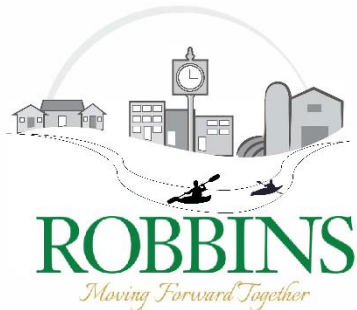




TOWN OF ROBBINS
BOARD OF COMMISSIONERS REGULAR MEETING
THURSDAY, MARCH 09, 2023 – 6:00 PM
Robbins Fire Department

AGENDA

- I. CALL TO ORDER**
- II. INVOCATION** – Mayor
- III. PLEDGE OF ALLEGIANCE** – Mayor
- IV. PUBLIC COMMENT PERIOD NC G.S. 160A-81, 160A-81.1**
- V. CONFLICT OF INTEREST** – *Does any Commissioner have a conflict of interest concerning agenda items the Board will address in this meeting?*
- VI. APPROVAL OF CONSENT AGENDA**
All items below are considered routine and will be enacted by one motion. No separate discussion will be held except on request of a member of the Board of Commissioners.
 - A. Minutes of February BOC Meeting
- VII. OLD BUSINESS**
- VIII. NEW BUSINESS**
 - A. Purple Heart Guidelines
- IX. MANAGER'S REPORT**
 - A. February 2023 Manager Report
- X. COMMISSIONER'S COMMENTS**
- XI. CLOSED SESSION** (*if needed*)
- XII. COMMISSIONER'S UPCOMING MEETING/EVENTS**
 - A. BUDGET SESSION TIMELINE REVISED START TIMES



TOWN OF ROBBINS
Board of Commissioners Regular Meeting
Thursday, February 09, 2023 – 6:00 PM
Robbins Fire Department

I. CALL TO ORDER

PRESENT

- Mayor Cameron Dockery
- Mayor Pro Tem Nikki Bradshaw
- Commissioner Brandon Phillips
- Commissioner Jody Britt
- Commissioner Kevin Stewart
- Commissioner Lonnie English

II. INVOCATION – Mayor Cameron Dockery

III. PLEDGE OF ALLEGIANCE – Mayor

IV. PUBLIC COMMENT PERIOD NC G.S. 160A-81, 160A-81.1

Charlie Smoak spoke to the Commissioners regarding Cruise In on March 25th and rain date will be April 1st. Cruise in will be held in Fidelity Bank parking lot and funds raised will go to benefit the Upchurch family. Charlie asked the commissioners about the Town becoming a Purple Heart Community and how that was possible. (Clerk will look into and report back in New Business at next meeting)

V. CONFLICT OF INTEREST – *Does any Commissioner have a conflict of interest concerning agenda items the Board will address in this meeting?*

VI. APPROVAL OF CONSENT AGENDA

All items below are considered routine and will be enacted by one motion. No separate discussion will be held except on request of a member of the Board of Commissioners.

Motion made by Mayor Pro Tem Bradshaw.

Voting Yea: Mayor Pro Tem Bradshaw, Commissioner Phillips, Commissioner Britt, Commissioner Stewart, Commissioner English

VII. OLD BUSINESS

none

VIII. NEW BUSINESS

- A. Minutes for January 2023 meeting
Motion made by Mayor Pro Tem Bradshaw.
Voting Yea: Mayor Pro Tem Bradshaw, Commissioner Phillips, Commissioner Britt, Commissioner Stewart, Commissioner English
- B. Budget Amendment 6
Motion made by Commissioner Stewart.
Voting Yea: Mayor Pro Tem Bradshaw, Commissioner Phillips, Commissioner Britt, Commissioner Stewart, Commissioner English
- C. Final Closeout Brownsfield
Commissioner Stewart was hoping to have Joe from Brownsfield come close out, however the report is complete on Cardno end but not EPA end. Email will go out to Olga Perry.
- D. Discussion of Auditor Quotes

IX. APPOINTMENTS

Oath of Office Finance Officer

X. MANAGER'S REPORT

-Clint Mack

- A. January 2023 Manager Report

XI. COMMISSIONER'S COMMENTS

Phillips: Reminder to buy for your favorite Valentine on the 14th

Bradshaw : Thrilled of new Police Vehicles and the Fire Truck for the Town of Robbins

Britt: N/A

Stewart: Thanks to the Fire and Police and thank you to the Public Works all they do for our Town on the weekends.

Dockery: Welcome Courtney Bullard to the team. Inquired about Opioid Fund and if any had been disbursed as of yet. How can we apply it to Moore Co Drug Free.

XII. CLOSED SESSION (if needed)

143-318.11 Closed session

(a)(6)

Bradshaw Motion to Closed Session @ 6:55pm

Britt Motion to Adjourn to out of Closed Session 7:0pm

Bradshaw Motion to go into Open Session 7:04pm

Motion to Adjourn by Commissioner Britt 7:05pm

XIII. COMMISSIONER'S UPCOMING MEETING/EVENTS



GUIDELINE TO ESTABLISH A PURPLE HEART CITY or COUNTY

Here are some tips and suggestions on establishing a Purple Heart City or County. This is just a guide to assist in your efforts, and does not proclaim to be the "End-All" in the procedure.

I use a County Board of Supervisors (BOS) in the below outline, however, you can use the same information for a City Council or Board of Commissioners, etc.

First, find out who on your BOS is the Veteran's contact person. If there is no Supervisor assigned to this, contact the Board Chairperson or County person known to you, and ask for a face-to-face meeting.

Have with you a copy of the example Proclamation ([click for two examples](#)), and suggest they can use it as a guide in making their own. Be prepared to explain what your intent is ie, honoring all those who have sacrificed for their country .. those killed or wounded in combat

Make sure you advise him/her that it's cost neutral; that it will not cost the County any money ... any incurred cost will be absorbed by your chapter - such as plaques, highway signs, etc. This is an important point, as knowing that there is no cost involved will resolve any fiscal issue that might inhibit action.

You will probably be referred to the County Clerk to work up the Proclamation. Be sure she/he sends you a draft copy for your review and approval - *before it's finalized*. It's important you agree with the verbiage.

Once the Proclamation is firmed up, ask that the BOS presentation be placed on the agenda at least two weeks in advance. This gives you time to contact other Veterans organizations to attend the meeting, and for you to contact the newspaper / radio to publicize the event. Invite as many veterans you can - Ladies, other vets, all your members, etc.

If your BOS meetings are televised, ask the cameraman for copies on DVD - they may charge you, but some may honor our non-profit status and waive any charge. If they won't waive the cost, *pay the money* - it's well worth it to have a DVD of the presentation. If no filming is available, assign someone to video it.

Be prepared to give a short acceptance speech (if given the opportunity). They are honoring Purple Heart veterans, and they should receive recognition for doing so.

If you can, bring enough of your Department coins / pins, etc. to present to all the Supervisors - don't forget the County / City Attorney, Clerk of the Board, Chief Administrative Officer, City Manager etc. Everyone who sits facing the audience should get one.

After the awards, Chapters gather outside and take lot of still pictures - some are submitted to, and were published in, the Purple Heart Magazine, others can feature in the Purple Hat Press.

Please keep your Department and Regional Commander apprised of your progress. As the National Coordinator of the program, I will need legislative confirmation (a copy of the resolution or proclamation) alongwith an address, specifically a zipcode. Once confirmed, I will post it on the National web-site.

It is suggested you send the Proclamation / Resolution to your Department Commander, who will send it to your Regional Commander, who will send it to me (scanned copy in email). It is very important your chain-of-command be kept in the 'loop'.

The above can also be used as an outline for a Purple Heart State, by contacting a State Legislator who would be willing to introduce a Bill or Resolution.

Call or email me anytime if I can be of further assistance. Yours in Patriotism,

Jim

James Varejcka
National Purple Heart Trail Coordinator
450 Conestoga Ave
Hickman, NE 68372-9783
Phone: (402) 792-2144
Email: jfvarejcka@windstream.net



Purple Heart Sign

SKU: SWPHTHIA

\$49.00 - \$73.00

Size ▼
[Clear](#)

\$73.00

specify municipality name *

specify city, county, town, etc. *

1



To: Robbins Board of Commissioners

From: Clint Mack, Town Manager

Subject: Manager Report

Date: 3 March 2023

PROJECTS/EFFORTS

1. FEMA Hurricane Florence Recovery Projects (3)

- a. Monthly progress meetings complete.
 - (1) *Main Pump Station*- Final closeout and last 25% reimbursement requested.
 - (2) *Wastewater Treatment Plant*- Final closeout and last 25% reimbursement requested.
 - (3) *Low Water Crossing*- Final closeout Approved at Federal FEMA level, now awaiting final reimbursement from NCFEMA.

DEPARTMENT REPORTS

1. ADMINISTRATIVE

- a. Sewer AIA rate study.
- b. 2021-22 Finance docs sent to new auditor.
- c. Zoning, permitting, and planning.
- d. FY24 Budget process.
- e. USASOC Civil Affairs training exercise with local government Mar-Apr.
- f. Attended multiple Moore County public and Task Force meetings, specifically, Water/Sewer TF site visit.
- g. Republic services annual update.
- h. Met vendors' proposals for improving gas/oil distribution.
- i. FEMA Quarterly meeting discussing closeout progress.
- j. MCC Leadership Academy briefing.
- k. March 14-16 Main Street NC Conference.
- l. Rural Area Development Grant Prep.
- m. April 1st-8th Town Manager on Vacation.



2. FIRE

- a. See report
- b. Spaghetti Dinner March 17th. 11:00 am-7:00 pm.

3. POLICE

- a. See report
- b. 4 vehicles submitted for services due to the gas tank issue. The company is reimbursing us for any incurred costs.

4. PUBLIC WORKS

- a. 17 work orders resolved.
- b. Millikin Tank drained and cleaned for semi-annual maintenance.

FOLLOW UP:

CLINT E. MACK
Town Manager
Robbins, NC.





**Robbins Fire Rescue
PO Box 987
Robbins, NC 2732**

February 2023

We are working on our 2023 training schedule.

We are waiting on the a few things for the new truck so we can put in service.

The paid staff is doing their daily duties.

See attachment for total calls in February.

Getting ready for our spaghetti dinner in March.

Respectfully Submitted

Timmy Brown

A handwritten signature in black ink that reads 'T B' followed by a horizontal line.

Fire Chief

Robbins Fire Rescue

Robbins Fire Department



Robbins, NC

Section IX, Item A.

This report was generated on 3/2/2023 8:12:33 AM

Incident Type Count per Station for Date Range

Start Date: 02/01/2023 | End Date: 02/28/2023

INCIDENT TYPE	# INCIDENTS
Station: 11 - STATION 11	
112 - Fires in structure other than in a building	1
141 - Forest, woods or wildland fire	2
150 - Outside rubbish fire, other	1
311 - Medical assist, assist EMS crew	21
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	2
611 - Dispatched & cancelled en route	5
622 - No incident found on arrival at dispatch address	1
651 - Smoke scare, odor of smoke	1
800 - Severe weather or natural disaster, other	1

Incidents for 11 - Station 11:

36

Only REVIEWED incidents included.



February 2023

Monthly Report – Robbins Area Library – Sue Aklus

Programs:

Children: Story Time with Miss Sue (Special Guests-Penny the Kid (goat), Board Games, Checkers Match, Lego Fun

Adults: Crochet & Knitting Group, Book Club, NC Works, Recipe Swap

	2023	ATTENDANCE
Days Open	19	
REFERENCE QUESTIONS	83	
Volunteer Hours	12	
Computer Use	42	
Front Door Walk-ins & Pickups	1009	
ADULT PROGRAMS IN THE LIBRARY:	6	41
Misty Clark Book Club- Debbie Macomber Legendary Love Series	1	4
Crochet & Knitting Group	4	28
Recipe Swap	1	9
JUVENILE PROGRAM In The Library:	19	289
Thursday Story Time With Miss Sue	3	54
Thursday Story Time- Special Guest Peanut the Goat (Kid)	1	18
Lego Day	1	3
Hope Academy Storytime with Miss Sue	12	207
Board Game Day	1	2

Make A Valentine’s Day Card for that special someone	1	5
JUVENILE PROGRAM Outside the Library	2	24
Grandma & Grandpas Day Care	1	13
Magic Years	1	11
CONFERENCE ROOM	4	17
Committee Meeting	1	9
NC Works	3	3
Valentine’s Day Crafts	1	5

Upcoming Programs for March/April 2023:

- Saturday Checkers Match with prizes – March 4 from 10AM-1:30PM
- Pre-School Story Time Every Thursday at 10AM. (Special St. Patrick’s Day Party –March 16 (wear green)
- Hope Academy Story Time-Wednesday Mornings
- Saturday Lego Fun – March 25 from 10AM-2PM
- Sandwich Recipe Swap – March 25 from 12-1PM
- Shrinky Dink Shamrocks Craft – March 11 from 12-1:30PM
- Dr. Seuss & St. Patrick’s Day Crafts all month.
- Puzzle Day – March 18 from 10AM-2PM
- Misty Clark Book Club Legendary Lover Series #3 Almost Paradise by Debbie Macomber will meet in the Library March 31 @ 4:30pm
- Crochet/Knitting Group meets every Tuesday from 2-4PM
- NCWorks Career will be available Tuesdays from 10AM-12NOON
- Rachel Brower Book Club “The Masterpiece” by Francine Rivers March 7 @ 4:30pm

- St. Patrick's Day Writing Workshop with Misty Clark, March 17 @ 4:30pm (Wear Green)
- Find Finn & Fiona Irish Gnomes in the Kids Section and win a prize
- Robbins Library Committee will meet Thursday, March 30 @ 11:30am
- St. Patrick's Day Contest-I feel lucky because.....
- Easter Coloring Contest – ages 0-12 deadline to bring sheets to the Library March 29. Winners will be announced April 4 after Easter Egg Hunt.

**POLICE REPORT
FROM CHIEF
TO BE
DELIVERED AT
BOARD
MEETING**

Budget Session Timeline

*Denotes BOC Meeting

- Jan 9th** **Monthly Department Meeting 10:00am TM Office (Department Chiefs)**
- Initial budget guidance to Department Chiefs
 - Jan 30th Deadline for list of major proposed expenditures in FY 2023
- *Feb 23rd** **Budget Kickoff RFD Board Room 6:00-8:00 PM(BOC)**
- Strategic Town Goals Review
 - Previous year review
 - Debt schedule
 - Grant money revenue
 - Debate and discussion for FY 2023-24 Fiscal Goals
- Feb 27th** **Department Work Session (Police Chief @10:00am/ Fire @ 1:00pm)**
- Subscriptions
 - Any other not budgeted 2022 items
- March 3rd** **Department Work Session (Street @10:00am/Public Works @11:00am)**
- Roger/Billy -Chemical/Subscriptions
 - Roger -Maintenance needs
- March 20th** **Department Work Session (if needed)**
- Department update online: email Manager before the 20th your status of progress
- *March 23rd** **Budget Work Session RFD Board Room 6:00pm-8:00pm (BOC)**
- Tax projection brief (pending them issued from county)
 - Analysis of tax projection
 - Proposed FY2023-24 Utility Rates table presentation
- April 10th** **Deadline for Department Budget Drafts**
- All Department Budgets Due to Town Manager!
- *April 27th** **Budget Work Session RFD Board Room 6:00pm-8:00pm (BOC)**
- Draft Review Work Session with BOC
- May 1st** **Last Day for Department FY 2022-23 Purchase Order Requests/Draft Submitted to LGC**
- *May 11th** **May BOC Regular Meeting 6:00pm (BOC)**
- Budget Presentation @ Board Meeting
- June 1st FY 2022-23 Finance books locked, no new purchases without authorization**
- *June 8th** **June BOC Regular Meeting 6:00pm (BOC)**
- Public Hearing for Budget FY 2023-2024
 - Regular Board Meeting to follow
- *June 15th** **Budget Work Session (if needed)**

