



**Minutes
Town of Chadbourn, North Carolina
Chadbourn Council Regular Meeting
October 4, 2016**

The Regular Council Meeting of the Chadbourn Town Council was held Tuesday, October 4, 2016 at 7:00 p.m., in the Council Meeting Room.

Members Present: Mayor Phillip Britt; Councilmembers: Rashad Roberts, Donald Ray Bass, James Green, Colene Kelly and David Worley

Members Absent: None

Others Present: Patricia Garrell, Interim Town Manager; Linda Gaddy, Deputy Town Clerk; Steven Price, Public Works Director; Darrell Trivette II, Chief of Police and Harold Pope, Town Attorney.

CALL TO ORDER AND ROLL CALL

Mayor Britt called the meeting to order at 7:00 p.m. Linda Gaddy, Deputy Town Clerk took roll call.

INVOCATION

Harold Troy led the assembly in prayer.

Mayor Britt requested a moment of silence for Councilmember Rashad Roberts and Linda Gaddy because of the passing of their loved ones.

PLEDGE OF ALLEGIANCE

Mayor Britt led the assembly in the Pledge of Allegiance.

APPROVAL OF AGENDA

Mayor Britt asked Council to make a motion to approve the agenda.

A motion was made by Councilmember Green to approve the agenda with adding a discussion of a Personnel Records Storage Policy, Diversity for Hiring Policy for Police Officers in the Town of Chadbourn Police Department and joining the Columbus Chamber of Commerce and Tourism.

Councilmember Worley requested to have a discussion on developing a Disaster Preparedness Plan for the Town of Chadbourn added to the agenda.

Councilmember Green's motion to approve the agenda carried with having the four (4) items added.

Motion by: Green
Motion Seconded by: Worley
Votes: Ayes - 5
Nays - 0
Abstained - 0

APPROVED

APPROVAL OF MINUTES OF TOWN COUNCIL MEETINGS

1. Regular Meeting Minutes – September 6, 2016

Mayor Britt asked Council to make a motion to approve the minutes listed above.

A motion was made by Councilmember Roberts to approve the minutes listed above.

Motion by: Roberts
Motion Seconded by: Kelly
Votes: Ayes - 5
Nays - 0
Abstained - 0

APPROVED

ANNOUNCEMENTS

2. Mayor Britt made the following announcement:

- Mayor Britt encouraged everyone to prepare ahead of time for the approaching Hurricane.

Mayor Britt closed the Announcements

PUBLIC COMMENTS AND CITIZEN REQUEST

Anyone seeking to speak under Public Comments must complete a comment card and submit it to the Town Clerk prior to the start of the Town Council Meeting. When you come up to speak, you will need to state your name, address, what organization that you represent and your topic of concern.

Mayor Britt opened the floor for Public Comments from the comment cards he received.

Ms. Ramona Sweerus, Chadbourn, NC

- Ms. Sweerus stated that Chief Trivette and the Police Department do a good job and have worked hard to help unite the Town and get the drugs out of our communities to make the Town of Chadbourn a safer place to live. Ms. Sweerus stated that Chief Trivette was a good man and that he does a good job as Chief of Police for the Town of Chadbourn.

Ms. Marie Kelly, Chadbourn, NC

- Ms. Kelly stated that the Chadbourn Police Department has improved under the leadership of Chief Trivette and that people should unite and support Chief Trivette and the Town's Police Department. Ms. Kelly commended Chief Trivette and the Police Department for beginning to interact with the Town's citizens and letting the young adults and kids know not to be afraid of the Town's Police Officers. Ms. Kelly thanked Town Council for making such a good decision by hiring Chief Trivette.

Mr. Danny Clewis, Chadbourn, NC

- Mr. Clewis stated that Chief Trivette and the Chadbourn Police Department was working hard to make the Town of Chadbourn a safer place to live. Mr. Clewis stated that for the first time in years, he feels safer when riding the streets of Chadbourn and in his home and that the gun shots

and crime have decreased. Mr. Clewis thanked Town Council for hiring Chief Trivette and hoped that they would continue to give him and the Chadbourn Police Department their support.

Ms. Shaquana Lawson, Chadbourn, NC

- Ms. Lawson complained about her water bill constantly go up. Ms. Lawson stated that when her nephew was killed, the tow truck ran over her meter and busted the water line on her side at which time she starting having problems with her water bill. She stated that she had received a water bill for over one thousand dollars. Mayor Britt requested Interim Manager Garrell to look into Ms. Lawson's bill to determine if the bill could be adjusted.

Ms. Courtney Williams, Chadbourn, NC

- Ms. Williams stated that when her neighbor's water bill goes up, her water bill also goes up and that she had received a very high water bill of almost \$400.00. Mayor Britt stated that he, Ms. Garrell and Steven Price would seek a resolution to help solve this problem and her water was not to be disconnected.

Mayor Britt closed the Public Comments.

PUBLIC HEARINGS

3. **Public Hearing on Case No.: RZ-02-16 - Rezoning for Victory in Jesus Ministries.** Property owner, Victory in Jesus Ministries has requested a rezoning of 10.2 acres of a 39.6-acre site located at approximately 810 Joe Brown Hwy N (Property #26053) from Residential/Agricultural (RA-20) to Highway Service Business (B-2).

Mayor Britt opened the floor for the Public Hearing on Case No.: RZ-02-16 at 7:20 p.m.

Allen Serkin: Cape Fear Council of Governments Planning Consultant, Wilmington, NC

- Mr. Serkin gave Town Council a brief explanation of Victory in Jesus' request for the rezoning application.

William "Butch" Davis, Chadbourn, NC

- Mr. Davis asked what was Victory in Jesus Ministries planning to do with the property.

Ms. Joan Elliott, Chadbourn, NC

- Ms. Elliott asked if this would have any effect on her property.

Mayor Britt closed the floor for public comments on the rezoning for Victory in Jesus Ministries at 7:23 p.m.

Mayor Britt opened the floor for public comments on the Church/School Zoning Text Amendment at 7:24 p.m.

4. **Public Hearing on Church/School Zoning Text Amendment.** Victory in Jesus Ministries is requesting approval of a text amendment to the table of permitted uses (Sec. 86.52) to add elementary and secondary schools as uses permitted by right in the R-12-MH, RA-20 and R-20-MF zoning districts and by conditional use in the B-1 and B-2 zoning districts, and to add churches and convents as uses permitted by right in the RA-20 and RA-20-MF zoning districts.

William "Butch" Davis, Chadbourn, NC

- Mr. Davis asked what kind of schools and churches are they planning on opening.

Mr. Howard Resnik, Engineer for Victory in Jesus Ministries (CSD Engineering)

- Mr. Resnik stated that the only thing in front of the Town Council for their consideration was the rezoning request.

Councilmember David Worley, Chadbourn, NC

- Councilmember Worley asked if Victory in Jesus had checked into the cost of getting a driveway permit.

Mayor Britt closed the floor for public comments on the church/school zoning text amendment at 7:28 p.m.

Mayor Britt opened the floor for public comments on the Tattoo and Body Piercing Zoning Text Amendment at 7:28 p.m.

5. **Public Hearing on Tattoo and Body Piercing Zoning Text Amendment** – The Planning Board initiated an amendment to the table of permitted uses (Sec. 86.52) to add Tattoo and Body Piercing Establishments as a use permitted by right in the I-2 zoning district and by condition in the B-1 and B-2 zoning districts and to establish supplemental development standards for the use. The amendment also clarifies how the zoning administrator is supposed to interpret uses not specifically listed in the table of permitted uses.

- No comments

Mayor Britt closed the floor for public comments on the tattoo and body piercing zoning text amendment at 7:29 p.m.

CONSENT AGENDA

6. **Approval of Budget Amendment to move Expenses from Parks & Recreation to the Governing Body for West Columbus Football.** Staff is requesting Town Council's approval for BA-16/17-08.

GENERAL FUND BA-16/17-08

Parks & Recreation

Football

10-6200-5705 decrease \$2,000

Governing Body

Donations

10-4100-1500 increase \$2,000

End of Budget Amendment

A motion was made by Councilmember Kelly to approve BA-16/17-08 to move expenses from Parks & Recreation to the Governing Body for West Columbus Football.

Motion by: Kelly
Motion Seconded by: Green
Votes: Ayes - 5
Nays - 0
Abstained - 0

APPROVED

7. **Approval of a Resolution Requesting the Services of the NC Main Street and Rural Planning Center for Assistance with Development of an Economic Development Strategic Plan with the Town of Chadbourn.**

A motion was made by Councilmember Worley to approve the Resolution requesting the services of the NC Main Street and Rural Planning Center for Assistance with Development of an Economic Development Strategic Plan with the Town of Chadbourn.

Motion by: Worley
Motion Seconded by: Roberts
Votes: Ayes - 5
Nays - 0
Abstained - 0

APPROVED

ACTION AGENDA

8. **Discussion of a Personnel Storage Plan.**

Town Council discussed how personnel files were stored and who had access to the files. After much discussion, Council agreed that a checks and balance system was to be established.

A motion was made by Councilmember Green to implement checks and balance system whereby two people are to be held accountable for removing and placing information into employee files. The same two people are to always be together when entering an employee's file. They are to sign a documentation sheet explaining the actions taken and give a written report to Town Council every month at the Council meeting.

Motion by: Green
Motion Seconded by: Roberts
Votes: Ayes - 5
Nays - 0
Abstained - 0

APPROVED

9. Mr. Willie L. Dorsey, with Wholesome Image Inc., Youth Organization, Requested to be Placed on the Agenda to Use 424 N. Brown Street Parking Lot Monthly for a Youth Organization.

Mr. Dorsey was not present at the meeting.

A motion was made by Councilmember Worley to suspend the request indefinitely.

Motion by: Worley
Motion Seconded by: Bass
Votes: Ayes - 5
Nays - 0
Abstained - 0

10. Discussion of implementing a Diversity for Hiring Policy in the Chadbourn Police Department.

In an attempt to have diversity in the Chadbourn Police Department, Chief Trivette was encouraged to recruit officers from different cultures. Mayor and Council stated that everyone should be encouraged to apply. Council would like to have Officers from all races, colors, ethnicities, males, females and handicapped.

A motion was made by Councilmember Green to have Town Attorney Butch Pope work on developing a Hiring Policy for Diversity in the Chadbourn Police Department.

Motion by: Green
Motion Seconded by: Roberts
Votes: Ayes - 5
Nays - 0
Abstained - 0

11. Approval or Disapproval of Case No.: RZ-02-16 - Rezoning for Victory in Jesus Ministries. Staff is requesting approval or disapproval for the Rezoning Request by Victory in Jesus Ministries.

Mr. Allen Serkin, Planning Consultant with the COG and Mr. Howard Resnik, Engineering Consultant for Victory in Jesus Ministries, answered questions for Council and the public.

After much discussion, Councilmember Roberts made a motion to approve Case No.: RZ-02-16 for the rezoning of the 10.2 acres of a 39.6 acre site located at approximately 810 Joe Brown Hwy N (Property #26053) from Residential/Agricultural (RA-20) to Highway Service Business (B-2).

Motion by: Roberts
Motion Seconded by: Green

Votes: Ayes - 5
 Nays -- 0
 Abstained -- 0

12. **Approval or Disapproval of a Text Amendment for Churches/Schools for Victory in Jesus Ministries.** Staff is requesting approval or disapproval of a text amendment for churches/schools for Victory in Jesus Ministries.

Mr. Davis asked why rezone this property for schools when the Board of Education is trying to close down Chadbourn Middle School.

Latanya Pattillio, also present during the discussion, stated that a vocational school would offer potential possibilities.

After much discussion, a motion was made by Councilmember Roberts to approve the text amendment to the zoning ordinance and table of permitted uses to permit churches and convents by right in the RA-20 and RA-20 MF zoning districts and to allow elementary and secondary schools in the RA-20 and RA-20-MF, R-12-MH zoning districts and any other zoning district which allows schools as a Conditional Use. Also, approve the Statement of Plan Consistency and Reasonableness.

Motion by: Roberts
Motion Seconded by: Worley
Votes: Ayes - 4
 Nays - Green
 Abstained - 0

APPROVED

The Staff Report by Mr. Allen Serkin, Cape Fear Planning Consultant, detailing the text amendment and the statement of plan consistency and reasonableness are hereby attached and made a part of these minutes.

13. **Approval or Disapproval for the Text Amendment to the Zoning Ordinance to Provide Regulations for Tattoo and Body Piercing Businesses in Section 86.52 and the Statement of Plan Consistency and Reasonableness.**

A motion was made by Councilmember Green to approve tattoo and body piercing businesses as a permitted use by right in the I-2 district and by conditional use in the B-1 and B-2 districts and supplemental development standards be established limiting hours of operation and requiring separation requirements from other like businesses and from residences. Also, approve the Statement of Plan Consistency and Reasonableness.

Motion by: Green
Motion Seconded by: Roberts
Votes: Ayes - 5
 Nays -- 0
 Abstained - 0

APPROVED

The Staff Report by Mr. Allen Serkin, Cape Fear Planning Consultant, stating the regulations for tattoo and body piercing businesses and the statement of plan consistency and reasonableness are hereby attached and made a part of these minutes.

14. **Discussion and Approval/Disapproval of a Social Media Policy.** Staff is requesting Council's approval or disapproval of a Social Media Policy.

Staff presented a draft copy of a Social Media Policy for Council's review and approval.

A motion was made by Councilmember Green to table the item until Town Attorney Butch Pope could review the Social Media Policy and make all necessary changes.

Motion by: Green
Motion Seconded by: Worley
Votes: Ayes - 5
Nays - 0
Abstained - 0

TABLED

15. Discussion and Approval/Disapproval of Joining the Columbus Chamber of Commerce and Tourism.

A motion was made by Councilmember Kelly to approve the Town of Chadbourn becoming a member of the Columbus Chamber of Commerce and Tourism.

Motion by: Kelly
Motion Seconded by: Worley
Votes: Ayes - 5
Nays - 0
Abstained - 0

APPROVED

16. Discussion and Approval/Disapproval of developing a Disaster Preparedness Plan for the Town of Chadbourn.

Council discussed using the Chadbourn Town Hall as a shelter for people who needed a safe place to stay during the Hurricane if they could not get to one of the other designated shelters.

Staff was instructed to find out the correct process to develop a Disaster Preparedness Plan for the Town of Chadbourn.

A motion was made by Councilmember Green to approve using the Chadbourn Town Hall as a shelter for people who needed a safe place to stay during the hurricane.

Motion by: Green
Motion Seconded by: Worley
Votes: Ayes - 5
Nays - 0
Abstained - 0

APPROVED

Closed Meeting Agenda

17. Closed session to protect the attorney-client privilege and to consider and give instructions concerning a potential or actual claim under General Statute 143-318.11 (a)(3), and to discuss personnel issues under General Statute 143-318.11 (a) (6) and General Statute 143-318.11 (a) (3), to consult with an attorney in order to preserve the attorney-client privilege.

Mayor Britt requested Council to make a motion to go into Closed Session at 8.55 p.m.

Councilmember Roberts made a motion to go into Closed Session under General Statute 143-318.11 (a)(3), and under General Statute 143-318.11 (a)(6). The motion was seconded by Councilmember Bass.

Council moved to Closed Session at 8.55 p.m.

Mayor Britt asked Council to make a motion to go back into Open Session at 11:45 p.m.

Councilmember Green made a motion to go back into open Session. Councilmember Bass seconded the motion.

Mayor Britt stated that Council was back in open session and that the following action was taken in closed session.

A motion was made by Councilmember Worley to uphold the decision to dismiss Police Officer Ricky Soles.

Motion by: Worley
Motion Seconded by: Bass
Votes: Ayes - 5
 Nays - 0
 Abstained - 0

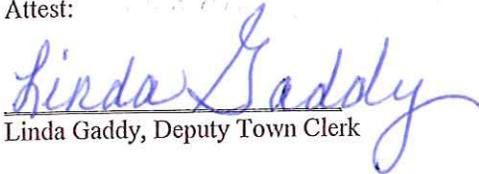
APPROVED

ADJOURNMENT

With no further business, Mayor Britt adjourned the meeting at 11:48 p.m.


Phillip C. Britt, Mayor

Attest:


Linda Gaddy, Deputy Town Clerk

