

Minutes for Regular Board of Commissioners Meeting  
Pikeville Town Hall  
6:00 pm, Monday, May 8, 2023

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

Absent: None

Staff Present: Tim Biggerstaff, Town Manager, 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 West made a motion to adopt the Agenda moving the position of Police Report to Public Comments due to training classes. Commissioner Galloway seconded. Motion carried 4-0. Commissioner Thomas was not present at the time of vote.

**Approval of Minutes:**

Mayor Johnston requested a motion to approve regular session minutes for April 10, 2023. Commissioner Hooks made a motion to approve the regular session minutes for April 10, 2023. Commissioner West seconded. Motion carried 4-0. Commissioner Thomas was not present at the time of vote.

Mayor Johnston requested a motion to approve the special session ordinance workshop for April 17, 2023. Commissioner Galloway made a motion to approve the special session ordinance minutes for April 17, 2023. Commissioner West seconded. Motion carried 4-0. Commissioner Thomas was not present at the time of vote.

**Police Report: Chief Rodney Jarman: See Attached**

**Old Business: See Commissioners Comments**

**New Business:**

Commissioner Thomas made a motion to approve Budget Amendment #3 as presented to the Board. Commissioner Hooks seconded. Motion carried 5-0.

Commissioner Katsenios made a motion to approve Budget Amendment #4 as presented to the Board. Commissioner Galloway seconded. Motion carried 5-0.

**Town Manager:**

- The Asset Inventory and Assessment work continues. GIS mapping projects were completed so they are off to a good start in hopes of completion by the fall.
- No major updates yet on the water/sewer regionalization project. There was a meeting this past week, but the engineering company heading up the project stated they were not ready to present options this month and hope to be prepared to present next month.
- Black Mountain Software update – We are deep in the implementation process for all of the new software. We expect to go live with payroll the second half of May with financials and utility billing to follow in the coming months. We are set up to do an entire day of training on May 24 and most likely continuing on the 25<sup>th</sup> just for payroll. It will be a great program for us but it is going to take a lot of prep and training over the coming weeks/months so bear with us.
- Budget – The admin team plus Gary and Allison have been working hard on the 24 budget. We need to schedule a Budget Workshop for the board.
- Just as an FYI, the town is receiving quite a number of calls from people interested or wanting to build new homes, apartments, or accessory buildings along with plenty of general inquiries asking if we know of anyone looking to sale land or homes. There is a lot of interest out there and it's great that we aren't under a moratorium and are available to add these assets to the town.
- The large pothole at the entrance of the cemetery has been fixed and we will continue to monitor it.
- Public Works Department Monthly Report for April. The crew and I went to Raleigh for the Spring Mid-Atlantic Equipment Show a couple of weeks ago. It was great to see all of the options and what's available. Although we can't afford most anything in that show, it did give us lots to think on how we go about various projects in town. The team has begun working on a list of overhanging tree limbs and bushes that impede traffic from larger vehicles as well as clearing some dangerous line of sight issues. They will continue working on that list and of course that list will continue to grow as the trees grow. The new side mower attachment is being used to mow the back pond at the treatment plant so everyone is happy with that purchase. Spring Cleanup was a big day as they hauled 3 truck loads to the landfill in Dudley so it was good to see that people utilized that benefit.

**Gary Pittman: Finance**

There are no departments over budget. Amendments will be made within departments for line items that are over budget.

**Public Comments:**

Kellie West – 115 Collingwood Drive, Pikeville

Kellie West inquired on financial reports and whether the audit was completed. Mrs. West also inquired whether a letter had been received from the State due to the status of the audit completion.

**Committee Reports:**

Joanna Johnston reported the status of funding for the July 4<sup>th</sup> celebration. GPIC has currently raised \$7,500.00 of the \$11,000.00 needed for the event. Mrs. Johnston addressed the board stating any donation would be appreciated.

**Closed Session:**

Commissioner West made a motion to go into closed session to consult with Harry Lorello, Town Attorney. Commissioner Hooks seconded. Motion carried 5-0.

**Commissioners Comments:**

Commissioner West inquired on the following items:


Low Hanging Limbs in the park and areas around town  
Spraying Certification  
Storm Drains  
Handicap / Parking Lines  
Audit  
Inventory of tools  
Parked Truck Downtown  
Police Personnel Policy

Tim Biggerstaff, Town Manager, will be addressing these issues.

Commissioner Thomas inquired on the status of the annual budget. Tim Biggerstaff, Town Manager and staff are in the process of compiling figures.

**Adjournment:**

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

  
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David M. Thomas, Mayor Pro Tem

  
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Wendy Holland, Town Clerk