

**ERWIN BOARD OF COMMISSIONERS  
MEETING MINUTES  
AUGUST 9, 2011  
SPECIAL CALLED MEETING  
ERWIN, NORTH CAROLINA**

The Board of Commissioners for the Town of Erwin with Mayor Patsy Carson presiding, held its Special Called Meeting in the Town Hall on Tuesday, August 9, 2011 at 5:30 P. M. in Erwin, North Carolina.

Board Members present were: Commissioners, Norma Ennis, Mark Whitman, Michael West, Randy Baker, and William Corbett.

Board Members absent were: Commissioner Frank Taylor.

Town Manager Bryan Thompson and Town Clerk Cynthia Patterson were present.

Mayor Patsy Carson called the meeting to order at 5:30 P. M.

Commissioner West gave the invocation.

Those present recited the Pledge of Allegiance.

**CONSIDERATION OF APPLICATIONS TO THE ERWIN PLANNING/ZONING  
BOARD OF ADJUSTMENTS**

Town Manager Bryan Thompson informed the Board that the term of three members of the Planning Board is coming to an end in September. Two members are finishing their second term which means they are ineligible to serve another consecutive term. They are Loretta Snook and Nancy Jackson. Bill Schuh is finishing his first term and is eligible for a second term if appointed by the Board of Commissioners.

Four applications have been submitted for these openings. They are as follows:

Bill Schuh  
Terry Wicker  
Edward Johnson  
James Barker

Mr. Thompson stated that James Barker has recently been promoted with his job and would like to withdraw his application at this time.

It was the Consensus of the Board to go with the three applicants which are Terry Wicker, Bill Schuh, and Edward Johnson.

Mr. Thompson informed the Board that this will be approved under Consent Items on Thursday, September 1, 2011.

**MINUTES OF AUGUST 9, 2011 CONTINUED****CONSIDERATION OF INSPECTION SERVICES OPERATIONAL ADJUSTMENTS:  
TO INCLUDE PERMITTING ACTIVITIES TO BE CONDUCTED AT  
CENTRAL PERMITTING**

Town Manager Bryan Thompson informed the Board that the adjustment made a couple years ago was an appropriate one and has worked out better than what was in the past. Doing a two year review of the way the Town has been doing this, I feel that we could probably get better levels of service if we were to take the paper side of the Inspections Operation and let Central Permitting handle that. For one they have a full time Central Permitting Staff when someone walks into the door they know from A to Z what's required on a full spectrum basis but then you also have your permitting service available as well, such as your Environmental, Fire Marshall, and Public Utilities. Therefore, for many of those who are pulling permits in Erwin will also need to go to Central Permitting as well. In such instances, there is no net benefit to having the ability to pull permits at Erwin Town Hall.

The 75%/25% split will be altered to where the County may be able to keep a cap however that cap will likely be increased above the \$20,000 mark. The implementation of this recommendation would free Town Staff to focus on primary duties, which may tend to increase levels of productivity and efficiency.

Commissioner Whitman asked what would be the cost, would it be different. Mr. Thompson stated that the schedule would be different. Right now its 75%/25% split and the Town keeps 25% of what's generated. This would go to a 100% up to a cap and having spoken with Joseph Jefferies, Harnett County Planning Director, he stated that they are going to try and work in a cap. Right now the way the cap system works is if \$20,000 permit fees get above the \$20,000 mark then Erwin will get a 100%. Past couple of years however, Erwin has not hit that mark. So we are still going to try to preserve a cap in there so the Town of Erwin could see something if we have activity that would generate that kind of funds.

Commissioner Baker also stated that if someone wanted to build a house or open up a business they still have to walk through Town Hall first. Mr. Thompson stated that the citizens would come through here and apply for zoning permits, conditional use permits, etc. We are the first stop for anything that has a building or business use.

All of the Commissioners agreed that they would like to see this as a Short Term contract and not a Long Term.

Commissioner Baker made a motion to amend the current Contract with Inspection Services with the County of Harnett to provide 100% of our Inspection Services for the Citizens of Erwin and was seconded by Commissioner Corbett. The Board voted 5 for with 1 Commissioner absent (Commissioner Frank Taylor).

**MINUTES OF AUGUST 9, 2011 CONTINUED****ADJOURNMENT**

Commissioner Whitman made a motion to adjourn at 5:55pm and was seconded by Commissioner West. The Board voted 5 for and 1 absent (Commissioner Taylor).

**MINUTES RECORDED BY AND TYPED BY  
CYNTHIA B PATTERSON TOWN CLERK**

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**Patsy M. Carson,  
Mayor**

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**Cynthia B. Patterson, CMC  
Town Clerk**