

Minutes for Regular Board of Commissioners Meeting
Pikeville Town Hall
6:00 pm, Monday, September 12, 2022

Present: Mayor Johnston, Commissioner Hooks, Commissioner Galloway, Commissioner West, Commissioner Thomas, Commissioner Katsenios

Absent: None

Staff Present: Kathie Fields, Interim Town Manager, Eric Faust, Finance Director, Michael Milam, Deputy Finance Director, Harry Lorello, Town Attorney, Rodney Jarman, Police Chief, David Woods, Officer, Darren Pate, Officer, Wendy Holland, Town Clerk

Mayor Johnston called the meeting to order at 6:00pm.

Mayor Johnston gave the invocation.

Mayor Johnston led all in attendance in Pledge of Allegiance.

Agenda Adoption: Commissioner West made a motion to adopt the Agenda. Commissioner Hooks seconded. Motion carried 5-0.

Approval of Minutes:

Mayor Johnston requested a motion to approve regular session minutes for July 11, 2022, special meeting minutes for July 27, 2022, closed session minutes for July 27, 2022, and regular session minutes for August 8, 2022. Motion was made by Commissioner Hooks to approve minutes for July 11, 2022, special meeting minutes for July 27, 2022, closed session minutes for July 27, 2022, and regular session minutes August 8, 2022. Commissioner Galloway seconded. Motion carried 5-0.

Mayor Johnston requested a motion to approve closed session minutes for July 11, 2022. Motion was made by Commissioner Thomas to approve closed session minutes for July 11, 2022. Commissioner Katsenios seconded. Motion carried 5-0.

Presentation to GPIC

Atlantic Casualty Insurance Company of Wayne County held a fund raiser to raise funds for the upcoming fall events to be held by GPIC. Shanna Corbett with Atlantic Casualty Insurance Company presented a 1k donation to GPIC.

Chief Jarman, Catherine Longwell, Michelle Seymour, and Shelden Denning accepted the donation on behalf of GPIC.

Public Comments: None

Old Business:

Camera & Alarm System Policy – Attorney Lorello

Attorney Lorello prepared a camera and alarm system policy streamlining who has access to records and how they are managed. The Mayor and Board of Commissioners signed the new policy.

Administrative Reports

A. Kathie Fields, Interim Town Manager

- Due to the Resignation of Chairman, Luke Vail, due to illness, the Board will need to appoint a member to the Planning Board from inside the City Limits. I will then submit this to the Wayne County Board of Commissioners. I have looked over the minutes and found no recommendations for a board member for the ETJ Position. I have contacted Carol Bowden, Clerk to the Wayne County Board of Commissioners and they will be seeking someone to fill that position. I talked with her on August 15th, 2022, and she presented it to her board on the 16th of August at their regular board meeting.

Commissioner Katsenios recommended posting the vacant position. The Commissioners agreed to post the open position if the Town did not receive notification from any interested parties.

- In previous years, 2018,19 and 20 the Town has supported the Pikeville Lions Club in their annual Golf Tournament. The town has in the past been a Hole Sponsor Only. The cost is \$100.00. The town does have the appropriated funds under Governing Board Dues to support the Lions Club.

Mayor Johnston requested a motion to approve a donation of \$100.00 for the Lions Club annual Golf Tournament. Motion was made by Commissioner Katsenios to approve \$100.00 donation for the Lions Club annual Golf Tournament. Commissioner Thomas seconded. Motion carried 5-0.

- The Lions Club made a donation to the Beautification of the Town Hall Project. They are requesting a plaque be put up at the Town Hall in the Flower Bed. I have contacted Awards Gallery about the plaque. Attached is a copy of the plaque. It is a 5 x 7 and will be put on a stake. The cost of the Plaque is \$25.00.
- On Tuesday, August 24, 2022, the Pikeville Planning Board met to discuss the preliminary plat plans for Patrick's Point Townhouses and Heritage

Place Homes. After discussion and questions, the Planning Board made a motion to approve the preliminary plat plans for Heritage Place and Patrick's Point. I am now bringing these plans before you, the Mayor and Board of Commissioners, to approve. Mr. Teachey and his Engineer, Bryan Jones will be available for questions.

Heritage Place Homes will be annexed into the Town of Pikeville and a turn lane will be put in place to handle traffic flow on Big Daddy's Road. Patrick's Point Townhouses will not be annexed into the Town of Pikeville.

Mayor Johnston requested a motion to approve the preliminary plat plans for Heritage Place and Patrick's Point. Motion was made by Commissioner Thomas to approve the preliminary plat plans for Heritage Place and Patrick's Point. Commissioner West seconded. Motion carried 5-0.

- The American Legion, Post 541, Pikeville, has requested a FLYOVER event for December 17th, 2022. The Event being held is National Wreaths Across America. It will begin at 12:00 pm and end at 12:30 pm. I will need the board to vote to officially support the event.

Mayor Johnston requested a motion to approve the FLYOVER event for December 17, 2022. Motion was made by Commissioner Katsenios to approve the FLYOVER for December 17, 2022. Commissioner Hooks seconded. Motion carried 5-0.

- For Your Information, Joshua Wallace has purchased the property located at 104 N. Mill Street. He will be working with the fire department to do a controlled burn of the home located on the property. He has provided an asbestos report to the Town of Pikeville and will follow up with a report once the asbestos has been removed. We have issued him a permit for this project. Once the date has been set, I will notify you by email or phone.
- For Your Information, I contacted BB&T Governmental Finance to inquire on the Status of the Revenue Bond for the Electrical System acquired in 2007. The last payment was made July 2022. The Town has received the stamped paid in full & satisfied Promissory Note dated August 3, 2022.

B. Finance – Gary Pittman/Eric Faust, Finance Director

Gary Pittman stated August is a slow month for the general fund. Property tax bills were sent out in August so very little funds will be received. The expenses in a few accounts appear to be over budget for July and August. This overage is due to invoices paid in July and August for expenses that incurred in June. Adjustments for these expenses should be adjusted to the appropriate month by the end of September.

Eric Faust, Finance Director stated a 100k Grant was approved in the budget for the Town of Pikeville. The fund can be used for capital expenditures. Once a full-time manger is in place, the LGC will be winding down their involvement with the town. However, the LGC will continue to monitor the books to ensure the Town stays on track.

The Envirolink contract has been signed.

A p-card policy has been established and purchase orders are required for all purchases. Commissioner Thomas made a motion to approve the p-card policy. Commissioner West seconded. Motion carried 5-0.

AIA, Wastewater, Drinking Water Improvement Grant was approved. The Sewer Grant was not approved but the town can reapply in the Fall. Trey Gurley with McDavid & Associates is working on making changes to the Grant and will be requesting an emergency meeting.

Commissioner Katsenios questioned whether the contract would be completed by September 30, 2022. McDavid is working on having the application completed by the due date. There will be a few adjustments added to the master plan and the report will be ready to submit.

All projects must be under contract by 2024 and completed by 2026.

Mayor Johnston recognized Eric Faust, Finance Director and Michael Milam, Deputy Finance Director, for their hard work in getting the grants approved.

C. Police Report: Chief Rodney Jarman

Staffing/Hiring

The department has now filled all vacant full-time positions with the hiring of Officer M.C. Kalkbrenner and Officer D.K. Pate. The department currently has (2) two part-time positions vacant and already have applications for both positions.

Statistics

The department responded to (70) calls for service, conducted (8) traffic stops and fielded (79) self-initiated public contacts.

The department issued (4) citations, investigated (2) traffic accidents, arrested (1) wanted subject and assisted other agencies on (4) calls for service.

Training

Officers with the department completed the following training in the month of August:

First Line Supervision — Officer D.A. Woods

Criminal Interdiction — Officer D.A. Woods

Signage / Traffic Advisory

Waiting approval for resolution and amendment for expenditures from Powell Bill Funds from LGC.

Body Worn Cameras / Taser Upgrades

Order placed for Taser 7s and awaiting fulfillment from Axon.

Order placed for Axon 3 body worn cameras and awaiting fulfillment from Axon.

Town Ordinances

Citation books are being utilized to convey enforcement actions for non-compliance with town ordinances.

Vehicle Orders / Purchase Plan

The department has placed an order for a 2023 Ford F-150 First Responder and a 2023 Ford Ford PI Utility AWD. Due to the uncertainty of vehicle purchases and ordering at the current time the department is not guaranteed either will be built by the manufacturer.

Committee Reports:

Beautification Committee:

Downtown Alleyway Project will be held Saturday, September 24, 2022.

GPIC recognized Yiazelliz Ellison and Nathaniel & Beth King for their work on the "Little Free Library Project."

Events Committee:

Pikeville Pictures in the Park Halloween Series will begin October 8-29, 2022.

Trunk or Treat Haunts & Harvest Festival will be held Saturday, October 29, 2022.

Athletics Committee:

Youth T-Ball and Soccer will begin September. There will be an adult kickball benefit tournament scheduled for October and an adult flag football league beginning in November.

Historical Committee:

Sheldon Denning presented a list of updates needed for the Cotton Museum.

New Business: Presented by Harry Lorello, Town Attorney

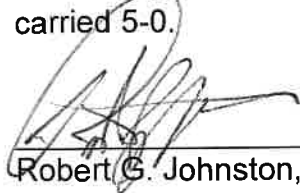
Attorney Lorello prepared a Building Improvements Policy. The Mayor and Board of Commissioners signed the new policy.

Commissioner Katsenios made a motion to go into Closed Session to review July 11, 2022, closed session minutes and personnel. Commissioner Hooks seconded. Motion carried 5-0.

Commissioners Comments: None

Adjournment:

Commissioner Hooks made a motion to adjourn. Commissioner West seconded. Motion carried 5-0.



Robert G. Johnston, Mayor



Wendy Holland, Town Clerk