

MINUTES OF THE TOWN OF STEDMAN BOARD OF COMMISSIONERS
December 7, 2023-----7:00 PM
REGULAR MEETING

MEMBERS PRESENT

Mayor Martin L. Jones, Commissioner Billy Horne, Commissioner Will Marsh, Commissioner Louis Wood, and Commissioner Mark Lee

STAFF PRESENT

Admin. Assistant Whitney Barlow, Attorney Donald Hudson
Deputy White

INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Jones led the invocation and the Pledge of Allegiance.

ADOPTION OF AGENDA

Mayor Jones called for adoption of the agenda. Motion was made by Commissioner Marsh to adopt the agenda. Commissioner Lee seconded the motion and the motion to adopt the agenda was passed unanimously by the board.

CONSENT AGENDA

November 2, 2023 – Regular Meeting Minutes – Commissioner Horne made a motion to accept the minutes as written which was seconded by Commissioner Wood and was passed unanimously by the vote of the board.

PRESENTATIONS – Mike Mekhael presented a plan drawing for a used car lot that he plans to start at 7213 Clinton Rd. Mr. Mekhael presented site plans incorporating all of the requirements of the town ordinances. The plans were just the drawings and have not gone before the Cumberland County Planning Committee. Mr. Mekael was instructed to take the information back to the county file the plans to get their vote and the county would send the plans to the town for the vote. A variance would need to be filed by Mr. Mekhael with the county for any changes to the original plans that goes against the town ordinance.

PUBLIC FORUM – DeLaine Jones with the Cumberland County Health Department discussed services that will be available at the Recreation Center in Stedman for the senior community. Jones also stated that there are classes that the town residents could take to be trained to teach these classes for our community if anyone is interested.

OLD BUSINESS –

- a) The Inflow & Infiltration RFQ 2023-1 applicant was presented. The only response was received from WithersRavenel Engineering firm out of Raleigh. We received a package outlining some of their projects and information about their business. Commissioner Wood made a motion to accept WithersRavenel as the town's on-call engineer and Commissioner Marsh seconded the motion. The board voted unanimously to approve WithersRavenel as the town's on-call engineering firm to begin our I & I Study.

- b) Progress on the funding for the new addition to the town hall. Mrs. Veeder has not been able to get in touch with Mrs. Wheatley about updated information on the award. Hope to have an update next meeting.
- c) Speed Bumps and Signs- The installation of the speed bumps and signs by Joseph Manuel Tree Service was supposed to begin on December 5th but did not. The installation should begin on Friday December 8th.
- d) Update on restrooms in the park. Mayor Jones is getting a quote from Jack Horne Construction.

NEW BUSINESS –

- a) Planning and Inspections- The following maps and documents corresponding with the following sites were presented, discussed, and voted upon by the board.
 - 1. Case #DEV-0277-22 Preliminary Plat Approval for Phase II Creekside Subdivision. The plans include 157 residential lots and three tracts dedicated to the Homeowners Association. Commissioner Marsh made a motion to approve the plans, Commissioner seconded the motion, the board voted unanimously to approve the plans.
 - 2. Case #DEV-0015-23 Preliminary Plat Submittal for variable lot subdivision for 5 residential lots located on both north and south side of the undeveloped portion of Blanche Dr. Commissioner Wood made a motion to approve the plans, Commissioner Marsh seconded the motion and the board voted unanimously to approve the plans.
 - 3. Case #DEV-0073-23 Group Development Site Plan on lot 5 located on the south side of undeveloped Blanche St. The county has stated that the applicant's site plan is inconsistent with the provisions of the town's ordinances. The town board discussed the inconsistencies and decided to move forward with the vote. Commissioner Marsh made a motion to approve the plans with variance, stating that the inconsistencies would need to be shown/proved to the county in the plans. Commissioner Wood seconded the motion as stated and the board voted unanimously to approve the plans with variance.
 - 4. Case #DEV-0262-22 Blakefield Subdivision Phase 9 & 10 Shared plans with the town due to being in the MIA of Stedman. There was no changes that needed to be made by the board. No vote or signature needed.
- b) Proposed Plan for Used Car Lot-Mike Mekhael- completed during the presentation portion of this meeting.
- c) Dead End Sign – A resident called in and asked if the town could put a dead end sign up near Gallatin Rd. before the end of Windwood Dr. to keep cars from turning around and damaging the yards. Commissioner Lee made a motion to approve the sign placement and Commissioner Marsh seconded the motion. The board voted unanimously to approve the placement of the dead end sign.
- d) Request Approval to Sign NCLM Resolution to Engage in the Memorandum of Agreement with the North Carolina League of Municipalities. A copy of the first page of the agreement was presented to each board member. This agreement will enable the town to apply for funding for certain projects, get assistance with cybersecurity, potential training and update to a new accounting program free for 3 years and free assistance with

the program. The town can also apply for funding to help with our I & I study. Commissioner Wood made a motion to approve the signing of the Memorandum of Agreement with the NCLM. Commissioner Lee seconded to motion and the board voted unanimously to move forward with the signing of the agreement.

- e) Adoption of the American Rescue Act Policies – There are 3 policies that every municipality has to have approved and in place in order to apply for funding from the State of North Carolina. The motion to adopt the Allowable Cost Policy, the Record Retention Policy and the Eligible Use Policy was made by Commissioner Horne and seconded by Commissioner Wood. The board voted unanimously to adopt all three policies.
- f) Growth Plan for Stedman – Mayor Jones asked the board if they would begin thinking about how they would like to see Stedman grow and improve. Mayor Jones would like to have a planning/growth meeting about this in the first quarter of 2024.

CLOSED SESSION – G.S. 143-318.11- To prevent the disclosure of information that is privileged or confidential. Commissioner Lee made the motion to go into closed session and Commissioner Wood seconded the motion. The board discussed the vacant police chief position. Commissioner Horne made a motion to end the closed session and Commissioner Lee seconded the motion to return to the regular meeting session. The board voted unanimously to go back into regular meeting session at 8:15 pm.

STAFF REPORTS/BOARD OF COMMISSIONERS

- a) Town Clerk's Report – Town Hall will be closed December 25th, 26th, 27th in observance of Christmas and January 1st in observance of New Years. Trash pickup for the week of the 25th will temporarily change to Thursday the 28th and Friday 29th. Quotes were collected for three backflow installations and testing for the town. Mobley Enterprises came in with the lowest quote and will be awarded the contract. The town's Christmas party is December 12th at 6 pm at Chris's Steak House in Fayetteville. The new ACH draft is going well.
- b) Chief of Police Report – None
- c) Stedman Fire Department –Andrew Maykovich gave the monthly report.
- d) Planners Report – None
- e) Code Enforcement Report – Three letters were mailed out.
- f) Mayor and Board of Commissioners: The switch for the Carol St. lift station is in and will installed next week. Ralph Vogt will be sworn in as our new commissioner on January 4, 2024 at our next meeting.

ADJOURNMENT A motion was made by Commissioner Horne to adjourn the meeting and seconded by Commissioner Lee to adjourn the December 7, 2023 meeting at 8:26 pm.