



**WORK SESSION MINUTES
MONDAY, JANUARY 22, 2024 @ 6:00 PM
TOWN HALL COUNCIL CHAMBERS**

The Town Council of the Town of Pineville, NC, met in a Work Session on Monday, January 22, 2024 @ 6:00 p.m.

ATTENDANCE

Mayor: David Phillips
Mayor Pro-Tem: Ed Samaha
Council Members: Amelia Stinson Wesley, Chris McDonough, Danielle Moore
Town Manager: Ryan Spitzer
Town Clerk: Lisa Snyder
HR Director: Linda Gaddy
Finance Director: Chris Tucker
Electricities Manager: David Lucore

CALL TO ORDER

Mayor David Phillips called the meeting to order at 6:00 p.m. Mayor Pro Tem Ed Samaha moved to open the meeting with a second provided by Council Member Chris McDonough. All ayes.

DISCUSSION ITEMS:

Parks and Rec Salary Adjustment. HR Director Linda Gaddy stated that there is currently only one classification for the Parks Maintenance Technicians. No career ladder or incentives exist. She requests council approval to add a Technician II and a Sr. Technician to the Pay Plan, plus approval to move existing qualified employees into those new classifications. The fiscal impact for the next year is \$3,705 plus a slight increase in benefits. Town Manager Spitzer said that council will vote on this at the February meeting.

Road Realignment updates. Chip Hill began the discussion regarding Phase I of the realignment of Johnston Road. It is behind schedule due to the easement needed because of the water line. Traffic signal posts will have to be moved. The contractor advised that it will take six to eight months to complete after the easement is obtained. Mr. Hill added that the easement should be done by the end of February. The entire project should be complete within the year.

Planning & Zoning Director Travis Morgan began the discussion regarding Phase II. Childers Lane at Johnston Road will be slightly moved to the south, in order to connect the new road. He added that there will be accessible sidewalks along the roadway, as well. This Phase falls under the umbrella of Phase I. Mr. Morgan is hopeful that this will be complete within two months. There will be additional downtown parking once this project is complete.

Budget Meetings 2024 Calendar. Finance Director Chris Tucker shared the proposed budget schedule with council. He stated that this year, Davenport Financial Advisors will attend the March 5th meeting to help get the best use of the fund balance. This will be a finance-heavy conversation. This is the only meeting that cannot be rescheduled due to their commitment to attend.

Mr. Tucker added that most of the budget meetings should take no more than two hours each. Mr. Spitzer will have his manager's report ready on April 30th, followed by the public hearing in May.

Finance Report. Finance Director Tucker provided booklets, as promised at the November meeting, to Council. He explained what this report is and what its purpose is. Council does not vote on this. He noted that electric expenditures are one month ahead. He summarized by adding that he will be bringing updates to the budget for project funds, a/k/a budget amendments.

Jack Hughes Park Expansion. Town Manager Ryan Spitzer reported that the FY24 budget had money dedicated to producing a plan for the expansion of Jack Hughes Park. This plan would then be used to engage potential partners in funding the expansion. The Parks and Rec Committee will review the proposal next month. Staff will also do some public engagement around the plan. Previous council's input was that multi-purpose fields would see more usage. We are looking at adding tennis and pickleball courts, in addition to lacrosse and football. The feasibility study recommended turf. Turf has a fifteen-year lifeline. Ms. Moore asked if we could post telephones at the concession area in case of emergencies, to which Town Manager Spitzer replied yes.

Meeting Rules & Procedures. Town Manager Spitzer stated that Council Member Stinson-Wesley had asked that we review the Town's Meeting Rules and Procedures policy. Council Member McDonough would like to see the three-minute rule enforced for public comment. Mayor Phillips agreed. Public comment should be limited to three minutes for each person, for a total of fifteen minutes for public comment. Town Clerk Snyder will look into getting a red, yellow, and green light system for the council chambers to keep track of time. There was a short discussion of clearing the council chambers when the meetings have ended. Council members will send their proposed changes to the Meeting Rules and Procedures to Town Clerk Snyder and she will prepare an updated copy and present it to council for a vote.

Council Member Danielle Moore moved to go into Closed Session pursuant to NCGS 143.318.11 (5) for acquisition of property, followed by a second made by Council Member Amelia Stinson-Wesley. All ayes.

Council Member Stinson-Wesley moved to leave Closes Session followed by a second made by Council Member Moore. All ayes.

Council Member Stinson-Wesley moved to adjourn the Work Session with a second made by Council Member McDonough. All ayes.

The Mayor adjourned the meeting at 8:47 pm.

David Phillips, Mayor

ATTEST:

Lisa Snyder