

Minutes for Regular Board of Commissioners Meeting
Pikeville Town Hall
6:00 pm, Monday, July 10, 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.

Public Hearing:

Approval of Subdivision Plat and Variance of Crawford Place

Brian Jones w/Jones Consulting Engineers was present representing the landowner and developer of Crawford Place. Mr. Jones requested approval of the subdivision plat and variance of Crawford Place. One-third of Crawford Place will be inside the towns ETJ. A variance setback of 30' front, 10' side and 25' rear is being requested. The Town of Pikeville will not provide any utilities to the subdivision. Danny VanDevender, Chairman of the Planning Board recommended accepting the approval of the subdivision and variance. Commissioner Katsenios made a motion to approve the subdivision plat and variance. Commissioner Hooks Seconded. Motion carried 5-0.

Agenda Adoption: Commissioner Thomas made a motion to adopt the Agenda granting request for Dennis Lewis to speak after the agenda adoption and moving public comments below committee reports, adding NW Wayne Sanitary District to new business and adding public nuisance, inventories and surplus property to old business. Commissioner West seconded. Motion carried 5-0.

Approval of Minutes:

Mayor Johnston requested a motion to approve minutes. Commissioner Galloway made a motion to approve the regular session minutes for June 12, closed minutes for June 12, 2023, and Public Hearing Budget minutes for June 26, 2023. Commissioner Katsenios seconded. Motion carried 5-0.

Dennis Lewis:

Mr. Lewis expressed his gratitude to everyone involved in the Freedom Fireworks event. Mr. Lewis no longer owns part of a fireworks company and 2024 will be his last year

conducting the fireworks show. Mr. Lewis made a recommendation to the Board to begin planning a source of revenue to assist with costs of future shows.

Old Business:

Launching Pad:

Harry Lorello, Town Attorney has finalized the contract between the Town of Pikeville and the Launching Pad. The Launching Pad will maintain the ballfields in exchange for their use. Commissioner Thomas made a motion to adopt the resolution between the Town of Pikeville and the Launching Pad. Commissioner Katsenios seconded. Motion carried 5-0.

Public Nuisance:

Commissioner West inquired on the mailing of nuisance letters. Letters were mailed to citizens with overgrown lawns in accordance with the Ordinance.

Inventories:

Tim Biggerstaff, Town Manager, has instructed the public works department to compile an inventory list. The inventory list will be presented once completed.

Surplus Property:

Tim Biggerstaff, Town Manager, is in the process of gathering a list of the town's surplus property. Once completed, the property will be advertised for sale.

Power Outage:

There were two power outages recently in which Southern Power was contacted and the issues were resolved.

Ordinance Meeting:

An Ordinance meeting will be held Tuesday, July 17, 2023, at 6:00pm. The meeting will be held at the Town Hall and is open to the public.

New Business:

NW Wayne Sanitary District:

The town purchases water from Belfast Patetown Sanitary District and NW Wayne Sanitary District. There are two water meters in town being located on the East and West side of town. The original contract was signed with Belfast Patetown Sanitary District and the town received one bill for both meters. NW Wayne Sanitary District was formed and the meter on Pikeville Princeton Road was no longer billed by Belfast Patetown Sanitary District. Trey Gurley with McDavid & Associates recommends the town amending the original contract with Belfast Patetown Sanitary District and establishing a contract with NW Wayne Sanitary District for the meter on Pikeville Princeton Road. The dates of the original contract will not change.

Commissioner Thomas made a motion to amend the contract with Belfast Patetown Sanitary District and establish a separate contract with NW Wayne Sanitary District for

the meter on Pikeville Princeton Road using the original contract date. Commissioner Hooks seconded. Motion carried 5-0.

Administrative Reports:

Town Manager:

- GPIC – Freedom Fireworks - The Events Committee put together an amazing event on July 1st. I will leave it to law enforcement or GPIC for crowd size estimation, but the town was packed full of families and were treated to a spectacular fireworks show, a good variety of food trucks and vendors, and wonderful entertainment. The hard work of Catherine Longwell, Natalia Lancaster, Joanna Johnston, and the entire team did not go unnoticed and is greatly appreciated by the town. Also, the team that put together the fireworks show itself did an outstanding job in spite of the weather. Never heard a single negative comment online or otherwise.
- The Asset Inventory and Assessment Update – Work began today by Duke's Root Control on the smoke testing of the sewer lines. You should have received a notice on your door about the potential of seeing smoke from random places or possibly in your homes. That work is scheduled to be completed this week. They will then begin the cctv and cleaning out various lines around town and will keep Trey with McDavid and I in the loop as they find any issues. Upon completion, they will provide a very detailed report of their findings like holes/cracks in sewer lines, blockages, etc..
- Wayne Partnership for Regionalization – Important meeting coming up on Wednesday, July 12th from 1pm-4pm at the Maxwell Center. The state-contracted engineering firm will be providing various partnership possibilities based on their findings and what makes the most sense from the data. I expect it to be full of information and most likely good debate on the future of Wayne County sewer/water. Elected officials are welcome to join Trey and myself.
- Software Update – Payroll is operating fine as Wendy is still working through a few bumps along the way. Accounting and Utility billing are underway and a big struggle at the moment. All credit is given to our admin team in the office as they work daily to fix issues that are popping up on the fly.
- Library Status Update – Wayne County has signed a 10 year lease for the old Dollar General building in Fremont to be used as an interim library until they build a new library at an undetermined location in Northern Wayne County. The project manager says building renovations could take up to 4-6 months. That means the current library in Pikeville will stay in place for at least that amount of time. They will continue to provide updates as they get further into the project.
- GFL garbage update – Had enlightening conversation with the Government Contracts Manager who was very alarmed to hear that garage and recycling cans were being mixed. Unlike the statement/explanation I had received from the local

operations manager who said the guys on the truck decided to mix them because the recycling had become contaminated, the Contracts Manager said they should never be mixed and emptied into the same truck under any circumstances as it is not the job of the drivers to decide contamination. He promised that he would be very involved in finding out why that happened and to let him know if it continued. He also said he would provide alternative options/pricing if we decided to ultimately eliminate recycling. We are under contract through the rest of the calendar year so we have time to work through options. We are also scheduling an audit of cans in the near future. Someone from GFL and a town representative will go around and get an accurate count so our billing is actually up to date.

- Finance Update – As of late last week, Gary finished the trial balance for FY22 and turned it over to the auditor. She will begin her work in the coming weeks. Gary also informed me that once he completed the financials for FY22, he will step aside from handling the town's finances to which we accepted. Our day-to-day finances will be handled in house through the new software. I have reached out to another accountant who came recommended from state officials and he has agreed to handle our year-end finances moving forward. He will send us a letter of engagement for his services to be approved by the board. Our goal remains to get FY22 completed so we can make sure we are on time for the FY23 audit.
- Investments Update – The funds the board approved at the last meeting have been invested according to what the board agreed on which is a two 18 month CDs in Southern Bank and two accounts in NC Capital Trust Management that are short term and easy to liquidate as necessary.
- Finally, the Eagle Scout project approved by the board earlier this year for Wyatt Gardner is set to be installed at the end of this week. A community bulletin board will be placed by the light poles as you enter the park on the back side of town hall. We plan to use it for park rules, announcements, procedure to rent the park, and approved community flyers. We are excited for the addition and extremely grateful that Mr. Gardner chose Pikeville for his Eagle Scout Project.

Wendy Holland: Finance

The trial balance for 21-22 was finalized last week and forwarded to Danna Layne w/Nunn Brashear. Mrs. Layne will begin auditing within the next two weeks and the final conversion from Logics to Black Mountain will take place once the audit is complete. Account numbers for the general ledger have changed and mapping of accounts has been completed. The 23-24 budget figures will be entered in Black Mountain this week. Payroll is now being handled in-house and the first Utility Billing will be processed this week.

Police Report: Chief Rodney Jarman: See Attached

Committee Reports: None

Public Comments:

Danny VanDevender expressed his thanks for everyone involved in the Freedom Fireworks Event. Mr. VanDevender would like to see the Freedom Fireworks event continue and requested the commissioners to consider the recommendation of Dennis Lewis.

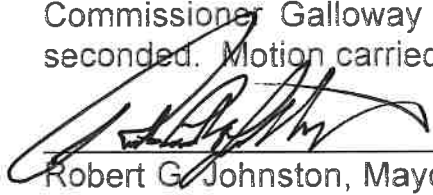
Closed Session:

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

Commissioners Comments: None

Adjournment:

Commissioner Galloway made a motion to adjourn. Commissioner Katsenios seconded. Motion carried 4-0. Commissioner Hooks was not present.



Robert G. Johnston, Mayor



Wendy Holland, Town Clerk