



**Minutes
Town of Chadbourne, North Carolina
Chadbourne Council Regular Meeting**

March 1, 2016

The Regular Council Meeting of the Chadbourne Town Council was held Tuesday, March 1, 2016 at 7:00 p.m., in the Council Meeting Room.

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

Members Absent: None

Others Present: Robert Jones, Town Manager; Patricia Garrell, 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. Patricia Garrell Town Clerk took roll call.

INVOCATION

Allen Livingston led the assembly in prayer.

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 Bass to approve the agenda, with moving item number 11, Approval of Budget Amendment 15/16-08 to Increase and Decrease Expenses for the Parks and Recreation Department, to the Action Agenda.

Motion by: Bass
Motion Seconded by: Worley
Votes: Ayes - 4
Nays - 1 (Green)
Abstained - 0

APPROVED

APPROVAL OF MINUTES OF TOWN COUNCIL MEETINGS

1. Regular Meeting Minutes – February 2, 2016
2. Closed Session Meeting Minutes – February 2, 2016
3. Special Called Meeting Minutes – February 11, 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.

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

APPROVED

ANNOUNCEMENT

4. Mayor Britt read the announcements.
 - *Reminder to Citizens that Daylight Saving Time Begins March 13, 2016*
 - *Town Hall will be closed Easter Monday, March 28, 2016*

Mayor Britt closed the Announcements.

REQUEST TO SPEAK

5. Nastasha Earle-Young, Transportation Engineer with NCDOT Transportation Planning Branch, presented and answered questions about the Columbus County Comprehensive Transportation Plan (CTP) process.

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.

Lisa Blake with The Chadbourn Revitalization Committee

- Ms. Blake stated that The Chadbourn Revitalization Committee has set a date for the Christmas Parade on December 3rd. She said there were several new events that would be included this year, including breakfast with Santa.
- Ms. Blake stated that on April 9th there would be a Chili Cook-off which will include a band and 50/50 raffle tickets for a fund raiser.

Mayor Britt closed the Public Comments.

PUBLIC HEARINGS

6. Public Hearing on Case No.: RZ-03-15, to Rezone Parcel Numbers 24934, 24930, 25930 and 25601 from R-7 (Multi-Family Residential District) to B-1, (Central Business District). Staff is requesting comments from the Public on Case No.: RZ-03-15 for rezoning the above listed properties from R-7 to B-1.

Mayor Britt opened the floor for the Public Hearing on Case No.: RZ-03-15 at 7:13 p.m.

- No Comments

Mayor Britt closed the Public Comments at 7:14 p.m.

7. Public Hearing on Case No.: CUP-01-16, for a Conditional Use Permit Application. Staff requested comments from the Public on Case No.: CUP-01-16 for Mr. Robert Yates, Jr. Conditional Use Permit to install a manufactured home at 2657 Andrew Jackson Hwy. SW.

Mayor Britt opened the floor for the Public Hearing on Case No.: CUP-01-16 at 7:14 p.m.

- No Comments

Mayor Britt closed the Public Comments at 7:15 p.m.

CONSENT AGENDA

8. Approval of Budget Amendment 15/16-07 to Increase General Funds Revenue and Expenses for the Police Department. Staff is requesting that Town Council approve Budget Amendment 15/16-07, to increase revenue and expenditures (see below).

Budget Amendment 15/16-07 – General Fund

ABC Revenues – Police

10-3470-0200 increase \$3,787.00

Uniforms – Police

10-5100-3600 increase \$3,787.00

End Budget Amendment 15/16-07

9. Approval of Budget Preparation Schedule. Staff is requesting that Town Council approve the Budget Preparation Schedule (see below).

Fiscal Year 2016 – 2017 Budget Preparation Schedule

Dates	Activities
March 1, 2016 at 7:00 p.m. (Tuesday)	Town Council Meeting Announcement of the Budget Preparation Schedule for FY – 2016-2017
March 7, 2016 at 9 a.m. (Monday)	Staff: Management Team Meeting
March 21, 2016 at 9 a.m. (Monday)	Staff: 1 st Submission of Budget by the Management Team to Town Manager/Finance Officer
April 7, 2016 at 6 p.m. (Thursday)	Staff, Mayor and Mayor Pro Tem: Review of 1 st Draft of the Budget with the Mayor and Mayor Pro Tem
April 11, 2016 at 9 a.m. (Monday)	Staff: 2 nd Round of Budget Meeting with Staff with suggested changes from Mayor and Mayor Pro Tem
April 21, 2016 at 6 p.m. (Thursday)	Staff and Town Council: Submission of the 1 st Draft of the Budget to Town Council. Budget overview by departments, by Town Manager
May 3, 2016 at 7 p.m. (Tuesday)	Town Council Meeting <i>No budget meeting</i>
May 10, 2016 at 6 p.m. (Tuesday)	Staff and Town Council: 2 nd Budget Workshop with Town Council -Recap April 21, 2015 Budget Meeting by Town Manager; Finish all departments.
May 19, 2016 at 6 p.m. (Thursday)	Staff and Town Council (if needed): 3 rd Budget Workshop – with Council if needed. Budget overview by Town Manager;
May 23, 2016 (Monday)	Staff: Ad sent to News Reporter for Public Hearing (10 days before Council Meeting)
June 7, 2016 at 7:00 p.m. (Tuesday)	Town Council Meeting: Public Hearing on the Proposed Budget, Town Council Meeting and Budget Adoption

10. Approval of the Advertisement of 2015 Unpaid Property Taxes, per General Statutes 105-369(c) for the Town of Chadbourn. Staff requested approval of the advertisement for April 21, 2016.

A motion was made by Councilmember Bass to approve the Consent Agenda items numbers 8, 9 and 10 listed above.

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

APPROVED

ACTION AGENDA

11. Approval of Budget Amendment 15/16-08 to Increase and Decrease Expenses for the Parks and Recreation Department (see below).

Presented by: Councilmember Green

Parks & Recreation Department/General Fund

<i>Utility – Power/Lights</i>	<i>10-6200-1300</i>	<i>increase</i>	<i>\$1,080.22</i>
<i>Advertising</i>	<i>10-6200-2600</i>	<i>increase</i>	<i>\$1,000.00</i>
<i>Gas</i>	<i>10-6200-3100</i>	<i>increase</i>	<i>\$ 673.73</i>
<i>Office Supplies</i>	<i>10-6200-3200</i>	<i>increase</i>	<i>\$ 350.00</i>
<i>Welcome Signs/Misc./Project Our Park</i>	<i>10-6200-3301</i>	<i>decrease</i>	<i>(\$1,303.95)</i>
<i>Insurance & Bonds (WC & Ball)</i>	<i>10-6200-5400</i>	<i>decrease</i>	<i>(\$1,500.00)</i>
<i>Track & Field/Kickball</i>	<i>10-6200-5706</i>	<i>decrease</i>	<i>(\$ 300.00)</i>

End of Budget Amendment 15/16-08

A motion was made by Councilmember Green to approve Budget Amendment 15/16-08. With much discussion by Council, changes were made to the original Budget Amendment to change the decrease of 10-6200-3301 to \$1,303.95 and decrease 10-6200-5706 in the amount of \$300.00, which is listed above.

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

APPROVED

12. Discussion and Approval of Case No.: RZ-03-15, to Rezone Parcel Numbers 24934, 24930, 25930, and 25601 from R-7 (Multi-Family Residential District) to B-1 (Central Business District). Staff requested Council's approval or disapproval of Case No.: RZ-03-15 request.

Presented by: Robert Jones, Town Manager

Councilmember Roberts made a motion to approve Case No.: RZ-03-15, to Rezone Parcel Numbers 24934, 24930, 25930, and 25601 from R-7 (Multi-Family Residential District) to B-1 (Central Business District).

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

13. Discussion and Approval for Case No.: CUP-01-16, for a Conditional Use Permit Application. Staff requested Council's approval or disapproval of Case No.: CUP-01-16 for Mr. Robert Yates,

Jr., Conditional Use Permit to install a manufactured home at 2657 Andrew Jackson Highway SW.

Presented by: Robert Jones, Town Manager

Councilmember Roberts made a motion to approve Case No.: CUP-01-16 for a Conditional Use Permit.

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

14. Approval for the 2015/2016 Auditor.

Staff requested Council to approve W. Green & Company, PLLC for the 2015/2016 auditor.

Presented by: Robert Jones, Town Manager

Councilmember Bass made a motion to approve W. Green & Company, PLLC for the 2015/2016 auditor.

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

15. Staff is Requesting a Public Hearing for RJ Corman Railroad Case No.: RZ-01-16 for a Rezoning Request from B-1 (Central Business District) to I-2 (Heavy Industrial District).

Staff requested Council to set a Public Hearing date for the rezoning of property for RJ Corman Railroad.

Presented by: Robert Jones, Town Manager

Councilmember Bass made a motion to set a Public Hearing for April 5, 2016 for RJ Corman Railroad, Case No.: RZ-01-16 for a rezoning request from B-1 to I-2.

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

16. Staff is Requesting Council to Surplus Police Department Weapons.

Staff requested Council to surplus nine (9) of the Police Department weapons (listed below), in order to purchase new weapons.

Presented by: Chief Darrell Trivett

1. S&W M&P 40 Cal. SN:DUP001
2. S&W M&P 40 Cal. SN:DUP4546
3. S&W M&P 40 Cal. SN:DUP4561
4. S&W M&P 40 Cal. SN:DUP4548
5. S&W M&P 40 Cal. SN:DUP4549
6. S&W M&P 40 Cal. SN:DUP4800
7. S&W M&P 40 Cal. SN:DUP2839
8. S&W M&P 40 Cal. SN:DUP2861
9. S&W M&P 40 Cal. SN:DUP3772

Councilmember Roberts made a motion to surplus the nine (9) Police Department weapons, in order to purchase new weapons.

Motion by: Roberts

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

17. **Staff is Requesting Council to Approve/Disapprove the Bid for 424 North Brown Street.**
Presented by: Harold Pope, Town Attorney

Mr. Pope stated that the property was advertised and sealed bids were received by his office. Mr. Pope stated that he had received one offer to purchase 424 North Brown Street, from Rustovian Wrighten, in the amount of \$50,000. Mr. Pope requested Council to vote to accept the offer or advertise the offer for an upset bid, per General Statute 160A-269.

Councilmember Green made a motion to accept the offer of \$50,000, to be advertised for upset bids.

Motion by: Green
Motion Seconded by: Roberts
Votes: Ayes - 3
Nays - 2 (Bass & Worley)
Abstained - 0

CLOSED SESSION

18. **Closed session is to Prevent the Disclosure of Privileged Information, General Statutes 143-318.11(a)(1) and Consult with the Attorney to Protect the Attorney-Client Privilege, General Statutes 143-318.11(a)(3)**

Mayor Britt requested Council to make a motion to go into Closed Session at 7:45 p.m.

Councilmember Roberts made a motion to go into Closed Session to Prevent the Disclosure of Privileged Information, General Statutes 143-318.11(a)(1) and Consult with the Attorney to Protect the Attorney-Client Privilege, General Statutes 143-318.11(a)(3)

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

APPROVED

Council moved to Closed Session at 7:45 p.m.

Mayor Britt asked Council to make a motion to go back into Open Session.

Councilmember Bass made a motion to go into open Session. Councilmember Roberts second the motion.

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

APPROVED

Mayor Britt stated that there was no action taken in Closed Session on the discussion on pending allegations.

Mayor Britt requested Council to make a motion to adjourn the meeting.

Councilmember Bass made the motion to adjourn. Councilmember Roberts seconded the motion.

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

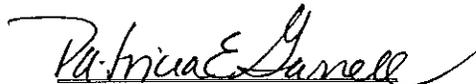
APPROVED

ADJOURNMENT

With no further business, Mayor Britt adjourned the meeting at 8:20 p.m.


Phillip C. Britt, Mayor

Attest:


Patricia E. Garrell, Town Clerk

