

## Town of Stantonburg

### Board Meeting

May 8, 2023

Mayor Coley Rhodes called the monthly board meeting to order at 7:00 PM. The following council members were present: Donnie Bass, Walt Bynum, Ben Harper and Steve Mooring. Councilman Horne arrived at 7:45 PM. Brian Hawley, Town Manager, Tammy Webb, Deputy Clerk and Victoria Lucas, Financial Director were also present. Representatives of UTEC, Louis Davis and Ted Orrell were present. Members of the public were also in attendance.

**Pledge of Allegiance and Prayer:** Mayor Rhodes led the Pledge of Allegiance and opened the meeting with prayer.

**Approval of Agenda:** A motion was made by Councilman Bynum to approve the agenda. The motion passed unanimously.

**Approval of the Minutes:** April 11, 2023 regular board minutes were approved. April 17, 2023 special meeting minutes were approved. April 24, 2023 special ordinance meeting minutes were approved. April 17, 2023 closed session minutes were approved pending the addition of the names in attendance being the same as in the special meeting. April 11, 2023 closed session were approved pending the addition of the names in attendance being the same as in the regular meeting.

**Public Present:** Albert "Nick" Ellis introduced himself to the board as the newest business owner in town, owner of Lil' Nick Nick's, a restaurant.

**Special Presentation:** Ted Orrell, President of UTEC and Louis Davis, a representative from UTEC that will be Stantonburg's representative were introduced by Mayor Rhodes. They presented a demonstration of their company as Stantonburg's replacement for Kevin O'Donnell's company, NOVA Energy. Our town manager will present a comparison of NOVA's versus UTEC's services, prices, etc. at the June meeting.

**Old Business:** Councilman Mooring gave a report on tagging our town assets. For about \$100 we can get the tags and begin the simple process of identifying our assets. It was suggested that we start with an excel spreadsheet and begin the process. Manager Hawley has already begun that process. Councilman Mooring also mentioned the 8 training modules that the board is required to study because of our UAL listing. He also mentioned the timeline of our CDBG Grant and questions by the public as to the particulars. Manager Hawley will report on that information at the June meeting. Southern Corrosion replaced the float in the water tank. Envirotech has not responded to Councilman Harper's request. We will discuss at the next meeting the contract they sent us to perform annual service on our tank. The information was passed out to the board at the April 11, 2023 meeting to critique. Manager Hawley will get with Roger and find out the list of repairs and the service that has been done to our tank and the

history. Councilman Bynum requested a fence to be placed around our tank property under our tank for security and protection. It was a consensus for Manager Hawley to get that secured as requested. Manager Hawley will go ahead and begin work on an emergency plan for Stantonsburg. He has expertise in that area and we have no plan. Consensus of the board was for him to do that. The debt set-off is another subject Manager Hawley will tackle for the next regular meeting. We had a discussion of work orders. There was also a discussion of the bathroom situation at the park. Manager Hawley will get signs for the doors to inform the public.

**New Business:** Mayor Rhodes also reported on a sink where the water was not turning off. A work order will be made for that in the morning. It was also discussed about the partition between the walking track and the parking lot. Work orders are needed for fire ants at the park and cemetery. Work orders are needed for the lights at the park and the globe on the lamp post. A water shortage response plan has been submitted and approved by the state and Manager Hawley read the resolution saying such. There was a motion by Councilman Bynum that the board approve the resolution adopting this plan. It was approved unanimously.

**Financial Report:** April presented by Victoria Lucas: Monthly Receipts: \$268,497.83  
Disbursements: \$225,085.42 Difference: \$43,412.41 Report referred to our auditors.

**Invoices for Payment/ Credit Card/Financial Data:** Manager Hawley is updating procedures and internal controls. The PO system in place is that each PO is approved before it is issued to an employee with an estimate of the purchase, what it is for, what department it is posted to and approved by Victoria as to \$ in the proper account from where it is to be taken from. Councilman Mooring thanked Victoria for answering his questions about invoices, etc. Councilman Bynum thanked Victoria for everything she has done to get our financial situation in order. Manager Hawley also commended her for getting our SAM.com information sorted out so we could get our ARPA money reports submitted. After MONTHS of working on this, success came TODAY when she could log in and get our reports submitted. Councilman Mooring began a discussion about the water tap fees and why they were not billed and assessed. Tammy will get that information to the board tomorrow showing where the contractor was billed instead of the customer for 41. Councilman Mooring asked for a report showing the water we sell to Wilson. Manager Hawley has a meeting scheduled with Wilson County to discuss our water as well as other pertinent information on his list. He will be reporting on the results of that meeting. Councilman Mooring stated that he was still concerned about overtime and the amount of money it is costing the town. He stated he met with resistance from the board when he made the motion to do away with overtime except for emergency situations. This past month's overtime cost was \$3957. He asked for the overtime to be pulled out on another column so we can see it more clearly. Victoria will accommodate. Councilman Harper made a motion for the invoices to be approved. It was approved unanimously.

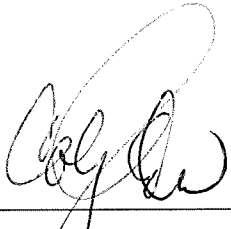
**Department/Commission/Committee Reports:** There were none.

**Police Report:** An award for the Intermediate Law Enforcement Certificate was presented to K-9 Officer Sgt. Rivera. Councilman Mooring asked about the lettering of the police car that had been scheduled for months. It is done and the vehicle is ready for pickup. It was also noted that there were only 4 speed violations for the month.

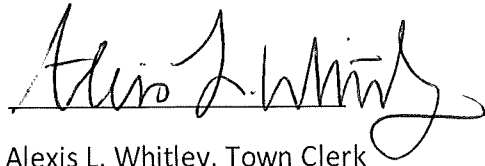
**Town Manager Report:** He covered the lead service line inventory and water department capacity challenge. Water department has met all federal and state guidelines. Manager Hawley reported on his meeting with Dale Folwell, NC State Treasurer and Sharon Edmundson of the Treasurer's office. Gary Pittman will be here tomorrow to do work on our audit. Their recommendation was to have him finish as soon as possible. After the LGC meeting, he met with members of the General Assembly. Norfolk Southern is dropping our rent from \$375 to \$300 per year. Manager Hawley will reach out to the railroad to talk with them about this. He will look into the "big orange machine" again. Josh Pulley's probation is over and is scheduled to add his 5% raise to his salary. It needs board approval. The consensus of the board has been to do annual reviews and to begin with approval by his superior. So, to begin implementing this, we need to begin somewhere, so from this point forward, Manager Hawley will review his performance and begin this process with all employees going forward. He will give us a report next month on his assessment. Manager Hawley also gave a report on the draft on the UDO concerning the gun range. It will be prohibited on our new UDO. He passed out a chart on revenues to give the board ideas on the projected numbers of the new subdivisions based on Phase 1. The town limit sign was moved out beyond the subdivision and DOT has put 35 mph signs on their road there.

**Councilmen Concerns:** Councilman Horne mentioned that his concerns were with the park but had already been addressed. He welcomed Manager Hawley and questioned Dollar General date to build which Brian confirmed was August. Councilman Harper mentioned paving and infrastructure. Councilman Bass mentioned the electricity blinking. Manager Hawley reported about the switch that was determined to be a problem. Councilman Mooring brought up Ms. Barbara Aycock, our Interim Town Manager and her loyalty and help when we had no financial officer, electric department, or town manager. He stated that she stepped in to do the town manager's job, but instead had to be the financial clerk, town clerk and town manager. She came to our assistance when we were desperate for leadership and with her knowledge and skill helped us keep the town running. He suggested penning a letter to her expressing our sincere appreciation. It was a consensus that Mayor Rhodes will pen the letter and the board members will sign at the next meeting. Councilman Bynum echoed the comments by Councilman Mooring. Councilman Mooring also commended Manager Hawley on his performance thus far with attention to our budget, meeting in Raleigh with congressional leaders, employee meetings and attention to numerous items that need attention.

It was moved by Councilman Bynum to adjourn which was passed unanimously.

A handwritten signature in black ink, appearing to read 'Coley Hunt Rhodes', written over a horizontal line.

Coley Hunt Rhodes, Mayor

A handwritten signature in black ink, appearing to read 'Alexis L. Whitley', written over a horizontal line.

Alexis L. Whitley, Town Clerk