

Minutes for Regular Board of Commissioners Meeting
Pikeville Town Hall
6:00 pm, Monday, October 10, 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, Marco Kalkbrenner, 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 Thomas seconded. Motion carried 5-0.

Approval of Minutes:

Mayor Johnston requested a motion to approve regular session minutes for September 12, 2022. Commissioner Hooks made a motion to approve the regular session minutes for September 12, 2022. Commissioner West seconded. Motion carried 5-0.

Mayor Johnston requested a motion to approve closed session minutes for September 8, 2022. Commissioner Hooks made a motion to approve the closed session minutes for September 8, 2022. Commissioner West seconded. Motion carried 5-0.

Mayor Johnston requested a motion to approve closed session minutes for September 12, 2022. Commissioner West made a motion to approve the closed session minutes for September 12, 2022. Commissioner Hooks seconded. Motion carried 5-0.

Mayor Johnston requested a motion to approve special session minutes for September 29, 2022. Commissioner West made a motion to approve the special session minutes for September 29, 2022. Commissioner Hooks seconded. Motion carried 5-0.

Public Comments:

Kellie West requested signatures on a petition that will be sent to the county requesting the new library to be placed in Northern Wayne County. The next meeting will be held at the Town Hall on October 27, 2022, at 6:30pm.

Old Business: None

Administrative Reports

Kathie Fields – Interim Town Manager

Fall Clean Up — The date for town fall cleanup will be November 14th, 2022. A brochure will be put in the town bills and on the Town Website.

The Wayne County Board of Commissioners have appointed Mr. Danny VanDevender to the Pikeville Planning Board to represent the ETJ. Attached you will find a copy of the notification from Wayne County.

Commissioner Galloway made a motion to approve Danny VanDevender as representative of the ETJ. Commissioner Hooks seconded. Motion carried 5-0.

Attached is a resolution adopted by Wayne County Board of Commissioners to place a one-quarter of one cent local option sales tax on the November 8, 2022, General Election Ballot in Wayne County, North Carolina. The Local option sales tax will help with important services for our citizens and visitors, without putting the burden on the property owners of Wayne County. A one-cent increase in property tax only generates approximately \$900,000 annually — a quarter of one cent sales tax increase generates approximately \$2.8 million. Attached is an explanation of the Sales Tax Referendum from Wayne County. I am presenting this resolution to ask if you would vote to support it.

Commissioner West made a motion to support the one-quarter of one cent local option sales tax on the November 8, 2022, ballot. Commissioner Thomas seconded. Motion carried 5-0.

Finance – Gary Pittman/Eric Faust, Finance Director

Gary Pittman

Property tax is trickling in slow, but collections should increase in the following months. Commissioner Katsenios questioned whether the property taxes were for current or prior years. Gary stated that the property taxes would be adjusted to reflect the correct year. There has been excess money spent in the General Fund. However, most of these expenses are for yearly expenditures. Contracted services will be reallocated to software cost in the Water/Sewer, Electric, and Administration Fund. The Police Department is in good standing even though a couple of items are over budget. Commissioner Thomas inquired on the type of insurance and bonding that was purchased. Eric Faust, Finance

Director stated insurance covers multiple areas. In addition, there are several entries that need to be made once grant money has been received.

Eric Faust, Finance Director requested a motion to investigate purchasing Treasury Bonds. Commissioner Thomas made a motion to investigate purchasing Treasury Bonds. Commissioner West seconded. Motion carried 5-0.

Commissioner Katsenios inquired on the General Fund Balance percentage. Gary Pittman stated the account would look better as property tax payments were received.

Eric Faust, Finance Director

Eric Faust, Finance Director stated most of the goals established by the LGC had been completed. The town is still in process of hiring a town manager. The police department is fully staffed.

The 2021 audit has been submitted. There are corrections that need to be made but nothing serious. The corrections have not yet been received from the LGC.

Sharon Edmundson, Secretary of the Local Government Commission plans to attend the November 14, 2022, town meeting. She will speak on the town's progress and what the role of the LGC will be going forward. In the next few weeks, the LGC will be working on changing over signature cards and duties.

The 100k grant paperwork has been signed by the Mayor and receipt of the documents has been confirmed. Once the funds are received, amendments will be made to adjust ARP funds. These adjustments will be complete before the LGC steps away.

The audit RFP has been drafted but is not final. A standard template was used for the RFP Audit request. Eric Faust, Finance Director requested the board's approval to disburse the RFP audit. Commissioner West made a motion to disburse the RFP audit. Commissioner Hooks seconded. Motion carried 5-0.

One bid was received for the surplus property advertised. The bid offered 2k for the Cage Construction King Backhoe with all or all unknown flaws. This bid also included the town employees assisting with removing the equipment from the town's property. Harry Lorello, Attorney recommended Kathie Fields, Interim Town Manager check with the utility director to see if the town has the means to remove the equipment from the town's property.

Commissioner Katsenios made a motion for Kathie Fields, Interim Town Manager to use her discretion on whether the town would assist with removal of the equipment. Commissioner Galloway seconded. Motion carried 5-0.

B. Police Report: Chief Rodney Jarman

Personnel

The department is currently full staffed with one officer (D.K. Pate) still undergoing Field Training Program with an anticipated release date of November. The department is currently in the certification phase with Deputy Campbell to fulfill a part-time opening pending certification from the state.

Promotion

The department is pleased to announce that Officer D.A. Woods has successfully completed all mandated training and achieved all necessary career development to be eligible for promotion to the rank of Corporal. Corporal Woods is presented with a Certificate of Promotion, rank insignia brass, Corporal Badge and department challenge coin.

Statistics

The department responded to (75) calls for service, conducted (29) traffic stops and fielded (1 1 1) self-initiated public contacts.

The department issued (23) citations, investigated (2) traffic accidents, arrested (3) wanted subjects, made (6) arrest, and assisted other agencies on (12) calls for service.

Training

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

First Line Supervision — Officer M.C. Kalkbrenner

LiDAR Operator Certification — Chief S.R. Jarman

Community Calendar

Charles B. Aycock Homecoming Parade- October 14th @ 4 pm — Line up at 3 pm

Sgt Matthew Fishman Memorial Run October 15th @ 6 pm — Setup at 5pm

First Responders Memorial Wayne Community College October 28th at 9 am

Trunk or Treat Event — October 29th from 6 pm 8 pm

Tasers / Body Worn Cameras

The department has received all equipment for Taser 7's / Axon Body Worn Camera 3 's. Currently working with IT staff to bring equipment in-service and online.

LiDAR Calibration Course

One requirement for LiDAR operators is that the unit being used must be put through a range & accuracy test before each daily use. This requires the use of an area where distances of 50 ft, 100 ft and 150 ft can be obtained. Furthermore, a solid fixed object is needed for aiming purposes. I am proposing that the department utilize the stretch of roadway on W. School St outside of the side PD entrance. The stop sign will be the fixed object and the department will need to place permanent markings on the roadway at the above listed increments. As W. School St is a town owned and maintained street, I am seeking the board's approval to make such changes / markings to Satisfy the needs of the LiDAR instrument. fID

Commissioner Katsenios made a motion to place permanent markings on the roadway at W. School Street for testing of LiDar equipment. Commissioner Hooks seconded. Motion carried 5-0.

Governor's Crime Commission Grant

Governor's Crime Commission (GCC) annually awards state and federal grants to North Carolina law' enforcement. State & federal grant for equipment funding up to \$24,000. The process opens Nov 1, 2022, to Jan 31, 2023. Applicants receive notification of award status in June. Funding period begins October 1, 2023.

Governor's Highway Safety Program — 2021-2022 Point Funding Allocation

Throughout the course of the year the department is an active participant in the Governor's Highway Safety Program (GHSP). This requires the department to conduct specialized speed enforcement, saturation patrols, checking stations as well as report campaign statistics. In return for the participation and enforcement efforts the department receives "points". These points are then able to be redeemed once a year for funding of equipment. For the current allocation period the department has just over 13,000 points which amounts to \$13,000 in funding for equipment.

Patrol Vehicles

All patrol vehicles are now back in service with mechanical work being required on Car #2 (2012 Dodge Charger) at a cost of \$650 and Car #3 (2006 Ford Crown Victoria) at a cost of \$1,500.

As of now we are still scheduled to receive the 2023 Ford FI 50 as built with follow up communication from Amy Hill with Performance Dodge last month.

Third Quarter Reportable Incidents (July-Sept)

Structure Fire	1
Damage to Property	3
Vehicle Accident - PD	5
Communicating Threats	1
Armed Suspect	1
Larceny (M)	11
Warrant Service	6
Larceny of Firearm	1
Identity Theft	1
Shooting	1
Officer Down	1
Found Property	2
Assault on a Female	1
Civil Dispute	1
Drug Possession (M)	2
Obtain Property by False Pretense	1
Arson	1
Trespassing	2
Disturbance	1
Traffic Accident - PI	1
Vehicle Tow - Private Property	1
DWI	1
Medical Assistance	1
Drug Possession (F)	1
Bomb Threat	1
Breaking & Entering	1

Committee Reports:

Beautification Committee:

GPIC requested permission to place information boards around the town. With the board's approval, the first information board will be placed at the public library. Commissioner Thomas made a motion giving GPIC permission to place an information board at the library. Commissioner Katsenios seconded. Motion carried 5-0.

The Downtown Alleyway Project between the Whistle Stop Auction and Eagles Nest is in motion. The alleyway has been cleared and plans are in progress for seating and lighting.

Events Committee:

Pikeville pictures in the park will be held at Dees Memorial Park on Saturday, October 8, & 15, 2022 at 7:30pm. Trunk or Treat will be held at Dees Memorial Park on Saturday, October 29, 2022, from 6-8pm followed by a movie in the park starting at 8:15pm.

Athletics Committee:

Fall T-Ball is in progress. There was a large turnout for Soccer signups, but the town did not have enough coaches. With the town not having a soccer field, players were sent to Saulston. The town plans on having soccer games played in house next year.

Historical Committee:

Historical Committee is currently waiting funding for needed projects.

New Business:

Library Building/Wayne County

Lisa Stevens

Lisa Stevens with the Pikeville library stated there was money in the budget to put a shed at the town library. The county is taking care of all expenses and maintenance. Ms. Stevens requested permission to place the building in two parking spots that are not currently being used. The building will be on skids so that it can be moved in the future and there will be no power hookup. Commissioner Katsenios made a motion to place a temporary shed at the library. Commissioner West seconded. Motion carried 5-0.

Town Vision

Mayor

Garrett Johnston, Mayor presented a preliminary town vision. Commissioner Galloway stated placing the town hall downtown was not feasible due to parking and costs. Commissioner Thomas mentioned revitalizing downtown was a good idea. However, he felt the items listed on the town vision needed to be prioritized and building a new town hall was more of a 10–20-year plan. Commissioner Katsenios felt the vision was a great starting point and recommended having more planning sessions as soon as a permanent town manager is hired.

Storm Drains

Mayor

Currently there is not a fund covering storm drains. To cover expenses, many towns add a storm drain fee to utility bills. Commissioner West mentioned the storm drains were not cleaned regularly. Kathie Fields, Interim Town Manager stated the storm drains were cleaned before the recent storm and they should be cleaned once a month or every other month. Garrett Johnston, Mayor stated that the towns storm drains are in disrepair in many areas. Kathie Fields, Interim Town Manager stated she would try to get a map from Wayne County Planning to display the drains and their location.

Tree Trimming

Mayor

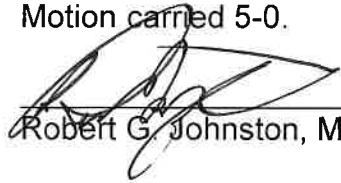
Complaints have been received from citizens in reference to trees obstructing walking and driving in areas around town. Kathie Fields, Interim Town Manager said the town is only responsible for trees interfering with electrical wires. Kathie Fields, Interim Town Manager, Eric Faust, Finance Director, and Michael Milan, Deputy Finance Director met with Jimmy Butler with Southern Power and requested a quote on three phase, single phase, and residential tree trimming. Garrett Johnston, Mayor inquired on whether the towns maintenance department had the equipment to trim trees. Kathie Fields, Interim Town Manager stated the town does not have the proper equipment to trim trees. Eric Faust, Finance Director mentioned that preventive maintenance needed to be on a regular schedule. One example was the replacement of utility poles. Garrett Johnston, Mayor inquired on whether the town could charge a fee to the phone and cable companies for use of the town's utility poles. Kathie Fields, Interim Town Manager will research the inquiry.

Commissioners Comments: None

Commissioner West made a motion to go into closed session. Commissioner Hooks seconded. Motion carried 5-0.

Adjournment:

Commissioner Thomas made a motion to adjourn. Commissioner Galloway seconded.
Motion carried 5-0.



Robert G. Johnston, Mayor



Wendy Holland, Town Clerk