

TOWN OF WILSON'S MILLS
REGULAR TOWN COUNCIL MEETING
February 20, 2023

PRESENT: Mayor Fleta Byrd, Mayor Pro-tem JC Triplett, Councilmembers Randy Jernigan, Carolyn Dobbin, and Tim Brown.

OTHERS PRESENT: Town Administrator/Clerk Leighanna Worley and Deputy Clerk Emily Matthews.

CONVOCATION: Mayor Byrd declared a quorum present and called the meeting to order at 6:30pm.

ABSENT: Councilmember David McGowan and Councilmember Tim Brown.

PLEDGE Mayor Byrd led the pledge of allegiance to the flag.

INVOCATION: Mayor Byrd asked for a moment of silence in memory of Phillip Wright. Mayor Fleta Byrd gave the invocation.

ARRIVAL OF COUNCILMEMBER: Councilmember Tim Brown arrived at 6:32pm.

APPROVAL OF AGENDA: Mayor Byrd asked for the approval of the agenda. Mayor Byrd removed agenda item 8b(i) "Fund Balance Policy."

A motion was made by Councilmember Carolyn Dobbin and seconded by Mayor Pro-tem JC Triplett to approve the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES: Mayor Byrd asked for any comments or corrections to the minutes for the Regular Town Council Meeting for January 17, 2023.

Regular Town Council Meeting- January 17, 2023: A motion was made by Mayor Pro-tem JC Triplett and seconded by Councilmember Tim Brown to approve the Regular Town Council Meeting Minutes for January 17, 2023, as amended. Motion carried unanimously.

Special Council Meeting – January 31, 2023: Mayor Byrd asked for any comments or corrections to the minutes for the Special Council Meeting for January 31, 2023.

A motion was made by Mayor Pro-tem JC Triplett and seconded by Councilmember Randy Jernigan to approve the Special Council Meeting Minutes for January 31, 2023 as presented. Motion carried unanimously.

Special Council Meeting – Closed Session - January 31, 2023: Mayor Byrd asked for any comments or corrections to the minutes for the Special Council Meeting Closed Session for January 31, 2023.

A motion was made by Councilmember Randy Jernigan and seconded by Councilmember Tim Brown to approve the Special Council Meeting Closed Session Minutes for January 31, 2023 as presented. Motion carried unanimously.

PUBLIC HEARINGS Mayor Byrd opened the public hearing at 6:34pm.

Property Financing With no one wishing to speak, Mayor Byrd closed the public hearing at 6:35pm.

Mayor Byrd referenced the financial bids in Council's packets. She said the bids were received from Truist, United Community Bank, and KS Bank. KS Bank has the lowest interest rate with an interest rate of 3.95%.

Award Bid for Financing

A motion was made by Mayor Pro-tem JC Triplett and seconded by Councilmember Tim Brown to accept the bid from KS Bank for \$1.5 million for 5 years with an interest rate of 3.95 percent. Motion carried unanimously.

Presentation of 2021-2022 Audit

Jay Sharpe of Sharpe Patel presented the audit for the 2021-2022 Fiscal Year. He said the audit has been submitted to the Local Government Commission. The audit reviewed cash disbursements, credit cards, and payroll as test areas. The audit received an unmodified opinion which is the best possible opinion. Mr. Sharpe said there was an increase in revenue and expenses and reviewed the changes.

1st OPEN FORUM

Mayor Byrd opened the 1st Public Forum at 6:48pm.

With no one wishing to speak, Mayor Byrd closed the 1st Open Forum at 6:49pm.

REGULAR BUSINESS

MAYOR FLETA BYRD:

Mayor Byrd said she and Town Administrator Worley attended a meeting at the Johnston County Agricultural Center. She also said she was able to attend part of the department head retreat that was held last month and appreciates the positive attitudes from the department heads. Mayor Byrd also hosted the mayors meeting at Double Barley.

TOWN ADMINISTRATOR'S REPORT – Leighanna Worley:

Adoption of Fee Schedule (Strategic Plan Goal # 2)

Ms. Worley said the Fee Schedule was brought to Council last November but it was not approved in order to allow Council time to suggest any changes. She said there were no suggested changes received and staff is recommending adoption of the fee schedule tonight. Mayor Byrd asked if the changes included the suggested increases based on surrounding towns and Ms. Worley said those increases were included in the new schedule.

A motion was made by Councilmember Tim Brown and seconded by Councilmember Randy Jernigan to adopt the Fee Schedule as part of Strategic Goal #2. Motion carried unanimously.

Citizen Input Form (Strategic Plan Goal #4)

Ms. Worley referenced the Citizen Input Form in Council's packets and said it is part of Strategic Plan Goal #4. She said at their January Department Head retreat, the Department Heads discussed creating a Citizen Input Form for residents to fill out. She said the form will be put on the town website as well as the Facebook page. There will also be a QR code for easier access. Mayor Byrd asked who will be monitoring the answers on the form, and Ms. Worley said it can be assigned to someone on the administrative staff and the form will be sent to them once completed. Councilmember Brown suggested leaving the form online for an extended period of time and refreshing each year. Councilmember Dobbin asked how residents that do not have internet access will be able to fill out the form. Ms. Worley said printed copies will also be available at town hall. She also said Council can have copies of the survey to pass out to residents as well. Councilmember Brown said that Council values the resident's input and encouraged them to participate.

A motion was made by Councilmember Randy Jernigan and seconded by Councilmember Carolyn Dobbin to approve the Citizen Input Form as presented. Motion carried unanimously.

Name for Town Development (Strategic Plan Goal #5)

Ms. Worley said the name for town development was presented in November and she has not received any other suggestions on the name. After discussion with the department heads at their January retreat, Midtown Village at Wilson's Mills was the final decision.

A motion was made by Councilmember Tim Brown and seconded by Mayor Pro-tem JC Triplett to accept Midtown Village at Wilson's Mills as the name of the town development. Motion carried unanimously.

**Department Head
Retreat/Strategic
Plan Updates**

Town Administrator Worley referenced the information in Council’s packets and highlighted the Strategic Plan goals that are currently being worked on.

**Ratify Resolution
Authorizing The
Purchase of Real
Property**

Ms. Worley said the resolution was approved at Council’s January 31st meeting in open session. Attorney Du Sablon advised to bring the resolution back so that the public would have notice of the resolution.

A motion was made by Councilmember Tim Brown and seconded by Councilmember Randy Jernigan to ratify the following Resolution Authorizing the Purchase of Real Property. Motion carried unanimously.

**RESOLUTION AUTHORIZING THE PURCHASE
OF CERTAIN REAL PROPERTY
(Tax Parcel 17K08012X)**

WHEREAS, the Town Council of the Town of Wilson’s Mills hereby determines that it is in the best interest of the Town to purchase a parcel containing 11.5 acres, as shown in Exhibit A attached hereto, to be used for municipal purposes; and

WHEREAS, the owner of said tract has offered to sell property to the Town for the purchase price of \$3,100,000 which the Council hereby determines to be fair price for said property; and

WHEREAS, the purchase price of \$3,100,000 will be paid for through a combination of \$2,000,000 from the Town’s “*State Capital and Infrastructure Funds*” (SCIF) and financing \$1,500,000 with KS Bank, with any overages to be used for façade and building upfits to house non-law enforcement town operations; and

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Wilson’s Mills that:

1. The Town hereby enter into the Purchase and Sale Agreement attached hereto to purchase the above-described property from Selco Construction, Inc., for the price of \$3,100,000.
2. That Mayor Fleta A. Byrd is hereby authorized and directed to execute said contract on behalf of the Town and to take all necessary steps to carry out the terms of said contract on behalf of the Town.

Duly Adopted this 31st day of January 2023

**Ratify Resolution
Authorizing Filing
of an Application for
Financing**

Ms. Worley said this resolution was also approved at Council’s January 31st meeting in open session. Attorney Du Sablon advised to bring the resolution back so that the public would have notice of the resolution.

A motion was made by Councilmember Randy Jernigan and seconded by Councilmember Tim Brown to ratify the following Resolution Authorizing Filing of an application for Financing. Motion carried unanimously.

**RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION
FOR APPROVAL OF A FINANCING AGREEMENT
AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20**

WHEREAS, the Town of Wilson’s Mills, North Carolina desires to purchase 11.5 acres with existing buildings for use as the Town Hall complex offices (the “Project”) to better serve the citizens of Wilson's Mills; and

WHEREAS, The Town of Wilson’s Mills desires to finance a portion of the Project by the use of an installment contract authorized under North Carolina General Statute 160A, Article 3, Section 20; and

WHEREAS, findings of fact by this governing body must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute 159, Article 8, Section 151 prior to approval of the proposed contract.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of Wilson's Mills, North Carolina, meeting in regular session on the 31st day of January 2023, make the following findings of fact:

1. The proposed contract is necessary or expedient because the Town of Wilson’s Mills would have a Town Hall complex area to house administrative, public works, and future police and utilities departments.
2. The proposed contract will enable the Town of Wilson's Mills to pay the project off quicker than by a bond referendum.
3. The cost of financing under the proposed contract is less than the cost of issuing general obligation bonds.
4. The sums to fall due under the contract are adequate and not excessive for the proposed purpose because the Town has a portion of the total cost of the Project in available cash funds through the North Carolina State Capital Infrastructure Funds awarded in 2022.
5. The Town of Wilson’s Mills’ debt management procedures and policies have been carried out in strict compliance with law.
6. No increase in taxes is expected to meet the sums to fall due under the proposed contract.
7. The Town of Wilson's Mills is not in default in any of its debt service obligations.
8. The attorney for the Town of Wilson's Mills has rendered an opinion that the proposed Project is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and Laws of North Carolina.
9. The current tax base along with available state-awarded cash funds will be sufficient to meet the sums to fall due under the proposed contract.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Mayor is hereby authorized to act on behalf of the Town of Wilson's Mills in filing an application with the North Carolina Local Government Commission for approval of the Project and the proposed financing contract and other actions not inconsistent with this resolution.

This resolution is effective upon its adoption this 31st day of January 2023.

The motion to adopt this resolution was made by Councilmember Tim Brown, seconded by Councilmember David McGowan and passed by a unanimous vote.

**Call Budget Session
#1**

Ms. Worley said as the new fiscal year approaches it is time to schedule the first budget session for fiscal year 2023-2024. She said after responses from most Councilmembers, March 2nd worked the best for most.

A motion was made by Councilmember Tim Brown and seconded by Mayor Pro-tem JC Triplett to Call Budget Session #1 for the Fiscal Year 2023-2024 for March 2, 2023 at 4:30pm in the Wilson's Mills Elementary School Cafeteria. Motion carried unanimously.

OTHER:

Ms. Worley said we will be hiring a professional photographer to take employee and Council photos. She said once a date is decided she will make an announcement to Council.

Ms. Worley said at the January department head retreat the department heads spoke about IT services that will be needed at the new town hall. They have met with First Net and all devices will be migrating next week. She said switching to First Net will save about \$100 a month.

Ms. Worley recognized the department heads for all their hard work and thanked them for all the work they do for the town.

**FINANCE OFFICER'S
REPORT – Sherry
Hudson:**

Finance Officer Sherry Hudson referenced the financials for the month ending January 2023 in Council's packets and asked if there were any questions.

**Review of Financial
Statements –
January 2023:**

Mayor Byrd stated she was pleased with the audit and how Mr. Sharpe presented the information.

**PLANNING AND
ZONING REPORT –
Wendy Oldham**

Development Compliance Officer Wendy Oldham commended Town Administrator Worley for her leadership skills.

Mrs. Oldham referenced the Planning Department report in Council's packets and there were no questions.

Mrs. Oldham said the developers of the Olive Branch subdivision are hoping to have power to the pumpstation by mid-March and they can move forward with development.

Mayor asked if there were any updates on the Toler property and Mrs. Oldham said there are no updates but Brad Gordon who purchased the property is willing to take suggestions on what to place on the property.

**Resolution to Accept
Streets in Parrish
Ridge Subdivision**

Mrs. Oldham said she and the town's engineers have inspected the street in Parrish Ridge and they have passed inspection.

Mayor Byrd referenced the resolution in Council's packet and corrected a spelling error.

A motion was made by Councilmember Tim Brown and seconded by Mayor Pro-tem JC Triplett to adopt the following Resolution to Accept Streets in Parrish Ridge Subdivision. Motion carried unanimously.

**RESOLUTION
To Take In Private Streets
Into the Town of Wilson’s Mills**

WHEREAS, the Town of Wilson’s Mills has coordinated with the developer of Parrish Ridge Poplar Creek the private streets listed below in an agreement that the Town take these streets into the Town system; and

WHEREAS, said streets meet the standards of NCDOT pursuant to Wilson’s Mills Ordinance requirements per the report on file with Clerk’s office and dated January 16, 2023,; and

WHEREAS, the Town Council of the Town of Wilson’s Mills desires to take said streets into the Town system.

NOW THEREFORE, the Town of Wilson’s Mills fully understands the requirements of taking over these streets being listed.

- Rivercamp Street
- Haymaker Drive
- Benjamin Court
- Norris Creek Drive

**EVENTS REPORT --
Emily Matthews**

Events Coordinator Emily Matthews gave updates on the Farmers Market and said there are about 9 vendors coming to the market this year as well as food trucks. Ms. Matthews said after talking with the other department heads at the retreat, the Events Committee will be split into 2 subcommittees in hopes of having more volunteers and planning members for events.

**POLICE DEPARTMENT
REPORT – Chief
Williams**

Chief Williams referenced the Police Department report and asked if there were any questions.

Councilmember Brown asked for updates on the F150s that were recently purchased. Chief Williams said they are currently being detailed. Councilmember Brown suggested looking into bed covers for the trucks.

**Police Department
Policy Amendment -
#100-3**

Chief Williams said the Police Department reviews their policies on a regular basis and thought this needed to be updated since it has not been updated recently. He said the changes include changes in verbiage as well as additions and deletions.

A motion was made by Mayor Pro-tem JC Triplett and seconded by Councilmember Carolyn Dobbins to accept the Police Department Policy Amendment to Policy #100-3. Motion carried unanimously.

**PUBLIC WORKS
REPORT – Patrick Moore**

Public Works Supervisor Patrick Moore referenced the Public Works report in Council’s packets and there were no questions.

Councilmember Brown commended the department on the amount of trash that was picked up in January.

**COUNCILMEMBER
COMMENTS:**

Mayor Pro-tem JC Triplett said the staff has done a great job working on getting us in a new building. Councilmember Brown thanked staff for their hard work as well.

2nd OPEN FORUM

Mayor Byrd opened the 2nd Public Forum at 7:33pm.

With no one wishing to speak, Mayor Byrd closed the 2nd Open Forum at 7:34pm.

ADJOURN:

A motion was made by Councilmember Randy Jernigan and seconded by Councilmember Tim Brown to adjourn. Motion carried unanimously.

The meeting adjourned at 7:34pm.



ATTEST

FLETA BYRD, Mayor

EMILY MATTHEWS
Deputy Clerk