TOWN OF WILSON'S MILLS
WORK SESSION
September 28, 2026

PRESENT: Mayor Pro-tem JC Triplett, Councilmembers Doris Riley, David McGowan, and Carolyn Dobbin.

OTHERS PRESENT: Town Manager Leighanna Worley and Town Clerk Emily Matthews.

ABSENT: Councilmember Tim Brown

CONVOCATION: Mayor Pro-tem Triplett declared a quorum present and called the meeting to order at 5:01pm.

Departmental Reports: Human Resources Director Jenny Martin asked if there were any questions about her report. Councilmember McGowan asked about the team building workshop and if it took place at Town Hall. Ms. Martin said it did take place at Town Hall and Town Hall employees participated. Councilmember McGowan asked more about the leadership opportunities he has mentioned in the past and Ms. Martin said she is working on scheduling training sessions for those in supervisory roles within the departments. Councilmember McGowan asked how many total applications have been received for the full-time Police Lieutenant position and Ms. Martin said we have received a 12 applications and she has worked with Chief to narrow it down to 6 candidates. Councilmember Dobbin asked if we have received any Town Manager applications and Ms. Martin said we have received several so far.

Mayor Pro-tem Triplett said he likes that the Public Works Department report included price comparisons when it comes to work done on site rather than being done elsewhere. Councilmember McGowan asked about meeting with a different engineer and Mr. Moore said we are using the same engineering company we always have in the Planning Department but we use a different engineer for drainage and streets.

Councilmember McGowan asked about the traffic enforcement Officer opening in the Police Department and Chief said it has been vacant for about a year and a half since the previous officer left. He said other positions within the department have been more important to fill. Councilmember McGowan asked if we have any fulltime positions open right now and Chief said we have 3 but one officer is being sworn in tomorrow who is a former employee. Councilmember McGowan asked if fulltime officers are still allowed to take their patrol cars home and Chief said yes. Councilmember McGowan, asked about directing traffic at the schools and Chief said the process at the Elementary School has changed. Councilmember McGowan suggested a meeting with the Chief, Principal Holland, and Ms. Worley. Chief introduced Detective Sergeant Elliott Smith and said he was promoted last week. Sergeant Smith is also in charge of the Police Department's accreditation program.

Councilmember McGowan asked clarifying questions about the spreadsheet of Code Enforcement violations provide by Planning Director Wendy Oldham. Councilmember McGowan asked for column headings on the spreadsheet for better understanding. He asked if a case is still ongoing if there is not a closing date listed for the case and Mrs. Oldham said yes. She said the majority of the open cases are for junk vehicles and that process takes longer than other cases. Councilmember McGowan said he recently

attended a Homeowners Association (HOA) meeting in Ives Landing and residents were discussing the violations that are occurring at a particular home and the growth in the yard. Mrs. Oldham asked if the growth is grass or weeds because our ordinances only address grass height, not weed height. She did mention that the HOA can enforce stricter guidelines than the town if they choose to do so. She suggested talking to the HOA attorney to see how they can address the concerns of the residents in the subdivision. Councilmember McGowan said there is another home in the subdivision that has various vines growing on the side of the home and Mrs. Oldham said we are allowed to address the issue of vines per our ordinances. She said she will follow up with our Code Enforcement Officer. Councilmember Doris Riley expressed concerns on Powhatan Road and Mrs. Oldham said she will also bring that to the attention of the Code Enforcement Officer.

Ms. Worley referenced the events report and asked if there were any questions. Councilmember McGowan said with the recent passing of Mayor Byrd, who was very knowledgeable of Wilson's Mills history, he would like to know if there is anyone else in town that could fill in as the unofficial historian. Ms. Worley said our previous Events Coordinator did video interviews with several residents in town in order to gather historical information. She said there are also some members of the Silver Stars, the town's former senior citizens group, that would be able to provide some historical information. Councilmember McGowan mentioned forming a historic society. Ms. Worley said the previous Events Coordinator was also working on that before he left and some places in town were pre-approved as historical landmarks. Councilmember McGowan mentioned reaching out to the presidents of the Homeowners associations in town.

Councilmember McGowan asked for a summary of what is going on in the finance dept. Finance Director Connie Lassiter said there are a lot of aspects that go into the finance department. She said the auditors are done with their testing process other than payroll which still needs to be tested. She said we are on track to have everything submitted on time to the Local Government Commission. She is working on additional policies and is hoping to bring some polices to Council in October. Mrs. Lassiter said we recently received the first installment of Powell Bill funds and the total was a little over $50,000 which is a little more than what we were anticipating.

Councilmember McGowan asked the difference between "ad valorum prior levies" and "ad valorum current levies." Mrs. Lassiter said those are not true amounts because until we get through the first quarter we technically have not received any ad valorum payments yet because the reports are 2 months behind in what is collected and what is received. She said in previous years it has not been accrued properly because it was showing 12 months in the total, but it wasn't the correct 12 months. She said the auditors gave advice on how we can correct it moving forward. She also said the numbers will change once we do an adjustment. Councilmember McGowan asked what prior levies are and Mrs. Lassiter said prior levies are collected in the previous year. She said there is also a listing for "local option sales tax" which she renamed because that was one of the lines that had been skewed in previous years by auditors posting because it was not named correctly. She said the auditors thought there was a line that was being budgeting each year for sales tax reimbursement. She said this is for items that we purchase and pay the sales tax on and at the end of the year we file for reimbursement. She said it was getting budgeted in revenue and setup in accounts receivable. She said

the line was renamed because it was causing confusion when it was time for the audit. It was renamed to local option sales tax which is the money we get from the state which is our portion of sales tax paid for the County. She said the line was previously named "sales tax monthly." Councilmember McGowan asked if there are any other items like that Council should be aware of and Mrs. Lassiter said not at this time. She said the first quarter of a new fiscal year, we are getting money in arrears. She also said if things were done correctly in past years there would be negative numbers showing and those numbers wouldn't be accurate but it would negative due to reversing out our accrual because we haven't gotten the money for July and August. Mrs. Lassiter said the staff is making good strides and working as a team to get things on the right track.

Councilmember McGowan asked how the auditors test on payroll and Mrs. Lassiter said they look at what polices we have to make sure we are following our own policies as well as state and federal polices.

Mrs. Lassiter said there is a note in Council's packets informing them that the CDs previously labeled Powell Bill are actually General Fund CD's.

Town Manager Leighanna Worley said she attended the Highway 70 Commission meeting last Tuesday and brought up our desire to have representation on the Traffic Advisory Committee. She spoke with Commissioner Ted Godwin and Durwood Stephenson about the process. She also said the Highway 70 Commission website has been updated with the ongoing projects.

Approval of Request for Qualifications – Joint Wilson's Mills and Johnston County Utility Plan:

Ms. Worley said she previously brought a draft Requests for Qualifications (RFQ) to Council and discussed that one requirement of the Utility Services Agreement with Johnston County was for us to complete a utility master plan over this next fiscal year. She said the funds for the plan are in our budget and the RFQ in Council's packets is the same as the one presented before other then some changes in wording to better align with the wording in the agreement with the County. She and Mrs. Oldham have met with representatives at the County and the County is willing to go ahead and lead this process. She said once the time for payment comes, the Couty will pay and we will reimburse them at 50 percent. She said once the RFQs go out, staff will review what is received and bring back a recommendation to Council. Councilmember McGowan asked if the money for reimbursement in included in this year's budget and Ms. Worley said yes. She said the amount we budgeted is for the utility master plan as well as the future land use map updates. She said the amounts for the future land use map updates came is very low and that is already being worked on now. She said with us only having to pay for half of the Utility Services Agreement, we are hoping to have funds left over in that line to move over to fund balance.

A motion was made by Councilmember David McGowan and seconded by Councilmember Doris Riley to approve sending out Requests for Qualifications for the Joint Wilson's Mills and Johnston County Utility Plan. Motion carried unanimously.

Award Bid for Paving Around Manholes on Westchase Drive:

Ms. Worley said there is information in Council's packets from Mr. Moore regarding the paving around manholes on Westchase Drive. Councilmember McGowan asked if we have worked with any of these companies before. Mr. Moore said yes, AGP was formerly Selco who previously owned the property

that is now the Town Hall campus. He also said Williams Paving did paving on Shearin Drive and Renee Drive . Councilmember McGowan asked when the companies can begin the work and Mr. Moore said both companies can start once a discission is made on which company Council would like to go with.

A motion was made by Councilmember Doris Riley and seconded by Councilmember Carolyn Dobbin to award the bid of the paving of manholes on Westchase Drive to AGP in the amount of $19,500. Motion carried unanimously.

Acceptance of Equipment Grant for Police Department:

Mayor Pro-tem JC Triplett said the acceptance of the equipment grant for the Police Department will not be discussed tonight . Ms. Worley said there will be more information on this later for Council to discuss.

ADJOURN:

A motion was made by Councilmember Doris Riley and seconded by Councilmember Carolyn Dobbin to adjourn. Motion carried unanimously.

The meeting adjourned at 5:56pm.

TOWN OF WILLIAMS MILLS NORTH CAROLINA ESTABLISHED 1869

JC TRIPLETT, Mayor Pro-tem

ATTEST:

EMILY MATTHEWS, CMC
Town Clerk