TOWN OF COATS

Board of Commissioners

May 10, 2018

**OFFICIAL MINUTES**

**I. ABSTRACT:**

A scheduled meeting of the Board of Commissioners was held on May 10, 2018 in the Board of Commissioners’ Meeting Room at Coats Town Hall.

**II. ROLL CALL:**

Mayor Chris Coats, Mayor Pro-Tem Jerry Beasley, Commissioner JC Allen, Commissioner John Raynor, Commissioner Allen Mosby and Commissioner Bob Hedrick.

Attorney Alton Bain was present.

**III. CALL TO ORDER:**

A quorum being present, Mayor Coats called the meeting to order at 7:00 p.m.

Mayor Coats delivered the invocation and led those in attendance in the Pledge of Allegiance.

**RESOLVED**, to approve Agenda as presented.

 **MOTION BY: COMMISSIONER JOHN RAYNOR: SECOND BY: COMMISSIONER ALLEN MOSBY**

**APPROVED, AYES (5), MAYOR PRO-TEM JERRY BEASLEY, COMMISSIONERS ALLEN, HEDRICK, MOSBY AND RAYNOR**

**NOES (0)**

**IV. APPROVAL OF CONSENT AGENDA:**

**RESOLVED**, to approve Consent Agenda.

 **MOTION BY: COMMISSIONER BOB HEDRICK: SECOND BY: COMMISSIOSNER JOHN RAYNOR**

**APPROVED, AYES (5), MAYOR PRO-TEM JERRY BEASLEY, COMMISSIONERS ALLEN, HEDRICK, MOSBY AND RAYNOR**

**NOES (0)**

**V. PUBLIC HEARING:**

Mayor Coats opened Public Hearing and asked Mr. Holcomb Town Manager to update the reason for Public Hearing.

Nick Holcomb Town Manager gave a background on concerning clarification on two topics on amending Minor Subdivision definition.

 1. Clear up language so that the acre threshold is just the *newly* created lots, not the entire original parcel from which lots are subdivided.

 2. Allow for *easements* as part of a minor subdivision and set minimum standards.

Mr. Holcomb informed the Board that the Planning Board had discussed to change lots from four (4) to six (6) lots and discussed a maximum of acres from five (5) to six (6). Mr. Holcomb stated that there are still other layers that need to be addressed and property owners needing questions answered.

Max Matthews, Jr Chairman of the Planning Board presented to the Board a recommendation to amendment the current definition of a Minor Subdivision to read as:

 *Minor Subdivision Classification*

 *A Minor Subdivision is defined as any subdivision that creates a maximum of six (6) new lots and requires no new public streets, no public extension of public water or sewer lines. The newly created lots shall not exceed a combined total of six (6) acres.*

 *Minor Subdivision Design Standards for Private Easements*

 *Minor subdivisions, which create between two (2) and six (6) lots on any new or existing private easement shall be required to meet the following design standards.*

 *A. There shall be a minimum width of 20 feet and three (3) inches of aggregate base course (ABC) gravel for all access easements.*

 *B. There shall be a minimum width of 10 feet for all utility easements.*

 *The Minor Subdivision procedure may not be used a second time within three (3) years for subdividing land within the original property boundaries or adjacent to the original property boundaries by anyone who owned, had an option on, or had any legal interest in the original subdivision at the time the subdivision received Final Plat approval, if the total number of lots would constitute a Major Subdivision.*

(**Reference #1**)

Christy Ross - addressed the Board and stated that she thought her property had already been approved and that she was only trying to build a barn.

Mayor Pro-Tem Jerry Beasley asked if Ms. Ross’s property would fall in line with this amended definition.

Nick Holcomb Town Manager stated to the Board that the Ross property and another property was the reason for clarifying the definition.

Turner Matthews – thanked the Planning Board for addressing the concern with the current ordinance and for clarifying the four (4) lots to six (6) lots and for the acres being six (6) acres

 or less. Mr. Matthews asked for clarification that easements are allowed and that utilities would be tapped on Town’s main roads allowing plumbers to connect to properties.

Craig Matthews – stated that he was excited that the Planning Board had approved the proposed ordinances. Mr. Matthews expressed his concerns with no extension of utilities and land that have no road frontage limiting growth and construction. Mr. Matthews stated that the Town might want to consider releasing the ETJ to the county.

Gail Spears, 120 Gale Spears Dr., Coats – Asked if the new ordinance would pertain to duplexes and multi-family homes.

Robert Godwin – Mr. Godwin expressed concerns that 6 acres could hurt those with larger tracks, utility extensions wording needs to be clarified, County requirements are different from Town, road maintenance agreements, ownership of easements, 30 foot easements blocking for future development with DOT requiring 50 foot, lot frontage has to meet zoning requirements. Mr. Godwin expressed that there are several items of concern.

(**Reference # 2**)

**RESOLVED**, to close Public Hearing.

 **MOTION BY: COMMISSIONER JOHN RAYNOR: SECOND BY: COMMISSIOSNER BOB HEDRICK**

**APPROVED, AYES (5), MAYOR PRO-TEM JERRY BEASLEY, COMMISSIONERS ALLEN, HEDRICK, MOSBY AND RAYNOR**

**NOES (0)**

Mr. Holcomb Town Manager expressed appreciation to Mr. Godwin for his help and assistance and reiterated the need to address concerns mentioned by Mr. Godwin. Mr. Holcomb questioned if there can be an approval for the property of Ms. Ross.

Mayor Pro-Tem Jerry Beasley questioned if Ms. Ross request complied with our current ordinance.

Mayor Coats questioned if the Board could approve a portion of the ordinance that pertained to Ms. Ross’s property.

Alton Bain Town Attorney advised to add “and” to the classification which would read as:

 *Requires no new public streets and no public extension of public water or sewer lines.*

Mr. Bain suggested adopting ordinance and addressing other concerns later.

**RESOLVED**, to accept the proposed Ordinance change presented by the Planning Board with the change of adding the word “and” suggested by Attorney Al Bain.

 *Minor Subdivision Classification*

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 **MOTION BY: COMMISSIONER JOHN RAYNOR: SECOND BY: COMMISSIOSNER BOB HEDRICK**

**APPROVED, AYES (4, COMMISSIONERS ALLEN, HEDRICK, MOSBY AND RAYNOR**

**NOES (1) MAYOR PRO-TEM JERRY BEASLEY**

**VI. NEW BUSINESS:**

A. Signatory Resolution

Karen Wooten Town Clerk asked the Board to approve Signatory Resolution to include Nick Holcomb Town Manager, Karen Wooten Town Clerk/Treasurer and Mayor Pro-Tem Jerry Beasley. (**Reference #3**)

**RESOLVED**, to authorize Nick Holcomb Town Manager to sign based on Signatory Resolution.

 **MOTION BY: COMMISSIONER JOHN RAYNOR: SECOND BY: COMMISSIOSNER BOB HEDRICK**

**APPROVED, AYES (5), MAYOR PRO-TEM JERRY BEASLEY, COMMISSIONERS ALLEN, HEDRICK, MOSBY AND RAYNOR**

**NOES (0)**

B. Presentation on FY 2018-2019 Proposed Budget

Nick Holcomb asked the Board to review the proposed budget and prepare for the budget work session on May 17, 2018 at 6 p.m. Mr. Holcomb informed the Board that budgets are available for public view and that the work session is open to the public. (**Reference #4**)

C. Set Public Hearing on Proposed Budget

**RESOLVED**, to set Public Hearing for Proposed FY 2018-2019 Budget on June 14, 2018.

 **MOTION BY: COMMISSIONER JOHN RAYNOR: SECOND BY: COMMISSIOSNER ALLEN MOSBY**

**APPROVED, AYES (5), MAYOR PRO-TEM JERRY BEASLEY, COMMISSIONERS ALLEN, HEDRICK, MOSBY AND RAYNOR**

**NOES (0)**

D. Pedestrian Crosswalk

Mayor Coats asked the Board to authorize him to make a formal request to DOT officials for a better-marked pedestrian crosswalk and installed pedestrian signal head to cross McKinley (Hwy 55) to align with the southern sidewalk on Main Street. Mayor Coats expressed that the activity on Main Street due to frequent events justifies the crosswalk.

**RESOLVED**, to authorize Mayor Coats to formally request DOT for a better-marked pedestrian crosswalk and pedestrian signal from the Board.

 **MOTION BY: MAYOR PRO-TEM JERRY BEASLEY: SECOND BY: COMMISSIOSNER JOHN RAYNOR**

**APPROVED, AYES (5), MAYOR PRO-TEM JERRY BEASLEY, COMMISSIONERS ALLEN, HEDRICK, MOSBY AND RAYNOR**

**NOES (0)**

E. Oath of Office – Deputy Town Clerk

Mayor Coats administered the Oath of Office to Leanna White as Deputy Clerk. (**Reference #5**)

**VII. MANAGER AND COMMITTEE REPORT:**

Nick Holcomb Town Manager shared the following dates for the Board

 1. Ethics training - May 23, 10-12 Erwin

 2. Museum Lunch – May 14, 1:00

Mr. Holcomb updated the Board on the clearing and pad poured at the Public Works project.

Mr. Holcomb shared with the Board that during the absence of Chief Hall, Lieutenant Ken Storicks is the

point of contact at this time.

Lieutenant Ken Storicks presented the Police Department stats for April 13 – May 10, 2018. (**Reference** **#6**)

Rodney Pleasant Public Works Director presented Public Works report for the month of April. (**Reference #7**)

Teresa Brown presented the Library report for April. Ms. Brown updated the Board with the County decision not to move forward on the Library consolidation at this time and that they are requesting more information. (**Reference #8**)

Mike Collins Recreation Director shared with the Board that the park now has a twitter account, baseball program going strong, looking into co-ed softball for adults and movie night at the park. Mr. Collins mentioned the need to get better lighting at the picnic shelter area. Mr. Collins shared appreciation for the Police Department participation at the park.

**VIII. PUBLIC FORUM:**

Mayor Coats opened Public Forum

Gale Spears, 120 Gale Spears Dr., Coats – Ms. Spears asked how the residents are notified of Public Hearings.

*Nick Holcomb Town Manager replied that Public Notices are advertised in The Daily Record, posted on*

*front of Town Hall building and included on social media. Notices for re-zoning require letters to all adjacent property and sign on property.*

Max Matthews, Jr., Planning Board Chairman informed the Board of the need to have special Planning Board meeting for ordinance work session.

Pat Godwin Coats Chamber Director thank the Board for all the support and help from the staff for the Oyster Roast. Ms. Godwin expressed her appreciation to Lieutenant Storicks, Rodney Pleasant and JC Allen.

(**Reference # 9**)

Mayor Coats closed Public Forum.

**IX. ADJOURN:**

**RESOLVED**, to adjourn meeting.

 **MOTION BY: COMMISSIONER JOHN RAYNOR: SECOND BY: COMMISSIOSNER BOB HEDRICK**

**APPROVED, AYES (5), MAYOR PRO-TEM JERRY BEASLEY, COMMISSIONERS ALLEN, HEDRICK, MOSBY AND RAYNOR**

**NOES (0)**

Meeting adjourned at 8:20 p.m.

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Karen F. Wooten, Town Clerk Chris Coats, Mayor