

**MINUTES
REGULAR MEETING
Village Hall Meeting Room
February 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 Don Nelson and Gary Samuels
3. **Members Absent:** Councilmember Janet Nauman
4. **Others Present:** Lisa Kivett-Village Clerk, Police Chief Chad Shue, Residents Andy Moody, Mary Gilroy, George Hedrick, MaryAnne Lauer, Barbara Okula, and Jason Daily
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 February 8, 2022 Regular Meeting Agenda**

Mayor Boito asked to remove the January 27, 2022 Work Session Minutes from the Consent Agenda due to technical difficulties with the transcription.

Mayor Pro Tem Gregorich made a motion to adopt the February 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 11, 2022 Regular Meeting
 2. January 27, 2022 Regular Meeting
- B. Authorization to Advertise Tax Liens

Mayor Pro Tem Gregorich made a motion to approve the consent agenda as amended. The motion carried unanimously.

8. Public Comment Period

Jason Daily commented he was unable to locate some of the Village meeting minutes online and asked if they were available on the Village website

9. Zoning Administrator's Report – Lisa Kivett

This report covers the timeframe of January 12, 2022 thru February 8, 2022. Currently a total of Seventy-three (73) homes are under construction or in the beginning stages of lot clearing. Sixty-seven (67) in the Village Corporate Limits and Six (6) in the ETJ.

Permit applications were received and reviewed for the following:

Seven (7) Single Family Residence (which are included in the total above)
S. Shamrock
Tufts Vista (ETJ) (2)
Justin Way (Grande Pines)
Woodland Circle (3)

Certificate of Occupancy Issued

155 Windswept Vista

Other Permits Issued

Four (4) Swimming Pool
Two (2) Accessory Buildings
One (1) Structure Modification
Three (3) Fence
One (1) Propane Tank

The following "Report a Concern" were received and forwarded to the appropriate dept.
Third report from same resident regarding overgrown bushes on southside of eastside entrance
Other Permits Issued

10. Council Member Reports:

A. Finance – Janice Gregorich

- Financial Report

Mayor Pro Tem Gregorich reported as of January 31, 2022, the general fund balance was \$2,137,177 of which \$953,849 are restricted funds.

The water fund balance was \$1,115,272 of which \$296,076 are restricted funds. The total cash balance in the Village is 3,280,757.

Members of council will receive budget preparation information at the upcoming work session.

B. Streets and Park – Janet Nauman

- Fence Quotes

Mayor Boito spoke on behalf of Councilmember Nauman who was absent. Nauman received bids from Apex Fencing for \$20,990 and from Garren Hill Landscape and Farm for \$14,690 for removing the fence along Hoffman Road. She recommends accepting a bid from Garren Hill Landscape and Farm. Mayor Pro Tem Gregorich commented she and others in the Grande Pines area have done business with Garren Hill and are very satisfied with the work. She added that funds for this project were already budgeted.

C. Public Safety – Don Nelson

Councilmember Nelson reported that a new camera system was ordered for the Village Green Park.

Nelson and Mayor Pro Tem Gregorich met again with Chief Shue to discuss changes to officer's holiday pay. More details will be available for discussion at the upcoming work session.

D. Water Department – Gary Samuels

Councilmember Samuels provided an update on the outstanding water meter installations and meter readings. There are 27 meters which must be read manually.

The part-time contractor, Jessie, will begin working on Friday. Jessie's first duty is to find a buried meter at a rental property to disconnect service. The renters are over \$500 in arrears.

Samuels and David McKew met with two contractors to review their quotes for the work and maintenance of the water tank. Samuels will provide council with more details and recommendations at the upcoming work session. He pointed out a need for expediency to begin work. If we can get it done in mid-April, we will not need to drain the tank because of the temperatures.

E. Mayor's Report – Don Boito

- Conversation with NCLM Regarding Wells

Mayor Boito spoke with North Carolina League of Municipalities about spending ARP funds to bring in a new well site. The League believes this would fall under the purview of that. Boito reported an email discussion with Mr. Sweeney who owns the old Stonehill property about drilling a well on his property. Mr. Sweeney was very amiable to that. Councilmember Samuels and David McKew will begin looking for a site on the property.

11. Old Business:

- Employee Holiday Pay Proposal

Councilmember Nelson briefly touched on this during his earlier report. Mayor Pro Tem Gregorich commented the only way to get around paying for worked holidays is to issue comp time. In paying out, we are looking at an additional \$3,500 per year in salaries including benefits. This will become part of the budget process and if passed, will be effective July 1.

- Leak Forgiveness Request from Tom Leen

Boito reported that all past readings and records on this account were reviewed, and we can find no reason to honor the request. A letter of our findings and request for payment was sent to Mr. Leen.

- Woodland Circle Stop Sign Request

Nelson reported Chief Shue contacted NCDOT and spoke to William Purvis regarding the stop sign request. Mr. Purvis advised that it is prohibited for stop signs to be used as speed control. Based on this, we have decided to deny the request for a stop sign on Woodland Circle. The Village has in the past reduced the speed limit from 35MPH to 25MPH. Brief discussion followed.

12. New Business

- Water Billing Responsible Party

Gregorich reported that from time to time, we have issues with renters moving out and not paying outstanding water bills. She spoke with the Village attorney about keeping the bills in the property owner's name which he advised was permissible. Gregorich proposed making this change to the billing once council has reviewed the attorney's opinion. Samuels has agreed to take on this project of changing over the billing system.

- Full-time Position for Water Department

Samuels would like council to consider budgeting a full-time position for the water department. He reiterated the backlog of work and the need for added staff. Discussion ensued on the needs and qualifications of a new staff member. Samuels will provide additional details at the upcoming work session.

13. Public Comment:


Jason Daily – 2 Woodland Circle thanked the council and police department for considering his request for a stop sign on Woodland Circle. He asked what the process is for moving the speed limit signs to different locations in the Village. Chief Shue explained the process to him.

MaryAnne Lauer – Deer Track thanked the council for opening the yard waste facility on additional days during the ice storm.


Teresa Jackson – Pine Top Ct. asked if the Village would consider installing speed bumps to slow traffic.

14. Adjournment

Mayor Pro Tem Gregorich made a motion to adjourn. The motion carried unanimously, and the meeting adjourned at 5:12 PM.



Lisa A. Kivett, CMC, NCCMC, CZO
Village Clerk



Don Boito
Mayor