



**Town of Haw River
Town Council Meeting
Monday, January 6, 2020**

The Haw River Town Council held its regular meeting on Monday, Jan 6, 2020 in the Haw River Municipal Building at 6:00 pm.

Council Members Present: Mayor Kelly Allen, Mayor Pro-Tem Lee Lovette, Steve Lineberry & Patty Wilson

Council Members Absent: None

Other Members Present: Town Manager Sean Tencer, Town Clerk Lesley Gonzalez, Attorney Justin Lalor, & Attorney Charlie Davis

Mayor Kelly Allen called the meeting to order and gave the invocation at 6:00 pm.

Consent Agenda

1. Approval of Minutes from December 2, 2019 regular meeting.

Councilmember Lineberry made a motion to approve the December 2, 2019 regular minutes.

Motion carried 4-0

Old Business

1. Town Council will review and consider approving the new job descriptions for the Employee Personnel Manual that was completed by the PTRCG. This project was approved by Town Council at the May 6, 2019 meeting.

Councilmember Lovette made a motion to consider approving the new job descriptions for the Employee Personnel Manual that was completed by the PTRCG.

Motion carried 4-0

2. Town Council will consider options on replacing Ms. Betty Hall on the Haw River Planning Board & replacing the ETJ vacancy as well.

Councilmember Wilson wants to consider options on replacing the vacancy on the Haw River Planning Board & replacing the ETJ vacancy as well. Three (3) applications were received for the vacant P&Z position: Ms. Kimberly Carter, James Norman Ross and Debbie Brown.

Both Norman Ross and Ms. Susan Martin Jacaruso's were conditionally appointed to the Planning and Zoning Board upon completion of 2 – 3-hour training from Town Manger Tencer on P&Z procedures. Council will make the final vote at the next meeting.

Motion carried 4-0

Councilmember Lineberry made motion to nominate James "Norman" Ross and Susan Jacaruso for the vacant P&Z positions upon completion of training course by Town Manager Tencer.

Motion carried 4-0

Public Hearing

None

New Business

1. Town Council will consider reappointing Ms. Sandra Mascho for another three-year term on the Haw River Planning Board. Postpone until the January 2020 Council Meeting.

Councilmember Lovette made a motion to consider reappointing Ms. Sandra Mascho for another three-year term on the Haw River Planning Board.

Motion carried 4-0

2. Town Council will review and consider two proposals from N-Focus and the PTRCG (COG) on writing a comprehensive land-use plan for the town. The NC General Assembly has enacted

significant land-use changes in a new chapter called 160D in the general statutes. These changes will require updates to all local government development regulations by 2021.

PTRCG \$30,000.00 vs. N-Focus \$30,500.00

Councilmember Lovette made a motion to accept the proposal from N-Focus to write a Comprehensive Land-Use plan for the Town.

Motion carried 4-0

3. Town Council will discuss procedures on filling the vacant seat with Town Attorney – Charlie Davis.

The council vacancy will be filled by conducting interviews with questions and Councilmembers will use a ballot to check off who the top candidates are. Town Attorney will inform how to conduct interviews.

The vacant town council position will be advertised after Feb 3, 2020 in the local newspaper and on the Town website. Applications are due Feb 28, 2020; Postmark no later than Feb 25, 2020.

- March 2, 2020 council meeting will schedule a special meeting later in March 2020
- Candidates will be interviewed in A-Z order
- Candidates will be allowed to give "Opening Statements" for about 3 minutes
- Interviews must be in public, formal meeting and Councilmembers will ask the questions

Applications must be submitted at Town Hall.

Councilmember Lineberry made a motion to follow the same interview procedures from year 2018 to fill vacant Councilmember position.

Motion carried 4-0

Reports

1. Manager's Report
 - a. Monthly Reports – (Police, Fire, Building Inspections, and Animal Services)
 - b. Manager's Update
- Lang St Project – Town Manger sent out a letter requesting more funds from DEQ, plans to call tomorrow to find out results.

- Town Manager Tencer waiting on pricing for purchasing the sewer meters from Gavin & Dorn for the Hanover Road I&I.
- Pavement Condition Survey from La Bella is complete and Town Manger Tencer will review with staff and present to council at the next meeting.
- Granite Mill still under construction and did not get a Certificate of Occupancy fro Alamance County
- Working with Mike Hill about public parking plans on Main Street.

Councilmember Lineberry announced that on Jan 14,2020 at 6 pm the Alamance County Historic Properties Commission will have a public hearing at the Commissioners Room (124 W. Elm Street, Graham, NC 27253). The County will consider putting Granite Mill and Tabardry on the Historic National Registry.

Announcements

None

Councilmember Wilson made the motion to adjourn.

Motion carried 4-0

Council Adjourned at 7:38 p.m.



Kelly Allen, Mayor



Lesley Gonzalez, Town Clerk