

Minutes for Regular Board of Commissioners Meeting  
Pikeville Town Hall  
6:00 pm, Monday, November 14, 2023

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

Absent: None

Staff Present: Tim Biggerstaff, Town Manager, Harry Lorello, Town Attorney, Rodney Jarman, Police Chief, 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 the Pledge of Allegiance.

**Agenda Adoption:** Commissioner Galloway made a motion to adopt the Agenda. Commissioner West seconded. Motion carried 4-0.

**Approval of Minutes:**

Mayor Johnston requested a motion to approve minutes for the regular session October 9, and Special Meeting October 25, 2023. Commissioner Galloway made a motion to approve the minutes for October 9, 2023 and October, 25, 2023. Commissioner Hooks seconded. Motion carried 4-0.

**Old Business:**

**Contract for Building Transfer**

Negotiations continue with Mr. Lewis and his attorney on the potential building donation. Mr. Lewis has requested a gift receipt for the year 2023 from the Town. Commissioners agreed unanimously a gift receipt would not be provided until the property transfer takes place. Harry Lorello, Town Attorney will continue negotiations.

**Ewais/Mr. Keenan – Request for variance follow up**

Sean Keenan, Attorney representing Mr. Ewais stated operations of Sweep Stakes businesses in North Carolina remain the same. Attorney Keenan provided a letter to the town referencing Electronic Gaming Operations in North Carolina. (see attached) Harry Lorello, Town Attorney stated the Board will make a final decision on the variance request at next month's Board meeting. Commissioner Thomas expressed his appreciation to Attorney Keenan for the information provided concerning operations of a Sweep Stakes Business.

## **New Business:**

### **Power Sales Agreement (FRPSA) – Electricities**

Electricities has forwarded a packet consisting of changes and amendments to the operating agreement between Electricities and the Town. Commissioner Thomas inquired on the proposed rate increase which is expected to be approximately 3.9%. Commissioner Thomas made a motion to adopt the ordinance approving the Electricities contract. Commissioner Hooks seconded. Motion carried 4-0.

### **Envirolink Contract**

The Envirolink contract with the town expired in July. Envirolink nor the town elected to renew the contract and there is no automatic renewal or cancellation. Town Manager, Tim Biggerstaff spent time with Rural Water walking the plant concluding basic upkeep was being provided by Envirolink. Commissioner West mentioned the middle pond is too high based on the amount of rainfall. The town will advertise for a Public Works Director/Water Operator position.

### **Budget Amendment**

Budget Amendment #3 was presented to the Board of Commissioners. There was a surplus of 7k in the Police from the year 22-23 that will be moved forward to 23/24. The surplus will be used for vehicle graphics and an outstanding invoice from Performance Dodge. Commissioner Galloway made a motion to approve the Budget Amendment. Commissioner Hooks seconded the motion. Motion carried 4-0.

## **Administrative Reports:**

### **Town Manger**

- Park Benches – Nathan Cass and family built and donated 8 park benches to the town as part of his Eagle Scout project.
- Flagpole light and library lights were repaired. We also added a solar flagpole light at the cemetery.
- Community Work Day - Public Works team, PD, and GPIC members installed 30 flags around the downtown area. Those flags were purchased as a collective effort by Pikeville resident, Nick Castiglione, GPIC, and the town. Also, GPIC built and donated a wonderful information board with a flower box attached.
- Gateway Church is having a community day in which they've agreed to spread mulch in our playground.
- Inter Local Government meeting – not much to report from that meeting. Very low attendance, but nice presentation on local agriculture in Wayne County.
- The International Economic Development Council out of Washington DC will be sending a trained volunteer to Pikeville with the goal of identifying economic development opportunities for the town and giving us insight on grants that we can

apply for to help. There is no cost to the town as it is paid for through a federal grant the council received. The Executive Director of the Eastern Carolina Council of Government recommended the town and put us in touch. They have narrowed down the dates to the second week of December or early January.

- A credit card vendor was selected, and we ultimately decided to go with the company already working with our software system. This company seems to be very user-friendly for online payment and gave us several incentives to sign with them. That company should be ready to go within several weeks. We plan to roll out the new website in conjunction with online bill pay being ready, which will be a big win for the residents of Pikeville.
- Christmas Parade – The parade is once again the first Sunday of December which is the 3<sup>rd</sup> at 3pm. This year Kesley Mitchell will be the lead organizer for the event, but it will be a cooperative effort with GPIC and the town staff. We were a little late getting started with planning this year, but we hope to include a couple small new things and have even bigger plans for future years.
- FY22 Audit Update – In order to get last year's audit across the finish line, we have taken the former accounting firm off the project and hired Ryan Marlar to complete it so he can begin FY23. I have stayed in contact with the appropriate state offices. They are aware and understanding at this time.
- Wreaths Across America put on by the Pikeville chapter of the American Legion is scheduled for Saturday, Dec. 16<sup>th</sup>.

Teachey Development Update – From Bryan Jones, Engineer for project:

We've been caught up in environmental permits. In order to construct these projects, NCDOT is requiring us to extend the turn lane on Big Daddy's Rd to the proposed entrance to Patrick's Pointe. To do this we must obtain permits from ACOE & NCDWQ to impact the protected stream between the two projects. In addition to this permit, there is an existing ditch that runs through the project. We've been able to declassify the Neuse river riparian buffer requirements, however, the ACOE is claiming the bottom of the ditch as a linear wetland and we are trying to obtain a permit to mitigate the wetland impact. We've delineated the wetlands in the rear of the projects and have been able to modify the design to avoid any additional wetland impacts. We have engaged Brown Environmental Consulting to obtain all the required permits, but environmental permits from the State and Federal government is a lengthy and tedious process. As for schedule, Brown Environmental estimates we are still several months from final permits.

That is good news on the reduction of required ss flow rate. No, we have not submitted the water or sewer applications as they will need to be signed by the Town of Pikeville.

Trey, last we talked, I needed the WWTP Facility info and flow tracking info. Also, we were going to submit for the first 45 lots in Heritage Place. With this reduction, can we apply for all 75 lots? The flow would only increase by approx. 5%.

Sewer Grant Project Update – The AIA projects are wrapping up and we are expecting the information from those projects in the coming days/weeks. The only real initial problems that we have heard about after putting the camera through all of the sewer lines is that the line on Ham and Washington is full of dirt. That issue has now been added to the engineering report for the next project coming along. The Engineering report for that \$4.7 million project has been submitted to the state for approval as of this past week. That project will include replacing 1170 LF of sewer lines and manholes that were built in 1981, replacement and relocation of pump station in Collingwood, replacement of the WWTP fencing, renovating storage structure at the WWTP, re-painting the existing WWTP metal components, modifying existing WWTP equalization system, construct a new WWTP operations building, install sewer service cleanout boxes, and finally to replace damaged sewer service cleanout stacks.

### **Wendy Holland: Finance**

Bank Reconciliation training on Black Mountain software is scheduled for next week. In addition, the town is scheduled to start accepting credit card payments in Black Mountain soon. Once these transitions have been completed and historical information in Logics has been exported, support from Logics will be terminated which will save the town approximately \$800 per month. Commissioner Thomas had several questions concerning the P&L statement. These questions will be addressed, and answers will be emailed to the Board.

### **Police Report: Chief Rodney Jarman: (See Attached)**

Commissioner Thomas praised Chief Jarman and expressed how proud the Town was of his strong outreach with officers and continued police presence engaging in a positive way.

### **Committee Reports:**

Natalia Lancaster w/GPIC

Mrs. Lancaster requested permission from the Board to display fireworks at the New Year Cardinal drop celebration. The Cardinal drop will take place December 31, 2023, at 9:00 pm with music and concessions. GPIC is working on the Christmas tree lighting which will take place after the Christmas parade. Commissioner Thomas made a motion to allow fireworks at the Cardinal drop. Commissioner Galloway seconded the motion. Motion carried 4-0.

### **Public Comments:**

Darryl Johnson – 305 W. Ham Street

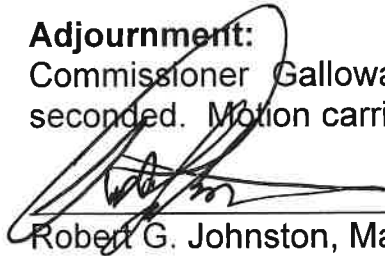
Mr. Johnson stated he has been dealing with sewer backup on Ham Street for over 25 years. He appreciates the town recognizing the problem and taking responsibility.

**Commissioners Comments:** None

Chief Jarman recognized Nick Castiglione for assisting the police department in times of need and coming thru with American flags for the downtown project. Mr. Castiglione and Deborah Herrmann were presented with Coins for Kindness for all they have done for the town.

**Adjournment:**

Commissioner Galloway made a motion to adjourn. Commissioner Hooks seconded. Motion carried 4-0.



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Robert G. Johnston, Mayor



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Wendy Holland, Town Clerk