

Town of
Pikeville
The Gem of Wayne County

BOARD MEMBERS

Mayor Charles Hooks Personnel
Commissioner Russell Carpenter Streets & Finance
Commissioner Jimmy Gardner Police & Parks & Recreation
Commissioner Michael Herring Buildings & Grounds, Cemetery
Commissioner Robert Hooks Electric, Zoning & Sanitation
Commissioner Steve West Water & Sewer

Minutes of Meeting – Board Meeting
Monday, March 4, 2019 @ 6:00pm

Board Members in Attendance:

Mayor Charles Hooks Personnel
Commissioner Russell Carpenter Streets & Finance
Commissioner Jimmy Gardner Police & Parks & Recreation
Commissioner Michael Herring Buildings & Grounds, Cemetery
Commissioner Robert Hooks Electric, Zoning & Sanitation
Commissioner Steve West Water & Sewer

Town Support Staff in Attendance:

Lisa Pate, Town Administrator
Joanne Honn, Town Clerk
Jennifer Bray, WWTP-ORC
Harry Lorello, Town Attorney
Craig Edwins, Police Chief

(4) Residents and Guests Attendance

Mr. and Mrs. Bailey (residents)
Cecil Madden, McDavid & Associates (guest)
Dennis Lewis (resident)

- I. Mayor Charles Hooks called meeting to order at 6:00pm and lead the meeting with the Pledge of Allegiance.
- II. Mayor Charles Hooks asked for approval of last meeting minutes for February 4, 2019. Commissioner Robert Hooks made motion to accept; Commissioner Steve West seconded. All Approved

III. Additions and Deletions to Agenda - NONE

IV. Old Business

A. Water Tap & Sewer Tap Fee Increase:

City of Goldsboro Sewer Tap fee is \$50.00; Charles Hooks, Mayor suggested increasing Town of Pikeville's Sewer Tap to \$500.00 and increasing Town of Pikeville's Water Fees to exactly what Wayne Water Districts Fees are, as followed – Commissioner Robert Hooks made motion to accept; Commissioner Steve West seconded. All Approved

Water Tap:

<i>¾ Long \$1,290.00</i>	<i>¾ Short \$1,150.00</i>
<i>1" Long \$1,435.00</i>	<i>1" Short \$1,280.00</i>
<i>2" Long \$5,340.00</i>	<i>2" Short \$4,340.00</i>

B. 104 North Mill Street – CONDEMNED

Lisa Jones, Administrator explained Mr. Gene Suggs sold 106 N. Mill Street and 104 N. Mill Street was connected together with sell. Ms. Jones will be sending the new owner a letter explaining the Condemned Paperwork submitted and approved.

V. New Business

A. BAN Resolution Adoption – McDavid & Associates:

Cecil Madden, McDavid & Associates representative explained Contract 16 & Contract 20.

Contract 16 preconstruction conference is scheduled for March 12th at Pikeville Town Hall which is being paid by USDA monies. Audit report needs to be finalized. Lisa Jones, Administrator read email she sent today to Phyllis Pearson, Auditor of Petway Mills & Pearson asking update on completion of Audit; hopefully this week. Contract 16 needs BAN Resolution passed tonight. Commissioner Steve West made motion to accept; Commissioner Robert Hooks seconded. All Approved.

Cecil Madden, McDavid & Associates representative explained that his office received email today concerning authority to award Contract 20.

B. Dennis Lewis – Downtown Construction:

Video was shown of new building to replace Old Hardware store. Mr. Lewis explained it will be a multi-use building for his catering service with a commercial kitchen, office in back for his fireworks business, prayer chapel, activities for senior citizens, dogs (neutering); Charities dear to him that he wants to leave them to receive revenues after his passing. Mr. Lewis explained his ideas/plans for each month events. (see attached Calendar provided by Mr. Lewis).

Building will be 50'x100' at a rough cost of \$200,000.00. Mr. Lewis presented that the sidewalk needs replacing, utility/transformer will need to be moved (underground) which Mr. Lewis proposed would be at the Towns expense. Mr. Lewis proposed to give the town 8ft of his alley to have alley widen for a 16' driveway, more assessable for fire department, if ever needed. Mr. Lewis proposes to have the building elevated to avoid flooding with (1) ADA Handicap parking space. After much discussion, Mayor Charles Hooks asked Ms. Jones, Administrator to acquire cost of replacing sidewalk, moving of transformer and paving of alley. Also, Mayor Hooks asked Ms. Jones to set up meeting with Planning Board to meet with Mr. Lewis for their recommendation to the board of Mr. Lewis' Renovation/Building. Mr. Lewis asked Ms. Jones to please wait until the plans have been drawn, he will be back in touch with her with the plans.

C. Code of Ethics & Purchasing Policy/Procedures

Harry Lorello recommended having a Code of Ethics & Purchasing Policy/Procedures for employees, Mayor and Commissioners in place. FEMA recommended/required Purchasing Policy in place. After Board approved, Mayor, Commissioners and Staff will all receive a copy of Code of Ethics & Purchasing Policy/Procedures and will be required to sign a Signature Form stating they have received knowledge/receipt of Code of Ethics & Purchasing Policy/Procedures to verify read & accountability.

Commissioner Jimmy Gardner made motion to accept; Commissioner Russell Carpenter seconded. All Approved.

- D. Debt Set Off Collections – Lisa Jones, Administrator explained all the hard work and dedication of Joanne Honn, Town Clerk and Katie Johnson, Deputy Town Clerk of debt set off letters mailed out and (5) debtors have paid in full. Also, Jones Mobile Home Park is selling mobile homes and we recently had the new owner/buyer come in to turn on utilities and Ms. Jones required a title of the mobile home first, there was not a title and the Town Clerk helped guide her in the direction of acquiring a title. Also, the seller had an outstanding debt with the Town of Pikeville and Deputy Town Clerk, Katie Johnson had noticed her name from the Debt Setoff list and notified Lisa Jones, Administrator. Ms. Jones along with the clerks decided to no longer turn on utilities until past bills are paid in full.
- E. Re-Zoning Main Street – Commissioners Michael Herring mentioned lots on Main Street should all be business on both sides. Empty lots re-zones to commercial and current residential on Main Street be made both so if sold the houses can be torn down and build business. Mayor Charles Hooks asked if Commercial re-zoning is done, does tax value change? Craig Edwins, Police Chief asked if those in ETJ pay sales taxes to Town of Pikeville? Harry Lorello, Town Attorney will look into these questions for answers; until then this issue was tabled until all questions could be answered.
- F. Beautification Projects (Power Point Pictures)
Lisa Jones, Town Administrator, Jennifer Bray, WWTP-ORC and Joanne Honn, Town Clerk explained all the projects/pictures of all the hard work the town employees had put into each project.

- Shower in Ladies Restroom for Sewer / Utilities
- Cabinet for Cleaning Supplies in Ladies Restroom
- Shelving for Office Supplies in Vault
- WWTP Building (cover to protect from weather)
- Mayor, Commissioners & Staff Pictures Display
- Remodeling of outside Restrooms for Citizens, etc.
- Demolition of Old Announcer Box
- Split Rail Fencing Install on both sides of Town Hall
- Smokers Oasis at front door of Town Hall
- Parking Spaces with Signs at Town Hall
- Sewer Repairs – replacing old equipment

G. Alan Moore – Sewer Waiver: 365 N. Washington Street, Pikeville
 Lisa Jones, Administrator explained that Mr. Moore's septic tank does not work properly and needs replacing however, in the town's ordinance it states that once the septic tank is in need of being replaced the resident must go on town sewer; Bobby Hunt, Utilities Supervisor has looked at the nearest lift station to Mr. Moore's resident and it is over 300 ft away. Mr. Moore is requesting a waiver of this ordinance. After much discussion, Mayor Charles Hooks asked Lisa Jones, Town Administrator to please get in touch with Mr. Moore and please show proof of repairs/replacement that needs to be completed to fix the issue of having to constantly have system pumped out. Mayor Charles Hooks tabled this request until proof is provided to Town.

H. Walking Trail / Waste Container Ordinance

Commissioner Steve West requested more screening on the walking trails, signs be put up concerning dog owners cleaning up after their dogs. Commissioner Steve West also discussed the ordinances not being enforced concerning the garbage cans sitting out for days/weeks. Commissioner Steve West stated that if the ordinances are not going to be enforced then they need to take them off the books. Commissioner Michael Herring suggested changing the penalties for breaking the ordinance instead of writing tickets for violations, charge a flat fee to their bills. Craig Edwins, Police Chief

asked how many board members wanted him to write tickets for \$240.00 for trash can violations which also includes a \$50.00 fine and \$190.00 court cost which gets thrown out and wastes his time and keeps him out of the office. Mayor Charles Hooks suggested sending letters to repeated offenders, take the trash cans when in violation and charge a fee for getting them returned to resident. Harry Lorello, Town Attorney is going to find out exactly what can be charged for this violation. Commissioner Michael Herring stated getting a Utility Worker to be the Code Enforcer and not Craig Edwins, Police Chief with a badge writing tickets. Mayor Charles Hooks and Commissioners wants Lisa Jones, Administrator to choose the enforcer. Mayor Hooks also told the board that if an issue arises, please go to the Commissioner responsible for the duty. Lisa Jones, Town Administrator handed Mayor and Commissioners a copy of duties assigned Mayor and Commissioners:

- Mayor Charles Hooks – Personnel
- Commissioner Russell Carpenter – Streets & Finance
- Commissioner Jimmy Gardner – Police & Parks & Recreation
- Commissioner Michael Herring – Buildings & Grounds, Cemetery
- Commissioner Robert Hooks – Electric, Zoning & Sanitation
- Commissioner Steve West – Water & Sewer

VI. Police Department

Hired a new full-time officer, still waiting on some paperwork to be completed before he can be sworn in and start working.

Chief Craig Edwins discussed the (2) Dodge Chargers giving issues again, front end “Strut Tamer” \$850.00 each

VII. Public Forum

Lisa Jones, Administrator discussed applying for a \$40,000.00 grant that Mike Raynor, volunteer for Greater Pikeville Committee helped locate for ball fields/park; she will keep the board updated. Ms. Jones also discussed Tim Teachey wants to start another apartment complex in Town of Pikeville behind the Post Office on Lynwood and Sherry Edwards land. Ms. Jones showed the board and explained she received a

check in the amount of \$35,331.03 from Verizon for rental of the water tower which was higher from last year.

Mr. Bailey asked what's the latest concerning Gary Pittman, CPA. Lisa Jones, Administrator explained that Mr. Pittman is very sick, and we are now working with other accountants in his office. Ms. Jones explained Joey, Goldsboro News Argus is doing an article on Town of Pikeville, Town of Fremont and Town of Mount Olive.

Joanne Honn, Town Clerk explained update on FEMA. Ms. Honn has been working with FEMA and NCDENR and hopefully will be completed this week or soon. Lisa Jones, Town Administrator explained an email she sent today to Phyllis Pearson, Auditor of Petway Mills & Pearson concerning update of audit, Mrs. Pearson replied hopefully will be completed this week; draft report is being written now.

Commissioner Jimmy Gardner made motion to go into Closed Session; seconded by Russell Carpenter, all approved. Went into closed session at 7:32pm.

VIII. Closed Session –

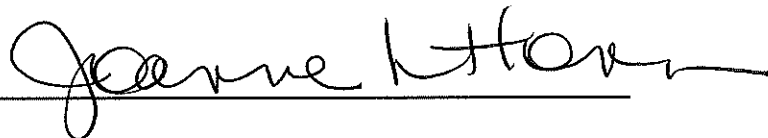
Commissioner Michael Herring made motion to go back into Regular Session; seconded by Robert Hooks, all approved. Went into regular session at 7:51pm.

IX. Adjournment

Commissioner Steve West made motion to adjourn; seconded by Russell Carpenter, all approved. Adjourned at 7:53pm.



Mayor, Charles Hooks



Attest: Town Clerk, Joanne L. Honn

