



TOWN OF PRINCEVILLE

Board of Commissioners

Regular Meeting

September 28, 2015

7:00 PM

Princeville Town Hall

Agenda

- I. Board of Commissioners Call to Order**
- II. Invocation**
- III. Pledge of Allegiance**
- IV. Announcements**
 - a. Princeville Volunteer Fire Department Board of Directors Meeting – Thursday, October 15, 2015, Princeville Town Hall, 7:00 PM
 - b. Princeville Planning Board—October 8, 2015, Town Hall, 6:00 PM
 - c. Princeville Economic Summit—October 16-18, 2015
 - d. Next Board of Commissioners Meeting – Monday, October 25, 2015, Princeville Town Hall, 7:00 PM
- V. Public Comments** **(This agenda item is included to allow input to the Town Board of Commissioners from any citizen who wishes to address the Board without requesting to be on the agenda. Those who wish to address the Town Board are required to provide their name, address, and topic to be addressed. The Board will only listen and not respond, but may decide to place a topic on a future agenda. A speaker will be allowed no more than two minutes to speak, with a total Public Comment period of 15 minutes.)**

VI. Adjustments to Agenda

VII. Consent Agenda (The Consent Agenda is the first order of business. Items listed are believed to be non-controversial and are administrative in nature. There will be no separate discussion of the items unless a Commissioner or citizen requests and is granted permission to speak. The item(s) then will be removed from the Consent Agenda and considered individually. Otherwise, all items will be enacted by one motion.)

a. Minutes of Regular Meeting – Aug. 24, 2015 **(Attachment A)**

VIII. Old Business: Speed Humps/Bumps (Attachment B)

IX. Public Hearing: To consider amending the Town Code of Ordinances to allow doublewide manufactured homes as a conditional permitted use in R-1 Districts. **(Attachment C)**

X. Presentation – NONE

XI. New Business

A. St. Luke Cemetery Proposal **(Attachment D)**

B. Law Enforcement Contract **(Attachment E)**

XII. Town Manager's Report (Attachment F)

XIII. Town Attorney Report

XIV. Law Enforcement Report:

XV. Princeville Volunteer Fire Department Report

XVI. Senior Center Report

XVII. Closed Session: Personnel Matter (NCGS 143-318.11 (a) (6))

XVIII. General Concerns of the Board

XIX. Adjournment

Attachment A

Subject: Minutes of Previous Board Meeting

Action Requested: Review minutes of previous meeting, amend if necessary, and approve. These minutes were delivered to the Board in advance of the meeting.

Attachments: Minutes of the August 24, 2015 Regular Meeting

Submitted By: Calvin Adkins, Town Clerk

Attachment B

Subject: Speed Humps/Bumps

Action Requested: Review and act as necessary

Attachments: Guidelines for design and application of speed humps

Submitted By: Calvin Adkins, Town Clerk

Introduction and Background: For several months Mr. Ed Bridgers has complained that cars are speeding along Otis Avenue and has asked the town board to address his concerns. The Sheriff's Department has patrolled and observed the area and has asked the SHP to monitor the area. One speeding ticket has been written on Otis Avenue, the Sheriff's Department reports very low traffic volume and no accidents or speed-related incidents have been reported in the area. (Refer to the Town manager's Notes for a comprehensive discussion of this issue.)

Recommendation: After consulting the Town Attorney, the Town manager recommends that, prior to the construction of any traffic-calming devices, an independent study be conducted to determine if there is a need for remediation along Otis Ave. If needed, the study would include recommendations. The Town Manager also recommends that the Board adopt an ordinance (such as the sample ordinance previously provided to the Board) concerning the construction of traffic-calming measures and how to address citizen requests concerning such measures. At the suggestion of the NCDOT, the Town Manager contacted an engineering firm, Ramey Kemp Associates in Raleigh, and received an estimate of \$3000-\$4000 to conduct a traffic study on Otis Avenue. The Town Manager was waiting for other estimates as-of September 25, 2015.

Attachment C

Subject: Public Hearing

Action Requested: Review and act as necessary

Attachments: Public Hearing Notice

Submitted By: Calvin Adkins, Town Clerk

Introduction and Background: During the August 24, 2015 regular Board of Commissioner’s meeting, the Board set a public hearing for September 28, 2015 at 7 PM at the Princeville Town Hall to consider amending the Town’s Code of Ordinances to add doublewide manufactured homes as a conditional permitted use in R-1 zoning districts.

Recommendation: Set a public hearing for the next regular Board meeting to consider establishing a new zoning district: RA-1. All current R-1 zoning districts in the ETJ (outside of the town limits), would be converted to RA-1, or Residential Agricultural 1. RA-1 would be exactly like an R-1 with one exception: manufactured homes would be a permitted use. This change would also allow for future flexibility such as allowing certain types of manufacturing or other businesses in the ETJ that may not be suitable for in-town R-1 districts.

Attachment D

Subject: Proposed St. Luke Cemetery

Action Requested: Review and act as necessary

Attachments: Site Plan, Sample Cemetery Ordinance

Submitted By: Calvin Adkins, Town Clerk

Introduction and Background: St. Luke Church is requesting that it be allowed to establish a cemetery on a 2.46 acre lot that the church has acquired in a residential area at 601 Greenwood Blvd. The lot is within an R-1 zoning district and cemeteries are allowed in an R-1 district by code following a public hearing and the issuance of a special exceptions permit by the Board of Commissioners.

Recommendation: Direct the Town Manager to draft a cemetery ordinance similar to the sample attached to be considered at the next Board meeting.

Attachment E

Subject: Law Enforcement Contract

Action Requested: Review and act as necessary

Attachments: Letter from Mayor Jones to Sheriff Knight

Submitted By: Calvin Adkins, Town Clerk

Introduction and Background: Many citizens and Board members have expressed concerns regarding the level of service and, specifically, the lack of visibility of Sheriff's Deputies within the Town of Princeville. The agreement between the Town and the Sheriff's Department calls for an around-the-clock presence within the Town. Princeville is currently paying \$250,000 annually to the Sheriff's Department for law enforcement services. The Town staff and Board members have expressed these concerns to the Sheriff and other department employees.

Recommendation: Approve and authorize the Mayor to sign and deliver the attached letter in which the Board offers to amend the agreement by reducing the contract price by 50%.

Attachment F

Subject: Town Manager's Report

Action Requested: Please Review

Attachments: Town Manager's Notes
Other Information and Correspondence
Financial Reports (If Available)

Submitted By: Byron Ellis, Town Manager

Recommendation: Review and act as necessary