

**Town of Pilot Mountain
Board of Commissioners Meeting
Monday, June 10, 2019
Regular Meeting 7:00 PM**

Members Present: Mayor Evan Cockerham, 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/Moment of Silence/Pledge of Allegiance – 7:00 PM

Mayor Cockerham called the meeting to order at 7:00 PM. All in attendance observed a moment of silence and recited the pledge of allegiance.

Adoption of Agenda

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

Public Hearings

Fiscal Year 19/20 Budget

Mayor Cockerham opened the public hearing. Anna Nichols expressed her gratitude for the Board members and all the work that they put into the budget to take care of the community. Mayor Cockerham closed the public hearing.

Unified Development Ordinance

Mayor Cockerham opened the hearing. Mr. Boaz explained that the text amendment would allow accessory structures in the RL and RA zoning district, which are low density districts. Currently no type of shed, barn or other structure can be built or placed on these lots. Many of the lots are large and people tend to build their homes at the back of the lot. The proposed text amendment would allow for these structures to be placed on lots in the front yard as long as they are at least 150' from the right-of-way. Mayor Cockerham closed the public hearing.

Second PH on potential CDBG Grant Application

Mayor Cockerham opened the public hearing. Mr. Boaz stated that the town was applying for funding from the NC Department of Commerce CDBG program, which is a federally funded project that is designed to deal with housing issues in the low to moderate income neighborhoods. The proposed use for the \$750K would be to remodel owner-occupied, low to moderate income brackets, in the areas of Depot Street, Howard Street, Academy Street, Thompson Drive and Dodson Court. They may use some of the funds for a passive park and minor infrastructure such as drainage issues. This funding would also minimize displacement and provide displacement assistance as necessary. This is the second of two required hearings and there will be community meetings in the next few weeks before the application is submitted. Mayor Cockerham closed the public hearing.

Public Comment

No one present to speak

Consent Agenda

- May 13, 2019 Regular Meeting Minutes

Commissioner Quinn made a motion to approve and adopt the consent agenda and the items there upon and it was unanimous.

ABC Board Report

Billy Pell stated that the ABC sales were up by 22% over May2018. Total sales for the month was \$113,878 compared to \$89,110 in the previous year.

Unfinished Business

FY 2019-2020 Budget Ordinance

Mr. Boaz noted that the new budget ordinance does not change the tax rate, however, it does include an increase water/sewer rates. The budget was balanced with \$20K from the general fund balance and \$11K of the enterprise fund retained earnings. There are no new positions or operational changes. Commissioner Needham made a motion to approve the UDO text amendment and it was unanimous.

FY 2019-2020 Fee Schedule

Mr. Boaz explained that there would be an increase in the solid waste fee of 2% (\$0.26) which keeps the sanitation line item self-sufficient. The water and sewer rates are both increasing. The minimum rate for water/sewer will increase from \$15 to \$16 and the volumetric rate will increase by 2.5%. Commissioner Quinn made a motion to adopt the 2019-2020 fee schedule and it was unanimous.

New Business

Local Government Records Retention Schedule

Mr. Boaz explained that updates had been made to the retention schedule and the town is required to follow it. Commissioner Needham asked what had changed in the schedule. Mr. Boaz stated that the changes mostly pertain to electronic communications. Commissioner Needham made a motion to adopt the Local Government Records Retention Schedule and it was unanimous.

CDBG Grant Application

Mr. Boaz explained that this was an application for \$750K. There is no match from the town and it will address low to moderate income housing and potential infrastructure and recreational opportunities. The money can only be used for owner-occupied housing units and not rental units. Income surveys will need to be completed in order to qualify for the grant. Commissioner Needham made a motion to adopt the resolution and it was unanimous.

FY 2018-2019 Budget Amendment 5

Mr. Boaz explained that this budget amendment would be eliminating the non-departmental department. This will assist the auditors with grouping so departments are not over budget at the end of year. Commissioner Quinn made a motion to adopt FY 2018-2019 Budget Amendment 5 and it was unanimous.

UDO Text Amendment – Accessory Structures

This text amendment would allow for accessory structures to be in the front yard on lots exceeding two acres in the RA and RL zoning districts. Commissioner Needham made a motion to adopt the text amendment and it was unanimous.

WWTP and Pump Station Project Engineer Selection

An RFQ has been issued for the project. Staff has recommended McGill and Associates be selected for the contract. Commissioner Needham made a motion to select McGill and Associates for the WWTP and Pump Station project and to authorize the town manager to execute an agreement with them for the project and it was unanimous.

Administrative Reports

Town Manager's Report

- Food Truck Festival – June 22, 2019 from 11am until 7pm. Main Street will close around 7:30 am and re-open after the event has cleared.
- On Saturday, June 15, 2019, dinosaurs will invade downtown and that evening the Movies on Main will be showing Jurassic Park.
- Commended Officer Randi Wooten for her efforts in recovering money that was almost sent to scammers. Officer Wooten was able to stop the UPS truck and avoid the transfer of a substantial amount of money.
- McGill and Associates have discovered that the NC DOT does not very many recorded right of ways on Old US 52. Letters will be sent out to all the affected property owners in order to secure easements.
- A water line needs to be replaced on Main Street. Mr. Boaz asked the Board to think about whether or not they want to repair it during the streetscape project with an engineering cost of around \$96K.

Financial Report

- The general fund revenues are under expenditures; this is to be expected since a good portion of fund balance had been budgeted.
- The water/sewer fund is close to breaking even which is further evidence that the increase in rates is necessary.

Departmental Reports

Mr. Boaz stated that starting in July the Police Department report would not include security checks.

Mayor and Commissioners Comments

Mayor Cockerham: Recognized Officer Wooten for her effort in making that sure that the citizens were not victimized by the scammer.

Commissioner Quinn: Reminded everyone to come out to the Dinos on Main Street event.

Commissioner Needham: He expressed his appreciation to Anna Nichols and the Charles H. Stone Memorial Library. This a great resource for a town our size.

Closed Session Pursuant to NCGS 143-318(a)(3) – Attorney Client Privilege and NCGS 143-318(a)(6)

Commissioner Needham made a motion to enter into closed session and it was unanimous.

Commissioner Quinn made a motion to come out of closed session and it was unanimous.

Commissioner Needham made a motion to direct the Town Manager to sign the complaints, obtain the surveys, authorize the appropriation of the fair market values of the properties in order to post the deposit with the Clerk of Court and any other ancillary task required in connection with eminent domain for an easement after July 1, 2019 and it was unanimous.

Other Business

No other business to discuss

Adjourn or Recess

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

Respectfully Submitted:

Attest:

Holly Utt
Town Clerk

Evan Cockerham
Mayor