



**WORK SESSION MINUTES  
MONDAY, APRIL 22, 2024 @ 6:00 PM  
TOWN HALL COUNCIL CHAMBERS**

The Town Council of the Town of Pineville, NC, met in a Work Session on Monday, April 22, 2024 @ 6:00 p.m.

**ATTENDANCE**

Mayor: David Phillips

Mayor Pro-Tem: Ed Samaha

Council Members: Amelia Stinson-Wesley, Chris McDonough, Danielle Moore

Town Manager: Ryan Spitzer

Town Clerk: Lisa Snyder

**CALL TO ORDER**

Mayor David Phillips called the meeting to order at 6:01 p.m.

**DISCUSSION ITEMS:**

Architects for Fire Department Concept (Stewart, Cooper & Newell) Kim Parton, Architect, gave a presentation of the proposed Fire Department drawings and site plan. She noted that the square footage was down to about 11,500 square feet. They are looking at several things to reduce the costs, but still maintain the character of the building. They also reduced the height of the building to save on exterior costs.

Mayor Phillips asked if we need all of the bays. Mr. Newell replied that those extra spaces would become living space and administrative office space for future growth. Ms. Parton continued outlining the training rooms, administrative assistant office, locker rooms, and storage space. All allowing future growth for the Fire Department. There are three fire poles total in order to be able to get to all of the bays as quickly as possible. She explained the difference between the bunk rooms and the sleep rooms. The bunk rooms have partitions, while the sleep rooms have doors.

Town Manager Spitzer added that there are no current plans to add staff to the Fire Department; that is for future growth. Ms. Parton said that at the front of the building, they've tried to have the building maintain the character of an historic firehouse, with windows and bays designed with arches. There will be fourteen visitor parking spaces and they will be located in the front of the building, including two handicapped spaces. The entire back side of the building will be fenced in and gated.

Council Member Moore requested a sign with arrows, to show the entrances and the designated parking. Ms. Parton shared some options for signs and added that those signs will be illuminated at night. Ms. Moore also requested that a sign or logo be placed on the front of the building below the display windows. Ms. Parton said they are looking at options for the signs and noted that they will also be illuminated at night, as well. Council Member McDonough asked

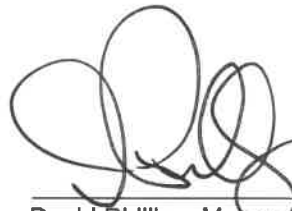
where the fuel tanks will be placed. Town Manager Spitzer replied that they are still discussing placement of those with Public Works.

Entrance Way Signage (Travis Morgan) Mr. Morgan shared design options for the Welcome To Pineville sign on North Polk Street. Staff contacted Signarama in Pineville because they are one of the few who can help coordinate construction of the brick and sign portions. He feels that Option A is most like what Council asked for and he is recommending that option. Up lit lighting was the preferred choice for lighting of the sign, as well as backlit letters or gooseneck down lighting. The green sign was also the choice because it has color. They felt that the letters should be engraves and not vinyl letters on the sign. Mayor Pro Tem Samaha asked if bricks from the Cone Mill could be used to create the sign, to which Town Manager Spitzer replied that it can be done. There was general discussion on where to place the entrance way sign.

PD Retention Bonus Pay Proposal (Chief Hudgins) Chief Hudgins began his presentation by comparing surrounding areas' salaries with the Town's salaries. He noted that there is approximately \$1,294,641 in lapse salaries. He is proposing a one-time bonus pay to all sworn officers and dispatchers. Sworn staffing levels have gone down steadily since July of 2022. In the 911 Center, there are 12 allocated positions. They have been operating with at least 3 positions down or 25% short. At one point in 2023, the Center was down to 5 employees, or 58% short.

Council Member Stinson-Wesley moved to adjourn the meeting followed by a second made by council Member McDonough. All ayes.

The Mayor adjourned the meeting at 7:43 pm.



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David Phillips, Mayor

ATTEST:



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Lisa Snyder, Town Clerk