MINUTES OF
VILLAGE COUNCIL REGULAR MEETING
OCTOBER 28, 2014

395 MAGNOLIA ROAD
ASSEMBLY HALL
PINEHURST, NORTH CAROLINA
4:30 P.M.

The Pinehurst Village Council held a Regular Meeting at 4:30 p.m., Tuesday, October 28, 2014 in the Assembly Hall of the Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina. The following were in attendance:

Ms. Nancy Roy Fiorillo, Mayor
Mr. Clark H. Campbell, Councilmember
Mr. John R. Cashion, Mayor Pro-Tem
Ms. Claire L. Phillips, Councilmember
Mr. John C. Strickland, Councilmember
Mr. Andrew M. Wilkison, Village Manager
Ms. Lauren M. Craig, Village Clerk

And approximately 25 attendees, including 8 staff and 2 press.

1. **Call to Order.**
   Mayor Nancy Roy Fiorillo called the meeting to order.

2. **Invocation and Pledge of Allegiance**
   Andrew M. Wilkison, Village Manager offered the invocation and led everyone in the Pledge of Allegiance.

3. **Presentation of resolution supporting the 2014 Veteran's Weekend events to MOAA.**
   Mayor Nancy Roy Fiorillo presented the resolution to Gary Marlar, President of MOAA supporting the 2014 Veteran's Weekend events.

4. **Reports**
   Manager
   - Deer Management Task Force is meeting tomorrow at 11am in the Council Conference Room and the public is invited.

   Council
   - Councilmember Cashion shared that he and the Mayor met with Tom Pashley from Pinehurst Resort and Dave Kilarski from FirstHealth which are two of the Village's key partners.
   - Mayor Fiorillo had lunch with the Mayor of Newry, Ireland and the Mayor of Southern Pines and they would like for the Village of Pinehurst to partner with their Sister Cities program. Denise Baker may present this to Council in early 2015.

5. **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. Consider a resolution reappointing a member of the Beautification Committee (Burrows).
   B. Motion to Receive Budget Amendments Report for October 15, 2014
   C. Approval of Draft Village Council Meeting Minutes
   September 2 Special Meeting
   September 2 Closed Session
   September 9 Regular Meeting
   September 23 Regular Meeting

September 24 Special Meeting

End of Consent Agenda.

Councilmember Cashion moved to approve the Consent Agenda. The motion was seconded by Councilmember Campbell and passed unanimously with a vote of 5-0.

6. **Interview and consider a resolution appointing a member to the Historic Preservation Commission (Jacoby).**
The Manager introduced Amanda Jacoby to the Village Council and Jim Lewis, Chairman of the HPC. He noted that Amanda has shown interest and has interviewed with the Chairman and staff members who would like to appoint Amanda to the commission. Upon a motion by Councilmember Campbell, seconded by Councilmember Strickland, Council unanimously approved Resolution 14-60 appointing Amanda Jacoby as a member of the Historic Preservation Commission for the Village of Pinehurst by a vote of 5-0. (A copy of this resolution can be found in the Resolution Book.)

7. **Presentation of the 2014 Community Survey Results.**
John Frye, Director of Financial Services, introduced the 2014 Community Survey Results and introduced Jason Morado, Project Manager with ETC Institute. Mr. Frye explained that the Village recently conducted its third annual Community Survey. The Village contracted with ETC Institute to gather input from residents on a broad spectrum of Village services and the survey was administered from mid-August to mid-September 2014. The information gathered from the survey will help the Village establish budget priorities and refine policy decisions.

Jason Morado, Project Manager with ETC Institute shared a summary of the methodology for administering the survey and major findings. He noted finding #1 that residents have a positive perception of the Village. Mr. Morado shared finding #2 that overall satisfaction with the Village is similar to the 2012 and 2013 survey results. He shared the results in detail for each question noting any significant increases or decreases. Finding #3 was explained that Pinehurst is setting the standard for service delivery compared to other communities. Mr. Morado shared the importance-satisfaction ratings for each category of service that the Village offers and the level of importance for additional questions.

Audience member Rick Coburn from the Villas at Forest Hills asked about the enforcement of neighborhood covenants and restrictions with and Home Owners Associations.

8. **Presentation of the FY 2014 Annual Performance Report.**
Assistant Village Manager Natalie Dean introduced the FY 2014 Annual Performance Report, which identifies FY 2014 performance levels compared to goals, the status of implementation of initiatives, and significant accomplishments. Ms. Dean gave the background on the citizen survey and how it plays a role in the Village's Strategic Operating Plan. Significant accomplishments noted were partnering with the USGA for the 2014 U.S. Open Championships, evaluation of yard debris collection process and recommendation to move to single day collection, installation of new gateway signs, relocation of Welcome Center and construction of public restrooms, evaluation of village-wide street lighting needs, automation of the Council agenda process, and preparation of Village-wide employee compensation study. Ms. Dean covered the composite scores for each of the four perspectives of the Village broken down by strategic objective and noted trends over the last three years. Council congratulated Natalie Dean on the presentation of this information.

9. **Presentation of the Quarterly Financial Statements for the Quarter Ended September 30, 2014.**
John Frye, Director of Financial Services, presented the financial statements for the quarter ended September 30, 2014. Mr. Frye noted several differences since last year at this time. He noted that the Village remains in a very good financial position starting the fiscal year and that revenues exceeded expenditures by a larger margin than anticipated in the forecast for the first quarter. The Village's operating expenditures were also noted to be under control and revenue outlook is stable.

10. **Consider a resolution awarding a contract for yard debris carts.**
John Frye, Director of Financial Services, introduced the agenda item regarding the need to award a contract for yard debris carts. He explained at the October 14 meeting, Council selected the brown 95-gallon yard debris rolling carts from Schaefer for the yard debris automation project. In order to make the purchase at the price presented at that meeting, the Village will need to adopt the attached "piggybacking" resolution. A notice of intent was provided in the newspaper for this "piggybacking" resolution. Upon a motion by Councilmember Strickland, seconded by Councilmember Cashion, Council unanimously approved Resolution 14-57 awarding a contract to Schaefer Systems International, Inc. in the amount of $145,950 for the purchase of three thousand 95-gallon rolling yard debris carts at $48.65 per cart by a vote of 5-0. (A copy of this resolution can be found in the Resolution Book.)

11. **Discuss and consider a proposed Street Lighting Policy.**
Assistant Village Manager Jeff Batton explained that the Village has a current street lighting policy dating back to 1990 and that the conditions spelled out in the policy would not allow any additional street lights in Village Acres as recommended in the Street Lighting BIRDIE recommendation recently approved by Council. He also noted that the Village does not have a policy to handle the decorative street lights in areas to be annexed or new developments where roads would become public. Councilmember Campbell made several suggestions on the wording of the policy. Council determined to proceed with a vote with the suggested changes. Upon a motion by Councilmember Phillips, seconded by Councilmember Strickland, Council unanimously approved Resolution 14-58 as amended adopting a policy for street lights for existing neighborhoods and roads in the Village of Pinehurst by a vote of 5-0. (A copy of this resolution can be found in the Resolution Book.)

12. **Consider an ordinance amending NC General Statute reference in the Pinehurst Municipal Code Section 71.17 (A).**
The Manager explained the need to amend the Pinehurst Municipal Code section 71.17 regarding Golf Carts on Public Streets and Roads. This amendment is only to correct a NC General Statute reference due to changes made by the General Assembly. Upon a motion by Councilmember Strickland, seconded by Councilmember Cashion, Council unanimously approved Ordinance 14-38 amending the Pinehurst Municipal Code to correct a statutory reference in Section 71.17 (A) regarding the operation of golf carts on public streets and roads by a vote of 5-0. (A copy of this ordinance can be found in the Ordinance Book.)

13. **Discussion and Motion Adopting the 2015 Village Council meeting schedule.**
Lauren Craig, Village Clerk shared a draft 2015 Village Council meeting schedule and asked for Council to consider a motion to accept this schedule or to suggest changes. Ms. Craig noted once approved a public notice would be sent. Upon a motion by Councilmember Cashion, seconded by Councilmember Phillips, Council unanimously approved the official schedule for the 2015 Village Council meetings by a vote of 5-0.

14. **Other Business**
    - Mayor Fiorillo explained that Council is ready to vote on hiring the new Village Manager. Mayor Fiorillo noted appreciation from Angie Kantor and Andy Wilkison on this process and that Council is delighted to make this announcement. Upon a motion by Councilmember Phillips, seconded by Councilmember Cashion, Council unanimously authorized the Mayor to execute on behalf of the Village of Pinehurst an Employment Agreement with Mr. Jeffrey M. Sanborn for the purpose of employing Mr. Sanborn as Village Manager for the Village of Pinehurst by a vote of 5-0.

15. **Comments from attendees.**
    - None.

16. **Motion to go into Closed Session pursuant to NCGS §143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness and conditions of appointment of an individual public employee.**

Specifically, the Council will discuss the Village Manager's performance review and to consider the appointment of Interim Village Manager.

Upon a motion by Councilmember Strickland seconded by Councilmember Phillips, Council unanimously approved to go into Closed Session by a vote of 5-0.

17. **Motion to adjourn the Closed Session and re-enter the Regular Meeting.**

Upon a motion by Councilmember Campbell, seconded by Councilmember Strickland, Council unanimously approved to adjourn the Closed Session and re-enter the Regular Meeting by a vote of 5-0.

Council considered the appointment of an interim Manager starting the day before Thanksgiving until the time that Mr. Jeff Sanborn is able to assume the duties of Village Manager. Motion by Councilmember John Cashion, second by Council Member Claire Phillips for the Council to appoint Jeff Batton to be interim manager until Jeff Sanborn is able to assume the duties of Village Manager, unanimously approved 5-0.

18. **Motion to Adjourn.**

Councilmember Strickland moved to adjourn the Regular Meeting. The motion was seconded by Councilmember Campbell and carried unanimously. The Regular Meeting adjourned at 6:45 p.m.

Respectfully Submitted,
Lauren M. Craig
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Village Clerk