



Minutes
Town of Chadbourn, North Carolina
Chadbourn Council Regular Meeting
September 6, 2016

The Regular Council Meeting of the Chadbourn Town Council was held Tuesday, September 6, 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 7:03 p.m. Linda Gaddy, Deputy Town Clerk took roll call.

INVOCATION

Rev. Jeff Culley 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 Roberts to approve the agenda with adding the West Columbus End Zone Football Club's request for a donation from the Town to the action agenda.

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

APPROVED

APPROVAL OF MINUTES OF TOWN COUNCIL MEETINGS

1. Regular Meeting Minutes – August 2, 2016
2. Closed Session Meeting Minutes – August 2, 2016

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

A motion was made by Councilmember Bass to approve the minutes as one.

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

APPROVED

ANNOUNCEMENTS

3. Mayor Britt read the announcements:

- WoodmenLife is placing a plaque at the base of Town Hall's Flag Pole on September 9th at 9 a.m.

Additional Announcements:

- Ms. Garrell stated that Ms. Lisa Hooks had extended an invitation to Town Council, Town Staff, Fire and Rescue, the Police Department and Citizens to come to her home for a chicken bog and to meet the Sweeneys Comedy Group on Friday, September 16, 2016 at 7:30 p.m.
- Steven Price stated that the morning after the storm, the Town was free of all flood water.

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. Hattie Kelly, Chadbourn, NC

- Ms. Kelly stated that a spike took a side out of one of her car tires when she was crossing the railroad tracks in Chadbourn. Ms. Kelly stated that she was not seeking any money from the Town, but she was requesting that the site of the spike be reported to the Railroad Company and be repaired.

Russell Gause, Chadbourn, NC

- Mr. Gause stated that the grass was overgrown between the sidewalk and the highway. Mr. Gause further stated that the sidewalk in front of his residence was sinking and he would like to have it repaired.

Ms. Deborah McKeithan

- Ms. McKeithan requested Council to grant her permission to have her hair clients to be dropped off on Brown Street in front of her hair salon (Handicapped and elderly) and not be issued a Town citation because of the "No Parking on Brown Street Ordinance". Ms. McKeithan was informed

by Mayor, Council and the Police Chief that Brown Street was a DOT road and the Town could not give her permission to have her customers dropped off at her salon door nor could they give her any relief if a customer were to get a ticket from a State Trooper or Town citation. However, the Town will be placing a crosswalk at the location and her customers would have the right-of-way. Mayor Britt stated that he and Council would look at the situation and try to find a solution.

Mayor Britt closed the Public Comments.

PUBLIC HEARINGS

4. None

CONSENT AGENDA

5. Approval of Budget Amendment for Zoning for Code Enforcement with N-Focus. Staff is requesting Town Council's approval for BA-16/17-04 for the Contract with N-Focus Planning & Design, Inc.

Zoning

Professional Services	10-5200-0400	Increase	\$14,304.00
Fund Balance	10-3900-0000	Increase	\$14,304.00

End of Budget Amendment

6. Discussion and Approval/Disapproval of Budget Amendment to move Expenses from Sewer to Water to Re-balance Expenses.

Water

Salaries & Wages	30-8100-0200	increase	\$21,840
FICA Taxes	30-8100-0500	increase	\$ 1,670
Group Insurance	30-8100-0600	increase	\$ 4,500
Group Insurance Deductible	30-8100-0601	increase	\$ 1,250
Retirement	30-8100-0700	increase	\$ 1,583
401K	30-8100-0701	increase	\$ 655
Contingency	30-8100-9900	decrease	\$31,498

Sewer

Salaries & Wages	31-8290-0200	decrease	\$21,840
FICA Taxes	31-8290-0500	decrease	\$ 1,670
Group Insurance	31-8290-0600	decrease	\$ 4,500
Group Insurance Deductible	31-8290-0601	decrease	\$ 1,250
401K	31-8290-0701	decrease	\$ 655
Retirement	31-8290-0700	decrease	\$ 1,583
Contingency	31-8290-8100-	increase	\$31,498

End of Budget Amendment

A motion was made by Councilmember Bass to approve Consent Agenda Items 5 and 6 listed above as one.

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

APPROVED

ACTION AGENDA

- 7. **Approval or Disapproval to re-appoint LaTanya Pattillo to the Chadbourn Planning & Zoning Board.**
Presented By: Patricia Garrell, Interim Town Manager

A motion was made by Councilmember Roberts to approve re-appointing Ms. LaTanya Pattillo to the Town of Chadbourn Planning and Zoning Board for a period of three years. Term ending September 2019.

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

APPROVED

- 8. **Discussion of the Contract for ABC Enforcement with the Chadbourn Police Department.**
Staff is requesting Council's approval or disapproval for a contract for ABC Enforcement.
Presented by: Darrell Trivette, Chief of Police

Chief Trivette stated that the contract would grant Chadbourn Police ABC enforcement officers the authority to inspect and investigate the operations of each licensed premise for which an ABC permit had been issued; but, in order for his officers to perform inspections, the Police Department must have a signed contract.

Council instructed Town Attorney Butch Pope to review and revise the contract for ABC Enforcement with the Chadbourn Police Department.

TABLED

- 9. **Approval of Disapproval for Budget Amendment for a Feasibility Study completed by the NC Department of Transportation's Rail Division.**
Presented by: Gary Lanier, Columbus County Economic Development Commission

Mr. Lanier stated that DOT would pay for most of the feasibility study; however, they require a local match for the study to proceed. Mr. Lanier stated that he is reaching out to cities and towns in Columbus County that are served by RJ Corman Railroad Line to help with the study by providing some of the matching funds. Mr. Lanier requested that the Town help support the Feasibility Study by the NC Department of Transportation's Rail Division by donating \$1,250.

Governing Body

Donations	10-4100-1500 increase \$1,250
Fund Balance	10-3900-0000 increase \$1,250

End of Budget Amendment

A motion was made by Councilmember Kelly to amend the budget to make a donation in the amount of \$1,250.00 to help fund the feasibility study by the NC Department of Transportation's Rail Division.

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

APPROVED

10. **Discussion of a Committee for Economic Development.** Staff is requesting Council to discuss putting a committee together to move forward on Economic Development Planning with the NC Department of Commerce.

Mr. Mark Zeigler, Economic Development Planner, would guide the committee and conduct the meetings. Staff suggests that the committee be comprised of two business owners, two Councilmembers, two Town Staff, two citizens and one person from the press. The following individuals were appointed to be on the Committee:

Businesses:	Eric McCollum and Phillip Honeycutt	Council:	David Worley and Rashad Roberts
Citizens:	LaTanya Pattillo and Kenneth Waddell	Staff:	Steven Price and Linda Gaddy
Press:	Shalon Smith		

NO MOTION

11. **Discussion and Approval/disapproval of the Updated Take Home Car Policy for the Police Department.** Staff is requesting Town Council's approval or disapproval to update the take home car policy for the Police Department.

Presented by: Darrell Trivette, Chief of Police

Chief Trivette stated that the Town's present take home policy has a ten mile outside of the Town limit radius for Police Officers and he is recommending that Council extend the take home policy from 10 miles to 20 miles.

A motion was made by Councilmember Green to approve changing the Police Department's take home policy from a ten (10) mile radius to a twenty (20) mile radius outside of the Town limits with Chief Trivette using his judgement and discretion to decide on a case by case basis for Officers who reside over the policy's 20 mile limit.

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

APPROVED

12. **Discussion and Approval/Disapproval of the Update for Body Worn Cameras.** Staff is requesting Town Council's approval or disapproval of the Body Worn Camera Policy.

Presented by: Darrell Trivette, Chief of Police

Chief Trivette presented a final draft of a Body Worn Camera Policy to Town Council. Chief Trivette explained that the new policy was in accordance with the new law. After discussion between Chief Trivette and Council, Chief Trivette was instructed to order the cameras and the following motion was made:

A motion was made by Councilmember Bass to approve the updated policy for body worn Cameras for the Chadbourne Police Department.

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

APPROVED

13. **Discussion and Approval/Disapproval of Budget Amendment to Receive and Expense \$7,097.41 of Funds from Drug Seizure, Sale of Surplus from FY 2015/2016 and Donations for Body Worn Cameras.** Staff is requesting approval or disapproval of BA-16/17-07.

Police Department

Dept. Supplies/Equipment	10-5100-3300	Increase \$7,097.41
Miscellaneous Revenue	10-3510-0001	Increase \$2,308.47
Fund Balance	10-3900-0000	Increase \$4,788.94

End of Budget Amendment

A motion was made by Councilmember Roberts to approve Budget Amendment 16/17-07 for the purchase of the Axon Body Worn Cameras, numbers seven (7) and nine (9).

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

APPROVED

14. Discussion of the 424 North Brown Street and 608 North Brown Street Property owned by the Town. Staff is requesting Council to discuss the 424 North Brown Street property and 608 North Brown Street property.
Presented by: Butch Pope, Town Attorney

Councilmember Worley recused himself from the discussion of the sealed bids for the property located at 424 N. Brown Street reserving the right to be allowed to make an upset bid on the property.

Town Attorney Pope stated that he had received two sealed bids for the property located at 424 N. Brown Street. One bid was in the amount of \$14,000. The second bid was in the amount of \$15,001.

Mr. Gary Lanier, Economic Development Director, stated that the Town was in the process of starting an Economic Development Committee and he did not recommend that the Town sell off any Town assets. Council stated that the "For Sale" sign was to remain on the property.

A motion was made by Councilmember Roberts to reject both of the sealed bids received by the Town for the purchase of the property located at 424 North Brown Street in the amounts of \$14,000.00 and \$15,001.00 and to leave the "For Sale" sign posted on the property.

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

APPROVED

- 15: Approval or Disapproval to make a Donation to the West Columbus End Zone Football Club towards the start-up of the Youth Program in the District.

A motion was made by Councilmember Bass for the Town to donate \$2,000.00 to the West Columbus End Zone Football Club, funds to come out of the Parks and Recreation Department.

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

APPROVED

Closed Meeting Agenda

16. 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 consider the qualifications, competence, performance, conditions of appointment of a public officer or employee or prospective public officer or employee under General Statute 143-318.11 (a)(6).

Mayor Britt requested Council to make a motion to go into Closed Session at 8.50 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. The motion carried with a vote of 5 – 0.

Council moved to Closed Session at 8.51 p.m.

Mayor Britt asked Council to make a motion to go back into Open Session at 9.28 p.m..

Councilmember Kelly made a motion to go back into open Session. Councilmember Roberts Seconded the motion. The motion carried with a vote of 5 – 0.

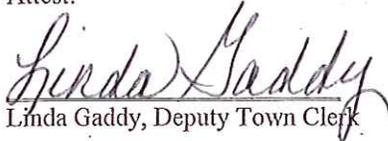
ADJOURNMENT

Mayor Britt stated that Council was back in open session and that no action was taken in closed session.

With no further business, Mayor Britt adjourned the meeting at 9:33 p.m.


Phillip C. Britt, Mayor

Attest:


Linda Gaddy, Deputy Town Clerk



