

**TOWN OF ROBBINS**  
**REGULAR BOARD MEETING**  
**April 8, 2021**  
Town Hall-101 N. Middleton Street

<b>Call to Order</b>		Mayor Pro-Tem Bradshaw
<b>Invocation</b>		Mayor Pro-Tem Bradshaw
<b>Pledge of Allegiance</b>		Mayor Pro-Tem Bradshaw
<b>Approval of Agenda</b>		
<b>Approval of Consent Agenda</b>	<i>All items listed here are considered routine and will be enacted by one motion. No separate discussion will be held, except upon request from a member of the Board of Commissioners.</i>	
	<ul style="list-style-type: none"><li>• March 2021 Regular BOC Meeting Minutes</li><li>• March 2021 Special BOC Meeting Minutes</li></ul>	
<b>Public Address to the Board of Commissioners</b>	<i>Any individual or group who wishes to address the Board shall make a request to be on the agenda to the Town Clerk or chief administrative officer. Any and all public addresses to the Board shall be limited to five minutes.</i>	
<b>Presentations</b>		
<b>Reports</b>	<ul style="list-style-type: none"><li>• Managers' Report</li><li>• Finance Report</li><li>• Code Enforcement Report</li></ul>	Jon Barlow Jon Barlow Police Dept
<b>Public Hearings</b>		
<b>New Business</b>		
<b>Discussion and Possible Action</b>	<ul style="list-style-type: none"><li>• Cemetery Landscape Contract Bids</li></ul>	
<b>Comments by Commissioners</b>	<ul style="list-style-type: none"><li>• <i>Limited to 5 Minutes</i></li></ul>	
<b>Closed Session</b>	<ul style="list-style-type: none"><li>• Pursuant to G.S. 143-318.11(a)(3) to preserve attorney-client privilege.</li></ul>	
<b>Adjournment</b>		



## Town of Robbins Board Commissioners Meeting

101 N. Middleton Street  
Robbins NC 27325  
[www.townofrobbins.com](http://www.townofrobbins.com)  
Jonathan Barlow, Town Manager  
**Regular Meeting**

### ~ Minutes ~

Thursday, March 11, 2021

6:00 PM

Robbins Town Hall

#### Call to Order

The meeting was called to order at 6:02 PM by Mayor Pro-Tempore Nikki Bradshaw  
In attendance were commissioner Boswell, Holt, Philips, and Stewart.

#### Invocation

Mayor Pro-Tempore gave the invocation.

#### Pledge of Allegiance

Mayor Pro-Tempore led the recitation of the Pledge of Allegiance to the American flag.

#### Approval of the Agenda

**Motion to:** Approve the agenda as amended. Adding a closed session Pursuant to G.S 143-318.11(a)(6) to discuss personnel matters and moving the closed session to after presentations.

<b>RESULT</b>	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> REJECTED	<input type="checkbox"/> TABLED	<input type="checkbox"/> OTHER	
<b>VOTE</b>	_____ In Favor	_____ Absent	_____ Abstain	<input checked="" type="checkbox"/> Unanimous	
<b>MOVER</b>	<input checked="" type="checkbox"/> Joey Boswell	<input type="checkbox"/> Nikki Bradshaw	<input type="checkbox"/> Terri Holt	<input type="checkbox"/> Brandon Phillips	<input type="checkbox"/> Kevin Stewart
<b>DECENTERS</b>	<input type="checkbox"/> Joey Boswell	<input type="checkbox"/> Nikki Bradshaw	<input type="checkbox"/> Terri Holt	<input type="checkbox"/> Brandon Phillips	<input type="checkbox"/> Kevin Stewart
<b>ABSENT</b>	<input type="checkbox"/> Joey Boswell	<input type="checkbox"/> Nikki Bradshaw	<input type="checkbox"/> Terri Holt	<input type="checkbox"/> Brandon Phillips	<input type="checkbox"/> Kevin Stewart

#### Consent Agenda

**Motion to:** Approve the Consent Agenda.

<b>RESULT</b>	<input checked="" type="checkbox"/> APPROVED	<input type="checkbox"/> REJECTED	<input type="checkbox"/> TABLED	<input type="checkbox"/> OTHER	
<b>VOTE</b>	_____ In Favor	_____ Absent	_____ Abstain	<input checked="" type="checkbox"/> Unanimous	
<b>MOVER</b>	<input checked="" type="checkbox"/> Joey Boswell	<input type="checkbox"/> Nikki Bradshaw	<input type="checkbox"/> Terri Holt	<input type="checkbox"/> Brandon Phillips	<input type="checkbox"/> Kevin Stewart
<b>DECENTERS</b>	<input type="checkbox"/> Joey Boswell	<input type="checkbox"/> Nikki Bradshaw	<input type="checkbox"/> Terri Holt	<input type="checkbox"/> Brandon Phillips	<input type="checkbox"/> Kevin Stewart
<b>ABSENT</b>	<input type="checkbox"/> Joey Boswell	<input type="checkbox"/> Nikki Bradshaw	<input type="checkbox"/> Terri Holt	<input type="checkbox"/> Brandon Phillips	<input type="checkbox"/> Kevin Stewart

#### Items on Consent Agenda:

- February 2021 Regular BOC Meeting Minutes

**Consent Agenda**

**Motion to:** Approve the Consent Agenda.

<b>RESULT</b>	<input checked="" type="checkbox"/> APPROVED	<input type="checkbox"/> REJECTED	<input type="checkbox"/> TABLED	<input type="checkbox"/> OTHER	
<b>VOTE</b>	<input type="checkbox"/> In Favor	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Unanimous	
<b>MOVER</b>	<input checked="" type="checkbox"/> Joey Boswell	<input type="checkbox"/> Nikki Bradshaw	<input type="checkbox"/> Terri Holt	<input type="checkbox"/> Brandon Phillips	<input type="checkbox"/> Kevin Stewart
<b>DECENTERS</b>	<input type="checkbox"/> Joey Boswell	<input type="checkbox"/> Nikki Bradshaw	<input type="checkbox"/> Terri Holt	<input type="checkbox"/> Brandon Phillips	<input type="checkbox"/> Kevin Stewart
<b>ABSENT</b>	<input type="checkbox"/> Joey Boswell	<input type="checkbox"/> Nikki Bradshaw	<input type="checkbox"/> Terri Holt	<input type="checkbox"/> Brandon Phillips	<input type="checkbox"/> Kevin Stewart

**Items on Consent Agenda:**

- February 2021 Special BOC Meeting Minutes

**Overview of the Rules and Procedures for the Public Forum**

The overview of the rules and procedures for the public forum was omitted since no one chose to speak at the public forum.

**Public Forum**

None.

**Presentation**

- Public Works Building Proposal – Engineer Russell Pearlman presented The Wooten Company’s floor plan for a new Public Works Department. Russell estimated an approximate cost of \$500,000. In addition, he recommended purchasing roofing that covered the attachment fasteners, and recommended galvanized metal instead of Aluminum. He stated that this would still keep the Town within his \$500,000 estimate. He recommended fiber glass windows instead of vinyl as well.

**Town Manager's Report**

- Appearance Committee

Marissa Ritter and Karen Ritter met with the Town Manager and shared that COVID-19 has prevented many of their ideas from coming to fruition. This spring and summer they want to work with the North Moore High School service clubs to complete some projects now that COVID-19 is slowing down. Commissioner Joey Boswell shared that Moore County had done some road clean up this week. Appearance Committee wants to stick to a monthly roadside trash pickup schedule.

- Water Systems Improvements Project

Town Staff on Tuesday, March 9<sup>th</sup> and visited all 3 water improvement sites. They met with the project engineer, the finance manager, the contractor, and the Town all went. The Town Manager says in the next 3-4 weeks they’ll be able to start it up. Town Manager shares that the area is slightly muddy. Annually, a utility company comes to clean the tank, but Daniel Gray remembered to clean it while it was empty so it would not need to be cleaned again.

- Budget Work Session – April 13<sup>th</sup>

Town Manager says that the Town Clerk polled everyone and the next date for a Budget Work Session will be April 13<sup>th</sup>.

- Pre-construction Meeting for the Main Pump Station – March 23<sup>rd</sup>

Town Clerk shares the date recently shared with her for this meeting. Town Clerk is unaware of the time yet, it has not yet been shared with her.

- Republic Services Recycling Container

Town Manager contacted provider and provider removed the recycling container.

- List of the Top 10 Taxpayers in Moore County

Commissioner Boswell shares that the Plants & Doors LLC is owned by him and should be sold soon which would increase it is standing on this list. He also shares that it is inactive Commissioner Phillips asks what Lumbee Holdings is and the Town Clerk informs him that they own the Just Save Shopping Center.

- Text Amendment Request – Yianni Kakouras

Town Manager shares that Yianni wishes to make a used car dealership on NC Hwy 705 near the Robbins Crossroads. This cannot be done or considered without an active planning board, according to the Town Attorney. Commissioner Boswell wonders if there is a way around it, but Town Attorney shares that it is not possible without at least a quorum. Two planning board members are still technically on the board until October, but the rest have expired. Commissioner Holt shares that she will remain on the board to keep things simple. Town Attorney says that preferably two members would be in the ETJ instead of in City Limits, but it is not necessary for this task.

**Motion to:** Appoint Commissioner Terri Holt to the Planning Board

<b>RESULT</b>	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> REJECTED	<input type="checkbox"/> Tabled	<input type="checkbox"/> OTHER	
<b>VOTE</b>	<input type="checkbox"/> In Favor	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent	<input checked="" type="checkbox"/> Unanimous	
<b>MOVER</b>	<input checked="" type="checkbox"/> Joey Boswell	<input type="checkbox"/> Nikki Bradshaw	<input type="checkbox"/> Terri Holt	<input type="checkbox"/> Brandon Phillips	<input type="checkbox"/> Kevin Stewart
<b>DECENTERS</b>	<input type="checkbox"/> Joey Boswell	<input type="checkbox"/> Nikki Bradshaw	<input type="checkbox"/> Terri Holt	<input type="checkbox"/> Brandon Phillips	<input type="checkbox"/> Kevin Stewart
<b>ABSENT</b>	<input type="checkbox"/> Joey Boswell	<input type="checkbox"/> Nikki Bradshaw	<input type="checkbox"/> Terri Holt	<input type="checkbox"/> Brandon Phillips	<input type="checkbox"/> Kevin Stewart

**Code Enforcement Report**

**Recent Closed Cases**

- OCA # 20120411 – Date Reported: 12/19/2020 – 539 Valley Street

On Saturday, December 19, 2020, Officer gave notice to Ruby C Jones property owner of 539 Valley Street, Robbins. Officer informed Ms. Jones of the property being in violation of the town ordinance reference 90.02 nuisance conditions (debris/ grass) and gave her 30 days to correct the issue, before the town would take further action.

- Update#1: On 01/20/2021 Officer spoke to Ms. Jones over the phone. She was given a 30-day extension. Later that day, I spoke to her in person and explained what needed to be done to correct the issue.
- Update#2: Resident is no longer in violation of the town ordinance.

- OCA # 21010096 – Date Reported: 01/03/2021 – 561 Lake Street

On Sunday, January 3, 2021, Officer gave notice over the phone to Guillrno Avilez of 561 Lake Street, Robbins. Officer informed Mr. Avilez of the property being in violation of the town ordinance reference 94.07 junked motor vehicles regulated (Junk/ Abandoned Vehicles), 90.01 Unlawful Junk Storage, and gave him 30 days to correct the issue, before the town would take further action. Mr. Avilez advised he would be returning to Robbins in approximately 20 days. Officer and Mr. Avilez will discuss a time frame at that time.

- Update#1: Officer observed junked vehicles were removed. Officer gave Mr. Avilez a 30-day extension for debris in his yard to be removed.
- Update#2: Resident is no longer in violation of the town ordinance.

- OCA # 21010601 – Date Reported: 01/26/2021 – 150 N Green Street

On Tuesday, January 26, 2021, Officer gave notice to Abraham Hernandez of 150 N Green Street, Robbins. Officer informed Mr. Hernandez of the property being in violation of the town ordinance reference 94.07 junked motor vehicles regulated (Junk/ Abandoned Vehicles) and gave him 30 days to correct the issue, before the town would take further action.

- Update#1: Resident is no longer in violation of the town ordinance.
  
- OCA # 21010656 – Date Reported: 01/29/2021 – *Lot 55 Forest Heights Div.*

On Friday, January 29, 2021, Officer gave notice to Scottie Lee Cheek owner of Lot 55 Forest Heights Div., Robbins. Officer informed Mr. Cheek of the property being in violation of the town ordinance reference 90.02 nuisance conditions (debris) and gave him 30 days to correct the issue, before the town would take further action.

- Update#1: Resident is no longer in violation of the town ordinance.
  
- OCA # 20120389 – Date Reported: 12/18/2020 – *281 N Rockingham Street*

On Friday, December 18, 2020, Officer gave notice to Bruce Leak of 281 N Rockingham Street, Robbins. Officer informed Mr. Leak of the property being in violation of the town ordinance reference 90.02 nuisance conditions (debris) and gave him 30 days to correct the issue, before the town would take further action.

- Update#1: On 01/20/2021, Mr. Leak was given an extension to February 4. Clean-up has been done.
- Update#2: Resident is no longer in violation of the town ordinance.

#### **Active Cases**

- OCA #20090092 – Date Reported: 09/03/2020 – *320 Cross Street*

On Thursday September 3<sup>rd</sup>, 2020 at approximately 1:48 p.m., Officer met with John David Gwyn to inspect his property regarding an ordinance complaint of junk/ debris on property. Mr. Gwyn was given 30 days to bring the property in compliance with the town ordinance.

- Update#1: Mr. Gwyn was given a 14-day extension.
- Update#2: Officer inspected property on 10/23/2020 and resident had made no improvements. Resident advised he only has time to clean up on the weekends. Officer gave a 3-weekend extension totaling 25 days.
- Update#3: Officer inspected property on 12/06/2020 and resident had made little to no improvements. Due to sickness in family the residence was given a final 30-day extension.
- Update#4: Officer has been unable to contact homeowner.
- Update#5: Junk and Debris in yard. Mr. Gwyn was issued a citation for same.

(Court Date: 4/29/2021)

- OCA #20090543 – Date Reported: 09/03/2020 – *151 Lake Street*

On Tuesday, September 22, 2020, Officer wrote a notice of violation letter to Mr. Loy which states that he is in violation of the town ordinance reference 90. 02 nuisance conditions (high grass/ weeds) and has 30 days to correct the issue of his property, 151 Lake Street, Robbins, before the town would take further action. The letter was sent certified mail to 317 Grants Road, Moncks Corner, SC 29461.

- Update#1: Certified Mail Returned Unclaimed
- Update#2: Officer received information a realtor is interested in purchasing the residence. Officer is in the process of locating the owner's new address.
- Update#3: Officer is working with Town Manager regarding previous actions by town.

➤ OCA # 20120391 – Date Reported: 12/18/2020 – 310 Kennedy Street

On Friday, December 18, 2020, Officer gave notice to Martin Urquiza Merlos of 310 Kennedy Street, Robbins. Officer informed Mr. Merlos of the property being in violation of the town ordinance reference 94.07 junked motor vehicles regulated (Junk/ Abandoned Vehicles)/ 90.01 unlawful junk storage and gave him 30 days to correct the issue, before the town would take further action.

- Update#1: On 1/20/2021 Officer gave Mr. Merlos a 30-day extension.
- Update#2: On 2/27/2021 Officer gave Mr. Merlos another 30-day extension. Only one vehicle in violation currently.

(Inspection Date: 03/27/2021)

➤ OCA # 20120394 – Date Reported: 12/18/2020 – 6259 705HWY

On Friday, December 18, 2020, Officer gave notice to Kathy Sue Draper of 6259 705 HWY, Robbins. Officer informed Ms. Draper of the property being in violation of the town ordinance reference 90.02 nuisance conditions (debris/ grass) and gave her 30 days to correct the issue, before the town would take further action.

- Update#1: On 01/20/2021 Officer gave a 30-day extension.
- Update#2: On 02/22/2021 Officer gave a 30-day extension by phone.

(Inspection Date: 03/22/2021)

➤ OCA # 20120412 – Date Reported: 12/20/2020 – 341 Highland Avenue

On Sunday, December 20, 2020, Officer gave notice to Jesse Miranda of 346 Highland Avenue, Robbins. Officer informed Mr. Miranda of the property being in violation of the town ordinance reference 90.02 nuisance conditions (debris/ grass), 94.07 junked motor vehicles regulated (Junk/ Abandoned Vehicles), and gave him 30 days to correct the issue, before the town would take further action.

- Update#1: On 01/17/2021 Mr. Miranda was given a 30-days extension. The clean-up processes had begun.
- Update#2: On 02/24/2021 Mr. Miranda was given a 30-days extension by phone.

(Inspection Date: 03/24/2021)

➤ OCA # 21010037 – Date Reported: 01/02/2021 – 447 Virginia Street

On Saturday, January 2, 2021, Officer gave notice to Brenda Zimmerli of 447 Virginia Street, Robbins. Officer informed Mrs. Zimmerli of the property being in violation of the town ordinance reference 90.01 Unlawful Junk Storage, 90.02 Nuisance Conditions, and gave her 30 days to correct the issue, before the town would take further action.

- Update#1: Officer gave Mrs. Zimmerli a 60-day extension due to owner of vehicle is out of state until end of March and the vehicle is being repaired.

(Inspection Date: 04/04/2021)

➤ OCA # 21010517 – Date Reported: 02/21/2021 – 442 Lindale Drive

On Thursday, January 21, 2021, Officer gave notice to David Hagen of 442 Lindale Drive, Robbins. Officer informed Mr. Hagen of the property being in violation of the town ordinance reference 94.07 junked motor vehicles regulated (Junk/ Abandoned Vehicles), the town ordinance reference 90. 02 nuisance conditions (junk/ debris) and gave him 30 days to correct the issue, before the town would take further action.

- Update#1: On 02/27/2021 Mr. Hagen was given a 30-day extension.

(Inspection Date: 03/27/2021)

- OCA # 21010584 – Date Reported: 01/25/2021 – 581 Hemp Street

On Monday, January 25, 2021, Officer gave notice to Veronica Guzman of 581 Hemp Street, Robbins. Officer informed Ms. Guzman of the property being in violation of the town ordinance reference 94.07 junked motor vehicles regulated (Junk/ Abandoned Vehicles) and gave her 30 days to correct the issue, before the town would take further action.

- Update#1: On 02/27/2021 Officer gave a 30-day extension.

(Inspection Date: 03/27/2021)

- OCA # 21010603 – Date Reported: 01/26/2021 – 664 Timber Lane

On Tuesday, January 26, 2021, Officer gave notice to Danny Carl Baber of 664 Timber Lane, Robbins. Officer informed Mr. Baber over the phone of the property being in violation of the town ordinance reference 94.07 junked motor vehicles regulated (Junk/ Abandoned Vehicles) and gave him 30 days to correct the issue, before the town would take further action. Mr. Baber's wife was present at the home and was also explained the ordinance.

- Update#1: On 02/27/2021 Officer gave Mr. Baber a 30-day extension.

(Inspection Date: 03/27/2021)

- OCA # 21020470 – Date Reported: 02/22/2021 – 427 Lindale Drive

On Monday, February 22, 2021, Officer gave notice to Misty Williamson Sanders of 427 Lindale Drive, Robbins. Officer informed Ms. Sanders of the property being in violation of the town ordinance reference 90.02 nuisance conditions (debris) and gave her 30 days to correct the issue, before the town would take further action.

- Update#1:

(Inspection Date: 03/22/2021)

- OCA # 21020474 – Date Reported: 02/22/2021 – 620 Kennedy Street

On Monday, February 22, 2021, Officer gave notice to Ashley Gibson of 620 Kennedy Street, Robbins. Officer informed Ms. Gibson of the property being in violation of the town ordinance reference 90.02 nuisance conditions (debris) and gave her 30 days to correct the issue, before the town would take further action.

- Update#1:

(Inspection Date: 03/22/2021)

- OCA # 21020581 – Date Reported: 02/27/2021 – 452 Kennedy Street

On Saturday, February 27, 2021, Officer gave notice to Arturo Rico Mercado of 452 Kennedy Street, Robbins. Officer informed Mr. Mercado of the property being in violation of the town ordinance reference 94.07 junked motor vehicles regulated (Junk/ Abandoned Vehicles) and gave him 30 days to correct the issue, before the town would take further action.

- Update#1:

(Inspection Date: 03/27/2021)

➤ OCA # 21020373 – Date Reported: 02/17/2021 – 380 and 381 705 Hwy

On Wednesday, February 17, 2021, Officer gave notice to Randy Saunders of 380 and 381 705 Hwy, Robbins. Officer informed Mr. Saunders over the phone of the property being in violation of the town ordinance reference Junked Motor Vehicles/ Nuisance Motor Vehicles and gave him 30 days to correct the issue, before the town would take further action. Mr. Saunders acknowledge a couple of vehicles were in violation but advised others were going to be fixed.

- Update#1:

(Inspection Date: 03/17/2021)

**New Business**

1. Budget Amendment No. 2

**Motion to:** approve Budget Amendment No. 2.

<b>RESULT</b>	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> REJECTED	<input type="checkbox"/> TABLED	<input type="checkbox"/> OTHER	
<b>VOTE</b>	<u>4</u> In Favor	<u>      </u> Abstain	<u>      </u> Absent	<input checked="" type="checkbox"/> Unanimous	
<b>MOVER</b>	<input checked="" type="checkbox"/> Joey Boswell	<input type="checkbox"/> Nikki Bradshaw	<input type="checkbox"/> Terri Holt	<input type="checkbox"/> Brandon Phillips	<input type="checkbox"/> Kevin Stewart
<b>DECENTERS</b>	<input type="checkbox"/> Joey Boswell	<input type="checkbox"/> Nikki Bradshaw	<input type="checkbox"/> Terri Holt	<input type="checkbox"/> Brandon Phillips	<input type="checkbox"/> Kevin Stewart
<b>ABSENT</b>	<input type="checkbox"/> Joey Boswell	<input type="checkbox"/> Nikki Bradshaw	<input type="checkbox"/> Terri Holt	<input type="checkbox"/> Brandon Phillips	<input type="checkbox"/> Kevin Stewart

**Discussion and Possible Action**

1. Cemetery Landscape Contract Bids
  - a. Board directed staff to create a new more detailed RFP for circulation.
2. Cemetery Upkeep
  - a. Staff asked to purchase boards/signs portraying cemetery ordinances.
3. Planning Board
  - a. Previously discussed in managers report.

**Commissioners Comments**

**Phillips:**

**Stewart:**

**Boswell:**

**Holt:**

**Bradshaw:**

**Enter into Closed Session**

Commissioner Boswell made a motion to enter into closed session after a five minute recess at 7:35PM Pursuant to G.S. 143-318.11(a)(3) to preserve attorney-client privilege. Pursuant to G.S 143-318.11(a)(6) to discuss personnel matters. Pursuant to N.C. Gen. Stat. § 143-318.11(a)(1) and (3) to prevent the disclosure of information that is privileged or confidential pursuant to State or federal law and to discuss matters within the attorney-client privilege. Motion was unanimously approved.

Commissioner Boswell made a motion to go out of closed session at 8:27 PM. Unanimously approved.

Commissioner Boswell made a motion to into open session at 8:27 PM. Unanimously approved.



Commissioner Stewart comments that William McDuffie would like to rehab the old observation deck at the reservoir, to be used for recreational use.

Town staff will reach out to Duke Energy to make sure there is no power supply at the old observation deck.

**Adjournment**

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The meeting was closed at 8:33 PM on a motion made by Commissioner Boswell. Unanimously approved.

\_\_\_\_\_  
Nikki Bradshaw, Mayor Pro-Tempore

\_\_\_\_\_  
Hannah Hungerford, Town Clerk

Accepted into the record \_\_\_\_\_ on a motion

made by \_\_\_\_\_. In favor: \_\_\_\_\_; Against \_\_\_\_\_.



## Town of Robbins Board Commissioners Meeting

101 N. Middleton Street  
Robbins NC 27325  
[www.townofrobbins.com](http://www.townofrobbins.com)  
Jonathan Barlow, Interim Manager  
**Special Meeting**

### ~ Minutes ~

Tuesday, March 2, 2021

6:00 PM

Robbins Town Hall

#### Call to Order

The meeting was called to order at 6:00 PM by Mayor Pro-Tempore Commissioner Holt, Phillips, and Stewart were in attendance.

#### Approval of the Agenda

<b>RESULT</b>	<input checked="" type="checkbox"/> ADOPTED	<input type="checkbox"/> REJECTED	<input type="checkbox"/> TABLED	<input type="checkbox"/> OTHER	
<b>VOTE</b>	_____ In Favor	_____ Against	_____ Absent	<input checked="" type="checkbox"/> Unanimous	
<b>MOVER</b>	<input type="checkbox"/> Joey Boswell	<input type="checkbox"/> Nikki Bradshaw	<input type="checkbox"/> Terri Holt	<input type="checkbox"/> Brandon Phillips	<input checked="" type="checkbox"/> Kevin Stewart
<b>DECENTERS</b>	<input type="checkbox"/> Joey Boswell	<input type="checkbox"/> Nikki Bradshaw	<input type="checkbox"/> Terri Holt	<input type="checkbox"/> Brandon Phillips	<input type="checkbox"/> Kevin Stewart
<b>ABSENT</b>	<input type="checkbox"/> Joey Boswell	<input type="checkbox"/> Nikki Bradshaw	<input type="checkbox"/> Terri Holt	<input type="checkbox"/> Brandon Phillips	<input type="checkbox"/> Kevin Stewart

#### Discussion and Possible Action

- Discussion of Goals for the FY 21/22 Budget.
  - Town staff including interim manager Jon Barlow, town clerk Hannah Hungerford, discuss the capital project items that are being requested by departmental supervisors. for the 21/22 budget.
  - Staff addressed any comments, questions, and concerns from Board members. Those included:
    - Board members agreed that \$75,000.00 for police vehicles was not something they felt the Police Department should be requesting for the next fiscal year.
    - Commissioner Stewart voiced that he would like to see a concise plan for lowering taxes in the future.

\*\*Mayor Pro-tempore Bradshaw exited the meeting at 6:55 PM\*\*

- Commissioners agreed that they would go over the budget line items thoroughly, ready to discuss them at the next meeting.

#### Adjournment

The meeting was closed at 7:20 PM on a motion made by Commissioner Stewart. Unanimously approved.

\_\_\_\_\_  
Nikki Bradshaw, Mayor Pro-Tempore

\_\_\_\_\_  
Hannah Hungerford, Town Clerk

Accepted into the record \_\_\_\_\_ on a motion made by \_\_\_\_\_. In favor: \_\_\_\_\_; Against \_\_\_\_\_.



To: Town Board Members

From: Jon Barlow, Interim Town Manager

Subject: Managers Monthly Report

Date: April 8, 2021

1. Main Pump Station Project

Notice to Proceed has been issued for both portions of the pump station project. Both projects have a 240-day construction period. The estimated completion for J.S. Heron's portion of the contract is 12/8/21 and Terry's Plumbing contract has 12/15/21 completion date. The difference being the date when notice to proceed was issued.

2. FY21-22 Budget Work Session

Budget session #3 is set for Tuesday, April 13. The next major milestones include presenting a draft budget to the Board on May 13. A public Hearing is currently planned for June 10.

3. Rezoning Request Joint Public Hearing

According to the Town's UDO, a joint public hearing shall be conducted on each rezoning request. As soon as a common date can be determined, a joint public hearing will be scheduled. Please check your calendars for possible dates. There is a 10-day public notice requirement prior to conducting the hearing. Following the joint hearing, the Planning Board will forward a recommendation to the Town Board for consideration at its next meeting.

**4. The American Rescue Plan**

The following is a summary provided by the NCLM.

Signed into law by President Biden on March 11, 2021, the American Rescue Plan (ARP) allocates \$1.9 trillion to COVID-19 relief and economic recovery. **Cities and towns in**



**North Carolina will directly receive more than \$1.3 billion.** These funds will be provided over two distributions, the first taking place shortly following the official passage of the ARP.

According to data released by the NCLM, Robbins can expect to receive \$360,000. The first distribution of \$180,000 will occur before June 15, 2021. The remaining \$180,000 will be distributed no more than 12 months after the first distribution.

Summaries of the bill are provided below.

## Summary

**In addition to direct funding, the ARP provides specific funding for:**

- Agriculture and nutrition programs, including extending SNAP and the Pandemic EBT program to keep families fed through the pandemic;
- Schools and institutions of higher education to safely reopen schools, address learning loss, and support students and staff, including support for broadband for students;
- Child care to help sustain child care providers and expand child care assistance to 857,000 children;
- COVID-19 vaccinations, testing, treatment, and prevention, especially for hard to reach communities and areas;
- Mental health and substance-use disorder services;
- Emergency rental assistance, homeowner assistance, and other housing programs to help families pay rent, mortgages, and utilities;
- Transit agencies to prevent layoffs of transit workers and prevent severe cuts to transit services that essential workers and the general public rely on.
- Multiemployer pension plans;
- Small business assistance, including specific programs for restaurants and live venues;
- Support for health care workers, transportation workers, federal employees, veterans, and other targeted populations;



- International and humanitarian responses and;
- Tribal government services.

**The bill also includes provisions that:**

- Extend enhanced unemployment benefits through September, providing an additional \$300 per week on top of all state unemployment benefits;
- Provide direct economic impact payments of \$1,400 per eligible individual and \$2,800 for couples making up to \$150,000 per year. Eligible families will also receive an additional \$1,400 payment per child and adult dependent, amounting to \$5,600 for an average family of four;
- Expand the Child Tax Credit and the Earned Income Tax Credit
- Provide premium assistance for certain health insurance coverage; and
- Require coverage, without cost-sharing, of COVID-19 vaccines and treatment under Medicaid and the Children's Health Insurance Program (CHIP)

**5. Cemetery Maintenance**

The Board has recently been evaluating 2 proposals for the annual maintenance of the Pine Rest Cemetery. Following a review of the low bid from Deep River Land Management, I spoke to the owner John Nesbit. Mr. Nesbit was confident that he could perform the work for the bid price quoted (\$150/service). I asked Mr. Nesbit to take another look at the size and complexity of the task to confirm his original bid. I will provide more next week if he provides me a response.

**6. Transportation Alternative Program (TAP) Projects**

NCDOT is extending the use of TAP funds through the end of 2021. These funds can be used for new or retrofitting handicapped ramps and short sections of sidewalks associated with nearby sidewalks that would create a continuous path. I would like to submit a letter on behalf of the Town to NCDOT requesting these funds to perform sidewalk projects in eligible locations. There is no local match required.

**7. FY19-20 Audit Presentation**

William Honeycutt will present the FY21 audit to the Board at its May 13 meeting.



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## Budget vs Actual (Summary)

TOWN OF ROBBINS  
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Period Ending 3/31/2021

10 GENERAL FUND						
Description	Budget	Encumbranc	YTD	Variance	Percent	
Expenses						
GOVERNING BODY	18,054	0.00	12,769.38	5,284.62	71%	
ADMINISTRATION	205,783	647.75	146,885.23	58,250.02	72%	
ELECTION	0	0.00	0.00	0.00		
LIBRARY	18,080	(4,975.00)	7,392.19	15,662.81	13%	
MOORE CO TAX COLLECTION FEE	12,000	0.00	11,980.36	19.64	100%	
PROFESSIONAL SERVICE	50,000	0.00	30,850.50	19,149.50	62%	
PUBLIC BUILDINGS	0	0.00	0.00	0.00		
POLICE	483,027	8,007.87	389,726.21	85,292.92	82%	
FIRE	313,291	14,632.51	209,969.08	88,689.41	72%	
RECREATION	4,800	0.00	1,575.22	3,224.78	33%	
STREET	173,676	2,154.26	71,898.87	99,622.87	43%	
POWELL BILL	38,000	0.00	0.00	38,000.00		
SANITATION	66,283	0.00	42,788.12	23,494.88	65%	
CEMETERY	10,000	0.00	11,120.00	(1,120.00)	111%	
ECONOMIC DEVELOPMENT	1,500	0.00	454.00	1,046.00	30%	
DEBT SERVICE	89,858	0.00	83,339.00	6,519.00	93%	
Expenses Totals:	1,484,352	20,467.39	1,020,748.16	443,136.45	70%	
<b>10 GENERAL FUND Totals:</b>			<b>1,020,748.16</b>			

## Budget vs Actual (Summary)

TOWN OF ROBBINS  
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Period Ending 3/31/2021

30 ENTERPRISE FUND						
Description	Budget	Encumbranc	YTD	Variance	Percent	
Expenses						
DEBT SERVICE	114,141	0.00	5,797.22	108,343.78	5%	
WATER	469,465	3,079.93	263,022.24	203,362.83	57%	
WWTP	358,170	12,287.15	192,759.70	153,123.15	57%	
Expenses Totals:	941,776	15,367.08	461,579.16	464,829.76	51%	
30 ENTERPRISE FUND Totals:			461,579.16			



## Budget vs Actual (Summary)

TOWN OF ROBBINS  
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Period Ending 3/31/2021

34 FIRE DEPT CAPITAL RESERVE (TRUCK/BUILDING)						
Description	Budget	Encumbranc	YTD	Variance	Percent	
Expenses						
DEBT SERVICE	0	0.00	0.00		0.00	
Expenses Totals:	0	0.00	0.00		0.00	
34 FIRE DEPT CAPITAL RESERVE (TRUCK/BUILDING) Totals:			0.00			

Budget vs Actual (Summary)

Period Ending 3/31/2021

38 ECONOMIC DEVELOPMENT RESERVE FUND

Description	Budget	Encumbranc	YTD	Variance	Percent
Expenses					
DEBT SERVICE	0	0.00	0.00	0.00	
Expenses Totals:	0	0.00	0.00	0.00	
38 ECONOMIC DEVELOPMENT RESERVE FUND Totals:			0.00		



**JON BARLOW**  
**TOWN MANAGER**

## **Robbins Police Department**

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**LAWSON THOMAS**  
**CHIEF OF POLICE**

April 1, 2021

### **Code Enforcement Report**

#### Recent Closed Cases

➤ OCA # 20120412 – Date Reported: 12/20/2020 – *341 Highland Avenue*

On Sunday, December 20, 2020, Officer gave notice to Jesse Miranda of 346 Highland Avenue, Robbins. Officer informed Mr. Miranda of the property being in violation of the town ordinance reference 90.02 nuisance conditions (debris/ grass), 94.07 junked motor vehicles regulated (Junk/ Abandoned Vehicles), and gave him 30 days to correct the issue, before the town would take further action.

- Update#1: On 01/17/2021 Mr. Miranda was given a 30-days extension. The clean-up processes had begun.
- Update#2: On 02/24/2021 Mr. Miranda was given a 30-days extension by phone.
- Update#3: Resident is no longer in violation of the town ordinance.

➤ OCA # 21010603 – Date Reported: 01/26/2021 – *664 Timber Lane*

On Tuesday, January 26, 2021, Officer gave notice to Danny Carl Baber of 664 Timber Lane, Robbins. Officer informed Mr. Baber over the phone of the property being in violation of the town ordinance reference 94.07 junked motor vehicles regulated (Junk/ Abandoned Vehicles) and gave him 30 days to correct the issue, before the town would take further action. Mr. Baber's wife was present at the home and was also explained the ordinance.

- Update#1: On 02/27/2021 Officer gave Mr. Baber a 30-day extension.
- Update#2: Resident is no longer in violation of the town ordinance.



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**LAWSON THOMAS**  
**CHIEF OF POLICE**

### Active Cases

- OCA #20090092 – Date Reported: 09/03/2020 – *320 Cross Street*

On Thursday September 3<sup>rd</sup>, 2020 at approximately 1:48 p.m., Officer met with John David Gwyn to inspect his property regarding an ordinance complaint of junk/ debris on property. Mr. Gwyn was given 30 days to bring the property in compliance with the town ordinance.

- Update#1: Mr. Gwyn was given a 14-day extension.
- Update#2: Officer inspected property on 10/23/2020 and resident had made no improvements. Resident advised he only has time to clean up on the weekends. Officer gave a 3-weekend extension totaling 25 days.
- Update#3: Officer inspected property on 12/06/2020 and resident had made little to no improvements. Due to sickness in family the residence was given a final 30-day extension.
- Update#4: Officer has been unable to contact homeowner.
- Update#5: Junk and Debris in yard. Mr. Gwyn was issued a citation for same.  
**(Court Date: 4/29/2021)**

- OCA #20090543 – Date Reported: 09/03/2020 – *151 Lake Street*

On Tuesday, September 22, 2020, Officer wrote a notice of violation letter to Mr. Loy which states that he is in violation of the town ordinance reference 90.02 nuisance conditions (high grass/ weeds) and has 30 days to correct the issue of his property, 151 Lake Street, Robbins, before the town would take further action. The letter was sent certified mail to 317 Grants Road, Moncks Corner, SC 29461.

- Update#1: Certified Mail Returned Unclaimed
- Update#2: Officer received information a realtor is interested in purchasing the residence. Officer is in the process of locating the owner's new address.
- Update#3: Officer is working with Town Manager regarding previous actions by town.



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➤ OCA # 20120391 – Date Reported: 12/18/2020 – *310 Kennedy Street*

On Friday, December 18, 2020, Officer gave notice to Martin Urquiza Merlos of 310 Kennedy Street, Robbins. Officer informed Mr. Merlos of the property being in violation of the town ordinance reference 94.07 junked motor vehicles regulated (Junk/ Abandoned Vehicles)/ 90.01 unlawful junk storage and gave him 30 days to correct the issue, before the town would take further action.

- Update#1: On 1/20/2021 Officer gave Mr. Merlos a 30-day extension.
- Update#2: On 2/27/2021 Officer gave Mr. Merlos another 30-day extension. Only one vehicle in violation currently.
- Update#3: On 3/31/2021 Officer gave Mr. Merlos until 4/04/2021 to be in compliance with the town ordinance.

**(Inspection Date: 04/05/2021)**

➤ OCA # 20120394 – Date Reported: 12/18/2020 – *6259 705HWY*

On Friday, December 18, 2020, Officer gave notice to Kathy Sue Draper of 6259 705 HWY, Robbins. Officer informed Ms. Draper of the property being in violation of the town ordinance reference 90.02 nuisance conditions (debris/ grass) and gave her 30 days to correct the issue, before the town would take further action.

- Update#1: On 01/20/2021 Officer gave a 30-day extension.
- Update#2: On 02/22/2021 Officer gave a 30-day extension by phone.

**(Inspection Date: 03/22/2021)**

➤ OCA # 21010037 – Date Reported: 01/02/2021 – *447 Virginia Street*

On Saturday, January 2, 2021, Officer gave notice to Brenda Zimmerli of 447 Virginia Street, Robbins. Officer informed Mrs. Zimmerli of the property being in violation of the town ordinance reference 90.01 Unlawful Junk Storage, 90.02 Nuisance Conditions, and gave her 30 days to correct the issue, before the town would take further action.

- Update#1: Officer gave Mrs. Zimmerli a 60-day extension due to owner of vehicle is out of state until end of March and the vehicle is being repaired.

**(Inspection Date: 04/04/2021)**



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➤ OCA # 21010517 – Date Reported: 02/21/2021 – *442 Lindale Drive*

On Thursday, January 21, 2021, Officer gave notice to David Hagen of 442 Lindale Drive, Robbins. Officer informed Mr. Hagen of the property being in violation of the town ordinance reference 94.07 junked motor vehicles regulated (Junk/ Abandoned Vehicles), the town ordinance reference 90.02 nuisance conditions (junk/ debris) and gave him 30 days to correct the issue, before the town would take further action.

- Update#1: On 02/27/2021 Mr. Hagen was given a 30-day extension.
- Update#2: On 03/31/2021 Mr. Hagen was given a final 30-day extension. Mr. Hagen had cleaned his items off the adjacent 440 Lindale Dr property.

**(Inspection Date: 04/30/2021)**

➤ OCA # 21010584 – Date Reported: 01/25/2021 – *581 Hemp Street*

On Monday, January 25, 2021, Officer gave notice to Veronica Guzman of 581 Hemp Street, Robbins. Officer informed Ms. Guzman of the property being in violation of the town ordinance reference 94.07 junked motor vehicles regulated (Junk/ Abandoned Vehicles) and gave her 30 days to correct the issue, before the town would take further action.

- Update#1: On 02/27/2021 Officer gave a 30-day extension.
- Update#2: On 03/31/2021 Officer gave a 30-day extension.

**(Inspection Date: 04/30/2021)**

➤ OCA # 21020470 – Date Reported: 02/22/2021 – *427 Lindale Drive*

On Monday, February 22, 2021, Officer gave notice to Misty Williamson Sanders of 427 Lindale Drive, Robbins. Officer informed Ms. Sanders of the property being in violation of the town ordinance reference 90.02 nuisance conditions (debris) and gave her 30 days to correct the issue, before the town would take further action.

- Update#1:

**(Inspection Date: 03/22/2021)**

➤ OCA # 21020474 – Date Reported: 02/22/2021 – *620 Kennedy Street*

On Monday, February 22, 2021, Officer gave notice to Ashley Gibson of 620 Kennedy Street, Robbins. Officer informed Ms. Gibson of the property being in violation of the town ordinance reference 90.02 nuisance conditions (debris) and gave her 30 days to correct the issue, before the town would take further action.

- Update#1: On 3/23/2021 Officer issued citation to Ms. Gibson. No improvement was made.

**(Court Date: 06/30/2021)**



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➤ OCA # 21020581 – Date Reported: 02/27/2021 – *452 Kennedy Street*

On Saturday, February 27, 2021, Officer gave notice to Arturo Rico Mercado of 452 Kennedy Street, Robbins. Officer informed Mr. Mercado of the property being in violation of the town ordinance reference 94.07 junked motor vehicles regulated (Junk/ Abandoned Vehicles) and gave him 30 days to correct the issue, before the town would take further action.

- Update#1:

**(Inspection Date: 03/27/2021)**

➤ OCA # 21020373 – Date Reported: 02/17/2021 – 380 and 381 705 Hwy

On Wednesday, February 17, 2021, Officer gave notice to Randy Saunders of 380 and 381 705 Hwy, Robbins. Officer informed Mr. Saunders over the phone of the property being in violation of the town ordinance reference Junked Motor Vehicles/ Nuisance Motor Vehicles and gave him 30 days to correct the issue, before the town would take further action. Mr. Saunders acknowledge a couple of vehicles were in violation but advised others were going to be fixed.

- Update#1: On 03/18/2021 Officer inspected both properties and found only 381 705 Hwy in violation of Junked Motor Vehicles and Nuisance Motor Vehicle Ordinance. Mr. Saunders was issued a citation for both offenses. (909532G)

**(Court Date: 04/29/2021)**

➤ OCA # 21030281 – Date Reported: 03/12/2021 – *310 Hemp Street*

On Friday, March 12, 2021, Officer gave notice to Alejandro Meidoza Algo of 310 Hemp Street, Robbins. Officer informed Mr. Meidoza Algo of the property being in violation of the town ordinance reference Junked Motor Vehicles/ Nuisance Motor Vehicles, Junk and Depris, and gave him 30 days to correct the issue, before the town would take further action. A white van and red pick-up were in violation of the Junked Motor Vehicles/ Nuisance Motor Vehicles ordinance.

- Update#1:

**(Inspection Date: 04/12/2021)**

➤ OCA # 21030282 – Date Reported: 03/12/2021 – *340 Hemp Street*

On Friday, March 12, 2021, Officer gave notice to Jorge Morales of 340 Hemp Street, Robbins. Officer informed Mr. Morales of the property being in violation of the town ordinance reference Junked Motor Vehicles/ Nuisance Motor Vehicles, and gave him 30 days to correct the issue, before the town would take further action. A brown car is in violation of the Junked Motor Vehicles/ Nuisance Motor Vehicles ordinance.

- Update#1:

**(Inspection Date: 04/12/2021)**



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➤ OCA # 21030406 – Date Reported: 03/17/2021 – *130 Shore Drive*

On Wednesday, March 17, 2021, Officer gave notice to Rebecca McKeon of 130 Shore Drive, Robbins. Officer informed Ms. McKeon of the property being in violation of the town ordinance reference 94.07 junked motor vehicles regulated (Junk/ Abandoned Vehicles), the town ordinance reference 90.02 nuisance conditions (junk/ debris) and gave her 30 days to correct the issue, before the town would take further action. (white station wagon and sofa)

- Update#1:

**(Inspection Date: 04/17/2021)**

➤ OCA # 21030407 – Date Reported: 03/17/2021 – *570 Park Street*

On Wednesday, March 17, 2021, Officer gave notice to Rese Francis Turner of 570 Park Street, Robbins. Officer informed Mr. Turner of the property being in violation of the town ordinance reference 90.02 nuisance conditions (junk/ debris) and gave him 30 days to correct the issue, before the town would take further action. (tree branches longer than 4 feet in length)

- Update#1:

**(Inspection Date: 04/17/2021)**

➤ OCA # 21030444 – Date Reported: 03/18/2021 – *351 Hemp Street*

On Thursday, March 18, 2020, Officer gave notice to Carlos Cruz Martinez of 351 Hemp Street, Robbins. Officer informed Mr. Martinez of the property being in violation of the town ordinance reference 90.02 nuisance conditions (debris/ grass) and gave him 30 days to correct the issue, before the town would take further action.

- Update#1:

**(Inspection Date: 04/18/2021)**



Fire Department report  
will be provided in a  
later supplemental  
packet.

Police Department  
report will be provided  
in a later supplemental  
packet.