



**VILLAGE COUNCIL
MINUTES FOR REGULAR MEETING OF JULY 23, 2019
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA
4:30 PM**

The Pinehurst Village Council held a Regular Meeting at 4:30 p.m., Tuesday, July 23, 2019 in the Assembly Hall of Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina. The following were in attendance:

Ms. Nancy Roy Fiorillo, Mayor
Mr. John Bouldry, Mayor Pro Tem
Ms. Judy Davis, Treasurer
Mr. Kevin Drum, Councilmember
Mr. Jack Farrell, Councilmember
Mr. Jeffrey M. Sanborn, Village Manager
Ms. Beth Dunn, Village Clerk

And approximately 22 attendees, including 7 staff and 1 press.

1. Call to Order.

Mayor Nancy Roy Fiorillo, called the meeting to order.

2. Invocation and Pledge of Allegiance.

Invocation by Jason Whitaker, Information Technology Director.

3. Reports:

Village Manager

- Thanked Jason Whitaker for the nice job he did with the tree dedication for Barbra Thompson.
- At the last Moore County Managers meeting Phil Werz discussed a potential plan to approach the County Commissioners and ask them to increase the occupancy tax from 3% to 6%. Among the Manager's in the room the consensus was the Municipalities would like to have the opportunity to enter into this dialogue and recommend the Commissioners consider allocating a portion of that additional 3% to the effected municipalities. There should be follow up discussion in the future.

Village Council

- Councilmember Drum stated he attended the TriCities meeting today and with election season coming up he wants to remind anyone who gets elected how important it is to continue this partnership among municipalities.
- Mayor Pro Tem Bouldry stated how important it is for TriCities to continue to work together and understand the needs of the respective municipality and the same time the impact that growth and development may on the 3 individual municipalities.
- Councilmember Davis this Saturday is Santa in the Pines. Next Tuesday night at 6:00 is the US Kids Golf Parade. A new merchant is moving into the Village, C Cups, a cupcake store.

4. Motion to Approve Consent Agenda.

All items listed below are considered routine or have been discussed at length in previous meetings and will be

enacted by one motion. No separate discussion will be held unless requested by a member of the Village Council.

- Public Safety Reports for June, 2019
- Approval of Draft Village Council Meeting Minutes.
 - July 9, 2019 Regular Meeting
 - July 9, 2019 Work Session

End of Consent Agenda.

Councilmember Farrell stated the public safety reports are important and worth the public looking at. He shared statistics on opioid use in Moore County and stated he was thankful that our Police Department stays on top of this issue. He also shared that his wife's friend was impressed with the Pinehurst Fire Department and the great job they did when a burning tree branch came thru her roof into the attic.

Upon a motion by Councilmember Drum, seconded by Councilmember Farrell, Council unanimously approved the Consent agenda by a vote of 5-0.

5. **Discuss and Consider Resolution 19-16 Appointing a New Member to Serve on the Historic Preservation Commission.** Molly Gwinn, Chair of Historic Preservation Commission, introduced Richard Vincent to Council and explained she and Village Manager, Jeff Sanborn have completed interviews for a current vacancy and are recommending Mr. Vincent be appointed. Mr. Vincent's term would begin August 1, 2019 and expire on July 31, 2021.

Upon a motion by Councilmember Davis, seconded by Councilmember Farrell, Council unanimously approved Resolution 19-16 appointing Richard Vincent to the Historic Preservation Commission by a vote of 5-0.

6. **Discuss and Consider a Request from Retiring Lieutenant Jesse Cheek to Purchase his Service Revolver.** Angie Kantor, Human Resources Director, stated staff has received a request from Lieutenant Jesse Cheek to purchase his service revolver and be awarded his badge upon his retirement. North Carolina General Statute authorizes the Village Council to award a retiring law enforcement officer their service revolver and badge at a price determined by the governing body. The Village's Retirement Recognitions and Gifts policy sets the price for the revolver and badge for an officer with more than 10 years of service at \$1. Ms. Kantor stated that Lieutenant Cheek has close to 28 years of service and has obtained the proper permits for his weapon.

Upon a motion by Mayor Pro Tem Bouldry, seconded by Councilmember Drum, Council unanimously approved the request for retiring Lieutenant, Jesse Cheek, to purchase his service revolver and be awarded his badge upon retirement by a vote of 5-0.

7. **Presentation of the Fire Department Emergency Response BIRDIE Report.** Lauren Craig, Performance Management Director, explained the BIRDIE team evaluated opportunities to improve the efficiency and effectiveness of the Village of Pinehurst Fire Department Emergency Response process. The team evaluated the current process, identified customer and supplier requirements, reviewed data regarding dispatching, calls for service, staffing, and vehicles to determine improvements that could make the process of emergency response more efficient. Ms. Craig stated after evaluating alternative solutions, the BIRDIE team recommends the Village take five (5) key actions which will result in improved efficiency and effectiveness of the Fire Department's Emergency Response: 1) Increase the minimum staffing level of the Fire Department to nine firefighters per shift. The team recommends hiring one full time equivalent (FTE) firefighter as a floater among three shifts and supplement the remaining vacancies with additional reserve hours and six reserve positions. 2) Replace the rescue truck, as scheduled on the fleet replacement plan, with a new rescue truck that is right-sized and better equipped to manage EMS calls. 3) Evaluate the need and location for Fire Station 93. 4) Amend the Pinehurst Development Ordinance and the Pinehurst Municipal Code regarding minimum signage requirements for addressing residential properties. 5) Implement real-time route selection technology for fire apparatus using the current supplier, Southern Software, Inc.

Carlton Cole, Fire Chief, reviewed the impact on goals and workforce, should the recommendations be implemented. Ms. Craig reviewed the estimated financial impact of all of the recommendations.

Upon a motion by Councilmember Farrell, seconded by Councilmember Davis, Council unanimously approved the recommendations and timeline as described in the Fire Department BIRDIE by a vote of 5-0.

8. Discuss Proposals Received for the Library Services Needs Assessment.

Natalie Hawkins, Assistant Village Manager, explained staff received eight (8) proposals in response to the Requests for Proposals (RFP) for the Library Services Needs Assessment by the July 5th deadline. Per the terms of the RFP, a Selection Committee that consisted of the three Village Managers has reviewed each proposal. Each Village Manager read, evaluated, and scored all eight proposals against the following criteria:

1. Understanding of the Scope of Work and project objectives.
2. Creativity, clarity, and usefulness of proposed assessment methodologies and techniques.
3. Public engagement processes and innovative outreach methods.
4. Strength and relevance of previous similar experience with projects of a similar scope and scale.
5. Qualifications and experience of key personnel on the proposed team.
6. Completeness of proposal submitted (i.e. proposal meets proposal requirements).
7. Schedule and appropriate allocation of project staff and resources per work category.
8. Proposed project cost.

Ms. Hawkins explained that after individually evaluating each proposal, the Selection Committee met to discuss the abilities of the proposing firms to perform the services outlined in the RFP and based on their review and discussion, the Selection Committee recommends the Village Council interview the following four (4) firms as the next step in the selection process:

1. Godfrey's Associates
2. LibraryIQ
3. Ratio
4. Shepherd & Associates, LLC

Ms. Hawkins stated the Selection Committee recommends the Council allocate two (2) hours for each interview and holds the interviews over a two-day period. Councilmember Davis suggesting contacting the firms to send the representative who will be completing the public outreach and make sure they are a good fit for the community. Ms. Hawkins stated that Village staff will check references and also ask the firms to bring copies of prior work products for Council inspection to assist with the selection process.

Ms. Hawkins explained that staff would also like the Council to consider conducting a statistically valid survey of Pinehurst residents as a part of the Library Services Needs Assessment, rather than relying on non-statistically valid data to inform the decision making process. It is not evident from some of the proposals received if a statistically valid survey is proposed and staff recommends the Council clarify that request when interviewing the firms. Staff also recommends separate surveys be prepared for: 1) residents who have used the Given Memorial Library's services within the past 12 months, and 2) residents who have not used the services of the Given Memorial Library within the past 12 months. Councilmember Farrell stated he thought the survey was a great idea. Councilmember Davis stated she disagrees. Mayor Pro Tem Bouldry suggested talking with the Consultants and finding out with their public engagement process will be. Council agreed to interview the firms on August 12th and 13th.

9. Other Business.

Councilmember Drum suggested that before Councilmember Farrell leaves that Council should create a policy to document the formal process for appointing a new Councilmember, just as they did with Councilmember Farrell, in the event of a vacancy.

10. Comments from Attendees.

- Tom Campbell, Monticello Drive, stated he thinks we need to have a document to give to new residents to make sure they are following the codes.
- John Hoffman, Everett Rd., stated that the following comments have nothing to do with his faith it is strictly a land use issue. The Community Presbyterian Church is still continuing to violate the PDO in regards to parking. He stated it seems it is selection to the enforcement of the PDO. The shadiness is continuing into the review process.
 - Jeff Sanborn, Village Manager, there are no requirements in our code to would suggest illegal parking is going on. The Certificate of Occupancy is not relevant to the current situation because the Church has been open for a long time.
 - Daryn Burich, Planning and Inspections Director, stated a Certificate of Appropriateness was issued by the Historic Preservation Commission to remove the trees on their property for the project. What when can do our end is to get the project moving, which they are working with the Church to do.

- Frank Pacifico, McKenzie Road, questioned the conditions of the retention ponds by the splash pad and the one behind the Green's Apartments. He explained that the ponds by the Splash Pad have been damaged by the recent heavy rains and are not draining properly. He stated these need to be fixed correctly as they can be a safety hazard being so close to the school and the park. He stated that the trails are in horrendous condition and several drains have washed out. He stated he has pictures that he would like to share with Council.
 - Jeff Batton, Assistant Manager of Operations, stated that they are on top of the problems with the ponds the school has installed. LKC is working on resigning several items. The draining issue at the bottom of the hill at the Green's Apartments is on the list to be completed, however, they have a priority list they are working from.
- John Webster, McKenzie Road, stated he isn't sure why we have to grow. He doesn't believe undeveloped land needs to be rezoned at a higher density. He believes the Council's duty is to current residents not future residents. He believes most of the current residents don't want growth. He shared an article with Council titled The More you Grow the Poorer we Become.
- Stuart Mills, 75 Shaw Road SW, Vice Chairman of the Given's Tufts Library, stated that he and his family believe that having a community library is very important. He stated the current Library is too small. He asked if a statistically valid survey was completed for the construction of the Community Center and for the Comprehensive Plan, and if we didn't why do we need to do one for the Library. Also, he asked Mr. Sanborn about his comments quoted in the Pilot that the Library would be the most expensive building the Village has ever built.
 - Mr. Sanborn stated we didn't complete a statically valid survey on the specific survey for the project but did thru the annual Village survey pertaining to recreation questions in that survey for years. Also, in regards to the comment in the Pilot, he stated it is conceivable that the project would be the most costly project the Village has taken on if you look at the ongoing costs associated with the project.
 - Councilmember Farrell stated he welcomes a statically valid survey on Library needs.

11. Motion to Adjourn.

Upon a motion by Councilmember Davis, seconded by Mayor Pro Tem Bouldry, Council unanimously approved to adjourn the regular meeting by a vote of 5-0 at 7:05 pm.

Respectfully Submitted,



Beth Dunn,
Village Clerk

Vision: The Village of Pinehurst is a charming, vibrant community which reflects our rich history and traditions.

Mission: Promote, enhance, and sustain the quality of life for residents, businesses, and visitors.

Values: Service, Initiative, Teamwork, and Improvement