

**Town of Pilot Mountain
Board of Commissioners Meeting
Monday, July 13, 2020
Regular Meeting 7:00 PM**

Members Present: Mayor Evan Cockerham, Commissioner Donna Kiger, Commissioner Hilda Willis, Commissioner Kim Quinn and Commissioner Scott Needham

Staff Present: Town Manager, Michael Boaz, Town Attorney, Ed Woltz and Town Clerk, Holly Utt

Call to order 7:00 PM

Mayor Cockerham called the meeting to order at 7:00 PM. Commissioner Willis led the pledge of allegiance and held a moment of silence.

Adoption of Agenda

Commissioner Needham made a motion to adopt the agenda as presented and it was unanimous.

Public Comment

No comments

Consent Agenda

- June 2, 2020 Work Session Minutes
- June 8, 2020 Regular Meeting Minutes
- Appointment of ABC Board Member, Elton Crutchfield

Commissioner Needham asked if anyone else had applied for the ABC Board. Mr. Boaz stated that there was only the one application from Elton Crutchfield. Commissioner Needham made a motion to approve the consent agenda and it was unanimous.

ABC Board Report

Sales for May 2020, \$167,640. Increase of 45.7% over May 2019 sales of \$115,031

Unfinished Business

Animal Ordinance Amendments

Mr. Boaz stated that he had talked with Mount Airy and King. There were not a lot of people that had taken advantage of the ability to have chickens. Some complaints had been received about the smell and noise from keeping chickens. Mr. Boaz attached copies of ordinances from other municipalities. He also included pot-bellied pigs because someone had asked about that possibility. Commissioner Willis asked if the ordinance was for chickens only or did it include other fowl. Mr. Boaz stated that this was for chickens only. Commissioner Quinn stated that town is currently having a hard time enforcing ordinances that are already in effect, such as grass and minimum housing. Until we get a handle on what the town currently regulates then she is not in favor of implementing something that can't be enforced. Mayor Cockerham also mentioned that having the chickens and with food outdoors, that could attract other wild animals and be a nuisance. Commissioner Needham stated that he was glad it

was brought up and researched and he appreciated the citizens for inquiring about the possibility. No action taken.

New Business

Cemetery Maintenance Discussion

Mr. Boaz explained that the maintenance worker position that was funded in FY 19-20 was never filled. There is money budgeted for FY 20-21 with a plan to hire someone in the spring if downtown events are held. In this year's budget there is money allocated to purchase a replacement mower. Staff have discussed the possibility of having the Public Works department take on the Main Street maintenance with existing staff and contract out the cemetery maintenance. This would save money by not having to purchase a new mower. At this point, there has only been one quote received. Mr. Boaz asked the Board if he should pursue more quotes or leave the cemetery maintenance as is. Mayor Cockerham stated that it would save significant time due to the cemetery maintenance being so tedious. It was the consensus of the Board to allow the town manager to get quotes for the cemetery maintenance.

Solid Waste Ordinance Amendment

Mr. Boaz stated that he had been contacted several times about residents leaving their garbage and recycling bins on the street and sidewalks after the day of pickup. Currently, there is nothing in the ordinance that says that they have to be moved back. The proposed ordinance would require that the bins be removed from the curb after pickup. Commissioner Needham made a motion to amend the ordinance to leave a 36 hour window for residents to remove the bins from the curb and it was unanimous. Commissioner Needham made a motion to adopt Ordinance 2020-07 as amended and it was unanimous.

Water/Sewer Tap Discussion

Mr. Boaz explained that as part of the budget for FY 20-21 there had been one position eliminated in the Public Works department. In discussion with the interim Public Works Director, Darian Goins, they have been discussing the restructuring of how that departments' work is done. Darian suggested to follow the lead of other local municipalities and develop a list of qualified contractors to do water and sewer taps. The town would continue to charge for the meter but no longer charge the tap fee or do the tap. The equipment that the town currently has can be sold and revenue could be used for other projects. There are not a lot of taps done every year. This would remove the necessity for having to dig around other utilities and the town would not be responsible for making repairs to fiber lines that could be hit during the tap process. It was the consensus of the Board to have Mr. Boaz draft a policy and get a list of pre-approved contractors for consideration.

Administrative Reports

Town Manager's Report

- Mr. Boaz stated that as of right now, the Governors executive order regarding disconnections, late fees and other charges is set to expire at the end of July. If the Governors order is not extended, staff will implement late fees and disconnection in August. He encouraged those that have been unable to pay to contact town hall and set up a payment plan. Commissioner Needham asked that letters be sent to those with delinquent accounts ahead of time to make payment arrangements.
- There had been discussion with the Town Planner, Andy Goodall, about combining the Planning Board and Board of Adjustment. There are currently two in-town seats and one out of town seat that have either already expired or will be expiring in the next few months.

- A part time police officer, Mike Horn, has taken on additional responsibilities of serving as the general code enforcement officer.
- The town has been informed that we have received a grant for \$24,500 from the NC Governor's Crime Commission. This will be used to rehabilitate the radios and purchase other equipment. None of this would be possible without the work of Officer Mike Horn.

Commissioner Quinn asked about the DOT paving contract. Mr. Boaz stated that they were ready to move forward but we are just waiting on the paperwork. The USDA has approved the long term financing. The paving may be ready to move forward in August.

Mayor and Commissioners Comments

Commissioner Needham: No comments

Commissioner Kiger: No comments

Commissioner Quinn: Asked about the public works report. She asked if this was the complete list of work completed by Public Works or just the work orders that had been put in. Mr. Boaz stated that it was just the ones entered that were not usual routine maintenance. In the full report it records the time required to complete the tasks.

Commissioner Willis: No comments.

Mayor Cockerham: Shared in the Board's concern about the effects of the coronavirus on the economy. The Board will certainly do anything they can to help give people relief and help where they can. He encouraged business owners and residents to reach out to the town, we will help in any way we can.

Adjourn or Recess

Commissioner Needham made a motion to adjourn and it was unanimous.

Respectfully Submitted:

Attest:

Holly Utt
Town Clerk

Evan Cockerham
Mayor