

Town of Robbins Board of Commissioners Regular Board Meeting
Thursday, December 8th, 2016 at 6:00 pm
Location: Town Hall 101 N Middleton St

I – Call to Order - Mayor English calls the meeting to order at 6 pm. Mayor English is present along with Mayor Pro-Tem Green and Commissioner Stewart, Boswell, Holt, and Phillips. Present for the Town Staff are Town Manager David Lambert, Finance Officer Matthew Shuster, Town Attorney T.C. Morphis, Town Code Enforcement Officer Brandon Emory, Police Chief Rob Tew and Fire Chief Jarius Garner. The public attendees list will be filed with the minutes.

II – Invocation – Mayor English leads the Invocation.

III – Pledge of Allegiance – Mayor English leads the Pledge of Allegiance.

IV – Adoption of Agenda – Commissioner Holt moves to pass with the proposed amendment, adding “Other Discussion” as Item D in section XI. The agenda is passed unanimously as proposed by Commissioner Holt.

V – Presentation – N/A

VI – Approval of Consent Agenda –

A – Approval of minutes for the regular meeting held November 10th, 2016

B – Approval of Meeting Dates

Mayor Pro-Tem Green moves to approve the consent agenda. The motion is approved unanimously.

VII – Public Address to the Board of Commissioners –

Sharon Lambert – Ms. Lambert owns property in Robbins, she did not have money to fix it up, the person who was willing to fix it could only work on weekends. Because of this she was fined by the Town’s Code Enforcement process. The tenant in it now is rent-to-own, she no longer lives in Town herself. She hopes the Board will work with her on finding a solution to the fines she received.

Darrell Lee Upchurch – His father’s salvage building was also fined. His father did not fully understand what was going on or mention it to him, now that Mr. Upchurch knows about it he has a plan to fix it and is going to make it a nice building that will look good for the Town but is asking the Board for help with the fines he has received.

VIII – Reports –

A – Town Manager’s Report – Mr. David Lambert – It has been a tough month for utility issues. Violation of TTHMs, the Town probably will have public notice about this after the first of the year. Commissioner Holt asks about dangers of TTHMs, Mr. Lambert indicated that he did not have any specific information with him regarding

any long-term and constant exposure effects of TTHM, but that isolated incidents of abnormal levels can occur. Mr. Lambert did a quick Water/Sewer audit to identify any revenue gaps or inefficiencies in our billing process. The Town is looking at how to improve the system of billing and reading meters.

Mr. Lambert gives an update on the phones and Mr. Shuster confirms the Town has finalized with Verizon to change over the phone system in Town Hall and other Town buildings. Mr. Lambert contacted CenturyLink and they will be following up with him in February.

Mr. Lambert discusses the tourism opportunities/traffic up this way, working on a brochure we can put in the Asheboro and Pinehurst areas to showcase why someone should come to Robbins. He will also be updating the website with this information.

Mr. Lambert has researched salary options for the Town of Robbins and has gotten information from neighboring communities and the North Carolina League of Municipalities. Mr. Lambert briefly discusses the FLSA new OT requirements and position/salary options. A workshop on all of this needs to happen and will be discussed later on in this meeting.

Appearance commission meeting went well! They looked at logo designs for the Town and will present to the Board at the next meeting.

B – Code Enforcement Report – Mr. Emory states there are some corrections to the report. Commissioner Stewart inquires about Ms. Lambert, who spoke during public address. Mr. Emory explains which property it was. Mayor Pro-Tem Green asks what the process to go about handling these penalties is, Mr. Morphis clarifies that it is up to the Board to decide if they would like to collect for the full amount or choose to accept less.

IX – Other Reports –
N/A

X - Unfinished Business –

A – Ordinance to Allow Chickens within the Robbins Town Limits – Mr. Lambert discusses both items A and B and recommends the Board table both. He explains the situation currently with Moore County Animal Control as well as the actual enforcement of these ordinances and potential unintended consequences from these ordinances such as people just getting rid of their animals. Mr. Emory had a conversation previously with animal control, they don't handle chickens but Mr. Lambert had a conversation with head of animal control, who said they do handle chickens. Mayor English suggests to table both A and B. Commissioner Holt moves to table until February due to January meeting already being busy. The motion is approved unanimously. Items A and B will both be revisited in February.

B - Ordinance Limiting Dog Tethering – See discussion above

XI – Discussion/Possible Action –

A – Personnel Work Session Schedule – Commissioner Boswell moves to schedule on for January 26th at 6 pm at Town Hall. The motion is approved unanimously.

B – Christmas Parade Follow-up – Mr. Lambert gives a quick recap, noting one minor issue was that people were out too far in the street at some places. Mayor English agrees but thinks drivers of the floats did a good job and parents must keep track of their kids. Mayor English also had people comment to him that they did not like the Christmas tree in the location it was in, which Mayor Pro-Tem Green notes was due to people being unable to get across the street to where the kids were singing for the tree lighting. Commissioner Boswell discusses with Police Chief Tew and Fire Chief Garner about next year potentially planning a bit differently and blocking off streets differently to prevent these issues. Mr. Garner states that they can incorporate some parts of Farmers Day in terms of blocking off roads since the Christmas Tree Lighting and Parade have grown to a bigger size than it used to be. No official action is taken.

C – Appearance Committee Appointment – The nominee is Ryan Bradshaw, for a two-year appointment. Commissioner Holt moves to appoint. The appointment is unanimously approved with Mayor Pro-Tem Green not voting.

D – Other Discussion – Mr. Morphis explains the situation with the Depot Committee and the uncertainty of whether there actually is a committee or not. Mr. Lambert and Mr. Shuster present a quick report on what money the Town brought in from the Depot Committee as well as the expenditures the Town had in regards to the Depot. Mr. Morphis explains the Board should just have a vote to establish the committee and then during budget season can expand further into future expenses. Commissioner Boswell moves to table as a discussion until February. The motion is approved unanimously, the discussion will be revisited in February.

XII - New Business –

A – Amendment to Special or Bulk Collection Ordinance – Mr. Lambert explains it would clear up some confusion, particularly in regards to burning leaves. It will also provide guidelines as to what the Town will accept. Commissioner Boswell moves to pass. The amendment to the ordinance is approved unanimously.

B – Amendment to Parking Time Schedule – Commissioner Phillips moves to pass the amendment. The amendment is approved unanimously.

C – Engineering Services – Commissioner Boswell moves to approve of using Wooten Company for engineering services for the AIA grant based on Mr. Lambert's recommendation. The motion is approved unanimously.

D – 280. N. Middleton Street Code Enforcement – Mr. Emory explains the conversation he had with the property owner, Mr. Randy Key as well as Mr. Key’s attorney. Mr. Emory reads a letter from Mr. Key’s attorney. Mayor Pro-Tem Green moves to approve the proposed penalties. The motion carries unanimously.

XIII –Comments from Commissioners –

Commissioner Phillips – Happy the Christmas Parade went so well, him and his family enjoyed it!

Commissioner Stewart – Do we have an update on the green space? Mr. Lambert states he does not as of now but will be meeting with NMFRC soon again for an update.

Mayor English – The Christmas Tree lighting and Christmas parade is an important event for the kids and he thanks everyone who helped put it on. Also encourages all in attendance to say a prayer for Mr. Roger Epps of the Robbins Street Department who has been having some health issues lately.

XIV – Closed Session –

Mayor Pro-Tem Green moves to go into Closed Session to preserve attorney-client privilege. The motion is approved unanimously.

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Commissioner Stewart moves to come out of Closed Session with no official action taken. The motion is approved unanimously.

XV – Adjournment – Mayor Pro-Tem Green moves to adjourn. The motion is unanimously approved and the meeting is convened at 7:56 pm.

Minutes taken by Matthew Shuster

Approved 12th day of January 2017

Mayor

Town Clerk