



**TOWN COUNCIL REGULAR MEETING**  
**PINEVILLE HUT MEETING FACILITY**  
**TUESDAY, NOVEMBER 10, 2020 AT 6:30 PM**

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**MINUTES**

**CALL TO ORDER**

Mayor Edwards called the meeting to order @ 6:29 p.m. The following individuals were in attendance:

Mayor Jack Edwards  
Mayor Pro Tem Melissa Davis  
Council Member Joe Maxim  
Council Member Amelia Stinson-Wesley  
Council Member Les Gladden

**Also in attendance:** Town Manager, Ryan Spitzer; Finance Director, Richard Dixon; Human Resources Director, Susan Allen; and Town Clerk, Barbara Monticello.

**Pledge Allegiance to the Flag (MD)**

**Moment of Silence** - Mayor Edwards noted that a 44-year old employee of Crystal Cleaners in Pineville suddenly and unexpectedly passed away. He also stated that it was also the 275<sup>th</sup> birthday of the US Marine Corps. He asked that we remember our first responders, fire, police and military men and women.

1. **Recognition** - Introduction of new Human Resources Director, Susan Allen (*Ryan Spitzer*). Town Manager, Ryan Spitzer, introduced the town's new Human Resources Director, Susan Allen, to the group. Mayor Edwards then introduced a new, at-large Mecklenburg County Commissioner, Leigh Altman.

**ADOPTION OF AGENDA**

Council Member Les Gladden moved to adopt the agenda as is, with Mayor Pro Tem Melissa Davis, seconding the motion. All were in favor and motion passed 4-0.

**APPROVAL OF THE MINUTES**

2. **Approval of the minutes of Regular Council Meeting of October 26, 2020**

Mayor Pro Tem Melissa Davis made a motion to approve the minutes as is, with Council Member Joe Maxim seconding the motion. All were in favor and motion passed 4-0.

**CONSENT AGENDA**

3. **Revenue and Finance Reports as of 10/31/20** (*Richard Dixon*) Council Member Joe Maxim made a motion to approve the revenue and financial reports as of 10/31/20. Council Member Amelia Stinson-Wesley seconded the motion. All were in favor and motion passed 4-0.
4. **Resolution No. 2020-05 for Surplus Items** (*Barbara Monticello*) - to dispose of two engine stands for Public Works via online auction. Council Member Les Gladden moved to approve Resolution No. 2020-05 to dispose of surplus items, seconded by Mayor Pro Tem Melissa Davis. All were in favor and motion passed 4-0.

**PUBLIC COMMENT**

**Jane Shutt of Pineville Neighbors Place** was not in attendance but asked that her comments be read into the record. She provided an update on their activities for the month of October - they were able to assist 416 people with over \$64,000 in financial aid for rent and utilities. Additionally, they received an additional \$100,000 from the County which they were very grateful for.

Shop with a Cop is now underway and donations are being accepted for toys and money to help the children. The annual food drive is also underway.

**Laura Yandell** provided an update on the situation with the windows for the building on Main Street. New windows to match the ones installed on the front of the building were ordered and should be here in three weeks. Each window will take one full day to install. There has also been a surveyor hired to get the deed done properly.

## **PUBLIC HEARING**

5. **Public Hearing for the Sale of Property** (*Ryan Spitzer*) - Proposing the sale of six (6) acres of land within the old Cone Mill property to SunCap Realty/York Development.

Council Member Joe Maxim made a motion to open the Public Hearing. Mayor Pro Tem Melissa Davis seconded the motion and the Public Hearing opened @ 6:37 p.m. for comments regarding the sale of property within the land where the Cone Mill was.

Town Manager, Ryan Spitzer, spoke of the sale of six acres for a one-story, 35,000 to 40,000 square foot office building. York Development met with Planning and Zoning Director, Travis Morgan, as well as Mayor Jack Edwards. All parties were on board with downtown overlay district requirements. The six acres will sell for \$116,000 each and bring a total of \$696,000 to the town for all six acres. The letter of intent (LOI) has a 120-days due diligence period, plus options for three extensions. Each extension will cost \$12,500 and is not refundable but may be used towards the purchase price. Buyers will have a 60 day time frame to produce a Purchase and Sales Agreement. The Letter of Intent states that we are in an exclusive agreement/negotiations with this buyer.

Council Member Les Gladden stated that Council had talked about putting the mill monument on that corner property currently serving as a parking lot. Council Member Gladden suggested clipping the corner of the parking lot in order to save the oak tree and put the monument there in that space.

The Letter of Intent begins tomorrow if Council was in agreement on it.

Council Member Les Gladden made a motion to close the Public Hearing. Council Member Joe Maxim seconded the motion, there were ayes by all and the Public Hearing was closed at 6:44 p.m.

## **OLD BUSINESS**

## **NEW BUSINESS**

6. **Audit Presentation** (*Richard Dixon*) - Ko Tan Cha-Moses, CPA and Claire Chase, Sr. Accountant for Martin Starnes & Associates will be making a presentation on the FY2020 Budget findings.

Finance Director, Richard Dixon, introduced two employees from Martin, Starnes and Associates. The audit was done remotely this year due to Covid-19. Claire Chase presented the findings. She stated that the data used for the audit was as of 6/30/2020.

### **Three Top Revenues =**

- 1) Ad valorem Taxes
- 2) Unrestricted revenue
- 3) Restricted revenue

### **Three Top Expenditures =**

- 1) Public Safety
- 2) General Government
- 3) Cultural and Recreation

Ms. Chase concluded by stating that Martin Starnes had issued an Unmodified Opinion which is the best rating that can be obtained. She introduced Ms. KoTan Cha-Moses, CPA, for Martin Starnes & Associates who asked if there were any questions from Council.

Council Member Joe Maxim asked if there were any changes to the audit requirements due to Covid-19? She replied that there were a couple of things that were pushed back as far as the start date for implementation, but that was it.

7. **Council Vote on LOI** (*Ryan Spitzer*) - Council Members vote to approve the Letter of Intent for the sale of six (6) acres of land to SunCap Realty (**ACTION ITEM**).

Town Manager Ryan Spitzer recommended that Council approve of the sale of six acres of property to Suncap Realty/York Development.

Council Member Les Gladden made a motion to approve the LOI, with Mayor Pro Tem Melissa Davis seconding the motion. All were in favor and the motion passed 4-0.

8. **Approval of Financial Document** (*Ryan Spitzer/Richard Dixon*) - Requesting Council Approval of Finance Document pertaining to the construction of a new Town Hall/Library facility (**ACTION ITEM**).

Town Manager Ryan Spitzer advised that Steve Cordell and Steve Waters were in attendance via ZOOM. They were hired by the town to assist with obtaining funding for the new Town Hall/Library project as well as navigate proper Local Government Commission regulations pertaining to the construction of such an entity.

Next month a Public Hearing will be presented to enter into agreement with the bank for a loan of \$21 million dollars for the new Town Hall/Library. The price will then be set in stone once that happens. This is the first step in that process to get there. It will be a 20-year loan with no penalty if paid off early.

Council Member Joe Maxim made a motion to approve and accept the finance document pertaining to funding for the new Town Hall/Library building. Council Member Les Gladden seconded the motion. All were in favor; motion passed 4-0.

9. **Council Award Electrical Bid for Polk Substation** (*Don Mitchell*) - Council to award bid for Polk Substation based on bid tabulation information attached.

Don Mitchell of Electricities presented a bid for the Polk Substation for materials relating to renovations of the substation. The project will be made up of a total of four contractors. Mayor Pro Tem Melissa Davis commented that it was nice to see the breakdown of each contract. Mr. Mitchell recommended approval of the bid for \$182,028.

Mayor Pro Tem Melissa Davis made a motion to approve the contract as stated, with Council Member Amelia Stinson-Wesley seconding the motion. All were in favor. Motion passed 4-0.

10. **Council Award Electrical Bid for Preston Park/Downs Rd.** (*Ryan Spitzer/Don Mitchell*) Council to award bid for electrical work at Preston Park and Downs Rd. based on bid tabulation information attached (**ACTION ITEM**).

Mr. Mitchell presented a second bid for electrical work for the new Preston Park subdivision and Downs Road. The bid was for \$636,186.45. He recommended approval of this bid as well.

Council Member Les Gladden made a motion for approval, with Mayor Pro Tem Melissa Davis seconding the motion. All in favor and motion passed 4-0.

## STAFF UPDATE

Mr. Spitzer provided an update on the following items:

- Offices will be closed Wednesday, 11/11/2020, in honor of Veterans Day.
- Second Council Retreat is scheduled for Thursday, 11/12/2020 from 2 p.m. to 8 p.m. at the Hut.
- Worked with downtown merchants to put up Christmas lights. Merchants chipped in to cover the \$1500 costs to put up the lights. All agreed they look nice.
- GMP prices came in favorably. Working on getting contract for the library on the county's agenda next month.
- Police vehicles - Manager Spitzer sent out a memo regarding four SUV's that are different colors with a sales price of \$29,000 each. Council Member Les Gladden said the return on the SUV's will be better. We won't be getting interceptor package, which is saving \$20,000.
- Mayor Jack Edwards asked if there was a date set for the Christmas drive through. Manager Spitzer advised that there was no set date yet.
- Tinsley property - difficulty communicating with their realtor. Possible payback for the Lynwood/Lakewood deal. Manager Spitzer will contact our attorney.
- Council Member Joe Maxim asked what the time line was for the final striping on Main Street. Manager Spitzer advised he will contact DOT if the project is not completed this week.  
Mayor Pro Tem Melissa Davis mentioned the school sign had been knocked over and needed to be fixed.
- Manager Spitzer announced that the new website had been launched and there has been positive feedback that it is much more user friendly.

**11. November/December Calendar**

Mayor Edwards called for a five-minute recess before moving into Closed Session.

**CLOSED SESSION:** Discussion pursuant to NCGS 143-318.11 (5), real estate. A real estate item was discussed at length.

**ADJOURN:** At 9:11 p.m. a motion was made and seconded to end the Closed Session and adjourn the meeting. There were ayes by all.

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Mayor Jack Edwards

**ATTEST:**

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Barbara Monticello, Town Clerk