

Minutes for Regular Board of Commissioners Meeting  
Pikeville Town Hall  
6:00 pm, Monday, January 9, 2023

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

Absent: None

Staff Present: Tim Biggerstaff, Town Manager, Kathie Fields, Deputy Finance Officer, 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 and accept the amendment of the grant project draft ordinance. Commissioner Galloway seconded. Motion carried 5-0.

**Approval of Minutes:**

Mayor Johnston requested a motion to approve regular session minutes for December 12, 2022. Commissioner Hooks made a motion to approve the regular session minutes for December 12, 2022. Commissioner West seconded. Motion carried 5-0.

Mayor Johnston requested a motion to approve closed session minutes for December 12, 2022. Commissioner West made a motion to approve the closed session minutes for December 12, 2022. Commissioner Hooks seconded. Motion carried 5-0.

Mayor Johnston requested a motion to approve special session minutes for December 13, 2022. Commissioner Hooks made a motion to approve the special session minutes for December 13, 2022. Commissioner West seconded. Motion carried 5-0.

**Public Comments:**

Kellie West – 115 Collingwood Drive, Pikeville, NC

Mrs. West expressed concerns over garbage service being provided by GFL. She has noticed garbage and recyclables are being combined and questioned whether the town should contract with a different provider.

**Old Business:****Holiday Schedule:**

Commissioners voted on adopting the same Holiday schedule as Wayne County.

Commissioner Thomas made a motion to adopt the Wayne County Holiday schedule. Commissioner Hooks seconded. Motion carried 5-0.

**New Business:**

A resolution removing Eric Faust as the authorized representative for water and wastewater grants, and to authorize Tim Biggerstaff as the authorized representative for water and wastewater grants was presented.

Commissioner Katsenios made a motion authorizing the removal of Eric Faust and authorizing Tim Biggerstaff as the authorized representative for water and wastewater grants. Commissioner Thomas seconded. Motion carried 5-0.

A grant project draft ordinance was presented for review.

**Town Manager:**

The town was represented at the December 17<sup>th</sup>, 2022, Wreaths across America event at the Pikeville Cemetery put on by the local chapter of the American Legion. In appreciation, the American Legion commander presented several certificates of appreciation to Mayor Garrett Johnson and Mr. Lyman Galloway for their contributions to the event.

Wayne County has retained the services of an outside grant writer. He approached me to offer his services should we find the need to research and apply for particular grants. His quote was \$70/hour or could arrange a fixed rate per project. He has lots of experience with federal grants so could be a good resource if we find a project in need of funding.

Ordinances — I have been busy in my first month of reading and understanding the town ordinances. Since arriving, I have been told that we need to focus on getting our ordinances current and make sure they are effectively written. I am starting with a few at a time and focusing on items that come up more frequently. I am working with Harry as I learn the legal processes that are needed to modify or create an ordinance. Obviously once we get anything completed, we will bring it to the board for a vote to adopt. After we get a couple completed early on, I should be able to handle them a little more expediently. Please feel free to pass along areas that you feel are important so I can research and

begin work accordingly. These do take time to process so bear with me but always feel free to reach out.

I continue to work with and become familiar with the daily requirements of the town's public works department and staff. They have been very responsive to any request I have made and happy to answer any questions I may have. I have been impressed with their professional knowledge they have as various issues have come up and understand how to deal with each situation efficiently and effectively, especially when emergencies arise. This is the quiet part of the year for that department, but we do have quite a few tasks that can be handled during this time and they are working through those tasks including but not limited to marking storm drains, cutting back some overhanging limbs from the streets, and working to replace damaged or missing sewer cleanout caps. I now have GPS tracking capabilities of all town owned vehicles so we have full accountability. If you have any concern or see something that needs attention within the town, feel free to contact me directly via call, text, email, or come by the office during business hours so we can address issues as they arise. Keep in mind that we have boundaries when it comes to individual properties, but we can all be part of keeping an eye out for general issues that we can do something about immediately to keep the town looking and operating at the highest level possible.

A special meeting has been requested so that Police Chief Jarman can present a 5 year outlook for his department, and to get a consensus on the goals/direction the board would like to see moving forward. The meeting will be held Wednesday, January 25, 2023, at 6:00pm.

#### **Gary Pittman: Finance**

Gary Pittman was absent from the monthly meeting and financial statements will be distributed once completed.

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

Nick Castiglione and Debbie Herrmann were presented with an appreciation letter and Police Department patches for the \$400.00 donation to the police department for computer equipment.

#### **Committee Reports: None**

#### **Closed Session Legal:**

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

**Commissioners Comments:**

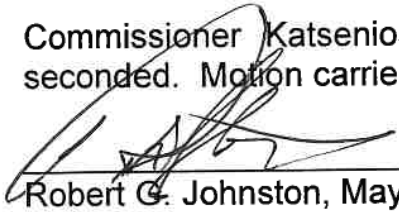
Mayor Johnston commented Tim Biggerstaff, Town Manager will be working with the Launching Pad on plans for the ballfield. Also, Mr. Biggerstaff will be meeting with Mark Metzler to discuss plans for future park development.

Commissioner West mentioned concerns over the safety of the ballfield dugouts.

Commissioner Katsenios questioned the closing of the train tracks for repairs. Chief Jarman reported train track repairs were to start Monday, January 16, 2023.

**Adjournment:**

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

  
Robert G. Johnston, Mayor

  
Wendy Holland, Town Clerk