

**MINUTES  
REGULAR MEETING  
Village Hall Meeting Room  
March 8, 2022 – 4:30 PM**

- 1. Call to Order:** Mayor Boito called the meeting to order at 4:30 PM
- 2. Members Present:** Mayor Pro Tem Janice Gregorich, Councilmembers Janet Nauman, Don Nelson and Gary Samuels
- 3. Members Absent:** None
- 4. Others Present:** Lisa Kivett-Village Clerk, Police Chief Chad Shue, and several Village residents
- 5. Moment of Silence:** Mayor Boito requested those present to pause for a moment of silence followed by the Pledge of Allegiance.
- 6. Approval of the March 8, 2022 Regular Meeting Agenda**

Mayor Boito added *Update on Legal Issues* to his report.

**Councilman Don Nelson made a motion to adopt the March 8, 2022 agenda as amended. The motion carried unanimously.**

**7. Consent Agenda**

*All items listed below are considered routine and will be enacted by one motion and without discussion*

A. Approval of Minutes

1. January 27, 2022 Work Session
2. February 8, 2022 Regular Meeting
3. February 24, 2022 Work Session

B. Budget Amendment #2021-01 - General Fund

C. Budget Amendment #2022-02 – General Fund

**Councilman Nelson made a motion to approve the consent agenda as amended. The motion carried unanimously.**

**8. Public Comment Period**

None

**9. Zoning Administrator's Report – Lisa Kivett**

This report covers the timeframe of Zoning Activity for From February 9 through March 8, 2022

Currently a total of Seventy-six (76) homes are under construction or in the beginning stages of lot clearing. Sixty-nine (69) in the Village Corporate Limits and Seven (7) in the ETJ.

Permit applications were received and reviewed for the following:

- Three (3) Single Family Residence (which are included in the total above)
  - 84 Richmond Rd
  - 21 S. Shamrock
  - 135 Reynwood (ETJ)

Other Permits Issued

- Four (4) Accessory Buildings
- Two (2) Pools
- One (1) Fence

Several ordinance violation notices were issued for an illegal sign, trash cans, trailers, and debris left on the side of the road.

**10. Council Member Reports:**

- A. Finance – Janice Gregorich
- Financial Report

Mayor Pro Tem Gregorich reported as of February 28, 2022, the general fund balance was \$2,163,736 of which \$953,849 are restricted funds.

The water fund balance was \$1,160,527 of which \$296,076 are restricted funds. The total cash balance in the Village is \$3,324,264.

Members of council received 2022-2023 Budget preparation material. Gregorich explained the layout of the budget prep worksheets and financial data. She requested submission of initial budget numbers be given to Sharon by March 25<sup>th</sup>. Council will continue budget discussions at the March work session.

B. Streets and Park – Janet Nauman

- Pickle Ball Court and Parking Lot

Councilmember Nauman suggested the Village have a Grand Opening Ribbon Cutting ceremony at the new pickleball courts. Mayor Boito suggested having it at the beginning of the March 31<sup>st</sup> works session so all members of council would be in attendance. There was brief discussion about coordination of the meeting and ceremony which will begin at 4:30 the March 31<sup>st</sup> at the pickleball courts site. Proper notice will be posted at the Village Hall, Pickleball courts, and on the Village website. Nauman suggested Andy Moody post information on the pickleball Facebook page and Dave Rossman to send out an email blast to residents.

Nauman received a request for trash cans, cup-holders, and a bench for the pickleball courts. Boito understood there to be a donation offer of a bench; however, he suggested the Village buying one instead. There was extensive discussion about the donation request and the practicality or need of the other requested equipment. Mayor Pro Tem Gregorich suggested further review at the work session and consider the budgeting aspect before deciding.

Nauman received a bid for parking lot paving. The middle plant area will be removed and made part of the parking lot.

- South Shamrock Drive Repaving

Nauman reported that North Shamrock from Richmond Road to the pond area will be repaved in July.

- Village Park Trails

Nauman received two bids for park trail repairs. She will go with Dyes General Contracting who will repair the trails for \$8,000. The trails will need to close for at least four days. Information on closures will be posted on the Village website.

- Hoffman Road Fence

The Hoffman Road split-rail fence. Councilmember Nelson raised questions on the placement of corner fencing in some areas, discussion ensued. Nauman said that Brown Golf will pay for their own portions of fencing. When removal of the fence begins, residents will have a day to pick up any rails or posts that are in good condition, free of charge.

Councilman Samuels asked if there was an update on putting in crosswalks across Richmond and Hoffman Rd. Mayor Boito replied they are both State roads and he has yet to hear back from the State on the request. Boito will follow-up.

C. Public Safety – Don Nelson

Councilmember Nelson asked that Chief Shue update the council on police activity for the quarter.

Chief Shue provided copies of the 1<sup>st</sup> quarter police event sheet to council. During the period of January 1<sup>st</sup> through March 8<sup>th</sup>, a total of 958 events were recorded with a bulk of them being citations and vehicle stops.

This year's grant is now open, and money was released from the State. Out of the \$24,500 received, nearly all was spent on the federal government's required radio updates. He explained the required changes.

He was able to obtain two signposts from NCDOT to install the road signage on Woodland Circle. The newly purchased cameras were installed at the Village Park.

The South Shamrock emergency gate is having issues with opening by using the remote clicker. Shue contacted the technician who said the solar panel was not receiving enough energy to keep the battery charged. Shue suggested either an added solar panel be installed or electrical be hardwired in to ensure the gate works year-round. Nauman will work with Chief Shue on this situation.

Shue raised concerns about the rising fuel costs and his budgeted fuel based on lower costs. His budget is running tight with five vehicles because of this. He has asked his officers to be mindful of their mileage and conserve gas where they can. He wants residents to know that officers are in the Village and answering calls.

Councilman Nelson scheduled to meet with Fire Chief Stromberg on March 9<sup>th</sup> at the police department. This meeting was originally scheduled the week prior however, Stromberg failed to show up.

#### D. Water Department – Gary Samuels

Councilmember Samuels is waiting for a final contract from Suez. He reiterated earlier meeting discussion about painting the Village logo on the water tank. This work is a separate entity and not part of the contract. Samuels had multiple options for council to consider, each with a significant charge. The options ranged from \$8,800 to \$10,450. If we choose to keep what is currently on the tank, the repainting is included in the contract. It was consensus of the council to stay with the current design.

Samuels reiterated prior meeting discussions about a water meter that could not be located and the renter being severely past due on water payments. The meter was found, and a payment plan set up with the renter to pay \$100 per month toward the arrears of over \$800. The renter has since “skipped-out”, and water service is disconnected at this time. Discussion ensued on water shut-off and responsibility of the property owner to pay arrears left by renters and possibly placing a lien on the property. Samuels emphasized the Village growth over the years has significantly increased the amount of work for one fulltime and one parttime employee. This alone set back the ability to address this situation in a timelier manner. He added that council will look at staffing needs within the upcoming budget talks.

#### E. Mayor’s Report – Don Boito

- Legal Issues

Mayor Boito updated council on a couple legal issues, a drainage issue on Ridge Road and a request for paving on Wedgewood. The response to both is the Village will not take responsibility.

### 11. Old Business:

- Composition of the New Long Range Planning Committee

We are working on the composition of the LRP committee. Once organized, new members will be notified to attend a briefing from council about their responsibilities.

- Finalize Changes to the New Water Ordinance

Mayor Pro tem Gregorich proposed changes to the Village Water ordinance at the prior meeting. These proposed changes were drafted in an ordinance amendment which she asked council to consider adopting. The major changes include billing property owners instead of renters. In lieu of property owners, a designated property manager will be billed. Renters and lessees will never be billed nor designated as a property manager. A leak forgiveness process is also outlined within the amended ordinance.

**Councilmember Nauman made a motion to adopt Ordinance Amendment #2022-03. The motion carried unanimously and Ordinance Amendment #2022-03 is hereby adopted.**

**12. New Business**

▪ RV/Golf Plan

Boito reported the Clerk received plans for a potential RV Park/Golf Course located in the ETJ. This proposed plan has been given to the Planning & Zoning Board for their review and recommendations. A copy of the plan is also available at the Village office for council to review.

▪ Zoning Enforcement

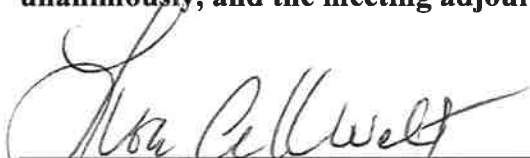
Boito commented that many of the new residents are unfamiliar with Village ordinances. He asked that zoning enforcement be ramped up. He also raised concerns about an undeveloped lot containing possible dangerous debris located on Woodland Circle and Forest Lake Drive. Boito suggested the part-time officer address these issues.


**13. Public Comment:**

Leslie Frusco – 7 Hillside Drive asked the council to consider adding an additional day or two at the yard waste facility. She pointed out the difficulty for working families to use the facility being opened only one Saturday per month.

**14. Adjournment**

**Councilmember Janet Nauman made a motion to adjourn. The motion carried unanimously, and the meeting adjourned at 5:30 PM.**

  
\_\_\_\_\_  
**Lisa A. Kivett, CMC, NCCMC, CZO**  
**Village Clerk**

  
\_\_\_\_\_  
**Don Boito**  
**Mayor**