

**Work Session Meeting of the Town Board of the Town of Lillington, Monday, April 8, 2019
at 8:30 a.m. at the Lillington Town Hall (102 E. Front Street), Lillington, North Carolina.**

Board Members Present: Mayor Glenn McFadden
Mayor Pro Tempore Rupert Langdon
Commissioner Dianne M. Johnson
Commissioner Marshall Page, Jr.
Commissioner Judy Breeden
Commissioner Paul Phillips

Staff Present: Joseph Jeffries, Town Manager
Lisa Young, Assistant Town Manager
Alicia Gregory, Management Analyst/Town Clerk
Ashley Wimberly, Public Works Director
Marshall Parrish, Town Planner
Josh Perry, Code Enforcement Officer
William Baker, Parks & Recreation Director

Call to Order & Welcome: Mayor Glenn McFadden called the meeting to order at 8:30 am.

NEW BUSINESS

Item #1 Discussion and Approval of an Resolution Approving the Parks and Recreation Trust Fund Grant Application for the Town of Lillington River Park Project, Phase 2

Mayor McFadden recognized Town Manager Joseph Jeffries. Mr. Jeffries went over the conceptual plan of the River Park Project, Phase 2. He listed all amenities to be offered in Phase 2: boat ramp, river observation area, trail renovations to the existing trail, and amphitheater. He presented the Resolution to the Town Board for approval. Mr. Jeffries explained that within the Resolution the Town Board is committing to allocating the matching portion of the grant, \$200,000, in the 2018-2019 Annual Budget if selected for the grant. The approval of the Resolution agrees to the financial commitment and support of the River Park Project, Phase 2.

A motion was made by Commissioner Langdon to approve the Resolution Approving the Parks and Recreation Trust Fund Grant Application for the Town of Lillington River Park Project, Phase 2. The motion was seconded by Commissioner Phillips and approved unanimously.

Item #2 Discussion and Approval of the Amended Master Plan of the Town of Lillington River Park

Mayor McFadden recognized Joseph Jeffries, Town Manager. The amended Master Plan was presented to the Town Board. Mr. Jeffries reviewed the proposed amended River Park Master Plan Update.

A motion was made by Commissioner Johnson to approve the amended Master Plan of the Town of Lillington River Park. The motion was seconded by Commissioner Phillips and approved unanimously.

Item #3 Consideration of Approval of Resolution Declaring Surplus Property and Authorizing Disposal

Mr. Joseph Jeffries, Town Manager, presented the Town Board with the Resolution Declaring Surplus Property and Authorizing Disposal. Mr. Jeffries went through the list of items for surplus.

Commissioner Langdon asked what a mini jet machine exactly is.

Ashley Wimberly, Public Works Director, explained to the Town Board the description of a mini jet machine.

Commissioner Page asked if the chipper was in need of surplus.

Mr. Wimberly explained the wood chipper was a danger to staff because they are not trained to use this piece of equipment properly.

Motion by Commissioner Phillips made a motion to approve the Resolution Declaring Surplus Property and Authorizing Disposal. The motion was seconded by Commissioner Langdon and unanimously approved.

Item #4 Review and Discussion of Contract with Stewart Inc. to Prepare a Downtown Small Area Plan

Town Manager, Joseph Jeffries, briefed the Board that following the receipt of the \$25,000 grant from the Department of Commerce for the Rural Economic Development Grant, the Town must now enter into a contract in order to begin the process of creating the Downtown Small Area Plan. For your review and approval is a Contract with Stewart Inc. to Prepare a Downtown Small Area Plan. This contract will be fully funded by the \$25,000 grant received. Mr. Jeffries explained that having this Downtown Small Area Plan will provide the Town of Lillington with the opportunity to apply for grants in the future.

Mayor McFadden was concerned with the compensation of the project because of the terminology.

Mr. Jeffries explained he would reach out to the consultant and ensured that the contract would not exceed \$25,000.

This item was placed on the Consent Agenda for the April 9, 2019 Regular Meeting.

Item #5 Approval of Resolution for Annual ABC Revenue Distribution Payment to the Town of Lillington

Town Manager, Joseph Jeffries, reviewed with the Board the Resolution for the Annual ABC Revenue Distribution Payment to the Town of Lillington. Mr. Jeffries explained this would restore the revenue back to the Town of Lillington and the Harnett County Library. The Town of Lillington previously forfeited their revenue in order for the ABC Store to use additional revenue to satisfy their loan early.

Commissioner Page was concerned with the terminology of the Resolution and was concerned that the ABC Board would have to bring all capital improvements before the Lillington Town Board for approval.

Mayor McFadden explained this was not the case and the terminology in the General Statute had to match Resolution. He explained that this allows the ABC Board to set aside up to ten percent for capital projects.

A motion was made by Commissioner Page to approve the Resolution for Annual ABC Revenue Distribution Payment to the Town of Lillington. The motion was seconded by Commissioner Johnson and unanimously approved.

Item #6 Review and Discussion of Temporary LED Sign

Town Manager, Joseph Jeffries, discussed with the Board the temporary LED Sign that was placed at the intersection of Front and Main. Mr. Jeffries explained that because the permanent LED sign in the median was denied by NCDOT, this is a potential option for the Town. Mr. Jeffries explained that there was no cost change with changing the permanent sign to a temporary sign.

Commissioner Page was concerned with the location and wanted the Town to ensure this was not in the NCDOT right-of-way.

Mr. Jeffries explained that before the sign was placed, a survey would be done to ensure the location is in the Town's right-of-way and not NCDOT.

Mayor McFadden suggested getting options of temporary LED signs so the Board can select a sign.

The Board instructed Mr. Jeffries to move forward with the temporary LED sign and to present a site plan to the Board.

Item #7 Scheduling of Budget Meeting 2019-2020

Lisa Young, Assistant Town Manager, briefed the Board on the up-coming Budget Work Session and possible dates for this meeting. Mrs. Young suggested May 20, 2019, at 8:30 a.m.

As there were no conflicts with Board Members the Budget Meeting 2019-2020 Work Session was scheduled for May 20, 2019, at 8:30 a.m.

Item #8 Consideration and Approval of Service Contract with All Veteran Parachute Team

Lisa Young, Assistant Town Manager, presented the Town Board with the Service Contract with All Veteran Parachute Team for the annual July 4th Celebration. She explained this contract allows the All Veteran Parachute Team to perform during July 4th.

Commissioner Phillips made a motion to approve the service contract with All Veteran Parachute Team. The motion was seconded by Commissioner Johnson and approved unanimously.

Item #9 Consideration and Approval of East Coast Pyrotechnics, Inc. Agreement

Lisa Young, Assistant Town Manager, presented the Town Board with the East Coast Pyrotechnics, Inc. Agreement.

Commissioner Phillips asked if the residents of Falls of the Cape were notified that the Fire Works would be taking place.

William Baker, Parks & Recreation Director, explained that each of the residents of Falls of the Cape are notified and are appreciative that the Town closes the road and limits the access.

A motion was made by Commissioner Langdon to approve the East Coast Pyrotechnics, Inc. Agreement. The motion was seconded by Commissioner Phillips and unanimously approved.

Item #10 Administrative Reports

Monthly Water/Wastewater Report - Mayor Glenn McFadden recognized Public Works Director, Ashely Wimberly. Mr. Wimberly presented the March 2019 monthly report. He reviewed all projects with the Town Board. The monthly report was provided to Town Board members for informational purposes.

Monthly Financial Report – Mayor Glenn McFadden recognized Lisa Young, Assistant Town Manager. Mrs. Young reviewed the financial summaries for the Town's revenues, expenditures, and year-to-date fund balances in the General Fund, Water/Sewer Fund and the Powell Bill Fund for the month of March 2019. The financial report was provided to Town Board Members for informational purposes. (Minute Book notation: Financial reports are on file at Town Hall).

Town Manager's Report – Mayor Glenn McFadden recognized Joseph Jeffries, Town Manager. Mr. Jeffries reviewed current and on-going town projects, provided a briefing on upcoming projects and responded to various questions from Town Board members.

Item #11 Discussion of Regular Meeting Agenda for April 9, 2019.

Town Manager, Mr. Joseph Jeffries, reviewed the Agenda for the April 9, 2019 Regular Meeting.

Marshall Parrish, Town Planner, briefed the Board on the Rezoning Case that is scheduled for the Regular Meeting April 9, 2019.

There was no other discussion on this item.

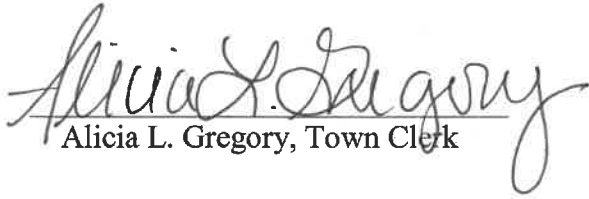
Item #12 Closed Session to Meet per §143-318.11(a)(4) & §143-318.11(a)(5)

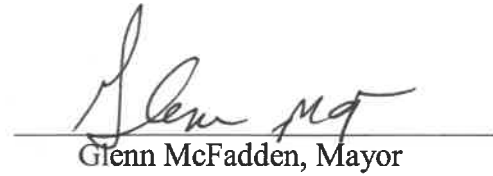
Motion by Commissioner Phillips that the Town Board go into closed session as allowed by North Carolina General Statute §143-318.11(a)(4) & §143-318.11(a)(5) at 10:02 a.m. The motion was seconded by Commissioner Langdon and unanimously approved.

The Town Board members came out of closed session following the unanimous approval of a motion by Commissioner Phillips and second by Commissioner Langdon at 10:46 a.m.

*Lillington Board of Commissioners
April 8, 2019 Work Session Meeting Minutes*

Adjournment: Commissioner Phillips moved that the meeting be adjourned at 10:46. The motion was seconded by Commissioner Page and unanimously approved.


Alicia L. Gregory, Town Clerk


Glenn McFadden, Mayor

