

**Town of Sedalia**  
**Planning Board Meeting**

**Planning Board Minutes for Thursday, February 21st, 2019**

Meeting was called to order at 7:00PM by Planning Board Chairman Robert Jones followed by a Moment of Silence, Pledge of Allegiance, and Roll Call.

**Members Present:** Chairman Robert Jones, Vice-Chair Serita Faison, Marian Jeffries, and Monroe Smith

**Members Absent:** All Present; *(The board later discussed updates on the status of absent members who had recently stated their resignation.)*

**Agenda & Minutes Approval:** Marian Jeffries recommended the Agenda to be approved. Vice-Chair Serita Faison seconded. Motion Approved. Serita Faison made a motion for the January minutes to be approved after a brief discussion and recommended changes by the board. Marian Jeffries seconded. Motion Approved. ***\*Brief Summary of the discussion of January Minutes during the Agenda & Minutes Approval:***

- *Marian Jeffries noted (the following to the January Minutes) that the conference call, regarding Sandra Hamlett participating in Planning Board Meetings, was a "suggestion, if this is acceptable to her." Marian stated that she suggested the board and Sandra Hamlett communicate via conference calls, until a replacement could be found.*
- *Serita Faison and other members agreed that they had received an email stating that Sandra Hamlett was no longer going to be on the Planning Board.*
- *Chairman Jones shared that he had contacted Sandra Hamlett by phone on the day after the email was sent out, and said, "She expressed to me that she had death in the family, and that's why she is not here, but she will be here as long as we accept the condition that she is in."*
- *In addition, Chairman Jones suggested "Honorary" Planning Board Position for Marie Martin who had recently shared that she could no longer be an alternate. He said that she could be an Alternate if she comes and that amendments would need to be made to the By-Laws.*

- *Planning Board members asked Chairman Jones if Marie Martin would be able to vote if she would not be in a position. He then explained that she would not be an alternate, but the position would be more of a recognition.*

**\*Chairman Jones made a motion to close the regular meeting; in order to go into the process of interviewing the possibly interviewing and selecting another member to the board. \*Marian Jones made a motion to close the regular meeting and begin the candidate process. Monroe Smith seconded. Motion was approved.**

- Marian Jeffries welcomed Calvin Atkins to the Planning Board Meeting and thanked him for his interest and desire to serve and improve the community.
  - ✦ Marian Jeffries asked if Calvin Atkins had received the paperwork concerning a Planning Board Position, to which Calvin Atkins stated, "Not yet." (He was then provided with the necessary documents). Marian Jeffries asked Calvin Atkins to share about himself; address and more.
- Calvin Atkins told the Board that they may be familiar with him and how he came to the board, but he mentioned that he came to Sedalia through Valerie Jones (Councilwoman). Also, Calvin Atkins shared areas where he had lived before coming to Sedalia, where he has remained for the last three years. His background has included detailing cars.
  - ✦ Calvin Atkins, who has helped with town events and projects, credited Chairman Jones and Councilwoman Valerie Jones for enlisting his interest in the board. He added that he would like to see the town grow.
- Marian Jeffries asked Calvin Atkins what he would "bring to the table" in terms of being on the board.
  - ✦ Calvin Atkins said that he would be looking for opportunities to "work, help out, and offer suggestions/opinions."
- Chairman Jones asked Calvin Atkins if he would be available to attend workshops.
  - ✦ Chairman Jones emphasized to Calvin Atkins that being on the board "required a lot of work; do not get paid; and (the board's) work is a prerequisite to the Council."

- Marian Jeffries provided an overview of the Planning Board and stated that there are General Statutes from the State of North Carolina regarding guidelines for municipalities to follow.
  - ✦ Marian Jeffries shared that there is a 3-year term and that board members could be reappointed if their attendance met the guidelines; (cannot have 3 consecutive absences during a 12-month period).
  - ✦ Marian Jeffries explained that the board was looking for new members due to a few members leaving the board due to relocation and family matters. She also defined the role of the Alternate.
  
- Serita Faison asked Calvin Atkins if he would be interested in joining the Planning Board as an Alternate or a Permanent Member.
  
- Chairman Jones noted that the Planning Board normally accepted new members as Alternates, and they are later recommended to the Council as a Permanent and then the Planning Board would reappoint the alternate as a Permanent.
  - ✦ Chairman explained that it is important to be an Alternate first in order to give the individual time to gain knowledge and experience regarding serving on the board. However, "In this case, we may have to make an exception."
  
- Members discussed the number of members that could participate on the board (5 regular and 2 alternates) according to the General Statutes. Chairman Jones went on to read from the Ordinance Book (under Authority) on the Planning Board responsibilities.
  
- Chairman stressed an importance for potential members to desire to invest self effort in assisting the board; such as utilizing provided funds to attend conferences and workshops to gain the necessary knowledge for adequate service.
  
- Chairman Jones asked if Calvin Atkins would be willing to join the NC League of Municipalities. Calvin Atkins agreed.

- Marian Jeffries recommended the board make a recommendation to the Council regarding appointing Calvin Atkins to the Planning Board and members agreed.
  - ✦ Chairman Jones said that the board would have to make a written recommendation and asked if the board could do so before the next meeting (reporting at the Agenda Meeting).

**\*Chairman Jones closed out the Candidate Interview Process and opened the regular meeting back up to go back into business.** *(Calvin Atkins was told that he could leave at that time; (He chose to remain at the meeting).*

✦ **Business:**

✦ **Module 12: Adult Businesses**

- The Planning Board was unable to view Module 12, due to problems with the Internet.

**\*The board went back into the interviewing process and asked a new resident who came in, named Lillie Mensah, if she had come to the meeting to express interest in joining the Planning Board.**

- (Resident Lillie Mensah stated that she was “interested in finding out more about my (Sedalia) community...wanted to get involved...get information and see what is going on.”
  - ✦ Some board members shared that they had seen Lillie Mensah at a C.E.R.T Training at the fire department.

**Citizen Concerns:**

- Board members discussed and determined that there were no updates on Sedalia Road or the land that had been cleared near Zaxby’s.
- Chairman Jones shared information concerning a Zoning Workshop (on communities within communities; ex. tiny houses or water and sewer) which he had attended.

- ✦ Resident Lillie Mensah shared that the information that Chairman Jones mentioned was valuable in its relation to the challenges that she faced when she attempted to have tiny houses placed in Greensboro.
  - ✦ Calvin Atkins added that there are cases where some people had put up tiny houses that were not up to par.
  - ✦ Chairman Jones noted that some individuals did not have the money to meet the standards and even though the homes could potentially help the homeless, property owners needed to have an efficient plan before proceeding.
- Chairman Jones said the workshop also talked about “Ethics Training” and he added that such training would be a requirement for board members.
- ✦ Serita suggested that an Ethics Training should be conducted at the town hall.

**Information Sharing:**

Black History Facts Handouts

**Wrap Up**

Chairman Jones provided a recap of the items discussed during the meeting.

**Announcements:**

**Agenda Meeting**, February 28, at 7p.m.

**Town Hall Meeting**, March 04, at 7p.m.

**Planning Board Meeting**, March 21, 7p.m.

**Census Job Fair**, March 28<sup>th</sup>, 9 a.m. to 2 p.m.

**Town Retreat** April 13<sup>th</sup>

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**Chairman**

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**Date**