

Minutes for Regular Board of Commissioners Meeting
Pikeville Town Hall
6:00 pm, Monday, November 14, 2022

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

Absent: None

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

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 Katsenios 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 October 10, 2022, closed session minutes for October 10, 2022, October 13, 2022, October 20, 2022, and special meeting open session minutes for October 20, 2022. Commissioner Galloway made a motion to approve the regular session minutes for October 10, 2022, closed session minutes for October 10, 2022, October 13, 2022, October 20, 2022, and special meeting open session minutes for October 20, 2022. Commissioner Hooks seconded. Motion carried 5-0.

LGC Update:

Sharon Edmundson, Secretary of the Local Government Commission

The LGC assumed control of the town's finances on April 13, 2021. Due to the cooperation from staff, elected officials, Eric Faust, Finance Director and Michael Milam, Deputy Finance Director, the LGC will officially return control of the finances over to the town on December 6, 2022, at 1:30pm. The meeting will be held at 3200 Atlantic Avenue, Raleigh, North Carolina. The 2020 audit has been completed and submitted. The 2021 audit has been submitted despite a few minor issues that should be resolved by the end of November. The accounting records for fiscal year 2022 are ready for audit and the audit should start January 2023. The audit is late, but the former auditors did not inform the town until September that they would no longer be performing audits. The LGC staff

and town staff have worked together to apply for and have received grants for water, sewer and related projects which will benefit the town. The town has received 215K in ARPA money from the US Treasury, two asset inventory and assessment grants, 74,500k for water, and one for wastewater which was a little over 500k. Also, the town received a 4.1 million construction grant for the towns water system awarded from ARPA dollars. The town has applied for a 9.1 million sewer improvement construction grant. Those awards will be awarded in February 2023. The LGC staff has worked to provide guidance to the town on the importance of budgeting, timely audits, and well-maintained financial records. State and elected leaders have attended financial training to help them know what is better expected of them. At the LGC's November meeting, Wendy Holland was appointed the town finance officer. Eric Faust and Michael Milam will step back as deputy finance officers but will be available to assist the town going forward.

Johnny Pippin – Library

Johnny Pippin, president of the Friends of Northern Wayne Library spoke on the importance of a new library. The Fremont library has been shut down. A petition will be presented to the Wayne County Commissioners on December 6, 2022, at 9:00am requesting the new library to be placed in Northern Wayne County. Attendance is requested for town commissioner and anyone in support of the new library. Lisa Stevens is putting a program together of items that people in the northern part of the county would like to see in a new library.

Public Comments:

Nick Castliode expressed his concern over the speeding on Main Street.

Kellie West expressed her appreciation to Eric Faust, Finance Director and Michael Milam, Deputy Finance Director with the LGC for their hard work in getting the Town of Pikeville back on track.

Old Business: None

Administrative Reports

Kathie Fields – Interim Town Manager

Subject: Monthly Report Update

Holiday — Just a friendly reminder the Town Offices will be Closed on Thursday, November 24th, and Friday 25th for the Thanksgiving Holiday. If there are any problems, I will be in Town that weekend.

The Town of Pikeville Collection System Permit WQCS00304 requires that the town clean 10% of the lines each year. The lines must be cleaned before December 31, 2022. I am presenting you with two quotes. I am recommending the board approve the quote from Keen Plumbing. They have done the work for the town in previous years.

Commissioner Galloway made a motion to have Keen Plumbing clean 10% of the lines. Commissioner Hooks seconded. Motion carried 5-0.

- In your package, you received the contract between the Town of Pikeville and Steve Hooks Farms, LLC. As you can see the contract should be renewed each year in July. I have spoken with Mr. Hooks, and he has agreed to the contract. He has stated that he will provide the Town with the Rent Check for the past year in December. I will be keeping in contact with Mr. Hooks.

Commissioner Katsenios questioned if the rates had remained the same. Kathie Fields, Interim Town Manager stated the rates had changed due to acreage. Commissioner Thomas recommended continuing the lease. Motion was made by Commissioner Hooks to continue the lease. Commissioner Galloway seconded. Motion carried 5-0.

- An update on the Storm Drain Mapping: I have received the maps of the Town from Wayne County. We expect to begin work on mapping the storm drains within the next two weeks.
- FYI, you may have seen the Utility Department out a couple of weeks ago marking the water valves for the Town of Pikeville. We already have these mapped but thought it would be beneficial for all the employees to know where these are located. They have been marked with blue paint.
- Southern Power & Lighting, LLC: The board expressed concern about the limbs on power lines and over the town right of ways. Enclosed is a quote from Southern Power to do a 5-year cut back in phases. They will do this in sections. I have talked with LGC and at this time there is no money budgeted in this fiscal year budget. The Town would be responsible for cut material disposal. Southern would pile all the limbs along the roadway neatly and coordinate with Bobby the day and street any cutting would be required.
- I have been working with Electricities on getting an updated Electric System Mapping of the Town of Pikeville Electrical System and on the Engineering Services to Design and Engineer the Subdivision Underground Electric Distribution for the Subdivision Heritage Place. The System Mapping is best practices for electric system planning and need to be done especially if there are future developments. Kathy Moyer, with Electricities, has contacted Pungo Engineering Services for proposals for the two projects. The first proposal is for the Engineering Services for the Subdivision Underground Electric Distribution Design and Engineering for Heritage Place/Patrick's Point. We have approved the subdivision, so the design project needs to be done. The funds would be taken from Contracted Services in the Electric Department. The second proposal is for Engineering Services for the Town of Pikeville -Electric System Mapping. I have been in contact with Electricities and will apply if approved for the System Betterment Program with Electricities. The town can apply for \$5000 for the 2022/2023 fiscal year by December 1 and reapply for \$5000 in the 2023/2024 Fiscal year in January 2023. The grants would cover the cost of getting our Electric System Mapped.

Commissioner Galloway made a motion to hire Pungo for system mapping. Commissioner Hooks seconded. Motion carried 5-0.

Commissioner Galloway made a motion to hire Pungo for underground electric distribution design and engineering. Commissioner West seconded. Motion carried 5-0.

- In your package you will find a proposal for regular cleaning of the Pikeville Town Hall. I was contacted by Cherrie Linton at the request of Mayor Johnston to provide the town with a quote for cleaning. Her cost for the Town would be a total of \$2550 + the town furnish cleaning supplies for the rest of this fiscal year. As you can see, we would then have to get someone to wax the floor after the first cleaning. There is \$5100 in the budget currently. This is up for discussion.

Commissioner Thomas made a motion to approve a onetime deep clean of \$450.00 not to exceed \$600.00. Commissioner West seconded the motion. Motion carried 5-0.

- FYI — I have contacted Fremont and received a contact number for the Cable Company. I have not contacted them at this time. I feel that we should wait until a full-time manager is hired. At that time, I will be more than glad to work on the project.

RFQ for Professional Engineering Services for the funding the town has received from the North Carolina Department of Environmental Quality Department of Water Infrastructure: Eric Faust, LGC, Michael Milam, LGC, Wendy Holland, Finance Officer and I, Kathie Fields will be reviewing the RFQ on Monday, November 14, 2022, and will make recommendations to the Board at the monthly meeting. Enclosed is a copy of the RFQ that was sent out.

Eric Faust, Finance Director

A proposal was received from Nunn, Brashear & Uzzell, P.A. responding to the audit request. The proposal was for the following years: June 2023 \$11,500, June 2024 \$11,500, and June 2025 \$12,500. Eric Faust stated Nunn, Brashear & Uzzell is a very reputable firm and recommended the board accepting the proposal. Eric also anticipates the firm preparing the 2022 audit.

Commissioner Katsenios made a motion to approve the audit proposal from Nunn Brashear & Uzzell and to discuss completing the 2022 audit. Commissioner West seconded the motion. Motion carried 5-0.

As of December 7, 2022, the Local Government Commission will no longer be in control of the finances. Eric Faust would like to schedule a workshop including commissioners, new manager, Wendy Holland, Kathie Fields, and department heads to discuss long term budgets, recurring expenditures. The meeting would include an idea of where the towns responsibility shall be with the current money they have. The General Fund is in good shape this year. However, Grants received help the fund maintain the good position. The meeting would be a preview to help determine priorities. The meeting will be scheduled

as soon as a new manger is hired. Mr. Faust encouraged attendance at the LGC meeting to be held in Raleigh on December 6, 2022.

Commissioner Thomas made a motion to close the town hall on December 6, 2022, at 12:00pm to attend the LGC meeting. Commissioner Katsenions seconded the motion. Motion carried 5-0.

Gary Pittman Accountant

Presented the financial statement to the Board. A budget amendment was adopted by the LGC to amend the General Fund to account for equipment expenditures in the Police and Street accounts. Property taxes levied in 2022 should be received in December and January.

Police Report: Chief Rodney Jarman

See Attached

Committee Reports:

Improvement Committee:

Community Board Project schedule for November 10th was postponed due to weather

Beautification Committee:

The alleyway project Phase II will begin soon.

Events Committee:

Christmas Parade - December 4th at 3:00pm.

Christmas Tree Lighting – December 4th at 5:00pm

Cardinal Drop – December 31st TBD

Athletics Committee:

Spring Sports Registration is upcoming. Volunteers and coaches are needed for 2023.

Historical Committee:

Sheldon Denning presented a picture of Pikeville's Town Board holding its first meeting in the new city hall which included jail quarters.

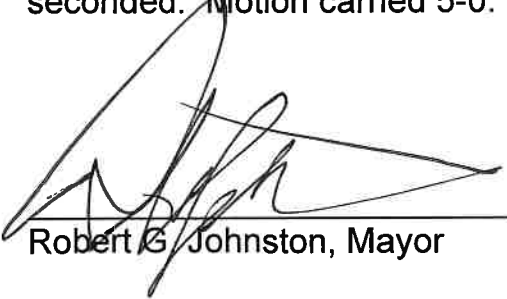
New Business: None

Commissioners Comments: None

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

Adjournment:

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



Robert G Johnston, Mayor



Wendy Holland, Town Clerk