



**Village Council
Minutes for the Regular Meeting of June 24, 2025
Assembly Hall
395 Magnolia Road
Pinehurst, North Carolina
4:30 p.m.**

The Village of Pinehurst Village Council held a Regular Meeting at 04:30 p.m., Tuesday, June 24, 2025, in the Assembly Hall of Village Hall, 395 Magnolia Road, Pinehurst, North Carolina.

The following were in attendance in Assembly Hall:

Mr. Patrick Pizzella, Mayor
Dr. Jeff Morgan, Councilmember
Ms. Barb Ficklin, Councilmember
Mr. John Taylor, Mayor Pro Tem
Mr. Jack Farrell, Councilmember
Mr. Doug Willardson, Village Manager
Ms. Shannon Konstantinou, Village Clerk
Mr. Jason Whitaker, Chief Information Officer

And approximately 12 members of the audience in attendance, in addition to 5 staff and 1 press.

1. Call to Order.

Mayor Pizzella called the Village Council meeting to order at 04:30 p.m.

2. Invocation and Pledge of Allegiance.

- A. Invocation by Mr. Hugh Tudor-Foley, Retired Pastor**
- B. Pledge of Allegiance Magnolia and Clementine Jones**

3. Reports:

Village Manager

- Mr. Doug Willardson reported on the Celebrating Independence July 03, 2025, concert and fireworks and July 04, 2025, parade; and the final design renderings and information for the Pinehurst Traffic Circle being posted on the Hot Topics page of vopnc.org.

Village Council

- Mayor Pizzella reported on a note received from the Pinehurst No. 6 community praising the sidewalk project along Juniper Creek Blvd.; on the June 23, 2025, NCDOT meeting regarding the Pinehurst Traffic Circle and the upcoming meeting in October 2025; the June 26, 2025, Historic Preservation Commission meeting; the June 23, 2025, FirstHealth Scroll Society event; and the recent Mayors and Managers meeting.
- Councilmember Morgan reported on the upcoming meetings for the Pinehurst Traffic Circle and presentation of the final design by the NCDOT; the June 14, 2025, Flag Day and 250th US Army

Birthday celebrations; the June 15, 2025, Father's Day celebration; the June 19, 2025, Juneteenth celebrations; the June 20, 2025, Summer Solstice; and cautioned residents on the dangers of extreme heat.

- Mayor Pro Tem Taylor reported on the June 07, 2025, TCC Regular Meeting; the June 23, 2025, NCDOT meeting regarding the Pinehurst Traffic Circle; the June 16, 2025, Neighborhood Advisory Committee meeting; and the June 23, 2025, FirstHealth Scroll Society event and success of the hospital compared to other rural hospitals.
- Councilmember Ficklin reported on the Downtown Parking Regulations taking effect on July 01, 2025, (information on these new regulations is available on the Hot Topics page of vopnc.org); the Short-Term Rental updates on the Hot Topics page; the June 18, 2025, Pinehurst Development Ordinance Update Committee meeting; the August 13, 2025, Pinehurst Development Ordinance Update community input meeting; and the Pinehurst Business Partners meeting being rescheduled to September 2025.
- Councilmember Farrell reported on the June 16, 2025, Neighborhood Advisory Committee meeting, which involved a presentation on upcoming volunteer opportunities for the US Kids Golf World Championship; the recent NCDOT meeting on the 100 projects occurring within Moore County; and on the June 18, 2025, Pinehurst Development Ordinance Update Committee meeting.

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.

A. Approval of Village Council Meeting Minutes

- June 10, 2025, Special Meeting Minutes
- June 10, 2025, Closed Session Minutes
- June 10, 2025, Regular Meeting Minutes
- June 10, 2025, Work Session Minutes

End of Consent Agenda.

Upon a motion by Councilmember Ficklin, seconded by Councilmember Morgan, Council unanimously approved all items of the Consent Agenda by a vote of 5-0.

5. Public Comments.

Mr. Lew Maurer, Pinehurst resident, spoke in opposition to the Pinehurst No. 6 sidewalk project and removal of mature trees for the project.

6. Resolutions.

A. Consider Resolution 25-22-Changes to the Position Classification and Pay Plan Policy

Mr. Willardson provided a brief introduction on the Position Classification and Pay Plan Policy study.

Ms. Angela Kantor, Human Resources Director, reviewed a memo on the 2025 Position Classification and Pay Plan Study conducted by the Village and Central Pines Regional Council, recommended Position Classification and Pay Plan Policy changes, and recommended COLA and Merit Increases.

Ms. Kantor introduced Mr. David Hill, Central Pines Regional Council Representative and Project Manager for the Village of Pinehurst Position Classification and Pay Plan Policy study.

Ms. Kantor and Mr. Hill reviewed a Village of Pinehurst Pay/Classification Study Review PowerPoint presentation highlighting Expected Study Outcomes, Study Process Overview, Workforce Analysis at Beginning of Study (Standard Deviation "Bell" Curve, Distribution of All Employees by Year Employed, Distribution of All Employees by Time in Position, Distribution of All Employees Salaries

as Percent Above Minimum, Last 10% [16] Employed Displayed by Department, and Last 10% [16] Employed Displayed by Position) Market Comparison (The Market and example Position Market Analysis Table), Review of Pay Plan (Current Pay Plan and Proposed Pay Plan), Recommendations, and Implementation Costs.

Council, Ms. Kantor, and Mr. Hill discussed the Village's compensation in comparison to the most immediately adjacent jurisdictions, intrinsic factors being an important consideration when determining compensation and pay grades, pay grade movements including all employees in the position being moved, how pay grade changes will impact benefits, compensation reviews potentially being completed prior to the budget process beginning so this information may be considered when developing the next fiscal year budget, what constituted the decision to move some positions 2 or 3 pay grades instead of 1, how pay progressions may occur (certifications, additional training, etc.), and bi-annual, Village-wide compensation studies becoming the standard procedure for the Village.

Upon a motion by Mayor Pro Tem Taylor, seconded by Councilmember Morgan, Council unanimously approved Resolution 25-22-Changes to the Position Classification and Pay Plan Policy by a vote of 5-0.

RESOLUTION #25-22:

A RESOLUTION AMENDING THE POSITION CLASSIFICATION AND PAY PLAN POLICY FOR THE VILLAGE OF PINEHURST.

WHEREAS, the Village Council of Pinehurst, North Carolina, adopted the Position Classification and Pay Plan Policy on November 17, 2009; and

WHEREAS, the Village Council of Pinehurst, North Carolina, amended the Position Classification and Pay Plan Policy on March 11, 2025; and

WHEREAS, changes in the organizational infrastructure and guiding policies and procedures must be made as personnel needs of the Village change;

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in a regular meeting assembled this 24th day of June 2025 as follows:

SECTION 1. That the Position Classification and Pay Plan Policy is hereby amended effective July 1, 2025; said policy attached hereto as Attachment A and made a part hereof; the same as if included verbatim.

SECTION 2. That the pay ranges in the Position Classification and Pay Plan for the Village of Pinehurst are hereby amended by 2.9 percent; said Pay Plans attached hereto as part of Attachment B and Attachment C and made a part hereof; the same as if included verbatim.

THIS RESOLUTION passed and adopted this 24th day of June 2025.

ATTACHMENT A



VILLAGE OF PINEHURST
STANDARD POLICY

SUBJECT: Position Classification and Pay Plan Policy	Effective Date: 11/17/2009
Department: Human Resources	Policy No.: HR-416
Prepared by: Human Resources	Revised: 6/24/2025
Approved by: Village Council	# of Pages: 5

PURPOSE OF THE POSITION CLASSIFICATION AND PAY PLAN:

The Position Classification and Pay Plan (Attachments B and C) is aimed at providing a complete inventory of all authorized positions in the Village service and an accurate description and specification for each class of employment. The Plan standardizes job titles, each of which is indicative of a range of duties and responsibilities.

The Plan includes the basic salary ranges for each regular full-time and regular part-time position approved by Council. These ranges are market-based pay grades consisting of minimum, midpoint and maximum pay rates. The Plan also includes basic salary ranges for seasonal, on-call, reserve, and other part-time positions working less than 20 hours per week. These ranges have minimum and maximum pay rates.

GENERAL PROVISIONS OF THE PLAN:

Administration and Maintenance

The Village Manager, assisted by the Human Resources Director, is responsible for the administration and maintenance of the Plan. The Human Resources Director should annually review portions of the Plan and recommend appropriate changes to the Village Manager. All employees covered by the Plan must be paid at a rate listed within the salary range established for the respective position.

The Plan is intended to provide equitable compensation for all employees, reflecting differences in the duties and responsibilities, the comparable rates of pay for positions in private and public employment in the area, changes in the impacts of inflation, the financial condition of the Village, and other factors. The Human Resources Director will be responsible for making comparative studies of all factors affecting the level of salary ranges and for recommending changes to the Village Manager. The Human Resources Director will also conduct a competitive and comparative salary study for each position at least every three years. Any changes increasing or decreasing the assigned salary grade for a position or the title for a position, must be approved by Village Council. Any changes modifying the salary ranges in the Plan must also be approved by Village Council.

Starting Salaries

Applicants who are in positions approved in the Plan shall be employed within the salary range for that position classification.

Financial Incentives

The Village Manager has the authority to approve certain financial incentives in order to recruit qualified candidates for certain positions. Moving expenses may be reimbursed to newly hired employees who are relocating to the Pinehurst area. Reimbursement amounts will depend on the position and the relocation distance. An automobile allowance may also be offered for certain positions in lieu of an assigned Village vehicle.

Merit Pay

Merit increases will be based on employee performance from July 1st through June 30th and will be effective October 1st for all eligible employees. Merit increases will range from zero to three percent, with three percent being reserved for truly extraordinary performance. Employees will receive a performance review, with no salary adjustment, after six months in a new position and then annually thereafter immediately following the end of the fiscal year.

Employees hired between July 1st and December 31st are eligible for a performance-based, prorated merit increase the following October. Employees hired between January 1st and June 30th will be eligible for a pro-rated merit increase, based on the budgeted merit percentage, the following October. Upward movement within the established salary range for an employee is not automatic, but rather based upon specific performance-related reasons and other factors. All performance reviews are based on an employee's demonstration of the Village's core values and the behavioral and technical competencies listed in their position description as well as the completion of goals. Employees in supervisory roles are also evaluated on leadership attributes.

Seasonal, on-call, reserve, and other part-time positions working less than 20 hours per week, but at least 520 hours in the fiscal year, are also eligible for a merit increase. These employees will be evaluated on their job knowledge, demonstration of the Village's core values and other factors. Merit increases will also be prorated based on hire date as listed above.

Guidelines for determining performance levels and performance pay increases or other performance-related movement within the pay grade may be established in procedures approved by the Village Manager. The merit increase range is subject to change during the Strategic Operating Plan process, which begins in February and ends in June each year.

Lump Sum Payment

Employees who are at the maximum of the salary range for their position classification may be eligible for a lump sum payment at performance evaluation time. Lump sum payments are awarded based on the employee's performance and will also be between zero and three percent. Lump sum payments do not become part of base pay. The lump sum payment range will be the same as the merit increase range and is subject to change during the Strategic Operating Plan process, which begins in February and ends in June each year.

Cost of Living Adjustments (COLA)

Each year, the position classification and pay plan grades may be adjusted by the annual average consumer price index percentage change for the prior calendar year. Adjustments to pay grades will be effective July 1st.

Employees, including the Village Manager, may also receive a cost-of-living adjustment (COLA) based on the annual average consumer price index percentage for the prior calendar year. Employees who work less than 20 hours per week will be eligible for COLA. Returning camp staff will be eligible for COLA at the start of camp unless an internal equity-based increase exceeds COLA amount. Recreation instructors are not eligible for COLA.

The COLA will be effective July 1st of the new fiscal year. COLA will be applied before any other pay adjustments.

Salary Effect of Promotions, Demotions, Transfers, Interim Assignments and Reclassifications

Promotions – When an employee is promoted, the employee's salary will be negotiated within the new grade. The amount of the pay increase depends on performance, degree of increased responsibility, time since the last salary adjustment, budget, and other factors. Promoted employees are still eligible for a performance-based merit increase the following October; however, the merit increase will be

prorated from the promotion date.

Demotions – When an employee is demoted, the salary normally should be set at the rate in the lower pay range, which provides a minimal decrease in pay if action is not the result of corrective action. If the current salary is within the new range, the employee's salary may be retained at the previous rate. If the demotion is the result of corrective action, the salary may be decreased.

Transfers – The salary of an employee reassigned to a position in the same class or to a position in a different class within the same salary grade should not be changed by reassignment. However, employees transferred to a position in a lower salary grade may receive a decrease in pay.

Interim Assignments – If an employee accepts an interim assignment for a higher-level position that is temporarily vacant, the employee may receive a 5% increase for each grade up to 10% or minimum of the pay grade, whichever is higher. The interim assignment must be at least four consecutive weeks. Once the interim assignment ends, the employee's pay will revert to the pay established before the interim assignment.

Reclassifications – If a position is reclassified to a higher salary grade, employees in that position may receive a 5% increase for each grade up to 10%. There may be exceptions if the changes in the job responsibilities are significant enough to warrant a greater increase or the employee's salary remains below the minimum of the new grade after any adjustment.

The Village Manager may delay implementation of a pay increase for any employee who has recently documented corrective actions and who is not currently meeting all job requirements until such time the employee is fully meeting all job requirements. Otherwise, all employees will be treated consistently in the implementation.

Regardless of the position in the new salary grade, employees who have been hired or promoted to a position within the past year are not automatically eligible for salary increases due to changes in position reclassifications.

If the position is reclassified to a lower salary grade, the employee's salary should remain the same. If the employee's salary is above the maximum established for the new range, the salary of that employee shall be maintained at the current level until the range is increased above the employee's salary.

Effective Date of Salary Changes

Salary changes approved after the first working day of a pay period shall become effective at the beginning of that pay period or at such specific date as may be established pursuant to procedures approved by the Village Manager. Salary adjustments recommended because of the annual salary study are effective July 1st once approved by council. Salary adjustments based on any off-cycle pay and classification plan changes will be effective as directed by Village Council.

Payroll Deduction

Deductions shall be made from each employee's salary, as required by law. Additional deductions may be made upon the request of the employee on determination by the Village Manager as to capability of payroll equipment and appropriateness of the deduction.

Composition of the Plan

The Plan should consist of:

- a) a grouping of positions in classes which are approximately equal in difficulty and responsibility which call for the same general level of qualifications, and which can be equitably compensated within the range of pay under similar working conditions;
- b) class titles descriptive of the work of the class; and

- c) the appropriate pay grade associated with the position.

Use of the Plan

Class specifications should be descriptive of the type and scope of work performed. The Plan is to be used:

- as a guide in recruiting and examining applicants for employment;
- in determining lines of promotion and developing employee training programs; and
- in determining salary to be paid for various types of work;

Authorization of the Plan

The Plan shall be approved by the Village Council and will be maintained on file with the Human Resources Director. Copies will be available to all Village employees for review. New positions shall be established upon recommendation of the Village Manager and approval of the Village Council, after which the Human Resources Director is responsible for either allocating the new position into the appropriate existing class or revising the Plan to establish a new class to which the position may be allocated. The Village Manager may approve changes to existing positions that do not require a change in pay grade or a change in title.

Request for Reclassification

Department Heads may request that a position be reclassified into a different class or pay grade based on significant and permanent changes in the level of duties, responsibilities, and/or authorities. Upon receipt of such request, the Human Resources Director will study the request, determine the merit of reclassification and if merited, recommend a reclassification and a new pay grade to the Village Manager. Modified positions also may be evaluated for proper position classification. To assist the Village on this review process, Department Heads are expected to:

- be familiar with the Position Classification and Pay Plan;
- make sure they are informed about the job duties performed by each employee under their supervision;
- advise the Human Resources Director of any permanent changes in job duties;
- make recommendations for changes in position classifications. These recommendations should be based on significant changes in the duties associated with a position and/or in the structure of a department that will continue to exist on a long-term basis.

The Village Council is responsible for approving any recommended reclassifications. The Village may contact outside consultants and other sources to assist in any reclassification decision.

ATTACHMENT B Village of Pinehurst

Position Classification and Pay Plan FY 2025-2026

FLSA	GRADE	POSITION	MINIMUM	MIDPOINT	MAXIMUM
	13	Streets & Grounds Maintenance Worker I	37,256	46,570	55,884
	14	Parks Maintenance Specialist I Streets & Grounds Maintenance Worker II Track Specialist	39,119	48,899	58,679
	15	Customer Service Representative Fleet Service Apprentice Library and Archives Associate Parks Maintenance Specialist II Solid Waste Equipment Operator Track Crew Leader	41,075	51,344	61,613
	16	Administrative Assistant Firefighter Trainee Grounds Maintenance Crew Leader Street Maintenance Crew Leader	43,129	53,912	64,694

	17	Administrative Specialist Assistant Solid Waste Superintendent Facilities Maintenance Technician Financial Services Technician Firefighter (Non-EMT) Fleet Service Technician I Recreation Assistant Telecommunications Specialist I	45,286	56,608	67,929
E	18	Administrative & Data Coordinator Code Compliance Technician Firefighter EMT (2nd Class, 1st Class) Fleet Service Technician II Human Resources Technician Library Services and Archives Supervisor Telecommunications Specialist II	47,551	59,439	71,327
E	19	Venue Coordinator IT Technician Planning and Zoning Specialist Police Cadet Senior Fleet Service Technician Track Superintendent	49,929	62,412	74,894
	20	Admin & Telecommunications Coord Athletic Coordinator Fire and Life Safety Educator Parks Maintenance Supervisor Recreation Programs Coordinator Senior Firefighter (Fire Engineer) Special Events Coordinator	52,426	65,533	78,639
	21	Code Compliance Specialist Fire Lieutenant Grounds Maintenance Supervisor Police Officer Police Officer-Investigator	55,048	68,810	82,572
E E	22	Engineering Technician Financial Services Supervisor Senior Police Officer Senior Police Officer-Investigator Stormwater Technician Street Maintenance Supervisor	57,801	72,252	86,702
FLSA	GRADE	POSITION	MINIMUM	MIDPOINT	MAXIMUM
	23	Building Inspector I Information Technology Systems Specialist Master Police Officer Master Police Officer-Investigator Planner I	60,692	75,865	91,038
E E E E E	24	Assistant Fire Marshal (I, II, III) Building Inspector II Communications Specialist Fire Captain (Senior Fire Captain) Fleet Maintenance Superintendent Human Resources Generalist Police Sergeant Recreation Superintendent Solid Waste Superintendent	63,727	79,659	95,591

E E E E	25	Building Inspector III Buildings and Grounds Superintendent GIS Analyst IT Business Analyst Senior Planner Village Clerk	66,914	83,643	100,371
E	26	Detective Lieutenant Police Lieutenant Principal Planner	70,260	87,825	105,390
E E E	27	Assistant Public Services Director Battalion Chief IT Infrastructure Administrator Planning Supervisor	73,773	92,217	110,660
E E E	28	Assistant Financial Services Director Building Code Official Library Services and Archives Director Police Captain	77,462	96,828	116,193
E	29	Deputy Fire Chief/Fire Marshal	81,336	101,670	122,004
E	30	Organizational Performance Director	85,403	106,754	128,105
E	31	Deputy Police Chief	89,674	112,093	134,511
E	32	Parks and Recreation Director	94,158	117,698	141,237
E	33	Human Resources Director	98,866	123,583	148,299
E E E E E	34	Chief Information Officer Financial Services Director Fire Chief Planning and Inspections Director Public Services and Engineering Director	103,810	129,763	155,715
E	35	Police Chief	109,001	136,252	163,502
	36		114,452	143,065	171,678
E	37	Assistant Village Manager	120,175	150,219	180,263

E=Exempt from the Wage and Hour provisions of the Fair Labor Standards Act (FLSA)
2.9%=Grade adjustment from previous year

5%=Spread between grades
50%=Spread within the grade

ATTACHMENT C

Village of Pinehurst

Position Classification and Pay Plan (Seasonal, On-Call, Reserve, and Other PT Positions) FY 2025-2026

GRADE	POSITION	MINIMUM	MAXIMUM
11P	Facility Supervisor, Recreation	\$12.35	\$18.52
12P	Camp Counselor	\$13.58	\$20.37
13P	Event Maintenance Staff Fair Barn Facility Crew	\$15.00	\$22.50
14P	Reserve Firefighter, Non-EMT	\$15.64	\$23.46
15P	Reserve Firefighter EMT	\$16.43	\$24.65

16P	Camp Supervisor	\$16.46	\$24.70
17P	Fair Barn Assistant	\$16.98	\$25.47
18P	Staffing Pool	\$18.78	\$28.17
19P	On-Call Telecommunications Specialist Parking Attendant Library and Archives Associate	\$19.75	\$29.62
20P	Fire Inspector Reserve Police Officer	\$24.01	\$36.01
30P	Recreation Program Instructors*	\$30.00	\$45.00

B. Consider Resolution 25-23 Reappointment of the Neighborhood Advisory Committee Representatives for Clarendon Gardens, Donald Ross, East Lake Pinehurst, Lake Pinehurst Association, Monticello, North Lake Pinehurst, Pinehurst No.6, Pinehurst No.7, Pinewild, Village Acres, and West Lake Pinehurst

Mayor Pizzella read aloud each representative listed in the resolution for each area.

Councilmember Morgan moved to approve Resolution 25-23 Reappointment of the Neighborhood Advisory Committee Representatives for Clarendon Gardens, Donald Ross, East Lake Pinehurst, Lake Pinehurst Association, Monticello, North Lake Pinehurst, Pinehurst No.6, Pinehurst No.7, Pinewild, Village Acres, and West Lake Pinehurst with all appointments contained therein effective July 01, 2025, to serve at the pleasure of the Council until the end of their term on June 30, 2027. Seconded by Councilmember Farrell.

Mayor Pro Tem Taylor noted the motion included areas that were not listed in the resolution. Councilmember Morgan agreed to restate his motion to include only the areas listed in the resolution.

Upon a motion by Councilmember Morgan, seconded by Mayor Pro Tem Taylor, Council unanimously Resolution 25-23 Reappointment of the Neighborhood Advisory Committee Representatives for Clarendon Gardens, Donald Ross, Lake Pinehurst Association, North Lake Pinehurst, Pinehurst No.6, Pinehurst No.7, and Village Acres with all appointments contained therein effective July 01, 2025, to serve at the pleasure of the Council until the end of their term on June 30, 2027 by a vote of 5-0.

RESOLUTION #25-23:

A RESOLUTION REAPPOINTING THE NEIGHBORHOOD ADVISORY COMMITTEE REPRESENTATIVE FOR CLARENDON GARDENS, DONALD ROSS, LAKE PINEHURST ASSOCIATION, NORTH LAKE PINEHURST, PINEHURST NO.6, PINEHURST NO.7, AND VILLAGE ACRES

WHEREAS, the Village of Pinehurst established a Neighborhood Advisory Committee (NAC) in 2008; and

WHEREAS, the Village of Pinehurst officially reorganized the Neighborhood Advisory Committee (NAC) under the leadership of the Village Council of the Village of Pinehurst on the 11th day of April 2023; and

WHEREAS, the below Neighborhood Advisory Committee Representatives and the Village Council

of Pinehurst are desirous of the Representatives continuing to serve as members of the Neighborhood Advisory Committee for an additional term.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in a Regular Meeting assembled this 24th day of June 2025 as follows:

Ms. Fiona Fuller is reappointed as a representative of the Clarendon Gardens area on the Neighborhood Advisory Committee, effective July 01st, 2025, said term to expire June 30th, 2027.

Ms. Jennifer Tomilin is reappointed as a representative of the Donald Ross area on the Neighborhood Advisory Committee, effective July 01st, 2025, said term to expire June 30th, 2027.

Mr. Jeffrey Heintz is reappointed as a representative of the Lake Pinehurst Association area on the Neighborhood Advisory Committee, effective July 01st, 2025, said term to expire June 30th, 2027.

Ms. Carolyn Jamison is reappointed as a representative of the North Lake Pinehurst area on the Neighborhood Advisory Committee, effective July 01st, 2025, said term to expire June 30th, 2027.

Mr. Kevin Fitzpatrick is reappointed as a representative of the Pinehurst No.6 area on the Neighborhood Advisory Committee, effective July 01st, 2025, said term to expire June 30th, 2027.

Ms. Kimberly Davis is reappointed as a representative of the Pinehurst No.7 area on the Neighborhood Advisory Committee, effective July 01st, 2025, said term to expire June 30th, 2027.

Mr. Kevin McKinney is reappointed as a representative of the Village Acres area on the Neighborhood Advisory Committee, effective July 01st, 2025, said term to expire June 30th, 2027.

THIS RESOLUTION passed and adopted this 24th day of June 2025.

- C. Consider Resolution 25-28 Appointment of the Neighborhood Advisory Committee Representative for Country Club of North Carolina (CCNC), Linden Road West, and Pinewild**
Mayor Pizzella read aloud each representative listed in the resolution for each area.

Upon a motion by Mayor Pro Tem Taylor, seconded by Councilmember Morgan, Council unanimously Resolution 25-28 Appointment of the Neighborhood Advisory Committee Representative for Country Club of North Carolina (CCNC), Linden Road West, and Pinewild with all appointments contained therein effective June 24, 2025, to serve at the pleasure of the Council until the end of their term on June 30, 2027 by a vote of 5-0.

RESOLUTION #25-28:

A RESOLUTION APPOINTING THE NEIGHBORHOOD ADVISORY COMMITTEE REPRESENTATIVE FOR COUNTRY CLUB OF NORTH CAROLINA (CCNC), LINDEN ROAD WEST, AND PINEWILD

WHEREAS, the Village of Pinehurst established a Neighborhood Advisory Committee (NAC) in

2008; and

WHEREAS, the Village of Pinehurst officially reorganized the Neighborhood Advisory Committee (NAC) under the leadership of the Village Council of the Village of Pinehurst on the 11th day of April 2023; and

WHEREAS, the below Neighborhood Advisory Committee Representatives and the Village Council of Pinehurst are desirous of the Representatives serving as members of the Neighborhood Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in a Regular Meeting assembled this 24th day of June 2025 as follows:

Mr. Gregg Johnson is appointed as a representative of the CCNC area on the Neighborhood Advisory Committee, effective June 24th, 2025, said term to expire June 30th, 2027.

Mr. Mac Brown is appointed as a representative of the Linden Road West area on the Neighborhood Advisory Committee, effective June 24th, 2025, said term to expire June 30th, 2027.

Mr. Joseph Shea is appointed as a representative of the Pinewild area on the Neighborhood Advisory Committee, effective June 24th, 2025, said term to expire June 30th, 2027.

THIS RESOLUTION passed and adopted this 24th day of June 2025.

D. Consider Resolution 25-26 Directing the Clerk to Investigate a Petition for Annexation Received Under NC GS § 160A-31 (Foxfire & Linden Condos)

Mr. Willardson reviewed a memo providing background on the annexation request, purpose for the resolution, and key details of the property proposed for annexation.

Upon a motion by Mayor Pro Tem Taylor, seconded by Councilmember Morgan, Council unanimously approved Resolution 25-26 Directing the Clerk to Investigate a Petition for Annexation Received Under NC GS § 160A-31 (Foxfire & Linden Condos) by a vote of 5-0.

RESOLUTION #25-26:

A RESOLUTION DIRECTING THE CLERK TO INVESTIGATE A PETITION RECEIVED UNDER NC GS § 160A-31

WHEREAS, a petition requesting annexation of an area described in said petition was received on June 24, 2025, by the Village Council (Attachment A); and

WHEREAS, NC GS § 160A-31 provides that the sufficiency of the petition shall be investigated by the Village Clerk before further annexation proceedings may take place; and

WHEREAS, the Village Council of the Village of Pinehurst deems it advisable to proceed in response to this request for annexation.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in a Regular Meeting assembled this 24th day of June 2025 as follows:

The Village Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the Village Council the result of their investigation.

THIS RESOLUTION passed and adopted this 24th day of June 2025.

VILLAGE OF PINEHURST		ATTACHMENT A	
		Annexation No Fee (Revised 09/2019)	
Annexation Information			
Per NCGS 160A-31, a property owner may petition the Village of Pinehurst for voluntary annexation of property contiguous to the existing corporate limits. Owners of property that is non-contiguous to the existing corporate limits of the Village may petition the Village of Pinehurst for voluntary annexation under the authority contained in NCGS 160A-58.1.			
Intake Information			
Property Address			
Street Address	150 Foxfire Rd		
City, State, Zip Code	Aberdeen, NC 28315		
Parcel ID #	97000954		
Owner Information			
Name	SUNRISE ASSURANCE SERVICES INC	Home Phone #	
Street Address	PO BOX 1457	Mobile Phone #	910-303-4828
City, State, Zip Code	VASS, NC 28394	Business Phone #	
Email	pridebuiltnc@gmail.com		
Licensed Professionals (License #s must include all letters and numbers as filed with the NC Licensing Board)			
Surveyor (Required)			
License #	L-5423		
Name	David R. Essick - DZT Lands Surveying PLLC		
Street Address	7500 NC Hwy 15/501 Suite 5		
City, State, Zip	West End, NC 27376		
Phone #	910-420-1325		
Email	david@dztsurveying.com		
Applicant			
Name	Pride Custom Homes, Inc.	Other Phone #	
Email	pridebuiltnc@gmail.com	Street Address	30 McFarland Rd
Mobile Phone #	910-303-4828	City, State, Zip Code	Pinehurst, NC 28374
Planning and Inspections Department 395 Magnolia Rd - Pinehurst, North Carolina 28374 (910) 295-8660 - Fax (910) 295-1596 - www.pinehurst.org Page 1 of 2			

VILLAGE OF PINEHURST		ATTACHMENT A	
		Annexation No Fee (Revised 09/2019)	
Project Information			
Description of Area to be Annexed	A triangle parcel that at the intersection of and bordered by Foxfire Rd and Linden Rd.		
Number of Acres to be Annexed	0.91 AC		
Reason for Annexation	The applicant is proposing to build a 5 unit townhome building and will also be applying for a special intensity allocation, as required for the project		
Location Information			
Zoning District	R-MF		
Overlay District	☐ Historic Preservation Overlay District ☒ N/A		
Roads	☐ Public ☒ Private		
Water Provider	Moore County		
Sewer Provider	Moore County		
Required Documents			
☒ Map of Property to be Annexed (with Existing Village Corporate Limits Shown)			
☒ Last Deed of Record			
☒ Boundary Survey of Property to be Annexed			
☒ Metes and Bounds Description			
Certification			
The undersigned <u>SUNRISE ASSURANCE SERVICES, INC.</u> being owner of all real property located within the area described in the attached plat(s) and bounds description, requests that such area be annexed into the Village of Pinehurst, North Carolina.			
Owner Signature: <u>[Signature]</u>		Date: <u>12 JUN 25</u>	
VICE PRESIDENT			
Planning and Inspections Department 395 Magnolia Rd - Pinehurst, North Carolina 28374 (910) 295-8660 - Fax (910) 295-1596 - www.pinehurst.org Page 2 of 2			



INSTRUMENT # 2007015382

Craig

This Instrument Prepared By:
H. Craig Phifer, III
Clarke & Phifer, L.L.P.
135 Applecross Road
Pinehurst, North Carolina 28374

STATE OF NORTH CAROLINA
COUNTY OF MOORE

GENERAL WARRANTY DEED

THIS DEED, made this 26th day of September, 2007 by Sunrise Investment Group, a North Carolina General Partnership, Grantor, to Sunrise Assurance Services, Inc., a North Carolina corporation, Grantee;

Tax Address: PO Box 11104, Fayetteville, North Carolina 28301-2799.

WITNESSETH:

That said Grantor, for valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot, tract or parcel of land situate in Mineral Springs Township, Moore County, North Carolina, and more particularly described as follows:

See Exhibit 'A' Attached Hereto and Incorporated By Reference.

This conveyance is made subject to: (i) utility easements of record; (ii) ad valorem taxes for the current year, which taxes shall be prorated as of the date of closing; and (iii) unviolated restrictive covenants that do not materially affect the value of the property.

ATTACHMENT A

And being the same property conveyed to Grantor by Deed, in Book 1638, Page 160, Moore County Registry, Carthage, North Carolina.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

And the Grantor covenants with the Grantee that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever except for the exceptions noted herein.

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

IN WITNESS WHEREOF, the Grantor has hereunto set his hand and seal the day and year first above written.

Sunrise Investment Group

By: Mary Etowski (SEAL)
Mary Etowski, Partner

COUNTY OF MOORE
STATE OF NORTH CAROLINA

I certify that the following person(s) personally appeared before me this day and I have personal knowledge of the identity of the principal(s) or have seen satisfactory evidence of the principal's identity, by a current state or federal identification with the principal's photograph in the form of a [] driver's license or _____, or a credible witness has sworn to the identity of the principal(s); each acknowledging to me that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated:
Name of Principal(s): Mary Etowski, Partner of Sunrise Investment Group, a North Carolina General Partnership.

Date: 10/5/2007

H. Craig Phifer, III
Notary Public
Printed or typed name of Notary Public

My Commission Expires: 27 Sept 2010



EXHIBIT "A"

A certain tract or parcel of land situated in Mineral Springs Township, Moore County, North Carolina, fronting in the intersection of Linden Road and Foxfire Road and lying to the southwest therefrom, located about two miles west of NC Hwy. 5, and being further described as follows:

BEGINNING at an iron rod situated in the northwest margin of the right of way of Linden Road in the Southeast line of that 13.44 acre tract of land described in Deed Book 528, Page 759, said rod further located as being North 33 degrees 45 minutes East a distance of 18.00 feet from a PK nail situated in the centerline of LaFayette Drive, running thence from said beginning corner with the east line of an 875 square foot parcel conveyed from La Forest Enterprises, Inc. to La Forest Townhomes Association I, North 79 degrees 56.5 minutes West a distance of 106.17 feet to an iron rod, said rod being a corner of said Townhomes Association common area tract; thence with a line of said common area, North 28 degrees 09 minutes West a distance of 149.51 feet to an iron rod situated within the south right of way margin of Foxfire Road in the north line of said 13.44 acre tract thence with said north line of said 13.44 acre tract, North 67 degrees 43 minutes a distance of 360.33 feet to an iron rod situated in the right of way margin of Foxfire Road, the North corner of said 13.44 acre tract; thence with the northeast line of said 13.44 acre tract within the right of way margin of the intersection of Foxfire Road and Linden Road, South 39 degrees 15 minutes East a distance of 29.00 feet to an iron rod situated in the northwest right of way of Linden Road, the East corner of said 13.44 acre tract, thence with the Southeast line of said 13.44 acre tract, with the northwest right of way margin of Linden Road, South 33 degrees 45 minutes West a distance of 318.09 feet to the BEGINNING containing 1.09 acres more or less, and being a portion of said 13.44 acre tract.



Survey Report | Melba Cross | JN# 2227

NC Firm: P-2686 | Suite 5 7500 NC Hwy 15/501, West End, NC 27376 | 910-420-1325

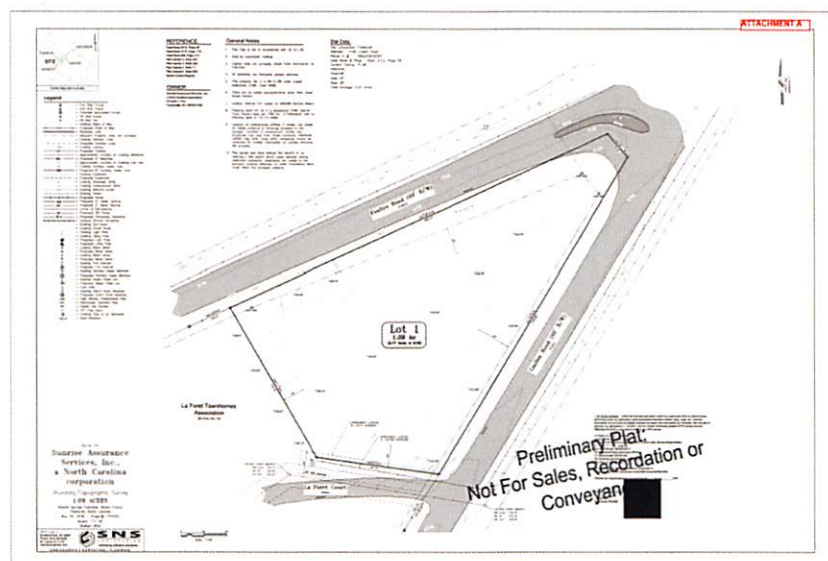
A CERTAIN TRACT OR PARCEL OF LAND SITUATED IN MINERAL SPRINGS TOWNSHIP, MOORE COUNTY, NORTH CAROLINA, FRONTING IN THE INTERSECTION OF LINDEN ROAD AND FOXFIRE ROAD AND LYING TO THE SOUTHWEST THEREFROM, LOCATED ABOUT TWO MILES WEST OF NC HWY. 5, AND BEING FURTHER DESCRIBED AS FOLLOWS:

BEGINNING AT AN EXISTING MAG NAIL INSIDE THE RIGHT OF WAY OF FOXFIRE ROAD LOCATED 117' FROM THE INTERSECTION OF LINDEN ROAD AND FOXFIRE ROAD; THENCE FROM THE BEGINNING SOUTH 41 DEGREES 08 MINUTES 43 SECONDS EAST 28.98 FEET TO AN EXISTING MAG NAIL INSIDE THE RIGHT OF WAY OF LINDEN ROAD; THENCE SOUTH 31 DEGREES 36 MINUTES 04 SECONDS WEST 318.11 FEET TO AN 5/8" EXISTING IRON ROD 1" BELOW GROUND; THENCE NORTH 82 DEGREES 03 MINUTES 46 SECONDS WEST 106.14 FEET TO AN 4"x4" EXISTING CONCRETE MONUMENT 2" ABOVE GROUND; THENCE NORTH 30 DEGREES 05 MINUTES 08 SECONDS WEST 149.32 FEET TO AN 4"x4" EXISTING CONCRETE MONUMENT FLUSH WITH GROUND INSIDE THE RIGHT OF WAY OF FOXFIRE ROAD; THENCE NORTH 65 DEGREES 33 MINUTES 25 SECONDS EAST 359.85 FEET TO THE POINT AND PLACE OF BEGINNING CONTAINING 1.09 ACRES (0.91 ACRES LESS RIGHT OF WAY).

David R. Essick

Professional Land Surveyor

L-5423



E. Consider Resolution 25-24 Approving an Additional Employee Holiday and Additional Vacation Hours

Ms. Kantor reviewed a memo detailing the proposed additional employee holiday (Juneteenth) and additional vacation hours accrual schedule.

Council, Mr. Willardson, and Ms. Kantor discussed the proposed vacation accrual schedule for the Village versus the current Moore County vacation accrual schedule, what time transfers from one government entity to the Village, the last review of vacation accrual rates having been done 17 years ago, how hours are rolled over or paid out, the last time an additional holiday was added being 5 years ago, the average number of holidays offered by government entities in North Carolina being 12.7 with the three immediately adjacent municipalities / jurisdictions offering 12, the proposal of recognizing Juneteenth as a holiday bring the Village's holiday recognition more in line with national / federal / state trends, how the additional time off may impact staffing / coverage of departments and the potential need for additional PTEs or FTEs, and the importance of vacation / holidays in recruiting.

Council deliberated whether additional analysis of the impact an additional holiday will have on department coverage is needed and whether to separate the approval of additional vacation hours from the approval of an additional employee holiday.

Councilmember Morgan motioned to approve Resolution 25-24 Approving an Additional Employee Holiday and Additional Vacation Hours, seconded by Councilmember Farrell.

Mayor Pizzella motioned to amend Councilmember Morgan's motion to exclude approval of the additional employee holiday and only include approval of additional vacation hours, seconded by Councilmember Ficklin. Motion amendment failed by a vote of 2-3 with Mayor Pro Tem Taylor, Councilmember Morgan, and Councilmember Farrell dissenting.

Upon a motion by Councilmember Morgan, seconded by Councilmember Farrell, Council approved Resolution 25-24 Approving an Additional Employee Holiday and Additional Vacation Hours by a vote of 4-1 with Mayor Pizzella dissenting.

RESOLUTION #25-24:

A RESOLUTION APPROVING AN INCREASE TO THE VACATION ACCRUAL SCHEDULE AND THE ADDITION OF JUNETEENTH AS A RECOGNIZED HOLIDAY FOR ELIGIBLE VILLAGE EMPLOYEES.

WHEREAS, the Village Council of Pinehurst, North Carolina, recognizes the importance of providing competitive and equitable benefits to its employees to support recruitment, retention, and morale; and

WHEREAS, the Village currently provides vacation leave according to an established accrual schedule that reflects years of service; and

WHEREAS, after review and recommendation from the Village Manager and Human Resources, it has been determined that increasing the vacation accrual schedule will enhance employee satisfaction and align with industry best practices; and

WHEREAS, the federal and state governments have designated June 19 (Juneteenth National Independence Day) as a recognized holiday commemorating the end of slavery in the United States; and

WHEREAS, the Village Council desires to recognize this important day by designating Juneteenth as an official paid holiday for all eligible Village employees.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in a regular meeting assembled this 24th day of June 2025, as follows:

SECTION 1. The vacation accrual schedule will increase effective January 1, 2026; and said schedule is listed below and made a part hereof; the same as if included verbatim. This schedule shall apply to all eligible employees.

	20-hr week	30-hr week	40-hr week	12-hr shift	24-hr shift	Dept Dir/ Managers
0-1 yrs	48	72	96	101	130	204
2-4 yrs	54	81	108	113	146	204
5-9 yrs	66	99	132	139	178	204

10-15 yrs	78	117	156	164	211	204
15-19 yrs	90	135	180	189	243	204
20+ yrs	102	153	204	214	275	204

SECTION 2. The official list of paid holidays observed by the Village will include June 19 (Juneteenth National Independence Day) effective July 1, 2026 and shall apply to all eligible employees.

THIS RESOLUTION passed and adopted this 24th day of June 2025.

F. Consider Resolution 25-25-Retiree Benefit Allowance

Mr. J. Carlton Cole, Assistant Village Manager, and Ms. Kantor reviewed a memo detailing the proposed retiree benefit allowance.

Council and Ms. Kantor discussed how the proposed benefit compares to those offered by Aberdeen or Southern Pines, how many current employees would be eligible for the benefit allowance, how an employee retiring then taking a new job with benefits would be handled, additional forecasting of costs being needed, allowing an employee to continue with their coverage as self-pay after retirement not being sustainable, and the possibility of capping the amount of allowance paid to help mitigate costs.

Council deliberated whether to decide now or to revisit the possibility of a retirement benefit allowance in the future after additional cost analysis has been done and additional benefit options have been researched.

Council agreed further cost analysis and benefit options were needed before consideration of a retiree benefit allowance may be made. No motion was made.

7. Other Business.

None

8. Motion to Adjourn.

Upon a motion by Councilmember Farrell, seconded by Mayor Pro Tem Taylor, Council unanimously approved to adjourn the Regular Meeting by a vote of 5-0 at 06:43 p.m.

Respectfully Submitted,



Shannon Konstantinou
Village Clerk

A videotape of this meeting is located on the Village website: www.vopnc.org

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