

**TOWN OF WILSON'S MILLS
REGULAR TOWN COUNCIL MEETING
June 20, 2022**

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

OTHERS PRESENT: Town Administrator/Clerk Leighanna Worley, Deputy Clerk Emily Matthews, and Town Attorney Gabriel Du Sablon.

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

CONVOCATION: Mayor Byrd declared a quorum present and called the meeting to order at 6:31pm.

INVOCATION: Town Administrator Leighanna Worley gave the invocation.

APPROVAL OF AGENDA: Mayor Byrd asked for the approval of the agenda.

A motion was made by Councilmember David McGowan and seconded by Councilmember Carolyn Dobbin to approve the agenda as presented. Motion carried unanimously.

APPROVAL OF MINUTES: Mayor Byrd asked for any comments or corrections to the minutes for the Regular Town Council Meeting for May 16, 2022.

Regular Town Council Meeting- May 16, 2022: A motion was made by Councilmember Randy Jernigan and seconded by Councilmember David McGowan to approve the Regular Town Council Meeting Minutes for May 16, 2022 as presented. Motion carried unanimously

PUBLIC HEARINGS Mayor Byrd opened the Public Hearing at 6:34pm.

Ordinance Amending the Town Ordinances of the Town of Wilson's Mills With no one wishing to speak, Mayor Byrd closed the Public Hearing at 6:35pm.

A motion was made by Councilmember David McGowan and seconded by Mayor Pro-tem JC Triplett to adopt the following Ordinance Amending the Town Ordinances of the Town of Wilson's Mills. Motion carried unanimously.

**AN ORDINANCE TO AMEND
THE WILSON'S MILLS TOWN ORDINANCES**

WHEREAS, the amended Town Ordinances, hereinafter described, was duly filed with the Town; and

WHEREAS, the Planning Board held a public meeting on June 2, 2022 and the Town Council held a public hearing on June 20, 2022; and

WHEREAS, newspaper notice publications were carried out for the public hearing pursuant to G.S. § 160D-602 and the Town's Ordinances; and

WHEREAS, the Planning Board submitted its recommendation to the Town Council recommending approval of said amendment that was generally consistent with the Town's Adopted Comprehensive Plan; and

WHEREAS, the Wilson's Mills Town Council also finds that the approval of the proposed text amendments are reasonable and in the public interest.

BE IT ORDAINED BY THE TOWN COUNCIL:

Section 1: The Town Ordinances of the Town of Wilson's Mills are hereby amended as identified in Exhibit 1.

Section 2: The Town Clerk is hereby authorized and directed to cause the said Town Ordinances for the Town of Wilson's Mills, North Carolina, to be physically revised and amended to reflect the changes ordained by this Ordinance.

Section 3: After reviewing all the information presented, the Wilson's Mills Town Council finds the text amendment request generally consistent with the Comprehensive Plan, and reasonable, and in the public interest.

Section 4: All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed. If any section, paragraph, subdivision, clause, or provision of this ordinance shall be adjudged invalid, such adjudication shall apply only to such section, paragraph, subdivision, clause, or provision so adjudged and the remainder of the ordinance shall be deemed valid and effective.

Ordinance
Amending the Town
of Wilson's Mills
Unified
Development
Ordinance

Mayor Byrd opened the Public Hearing at 6:36pm.

With no one wishing to speak, Mayor Byrd closed the Public Hearing at 6:37pm.

A motion was made by Councilmember Randy Jernigan and seconded by Councilmember David McGowan to adopt the following Ordinance Amending the Town of Wilson's Mills Unified Development Ordinance. Motion carried unanimously.

**AN ORDINANCE TO AMEND
THE WILSON'S MILLS UNIFIED DEVELOPMENT ORDINANCE**

WHEREAS, the amended Unified Development Ordinance, hereinafter described, as duly filed with the Town; and

WHEREAS, the Planning Board held a public meeting on June 2, 2022 and the Town Council held a public hearing on June 20, 2022; and

WHEREAS, newspaper notice publications were carried out for the public hearing pursuant to G.S. § 160D-602 and the Unified Development Ordinance; and

WHEREAS, the Planning Board submitted its recommendation to the Town Council recommending approval of said amendment that was generally consistent with the Town's Adopted Comprehensive Plan; and

WHEREAS, the Wilson's Mills Town Council also finds that the approval of the proposed text amendments are reasonable and in the public interest.

BE IT ORDAINED BY THE TOWN COUNCIL:

Section 1: The Unified Development Ordinance of the Town of Wilson's Mills are hereby amended as identified in UDO Binder dated June 20, 2022, in Town Clerk's office.

Section 2: The Town Clerk is hereby authorized and directed to cause the said Unified Development Ordinance for the Town of Wilson's Mills, North Carolina, to be physically revised and amended to reflect the changes ordained by this Ordinance.

Section 3: After reviewing all the information presented, the Wilson's Mills Town Council finds the text amendment request generally consistent with the Comprehensive Plan, and reasonable, and in the public interest.

Section 4: All ordinances or parts of ordinances in conflict with this ordinance are hereby

repealed. If any section, paragraph, subdivision, clause, or provision of this ordinance shall be adjudged invalid, such adjudication shall apply only to such section, paragraph, subdivision, clause, or provision so adjudged and the remainder of the ordinance shall be deemed valid and effective.

**Ordinance to
Approve Funds and
Raise Revenue –
Fiscal Year 2022-
2023**

Mayor stated that 2 amendments needed to be added to the ordinance, the State Capitol and Infrastructure Funds (SCIF) totaling \$2,002,562 and American Rescue Plan Act Funds (ARPA) totaling \$878,987.

Mayor Byrd opened the Public Hearing at 6:38pm.

Town Administrator Worley explained that the SCIF funds is the amount that was received from the state plus the interest expected for this year. The ARPA funds represented the \$439,166 plus \$439,000 that will be received later plus interest earned.

Jim Uzzle of 138C Uzzle Industrial Drive asked about the 2 million and if it must be applied to infrastructure. Mayor Byrd said it is designated for a town hall and is not tied to infrastructure.

With no one else wishing to speak, Mayor Byrd closed the Public Hearing at 6:40pm.

A motion was made by Councilmember Randy Jernigan and seconded by Mayor Pro-tem JC Triplett to adopt the following Ordinance to Approve Funds and Raise Revenue for Fiscal Year 2022-2023 with amendments. Motion carried unanimously.

**TOWN OF WILSON'S MILLS
BUDGET ORDINANCE
FISCAL YEAR 2022-2023**

**AN ORDINANCE TO APPROPRIATE FUNDS AND RAISE REVENUE FOR
THE FISCAL YEAR BEGINNING JULY 1, 2022, AND ENDING JUNE 30,
2023**

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WILSON'S MILLS, NORTH CAROLINA, MEETING IN REGULAR SESSION, THAT: the following anticipated Fund Revenues and Departmental Expenditures, together with certain fees and charges schedules and with certain restrictions and authorizations are hereby appropriated and approved for the operation of the Town Government and its activities for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023.

SECTION I. GENERAL FUND

A. REVENUES ANTICIPATED:

Current Year Ad Valorem Taxes	\$1,114,171.00
Prior Year Ad Valorem Taxes	\$1,562.00
Motor Vehicle Tax	\$126,000.00

Tax Penalties & Interest	\$1,250.00
Festivals & Events	\$3,000.00
Utility Franchise Taxes	\$68,228.00
Local Government Sales Tax	\$477,803.00
Sales Tax Refund	\$25,000.00
Beer & Wine	\$11,700.00
Powell Bill Street Grant	\$71,911.00
ABC Board Local	\$12,490.00
Interest Income	\$1,500.00
Fees Collected – Planning Dept.	\$100,000.00
Fees Collected – Administration Dept.	\$4,500.00
Fees Collected – Police Dept.	\$1,625.00
Fees Collected – Ordinance Violations	\$950.00
Fund Balance (Powell Bill)	\$0.00
TOTAL	\$2,021,690.00

B. EXPENDITURES AUTHORIZED BY DEPARTMENT:

Governing Body	\$136,353.00
Administration	\$391,148.00
Police	\$1,043,738.00
Public Works	\$235,781.00
Planning & Zoning	\$192,599.00
Events	\$22,071.00
Transfers to Other Funds	\$0.00
TOTAL	\$2,021,690.00

SECTION II. WATER AND SEWER FUND

A. REVENUES ANTICIPATED:

Sewer Charges	\$7,500.00
Late Fees	\$500.00
Johnston County Public Utilities	\$168,000.00
Transfer In – General Fund	\$0.00
TOTAL	\$176,000.00

B. EXPENDITURES AUTHORIZED:

Professional Services	\$38,654.00
Dept. / Office Supplies	\$1,000.00
Postage	\$250.00
USDA Sewer Loan “A” – Principal	\$37,000.00
USDA Sewer Loan “A” – Interest	\$83,168.00
USDA Sewer Loan “B” – Principal	\$6,000.00
USDA Sewer Loan “B” – Interest	\$9,928.00
TOTAL	\$176,000.00

SECTION III. AMERICAN RESCUE PLAN ACT (ARPA) FUNDS

A. REVENUES ANTICIPATED:

NC Office of State Controller	\$439,166.00
Interest Earned	\$600.00
Appropriated Fund Balance	\$439,221.00
TOTAL	\$878,987.00

B. EXPENDITURES AUTHORIZED:

Capital Outlay Expenses	\$878,987
TOTAL	\$878,987.00

SECTION IV. STATE CAPITOL AND INFRASTRUCTURE FUNDS (SCIF)

A. REVENUES ANTICIPATED:

NC Office of State Controller	\$0.00
Interest Earned	\$6,000.00
Appropriated Fund Balance	\$2,000,562.00
TOTAL	\$2,006,562.00

B. EXPENDITURES AUTHORIZED:

Capital Outlay Expenses	\$2,006,562.00
TOTAL	\$2,006,562.00

SECTION V. LEVY OF TAXES

There is hereby levied for Fiscal Year 2022-2023 an ad valorem tax rate of \$0.42 per one hundred dollars (\$100.00) valuation of taxable property as listed for taxes as of July 1, 2022 for the purpose of raising the revenue from current taxes as set forth in the foregoing estimate of revenues, and in order to finance the foregoing applicable appropriations.

SECTION VI. SPECIAL AUTHORIZATION – BUDGET OFFICER

- A. The Financial Officer is authorized to transfer funds between line items for expenditures within departmental budgets.
- B. Proposed changes from one departmental budget to another departmental budget must be approved by the Town Council of the Town of Wilson's Mills.

SECTION VII. UTILIZATION OF FINANCIAL OFFICER / MAYOR

This Ordinance shall be the bases of the Financial Plan for the Town of Wilson's Mills municipal government during the 2022-2023 Fiscal Year. The Financial Officer shall administer the Budget and he/she shall ensure that operating officials are provided guidance and sufficient detail to implement their appropriate portion of the budget.

The Administrative Department shall establish and maintain all records which are in accordance with this Budget Ordinance and the appropriate Statutes of North Carolina.

Copies of the Ordinance and any relevant fee schedule shall be maintained in the office of the Town Clerk of the Town of Wilson's Mills and shall be made available for public inspection.

1st OPEN FORUM

Mayor Byrd opened the 1st Public Forum at 6:42pm.

Phillip Wright of 725 Powhatan Road expressed concerns about the lawnmower bids presented to Council at the May 16th meeting. He said that the prices were not shared with the public and it seemed that the decision was made before the meeting took place. Mr. Wright also expressed concerns about land not being acquired for town hall yet and a maintenance building still not being built for the various equipment.

Mayor Byrd said moving forward she will be sure to voice all bid amounts and stated that the lowest bid was awarded at the May 16th meeting. She said the work being done to acquire land for the new town hall falls under the Closed Session General Statutes but as soon as it can be shared with the public, Council will do so.

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

**Southeast Area Study
Update**

Brandon Watson of Capital Area Metropolitan Planning Organization (CAMPO) presented Council with a new Southeast Area Study that is currently being conducted. He said that this is an update to the 2017 Southeast Area Study and looks at land use and multimodal transportation needs in the study area. He said that in this study the study area has been expanded and now stretches from Garner to Pine Level. Mr. Watson presented further information to Council and asked if there were any questions. Councilmember Tim Brown asked how much has been done since the study in 2017. Mr. Watson said that he is unsure of the percentage completed but CAMPO is making long-term recommendations to NCDOT. Mayor Byrd asked that Mr. Watson give them any additional information as it becomes available.

REGULAR BUSINESS

MAYOR FLETA BYRD:

Mayor Byrd stated that she does not have a report at this time.

**TOWN
ADMINISTRATOR'S
REPORT – Leighanna
Worley:**

Town Administrator Worley said that the new welcome sign near Country Valley Place will be completed in the next few weeks. She said that she and Development Compliance Officer Wendy Oldham have been participating in the Rural Community Capacity Building Grant (RC2) program. She said the sessions will continue through October and it has been very informative so far. Ms. Worley said that the Citizen Academy that Council approved will take place in October and then another academy in the spring. She said this will start out as a 6-week program with weekly sessions and in the spring, it might be 8 weeks. Ms. Worley said that the draft Strategic Plan from TJCOC has been received and will be presented in July along with a timeline. She said that the staff retreat for the Strategic plan will be on July 22nd.

Councilmember David McGowan asked how often the Citizen Academy will meet and Ms. Worley said once a week for 6 weeks with 1–2-hour sessions depending on the topic discussed. She said announcements will be posted on Facebook, the town website, and at town hall.

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

Finance Officer Sherry Hudson referenced the financials for the month ending May 2022 in Council's packets and there were no questions.

**Review of Financial
Statements – May 2022:**

Councilmember David McGowan asked about overages in the travel line items. Ms. Hudson said that due to recent hotel stays for various conferences there have been overages in the travel lines for governing board and administration. Councilmember McGowan also asked about the part-time pay percentage being over as well as the police department supply line. Chief Williams confirmed that the part-time pay percentage will go down once 2 new full-time officers are hired in the new fiscal year. Ms. Hudson said the overages in the supplies line is due to the tasers and body cams that were approved by Council in recent months. Town Administrator Worley said at the RC2 program reimburses various expenses, but the revenue has not yet been received.

**Ordinance to Amend the
Budget for Fiscal Year
2021-2022 #2**

Ms. Hudson referenced the ordinance in Council's packets and said that this is the last budget amendment for this fiscal year.

A motion was made by Councilmember David McGowan and seconded by Councilmember Randy Jernigan to adopt the following Ordinance #2 to Amend the Budget for Fiscal Year 2021-2022. Motion carried unanimously.

**AN ORDINANCE TO AMEND
AND APPROPRIATE FUNDS
FOR THE FISCAL YEAR BEGINNING JULY 1, 2021
AND ENDING JUNE 30, 2022**

TOWN OF WILSON'S MILLS
FY 21-22 BUDGET AMENDMENT #2

BE IT ORDAINED by the Town Council of the Town of Wilson's Mills, County of Johnston, State of North Carolina, and meeting in Regular Session this 20th day of June 2022 the Town Budget adopted on June 15, 2021, for FY 2021-2022 is hereby amended and adopted.

Section I. That the following **Revenues** items in the General Fund Budget be **INCREASED** and **DECREASED** by the following amounts:

GENERAL FUND	REVENUES	DECREASE	INCREASE
<u>Account No.</u>	<u>Line Item</u>	<u>Amount</u>	<u>Amount</u>
10-3231-310	Sales & Use Tax	\$40,000.00	
10-3431-430	Court Facility Fee		\$300.00
10-3431-431	Ticket & Violation Fees	\$500.00	
10-3840-800	Misc. Collections/Pet Fees		\$1,700.00
		\$40,500.00	\$2,000.00

Section II. That the following Expenditure items in the General Fund Budget be **INCREASED** and **DECREASED** by the following amounts:

<u>Account No.</u>	<u>Line Item</u>	INCREASE	DECREASE
	Governing Board	<u>Amount</u>	<u>Amount</u>
10-4110-191	Audit Fees	\$500.00	
10-4110-192	Legal Fees	\$10,000.00	
10-4110-193	Professional Fees	\$4,000.00	
10-4110-299	Misc./Dept Supplies	\$2,500.00	
10-4110-311	Travel Expense	\$601.00	
10-4110-359	Tax Collections Fees	\$250.00	
10-4110-395	Education & Seminars	\$350.00	
10-4110-495	Ordinance Codification	\$100.00	
10-4110-552	Capital Outlay Projects		\$286,866.00
	Administration		
10-4120-311	Travel	\$5,500.00	

10-4120-351	Maint. Bldg & Grounds	\$1,000.00	
10-4120-370	Advertising	\$400.00	
10-4120-395	Employee Training	\$1,200.00	
10-4120-398	Drug Testing		\$100.00
	Police		
10-4310-126	Salaries - Part Time	\$16,000.00	
10-4310-184	LEO 401k	\$10,000.00	
10-4310-185	Unemployment Tax		\$800.00
10-4310-213	Vest Expenses	\$1,035.00	
10-4310-251	Gas & Oil	\$11,100.00	
10-4310-252	Tires	\$1,000.00	
10-4310-260	Dept/Office/Misc. Supplies	\$10,000.00	
10-4310-265	Ammunition & Guns	\$1,001.00	
10-4310-321	Telephone/Fax/Internet	\$825.00	
10-4310-353	Maint. Vehicles	\$1,000.00	
10-4310-751	Vehicle - Principal	\$54,307.00	
	Public Works		
10-4410-212	Uniforms	\$100.00	
10-4410-251	Gas & Oil	\$1,500.00	
10-4410-553	Capital Outlay - Equipment	\$8,000.00	
	Planning & Zoning		
10-4910-260	Dept/Office/Misc. Supplies	\$600.00	
10-4910-395	Employee Training	\$935.00	
	Park & Events		
10-6120-693	Festivals / Events	\$2,500.00	
10-6120-710	WM Comm. Park - Principal	\$96,962.00	
10-6120-992	WM Comm. Park	\$6,000.00	
		\$249,266.00	\$287,766.00

Section III. That the following Expenditure items in the Sewer Fund Budget be **INCREASED** and **DECREASED** by the following amounts:

SEWER FUND		INCREASE	DECREASE
<u>Account No.</u>	<u>Line Item</u>	<u>Amount</u>	<u>Amount</u>
30-7140-299	Dept/Office/Misc. Supplies		\$1,000.00
30-7140-711	Principal-USDA Bond "A"	\$1,000.00	
		\$1,000.00	\$1,000.00

<u>Revenues</u>	
Decrease	+\$40,500
Increase	-\$2,000
<u>Expenditures</u>	
Decrease	-\$287,766
Increase	+\$249,266
Equals	0.00 BALANCED

**PLANNING AND
ZONING REPORT –
Wendy Oldham**

Development Compliance Officer Wendy Oldham referenced the Planning Department report in Council's packets and asked if there were any questions.

Councilmember Brown asked what percentage of the subdivisions in the report are in town limits opposed to ETJ. Mrs. Oldham said that all subdivisions except Johnston Farms phase 4 are in the town limits but they will request annexation before they submit plans.

Mayor Byrd asked if the Code Enforcement Officer handles junk vehicles in town. Mrs. Oldham said that the Planning Department will start dealing with junk vehicles in the fall after she talks to Chief Williams and Attorney Du Sablon.

**Recommendation to
Johnston County Board of
Commissioners to Re-
appoint ETJ Member
Anthony Jay Mouser**

Mrs. Oldham referenced the Planning Board application in Council's packets and said that Mr. Mouser filled a vacant position in the middle of a term and his position is now up for re-appointment.

A motion was made by Councilmember Tim Brown and seconded by Councilmember Randy Jernigan to recommend Anthony Jay Mouser to the Johnston County Board of Commissioners for reappointment as an ETJ member of the Planning Board. Motion carried unanimously.

**EVENTS REPORT –
Emily Matthews**

Events Coordinator Emily Matthews said that the Farmers Market is still taking place every first and third Saturday. Ms. Matthews said that the next market will be on July 2nd.

**POLICE
DEPARTMENT
REPORT – Chief
Williams**

Sergeant Matthew Peedin referenced the Police Department report in Council's packets and there were no questions.

**PUBLIC WORKS
REPORT – Patrick Moore**

Public Works Supervisor Patrick Moore referenced his report in Council's packets.

Councilmember David McGowan asked how close Mr. Moore is to obtaining his pesticide license. Mr. Moore said that he already has a pesticide license, but he is required to take continuing education classes in order to remain licensed.

**COUNCILMEMBER
COMMENTS:**

Mayor Byrd asked if there were any Councilmember comments.

Councilmember David McGowan said there are dead zones in Wilson's Mills and is concerned that these zones will not be able to contact EMS in the event of an emergency. He said that he would like a letter at next month's meeting to send to the County about his concerns.

2nd OPEN FORUM

Mayor Byrd opened the 2nd Public Forum at 7:40pm.

With no one wishing to speak, Mayor Byrd closed the 2nd Open Forum at 7:41pm.

ADJOURN:

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

The meeting adjourned at 7:41pm.




FLETA BYRD, Mayor


EMILY MATTHEWS
Deputy Clerk