

TOWN OF POLLOCKSVILLE
BOARD OF COMMISSIONERS

September 19, 2016
Re-Scheduled Regular Meeting

Present: James V. Bender, Jr., Mayor
Samuel F. Lincoln, Commissioner
Michael Duffy, Commissioner
Nancy Barbee, Commissioner
Sherry Henderson, Commissioner

Guests: List Attached

Heidi McLaughlin, Town Clerk

The Board of Commissioners for the Town of Pollocksville held its monthly meeting Monday, September 19, 2016 at 7:00PM in the Pollocksville Town Hall/Depot. The meeting was re-scheduled from the announce September 13, 2016 date due to the lack of a quorum on September 13. Mayor Bender called the meeting to order, and led the Pledge of Allegiance. The agenda was adopted by common consensus. Commissioner Lincoln made a motion to approve the minutes of the August 9, 2016 regular Meeting, August 16, 2016 called meeting, and called meeting September 15, 2016. Commissioner Henderson seconded; all were in favor.

PUBLIC COMMENT: None provided

UNFINISHED BUSINESS:

- 1.) Sewer Main Extension: Mayor Bender reported that he was working on the final paperwork for the grant. The sales tax refund had not been in the initial budget and he needed to make some adjustments to reflect that in the grant paperwork. After everything is completed, it will cost the Town about \$5,000, less than anticipated.
- 2.) CDBG Grant Update: Mayor Bender reported that paperwork still is coming into the office to sign for the project. A pre-bid meeting has been scheduled for this Thursday September 22, 2016 at 10:00 AM at the Town Hall. Bids will be received on October 6, 2016 at 2:00 PM at the Town Hall.
- 3.) Christmas Lights: Mayor Bender reported that nine of eleven pledges had been received and one new commitment had come in. The total amount pledged is \$6,000. With the additional Christmas lights, Duke Energy proposed five new poles to be added. One pole will be added at the Dollar General/Realo location with two more poles between that and Hines Street. An additional two poles will be added on Beaufort Road. One will be at the old railroad crossing and a second at the fire station. The total cost to install the lighting at these poles will be \$904.30 and the work is set to be completed in October.

With the new LED's on all of the decorations, there should be a reduction of 20-30% of the bill. Commissioner Duffy made a motion to approve installing and paying for the new light poles. Commissioner Henderson seconded and all were in favor.

- 4.) Rescue Squad: Mayor Bender reported that a new budget had been received and the Finance Officer had cut a check for the difference that they were to receive.
- 5.) Fire Suppression System: Mayor Bender reported that he had met with the Jones County Manager and people from Coastal Beverage regarding the fire suppression system that supports Coastal Beverage. They agreed to split the bill for the repairs to the suppression system 1/3 to each party. Commissioner Duffy made a motion for the Town to pay its third, totaling \$2,166.00. Commissioner Lincoln seconded and all were in favor and all were in favor. The Board also requested that the Town Attorney create a contract to include an annual maintenance fee to Coastal Beverage of \$1800 per year to help the Town recoup money for maintenance of the system.

DEPARTMENT REPORTS:

Police Department: Chief McCain was not able to attend the meeting, but see attached for his reports.

Public Works: Mayor Bender reported that he and Commissioner Lincoln had gone around Town looking for overgrowth around Town right of ways and identified 33 properties. Mayor Bender suggested contacting DOT to look at State Streets for height guidelines and possibly use Powell Bill money to hire someone. The Town will first send out a friendly note and also talk to first responders about potential hazards to right of way and street signs etc.

Mayor Bender also reported on Mr. Tew, the new maintenance employee, and how he is taking initiative and getting a lot accomplished and caught up.

RFP for water/sewer maintenance/operation – Mayor Bender stated there was nothing to report.

Drainage Issues – Mayor Bender reported that everything is working as it should. He also reported that there was an additional invoice for \$297. DOT Supervisor Clifton Mills apologized for the late submission of the additional charges and has assured the Town that he will work with the Town to make up the difference. The Town has paid the bill.

Pressure washing depot – Mayor Bender reported that Mr. Hawkins is waiting on cooler weather, along with stain/sealing the decking.

Pump Station #2 – Commissioner Lincoln requested to do some beautification around the pump station. The Board agreed it was fine as long as Commissioner Lincoln signed the waiver of liability and discussed with the Public Works Superintendent.

Planning, Community Development, and Beautification of the Town: Mayor Bender handed out the attached notes from the September 12, 2016 meeting. The next meeting will be Monday September 26, 2016.

Zoning Report: Mayor Bender reported that the Town's previous planner with Eastern Carolina Council of Governments, Robin Bloss, was no longer with the Council. Lauren Tuttle is the temporary replacement. There were currently two permit requests that have been submitted to Lauren; one deck permit and one regarding a counseling center.

Attorney: Mayor Bender reported for the attorney on the North Carolina Supreme Court ruling that states that impact fees cannot be imposed on utilities.

Finance: Mayor Bender reported that there was nothing new with the refinancing. A property tax report for both 2015 and 2016 is attached. Mayor Bender also reported that the audit will be taking place soon.

Town Clerk: Mayor Bender reported in response to a question about depot rental, the Town does have fees in place in the fee schedule.

NEW BUSINESS:

None

ANNOUNCEMENTS:

Mayor Bender reported that the Town received a Thank you from the Nicky Miller family, see attached. Also mentioned was the certified population estimate of Pollocksville as of July 1, 2015. The estimate was 326, see attached for further information.

Commissioner Henderson made a motion to adjourn the meeting, seconded by Commissioner Duffy and carried unanimously.

Respectfully Submitted,

Heidi McLaughlin, Town Clerk

Date Approved