. Recommend Town assist in extension.

**Preston Park:** First homes are being built/completed off Cranford Drive.

## CODE ENFORCEMENT:

### Community Appearance Violations:

4419 Huntley Glen Dr 11300 Copperfield Dr 912 Cone Ave 502 N. Polk St 10701 Park Rd 902 Lakeview Dr.

### High Weeds and Grass:

11705 Copperfield Dr 11715 Copperfield Dr 116 Main St 10020 Pineville-Mathews Rd 212 Juanita Dr 105 S. Polk St 117 Olive St 10012 Industrial Dr 11235 Copperfield Dr 10102 Johnston Rd 10860 Park Rd 11229 Treebark Dr 10307 Osprey Dr 1203 Lakeview Dr 308 Johnston Dr 303 Oakley Ave 9415 Pineville-Mathews 9835 Pineville-Mathews 401 Marie Way 409 Marie Way 219 Amon Ln.

### High Weeds and Grass Fines:

4423 Huntley Glen Dr 2030 Atwell Glen 907 Hill St.

### Parking on the Lawn:

907 Hill St 106 Eden Cir 114 Juanita Dr 114 Marine Dr 10908 Copperfield Dr 406 Mallard Dr 11337 Treebark Dr 10801 Copperfield Dr 406 Mallard Dr 113 Juanita Dr 11312 Treebark Dr 10725 Copperfield Dr.

### Trash Cans:

12145 Stratfield Place 14031 Green Birch Dr 929 Standen Place 10900 Rail Tye 10415 Osprey Dr 10322 Osprey Dr 11954 Stratfield Place 4102 Huntley Glen 10704 Copperfield Dr 403 Dover St 10340 Sam Meeks Rd 10348 Sam Meeks Rd 12334 Stratfield Place 4218 Huntley Glen 960 Pelican Bay.

### Trash Can Fines:

12115 Stratfield Place 10325 Osprey Dr 118 Kenmore Dr 12149 Stratfield Place 12145 Stratfield Place.



**Human Resources**

Linda Gaddy, PHR SHRM-CP MSHR  
lgaddy@pinevillenc.gov  
(704) 889-2362

**To:** Ryan Spitzer, Town Manager  
Members of the Town Council

**From:** Linda Gaddy

**Date:** 4/8/2021

**Re:** Human Resources Monthly Report  
Ryan,

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Enclosed is the Human Resources Department Monthly Report for the month of March 2021.

**New Hires:**

**Steven Brown**, Firefighter/Driver  
**Timothy Sipes**, Firefighter/Driver  
**Jonathan Clary**, Firefighter/Driver

**Resignation:**

**Retirements:**

**Thomas Keith Davis**, Administrative Sergeant  
**Toby Calhoun**, Captain - retiring July 1

**Promotions:**

**Officer Kimel**, K9 Officer – lateral  
**Gary Hinebaugh**, Administrative Officer

**Current Openings:**

**Parks & Recreation-Director** – posted again 04/05/2021  
**Parks & Recreation: Maintenance Technician** – offer made 4/7/21  
**Part-time Recreation Assistant** – posted, interviewing  
**Seasonal Tournament Grounds Crew member** – interviewing  
**Summer Camp Counselors** - interviewing  
**Planning Technician** – interviewing  
**Police: Officers, CID/Street team, BLET** recruits for officers

**Departmental Update:**

Completed the groundwork for hiring Firefighters including final agreements, updates of Handbook policies, and offers of employment to the first three Firefighter/Drivers who started on 3/24/2021 with orientation and training. This went smoothly.

I have assisted the Police Department Chief with planning for the new budget year and the reorganized department structure. A main goal is moving the pay scale for our Officers from lowest paid of the surrounding

local service areas, to offering compensation competitive to departments such as Huntersville, Mecklenburg Co, and Union County to improve attraction and retention of Officers and Detectives.

#### EmPerform Performance Management Software Update-

I have met with all department heads to gather their input, and I will meet with Department heads again this week to continue the process of finalizing details and planning implementation and rollout. Next stage will be performing system design tweaks and data entry into the system. Then, I will train managers and finally employees. Lastly, final testing and rollout by June 30, 2021.

Finance and H.R. have continued to work closely together to find any incorrect coding related to payroll or retirement calculations and reporting, with the goal to be sure that our processes and division of responsibilities flows smoothly and error free.

Worked with Ryan to examine several areas of the Employee Handbook policies that are not clear or specific enough, proposing revisions to longevity and eligibility for health benefits.

Re-evaluated and revised job description and pay scale for Planner replacement for Elgort.

I have had initial meeting with our benefits broker to be discussing our annual renewal. A high priority for us this year is to communicate well to employees both our benefits offerings and the value they provide to the employee, as well as control costs, of course.

# Department Update



## PUBLIC WORKS

To: Town Council

From: Chip Hill

Date: 03/01/21

Re: Public Works Updates

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**Drainage Baseball Field:** The drainage project at the ball field has been completed. No flooding has occurred since it has been completed. LaBella has signed off on the work. (see picture #'s 1, 2, 3 & 4)

**Mulch:** Our maintenance crew should finish up mulching with the Police Department this month.

**Paving:** The paving on Rodney Street is approximately half way completed. Weather permitting the final overlay will be done the 1<sup>st</sup> of next week.

**Storm Water Project Cone Avenue:** The storm drain on Cone Avenue at 1014 was approved by Ryan. The work will start the 1<sup>st</sup> week of March and take about a week and a half. The pipe will be lined instead of replaced. This is very cost effective and the liner has a 50 year warranty.

**Franklin Street/Hwy 51 Drainage:** NCDOT worked at the intersection milling Hwy 51 and Franklin. This is a temporary fix until the contractor can permanently fix the drainage problem in this area. Repairs are scheduled to take place in 2 – 3 weeks. (see picture # 5)

**Building Repairs:** Tim, Public Works Maintenance Tech, continues to provide outstanding and price reducing repairs to Town facilities. Pictures #6 and #7 show a blower motor he replaced on the gas pack at the electric building. Picture #8 is the new ceiling tile we installed at the Police Department to reduce noise from the a/c units on the roof.

\*see attached easement Permit Listing



**PERMITS ISSUED/PENDING**

COMPANY	LOCATION	STATUS	PERMIT NO
Charlotte Water	12381 Downs Road	Issued	PW20200512
Charlotte Water	202 Lynnhaven Ln	Issued	PW20200512
Charlotte Water	597 North Polk and 425 Town Centra Blvd	Issued	PW20200512
Charlotte Water	508 Main Street	Issued	PW20200512
Verizon	Polk St, College St, Main St, Down Rd. Downs Circle	Issued	PW20200514
Charlotte Water	104 Olive Street	Issued	PW20200520
Level 3/Centurylink	10000 Park Cedar Drive	Issued	PW20200520
Charlotte Water	408 Cone Avenue	Issued	PW20200522
AT&T	10415 Centrum Pkwy	issued	PW20200529
Verizon/ Steven Ruiz Contractor	McMullen Creek Pkwy	Issued	PW20200602
Level 3/Centurylink	10021 Park Cedar	Canceled	N/A
AT&T 92L41922N	Main Street/Hwy 51	Issued	PW20200721MAIN/HWY51
At&T ONB40631N	9420 Pineville-Matthews/Centrum Parkway	Issued	PW20200821PinevilleMatthews 9420/Centrum
Charlotte Water	605-609 Morrow Avenue	Issued	PW20201005MORROWAVE605-609
Comporium	Hwy 51 to Cranford	issued	PW20200723HWY51/CRANFORD
Comporium	Cranford Dr to Townhomes Extension	Issued	PW20200723CRANFORD/TOWNHOMES EXT
Comporium	HWY 51/Downs Road & Franklin Street	Canceled	N/A
Verizon	N. Polk St/Main St	issued	PW20201104NPOLKST
Verizon	Park Cedar Drive/ParkRoad	Issued	PW20201104PARKCEDAR
Charlotte Water	510 Eagleton Downs Cr/Downs Rd	Issued	PW20200803EAGLETON510
ZAYO Group	11425 Carolina Place Pkwy	issued	PW20200804CAROLINAPLACE11425
Segra	427 Main Street Police Dept	issued	PW20200928MAINSTREET427
Segra	10240 Industrial Dr/Rodney Street	issued	PW20201005INDUSTRIALDRIVE10240
Level 3/Centurylink	Dover St/Dover St & N Main St	Voided	Expired
Electricities	Cranford Dr/intersection hwy 51	Issued	PW20200930CRANFORD
Spectrum/Charter	Pineville Town Homes/crossing Main Street	Canceled	N/A
gra	10605 Centrum Parkway/Leitner Drive	Issued	PW20201211CENTRUM10605
Charlotte Water	10233 Rodney Street/Industrial Drive	issued	PW20201214RODNEY10233
Spectrum/Charter	409 Main Street/Jack Huges Lane	issued	PW20210105MAINST409
Electricities	Franklin St from Main to Preston Park	Issued	PW20210114FRANKLIN
Comporium	Rock Hill Pineville Rd-NC51 Downs Rd & Cranford	Pending	
At&t	8338 Pineville-Matthews Rd	Pending	
Mears for Piedmont Natural Gas	Cranford Drive	Pending	
Spectrum/Charter	1703 Lakeview Dry/Lynnwood Lane	issued	PW20210121LAKEVIEW1703
Segra	9635 Industrial Dr	issued	PW20210217INDUSTRIAL9635
Horsepower Site Services	10256 Industrial Drive/water main installation	issued	PW20210226INDUSTRIAL10256



















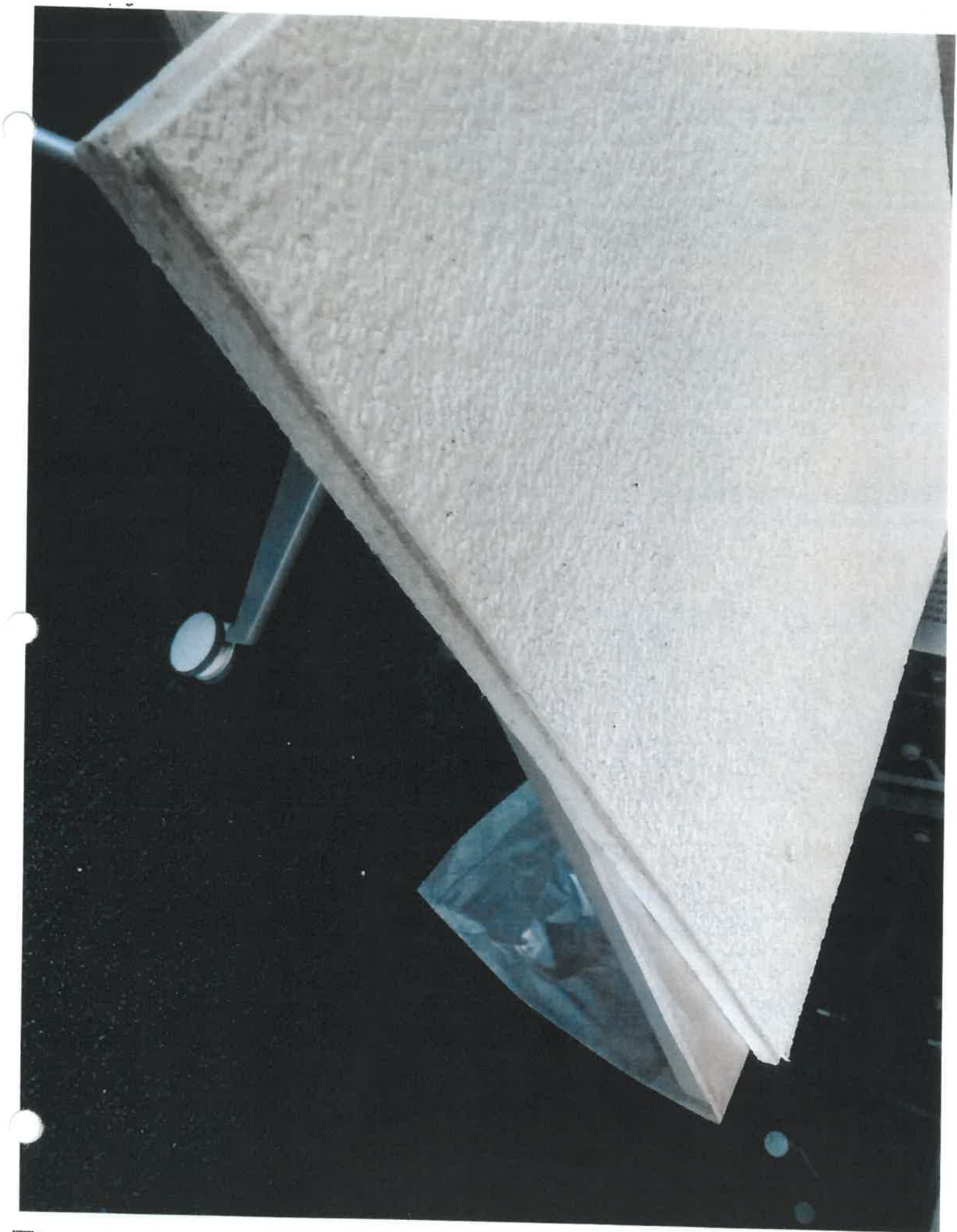












March 2021

## **Special Events**

**St. Patrick's Day Shamrock Scavenger Hunt:** We held a St. Patrick's Day Scavenger Hunt in Lake Park from March 1-17. We hid 14 shamrocks around the park with a letter on each shamrock. We gave instructions and made a map for families to follow throughout the park. They were supposed to unscramble the letter to make a word. The phrase was Luck of the Irish and we had around 21 families participate. This was the most successful hunt we have had yet! 3 families won a prize.

**Senior Drive Thru:** We held a Senior Citizen drive thru on March 4<sup>th</sup>. It was National Pound Cake Day so we handed out pieces of pound cake to all the seniors who came through. They also had a choice of coffee or water. We had around 75 seniors come through. It was great to see everyone!

**Drive thru Bingo** was cancelled since we didn't have enough cars sign up. We think the Saturday afternoon must have been a bad time slot so we will try again for a Friday night when its warmer.

## **General Programming**

**Pickleball at the Belle:** Pickleball has been going strong since September. Each person must sign a COVID-19 waiver. We added Wednesdays 11:00am to 2:00pm at the end of March. We had many players ask for Wednesdays. The players have to wear their masks the whole time.

**Painting Class:** Sharon was not able to have a March class because she had to have surgery. She will be recuperating and will not have a class in April. We plan to see her in May for her May class.

**Cookie Decorating Classes:** There were two cookie decorating classes on 3/11 and 3/20 . Each class only holds 10 people and they were booked solid with people on the waiting lists. These classes have become extremely popular and she plans to have two more classes in April. Everyone has signed waivers and wear masks.

**Cardio Funk:** He holds class on Tuesdays at 6:30pm. They are widely social distanced in the gym. Each participant has signed a COVID-19 waiver and wear masks.

**Cheerleading:** They hold classes on Thursdays. They have two different classes with different age groups. They are only doing non-touch cheerleading, so no pyramids or stunts. They have all signed waivers and wear masks.

## **Park Maintenance Update**

### **Belle Johnston/ Lake Park**

Cut as needed

Put down sod around playground

Sprayed for weeds in turf

Put sod in new drainage area

Moved picnic tables back to shelters

Repaired broken chain on playground

Conducted interviews for Park Maintenance position

Removed trash from lake

Sprayed weeds in common areas

March 2021

**Hut**

- Cut as needed
- Sprayed weeds in turf
- Sprayed weeds in common areas
- Set up Council Chambers

**Jack Hughes**

- Cut as needed
- Prepped fields for tournaments
- Lined soccer fields
- Sanitized restrooms daily
- Added Turface to infields
- Fertilized all 4 fields
- Sprayed weeds in common areas
- Sprayed weeds in turf
- Field prep daily
- Equipment maintenance as needed, replaced starter Kubota cart
- Hung up soccer nets
- Took storm water class
- Took chipper chainsaw/ trailer loading safety classes
- AED/CPR training
- Turned on field irrigation
- Monthly Building/Vehicle inspections

**Cemetery**

- Sprayed weeds in turf
- Removed limbs as needed

**Dog Park**

- Pick up limbs/trash as needed
- Turned on water fountain

**Pineville Memorial Ballpark**

- Turned on and inspected irrigation
- Replaced 3 sprinkler heads on fields

**Special Events**

- March 6-7: Perfect Game Tournament (Rained Out)
- March 19-21: Perfect Game Tournament
- March 27-28: USSSA Tournament (Sunday Rained Out)



**Administration**

**March Grab & Gos:** Kids Sushi, Dinosaur, St. Patrick's Day, Carnival Themes!!!

**Jordan attended a NCLM Seminar on: Sports and Leisure Activities as an Economic Development Tool**

**Social Media:** Facebook-Followers: 3,191(+36) / Page Likes: 3,019 (+31)  
Post Reach: 5,692 (+12%) with 1,475 (+70%) engagements

Instagram: 562 Followers (+21)

**Farmers Market applications have been sent out to prospective vendors and looking for additional vendors and produce provider.**

**Facility Rentals (Some March rentals were cancelled due to COVID-19)**

**The Hut:** 0 Rentals

**The BJCC Dining Room:** 1 Rentals

**The BJCC Gym:** 5 Rentals

**Large Shelter:** 10 Rentals

**Medium Shelter:** 8 Rentals

**Tot Lot at Lake Park:** 1 Rentals

**\*Shelter 1 at JH:** 0 Rentals

**\*Shelter 2 at JH:** 0 Rentals

**\*Shelter 3 at JH:** 0 Rental

**\*WE DO NOT RENT JACK HUGHES SHELTERS WHEN THERE IS A TOURNAMENT GOING ON.**



# PINEVILLE COMMUNICATION SYSTEMS

## INTERNET RESULTS FOR MONTH ENDING 03-31-2021

REVENUE AREA	INSTALLS IN MARCH	DISCONNECTS IN MARCH	MONTH ENDING 2-28-2021	MONTH ENDING 3-31-2021	NET GROWTH
ILEC	9	5	402	406	4
CLEC	17	9	539	547	8
<b>TOTAL</b>	<b>26</b>	<b>14</b>	<b>941</b>	<b>953</b>	<b>12</b>

**\*\*10 of the 14 disconnects were consumers moving out of the service area, 4 went to competitor.\*\***

REVENUE AREA	INSTALLS ON SCHEDULE SOLD IN MARCH	INSTALLING	SOLD WAITING FOR SIGNED CONTRACT SO THEY CAN BE SCHEDULED	PENDING DISCONNECTS ON SCHEDULE
ILEC	2		0	0
CLEC	3		0	
<b>TOTAL</b>	<b>5</b>		<b>0</b>	<b>0</b>

**\*\*THE 0 PENDING DISCONNECTION OF SERVICE ORDERS IS A SUBSCRIBER MOVING OUT OF OUR SERVICE AREA\*\***

**\*\* THESE CUSTOMERS SOLD IN MARCH BUT INSTALLATION SCHEDULED FOR APRIL \*\***

**\*\* Additionally we have sold in April 3 new Internet Customers pending installation, 3 existing customers are being covered to the fiber and 4 existing fiber customers are upgrading speed package.**



## INCREASED SPEED OFFERING TAKE RATE TO DATE

TOTAL SUBSCRIBERS AS OF 03/2021	MONTH ENDING 02/2021	MONTH ENDING 03/2021	SERVICE AREA	RES OR BUS	SPEED	NET GROWTH/LOSS FROM PREVIOUS MONTH
953	122	128	CLEC	RES	100M	6
	41	43	CLEC	RES	200M	2
	12	12	CLEC	RES	400M	0
	133	140	CLEC	RES	GIG	7
	0	0	CLEC	BUS	100M	0
	4	4	CLEC	BUS	GIG	0
	13	13	ILEC	BUS	100M	0
	6	6	ILEC	BUS	200M	0
	2	2	ILEC	BUS	400M	0
	13	14	ILEC	BUS	GIG	1
	50	57	ILEC	RES	GIG	7
	48	51	ILEC	RES	100M	3
	12	13	ILEC	RES	200M	1
	2	3	ILEC	RES	400M	1
<b>TOTAL</b>	<b>458</b>	<b>486</b>				<b>28</b>
<b>51%</b>						
<b>51% of our 953 Internet subscribers now subscriber to 100M or higher (increase by 28 from previous month)</b>						

**RESIDENTIAL AND BUSINESS LINE COUNT MONTH ENDING 03-31-2021**

**NET GAIN OF 1**

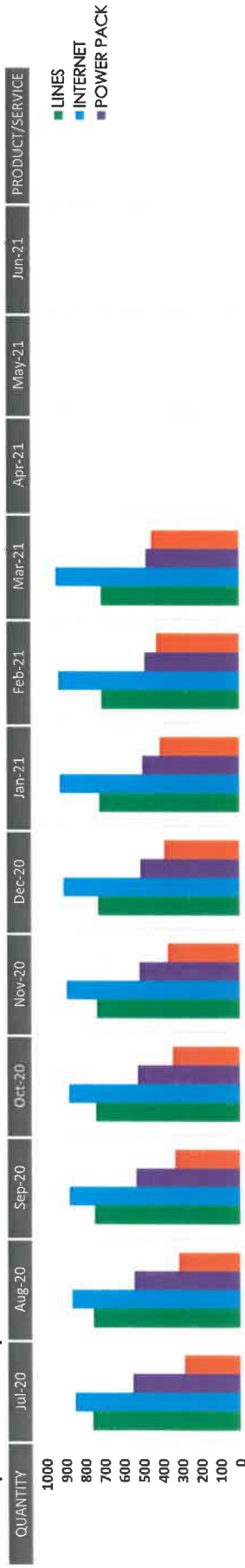
	COUNT AS OF 02/2021	COUNT AS OF 03/2021	NET LOSS/GAIN AS OF 03/2021
<b>CLEC LINE COUNT</b>			
BUS	47	48	-1
RES	134	133	1
<b>SUB TOTAL</b>	<b>181</b>	<b>181</b>	<b>0</b>
<b>ILEC LINE COUNT</b>			
BUS	377	377	0
RES	158	159	-1
<b>SUB TOTAL</b>	<b>535</b>	<b>536</b>	<b>1</b>
<b>GRAND TOTAL</b>	<b>716</b>	<b>717</b>	<b>1</b>

# PCS REWARDS MONTH ENDING 03-31-2021

**NET INCREASE OF 23 PCS REWARDS  
 NET DECREASE OF 08 POWER PACK DISCOUNTS  
 NET INCREASE OF 15 SUBSCRIBERS RECEIVING DISCOUNT**

	COUNT AS OF 02/2021	COUNT AS OF 03/2021	NET LOSS/GAIN AS OF 03/2021
PCS REWARDS			
RES	432	455	23
SUB TOTAL	432	455	23
POWER PACK DISCOUNT			
RES	494	486	-8
SUB TOTAL	494	486	-8
TOTAL CUSTOMERS RECEIVING REWARDS	926	941	15

# LINES, Internet, Power Pack and PCS Rewards FISCAL YEAR JULY 1, 2020 THRU JUNE 30, 2021



PRODUCT	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	Total	Trend
LINES	766	761	754	747	742	735	727	716	717					
INTERNET	858	873	886	888	900	915	933	941	953					
POWER PACK	558	550	538	531	521	516	504	494	486					
PCS REWARDS	290	319	338	350	373	390	414	432	455					

The above totals are month ending reporting. For instance July totals are for month ending July 31st, August 31st, September 30th, October 31st & November 30th etc

March 2021 Actuals					
		<u>ILEC</u>		<u>CLEC</u>	<u>Total</u>
<b>Revenues:</b>					
Telephone Operating Revenue	\$	1,033,425.19	\$	704,646.51	
Transfer from ILEC	\$	-	\$	(11,698.76)	
Telephone Reserves					
	\$	1,033,425.19	\$	692,947.75	\$ 1,726,372.94
<b>Expenses:</b>					
Operating	\$	712,128.18	\$	610,228.39	
Transfer to CLEC	\$	(11,698.76)			
Capital - Plant Under Construction	\$	482,517.46	\$	82,719.36	
	\$	1,182,946.88	\$	692,947.75	\$ 1,875,894.63
Needed from Reserves at this time.	\$	149,521.69	\$	-	

# Memo

**To:** Pineville Town Council  
**From:** Chief Michael Hudgins  
**Date:** 4/12/2021  
**Re:** Pineville Police Department Activity Report – March

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Please find below a summary of the Police Department's activities for the month of March.

## Patrol Units

Adam Team day shift officer successfully handled the first amendment auditors who visited the Police Department and Town Hall. We did not receive negative feedback on social media based on the results.

We have a few budding actors on Adam Team: Sgt. French made an appearance in an episode of 48 Hours on CBS, and members of the SWAT team were featured in an international promotional video for a Haley Strategic/SOAR Rescue tactical medical pouch that will be released later in the year. Hopefully they won't quit their day jobs.

Officer Charles completed advanced SWAT school.

Sgt. French assisted with the promotional process for the open Sergeant position.

Adam Team night shift officers conducted a Safety Checking Station on Park Rd. near Sam's Cub which resulted in the following violations:

- 12 no license
- 1 driving while revoked
- 1 fictitious tag
- 1 revoked tag
- 2 expired tags
- 2 no insurance
- 2 open containers
- 1 DWI
- 1 order for arrest served

Team members also conducted foot patrols at Public Storage and Dellinger's where recent break-ins had occurred.

Baker Team day shift officers responded to Hilton Garden Inn to perform a welfare check on a child who was wandering alone in the hallway. Officers located the child inside his room, along with his mother who was barely conscious. Upon further investigation, it was discovered that the mother was intoxicated

from drug use. Meth and drug paraphernalia were found, and she also had outstanding warrants for trafficking meth. It was later discovered that the mother was staying with friends who were in the room next door. Officers checked on their wellbeing and found more drugs and paraphernalia as well as more outstanding warrants on those individuals. They also discovered that one of the occupants was implicated in an investigation at another hotel involving drugs. Search warrants were obtained for the hotel rooms and 3 handguns (1 stolen) were found along with over 100 grams of meth: which reaches the trafficking threshold. Additionally, four grams of mushrooms and prescription pills were found. 33 warrants were served along with the additional felony charges.

Baker Team officers also responded to a domestic call on Johnston Dr. where the daughter was assaulting her mother. When officers arrived, the daughter barricaded herself in the laundry room and began damaging things and pouring detergent and bleach all around the room. Officers learned that the daughter has a history of mental illness. They were able to de-escalate the situation and safely remove the daughter and get her to the hospital for evaluation.

While investigating a possible B&E of a car at the Extended Stay hotel on Park Road officers not only located the suspect on the 3<sup>rd</sup> floor of the building but also learned that the occupants across the hall from him were using drugs. Officers located drug paraphernalia and several small baggies of fentanyl.

Officers responded to a domestic call from Sabal Point apartments. The victim had visible marks around her neck, indicating she may have been strangled. The boyfriend had already left the area, however officers stayed in the area after concluding their initial investigation. The suspect returned later and was taken into custody.

Baker Team night shift officers assisted State Highway Patrol with the apprehension of a murder suspect. They later gathered information and statements to provide further assistance.

Night shift officers performed two DWI arrests. One of the drivers was stopped for driving the wrong way down the road, and the other was a driver who was arrested at the scene of a traffic crash.

Working with CMPD Real-Time, night shift officers were able to help a mother find her lost husband and daughter. The two were found and the father was arrested for child endangerment.

Night shift officers responded to a hit and run call at the mall. It was discovered that the suspect had subsequently been arrested by Tega Cay police for a DWI, so warrants were able to be obtained.

Officers met with an individual who wants to confess to an arson back in 2016. The report was supplemented and Sgt. Miller of CID was notified.

Foot patrols were performed at Public Storage and Dellinger's. They were also performed around the PCAA Little League baseball games and on Main St.

Officers conducted a traffic stop on a tractor trailer that was driving unusually. The driver was transported by medic to the hospital for a possible stroke.

A woman who identified herself as a sovereign citizen was found in a suspicious vehicle at the Hilton Garden Inn. She was arrested for possession of a stolen vehicle along with 27.2 grams of cocaine. In another incident at the Hilton Garden Inn officers saw a truck with its lights flashing, and another vehicle leave the parking lot at a high rate of speed. The truck had been broken into and the suspect's vehicle was found at the Quality Suites. The suspect then led officers on a pursuit into Charlotte before officers had to terminate the pursuit.

Our patrol units spent a total of 486 hours in training. Training subjects included:

- ❖ Advanced SWAT School
- ❖ SWAT Training
- ❖ SARA System
- ❖ Changing Perceptions



- ❖ Procedural Justice
- ❖ Felony Vehicle Stops
- ❖ Stopping a Punch from the Guard Position
- ❖ Interview and Interrogation
- ❖ Intro to Crash Investigation
- ❖ COPS Training
- ❖ Drug Investigations for Patrol
- ❖ High-Risk Apprehension
- ❖ FEMA – The Right to Protest
- ❖ Managing Narcotics Informants
- ❖ Man Trailing and Tracking
- ❖ Traumatic Incident Response and Juvenile Outreach
- ❖ Surveillance Techniques

#### COPS / Street Crimes Unit

C Team officers followed up on a drug tip with surveillance and other investigations which confirmed that the tip was not valid. C Team also received a tip from HSI about a drug complaint and have started an investigation into it. This is an ongoing investigation.

C Team officers followed up on some larcenies at the mall and have obtained warrants on the subjects.

While performing surveillance at area hotels for drug activity, Team members made voluntary contact with a few subjects that led to charges for possession of drugs.

UPS has experienced a series of break-ins while their trucks have been parked at the mall. Our mall is not the only location that it is happening at. The UPS supervisor has reached out to us to give us possible leads. C Team has spent time watching the docks at the mall for suspicious activities and suspects. CMPD has also had an unmarked car following delivery vehicles to the malls and will update us if they notice anything suspicious.

K9 Officer Stanley and Ciro assisted HSI with a cargo shipment that needed to be sniffed. They also did a demo for one of the retirement communities in Pineville.

Sgt. Harb met with Pineville United Methodist school children during an event. He also met with the Church of the Nazarene for an even as well.

#### Vice/Narcotics

Detective DeLux and the DEA task force participated in an operation that led to the arrest of an individual for trafficking heroin. 1 kilo of heroin was seized.

#### Closed Cases

The C.I.D. Division closed 40 criminal cases during the month of March.

The Patrol Division made 11 traffic/criminal arrests, 4 DWI arrests, and 5 drug arrests in March.

#### March Crime Statistics

Below are the crimes statistics for Part I Offenses in March. Five-year statistics are also shown in the tables and graphs below, which will help show how we are performing compared to years past.

## 2021 Calls for Service

<b>January</b>	1,212
<b>February</b>	1,099
<b>March</b>	1,294

	Monthly Statistics				
	2021	2020	2019	2018	2017
Homicide	0	0	0	0	0
Robbery	1	1	0	4	3
Rape	2	0	1	0	0
Aggravated Assault	7	4	4	0	0
Burglary	7	9	9	6	7
Larceny	49	39	58	77	64
Auto Theft	4	5	4	4	3

