

Minutes for Regular Board of Commissioners Meeting  
Pikeville Town Hall  
6:00 pm, Monday, December 11, 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 Thomas made a motion to adopt the agenda. Commissioner Hooks seconded. Motion carried 4-0. (Adding Awards Presentation, Farm Lease for new business, Closed Session to discuss personnel and omitted electing a new official).

**Awards Presentation:**

Chief Jarman presented awards to the following 2023 Christmas Parade Participants:

- Most Creative – The Ridge Pikeville
- Best Overall – Wayne County Commissioners
- Sharpest Ride – Robert G. Johnston, Mayor
- Cleanest Fire Truck – Pikeville Pleasant Grove FD
- People's Choice – The Ridge Pikeville
- Ronnie Jones – Santa Claus

Corporal Kalkbrenner presented "Coins for Kindness" to Keria and Frank Matheson for their hard work picking up trash left behind from the Christmas Parade.

**Approval of Minutes:**

Mayor Johnston requested a motion to approve minutes for the regular session minutes for November 13, 2023. Commissioner Hooks made a motion to approve the minutes for November 13, 2023. Commissioner Galloway seconded. Motion carried 4-0.

**Old Business:**

- A. Nominate and Vote to fill Vacant Commissioner Seat - Omitted
- B. Ewais Vote on Variance – The vote on the proposed variance for a computer gaming business at 100 NE Railroad Street was postponed until the January Board meeting.

Commissioner West inquired on several issues that were discussed in the managers' report. Commissioner Thomas inquired on maintenance of sewer lines. Trey Gurley, with McDavid and Associates recommend flushing out sewer lines every six months.

### **New Business:**

#### **A. New Elected Officials**

Robert Hooks, Steve West, and Joshua Wallace were sworn in as newly elected officials. Commissioner Galloway recommended appointing Katie Johnson to the open seat. Mr. Galloway stated that she was highly qualified and had previously worked for the Town of Pikeville and was currently working with the county. Garrett Johnston, Mayor along with Commissioner Hooks, West and Thomas agreed the seat should be left vacant. The decision was made to speak with citizens and have anyone interested in holding the open commissioner seat to come before the board.

#### **B. Elect Mayor Pro Tem**

Commissioner Hooks nominated Commissioner Thomas to hold the seat of Mayor Pro tem. Motion carried 4-0. Commissioner Wallace abstained.

#### **C. Galloway Resolution**

Garrett Johnston, Mayor presented Commissioner Galloway with a resolution and expressed his appreciation for the more than 25 years of service.

#### **D. Electricities Representative**

Commissioner Thomas made a motion to elect Commissioner Hooks as primary representative for Electricities, Tim Biggerstaff, Town Manager as secondary and Commissioner West as alternate. Commissioner Hooks seconded the motion. Motion carried 4-0. Commissioner Wallace abstained.

#### **E. Capital Project Budget Ordinance**

Commissioner West made a motion to adopt the Capital Project Budget Ordinance. Commissioner Hooks seconded. Motion carried 4-0. Commissioner Wallace abstained.

#### **F. Burn Ordinance**

There had been several concerns from citizens concerning burning in town. The burning ordinance will be top priority at the next scheduled ordinance meeting.

#### **G. Farm Lease**

The current farm lease with Steve Hooks has expired. Harry Lorello, Town Attorney will prepare the new lease agreement which will cover January 2024 – December 2024.

### **Administrative Reports:**

#### **Town Manger**

- Wreaths Across America put on by the Pikeville chapter of the American Legion is scheduled for Saturday, Dec. 16<sup>th</sup>.
- Christmas Parade/Tree lighting – Thank you to all who worked to organize and put on the wonderful community event.

- Gateway Church did have their community day and assisted the town by spreading playground mulch for us. I have sent a letter of appreciation from the town thanking them for their work.
- The town-owned 1995 Ford van was sent to the salvage yard where we collected \$420.00. Still no titles for the older vehicles have been located so I will start the process of getting new titles issued.  
Commissioner West inquired on the number of vehicles owned by the Police Department and the golf cart. Chief Jarman stated the golf cart needed new batteries and will work on getting a quote.
- I am working with Chief Jarman to start back on getting signage up to date including traffic signs and/or information signs where needed. Will order the handicap signs so we can get the parking lines along the north side of Railroad painted appropriately.
- Attended a webinar presented by the Office of the State Budget Management that told us what is needed to receive our state grant of \$1 million. Bank account info, W9 forms, affidavit that we aren't behind on taxes, no conflict of interest, and scope of work with budget.
- Jin Jin Restaurant electric billing issue.  
Commissioners agreed to review the next utility bill for Jin Jin Restaurant before coming to a decision on issuing any credit on the utility bill.
- Envirolink/Public Works Director position update – Continued issues with lift station; spraying and lagoon level update; prospects for PW position; Clearwater Solutions meeting
- January meeting will need to discuss/decide how to proceed with solar connection agreement as well as future direction for garbage and recycling.

\*Public Works – In addition to regular maintenance/duties, the supervisor has been making sure the we spray onto the sprayfields whenever possible or needed. The staff worked hard to help fix the lift station as alarms continued off and on for a week without the necessary attention for our contractor. They were able to pump the water and slug out and break up the top layer of thick grease. We had another episode later in the week where both pumps in that lift station shut down after being clogged up with rags and cloth of some sort. Since then our staff has been monitoring the lift station and cleaning out the basket as needed. The staff made sure the town was ready for the parade and then cleaned the streets of excess candy the day after. Finally, Bobby and Gabe attended a training seminar about the Lead line inventory that the state is requiring to be completed by next October. We will plan to get started with that inventory in January.

\*Sewer Grant Project Update

### **Wendy Holland: Finance**

Bank Reconciliation training was held on December 7, 2023. The Powell Bill, NCCMT and Cemetery bank reconciliations have been completed through the month of November 2023 and the main account should be completed by the end of the week. Plans are to go

live Wednesday for online payments through BM. Citizens will also be able to pay utility bills over the phone and will be provided a "800" number in addition to the town hall phone number. The town is in the process of exporting information from LOGICS in hopes of turning the program off in January. There are several accounts that are over budget within the Departments. However, we hope to have those issues resolved before the next Board meeting so we can start preparing for next year's budget.

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

**Committee Reports: None**

**Public Comments:**

Nick Castiglione – 124 Dunwoody Drive, Pikeville  
Inquired on donating to Wreathes Across America and whether the Town of Pikeville was benefitting from the solar fields located on Hwy 117.

Dennis Lewis – Streets

Mr. Lewis expressed his concerns with Electricities and advised the Town of Pikeville to consider not renewing the contract with Electricities.

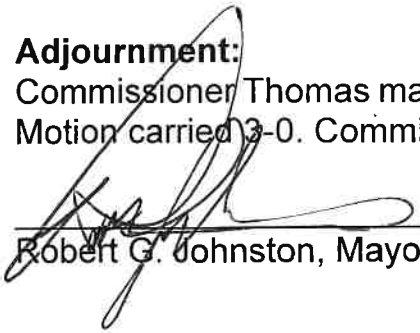
**Closed Session:**

Commissioner Thomas made a motion to go into closed session. Commissioner West seconded. Motion carried 4-0. Commissioner Wallace abstained.

**Commissioners Comments: None**

**Adjournment:**

Commissioner Thomas made a motion to adjourn. Commissioner West seconded. Motion carried 3-0. Commissioner Wallace abstained.

  
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Robert G. Johnston, Mayor

  
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Wendy Holland, Town Clerk