TOWN OF WILSON'S MILLS
REGULAR TOWN COUNCIL MEETING
March 21, 2022

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

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

PLEDGE

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

INVOCATION: Mayor Fleta Byrd gave the invocation.

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

Mayor Byrd added agenda item 6b(xx) "Discussion of Loan Payoffs" to the agenda as well as agenda item 8b " Closed Session pursuant to N.C.G.S. 143-318.11(a)(5) "…acquisition of real property on Swift Creek Road…"

A motion was made by Councilmember David McGowan and seconded by Councilmember Randy Jernigan 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 February 21, 2022.

Regular Town Council Meeting- February 21, 2022: Mayor Byrd noted a typo on page 4 of the minutes.

A motion was made by Mayor Pro-tem JC Triplett and seconded by Councilmember David McGowan to approve the Regular Town Council Meeting Minutes for February 21, 2022, as amended. Motion carried unanimously

Closed Session – December 20, 2021: Mayor Byrd said that the approval of the Closed Session Minutes for December 20, 2021 will be moved to next month's meeting.

ARRIVAL OF COUNCILMEMBER Councilmember Tim Brown arrived at 6:34pm.

1st OPEN FORUM Mayor Byrd opened the 1st Public Forum at 6:35pm.

Joan Harris of 119 Sam Lane asked about getting parts of Sam Lane fixed. Councilmember Randy Jernigan said he has contacted the owner of the property but has not heard back from them yet. He said that Sam Lane is not a town owned street and so approval from the owner is needed to do any work on the road.

Ruth Harper of 123 Sam Lane also expressed concerns about Sam Lane needing to be paved.

With no one wishing to speak, Mayor Byrd closed the 1st Open Forum at 6:39pm.

REGULAR BUSINESS

MAYOR FLETA BYRD: Mayor Byrd read a thank you card on behalf of Councilmember Dobbin's family in regard to the recent passing of her sister.

TOWN ADMINISTRATOR'S Town Administrator Worley said there are several annexation petitions to present to Council. She said that the petitions and the maps are in Council's packets. She also said

REPORT – Leighanna Worley:

that each Resolution Directing the Clerk to Investigate Petition of Annexation, Certificate of Sufficiency, and Resolution to Call the Public Hearing will need to be voted on separately.

Presentation of Petition for Annexation – The Little Property

Mayor Byrd referenced the petition for Annexation for Parcel ID 05I06199D.

Resolution Directing the Clerk to Investigate Petition of Annexation

A motion was made by Councilmember Randy Jernigan and seconded by Councilmember David McGowan to approve the Resolution Directing the Clerk to Investigate the Petition of Annexation. Motion carried unanimously.

Certificate of Sufficiency

Town Administrator / Town Clerk Leighanna Worley presented Council with the Certificate of Sufficiency for the petition for annexation.

Resolution Fixing Date of Public Hearing on Annexation – Little Property – Parcel 05I06199D

A motion was made by Councilmember Tim Brown and seconded by Mayor Pro-tem JC Triplett to approve the Resolution Fixing the Date of the Public Hearing on Annexation for The Little property, Parcel ID No. 05I06199D for April 18, 2022 at 6:30pm, in the Wilson's Mills Elementary School Cafeteria. Motion carried unanimously.

Presentation of Petition for Annexation – Wayne Norwood Strickland Property

Mayor Byrd referenced the petition for Annexation for Parcel ID 17J07008.

Resolution Directing the Clerk to Investigate Petition of Annexation

A motion was made by Councilmember Carolyn Dobbin and seconded by Councilmember Tim Brown to approve the Resolution Directing the Clerk to Investigate the Petition of Annexation. Motion carried unanimously.

Certificate of Sufficiency

Town Administrator / Town Clerk Leighanna Worley presented Council with the Certificate of Sufficiency for the petition for annexation.

Resolution Fixing Date of Public Hearing on Annexation – Wayne Norwood Strickland Property – Parcel 17J07008

A motion was made by Councilmember Carolyn Dobbin and seconded by Councilmember Randy Jernigan to approve the Resolution Fixing the Date of the Public Hearing on Annexation for the property owned by Wayne Norwood Strickland, Parcel ID No. 17J07008 for April 18, 2022 at 6:30pm, in the Wilson's Mills Elementary School Cafeteria. Motion carried unanimously.

Presentation of Petition for Annexation – Capital Properties of Raleigh

Mayor Byrd referenced the petition for Annexation for Parcel ID 17J07013.

Resolution Directing the Clerk to Investigate Petition of Annexation

A motion was made by Councilmember David McGowan and seconded by Councilmember Randy Jernigan to approve the Resolution Directing the Clerk to Investigate the Petition of Annexation. Motion carried unanimously.

Certificate of Sufficiency

Town Administrator / Town Clerk Leighanna Worley presented Council with the Certificate of Sufficiency for the petition for annexation.

Resolution Fixing Date of Public Hearing on Annexation – Capital Properties of Raleigh – Parcel 17J07013

A motion was made by Councilmember Randy Jernigan and seconded by Councilmember Carolyn Dobbin to approve the Resolution Fixing the Date of the Public Hearing on Annexation for the property owned by Capital Properties of Raleigh LLC, Parcel ID No. 17J07013 for April 18, 2022 at 6:30pm, in the Wilson's Mills Elementary School Cafeteria. Motion carried unanimously.

Presentation of Petition for Annexation – The Strickland Property

Mayor Byrd referenced the petition for Annexation for Parcel ID 17K07010U.

Resolution Directing the Clerk to Investigate Petition of Annexation

A motion was made by Councilmember Randy Jernigan and seconded by Councilmember David McGowan to approve the Resolution Directing the Clerk to Investigate the Petition of Annexation. Motion carried unanimously.

Certificate of Sufficiency

Town Administrator / Town Clerk Leighanna Worley presented Council with the Certificate of Sufficiency for the petition for annexation.

Resolution Fixing Date of Public Hearing on Annexation – The Strickland Property – Parcel 17K07010U

A motion was made by Mayor Pro-tem JC Triplett and seconded by Councilmember Carolyn Dobbin to approve the Resolution Fixing the Date of the Public Hearing on Annexation for the Strickland Property, Parcel ID No. 17K07010U for April 18, 2022 at 6:30pm, in the Wilson's Mills Elementary School Cafeteria. Motion carried unanimously.

Resolution to Adopt Records Retention Schedule

Town Administrator Worley explained the Records Retention Schedule and said there were recent changes in 2021 that need to be adopted by Council.

A motion was made by Councilmember David McGowan and seconded by Mayor Pro-tem JC Triplett to approve the Resolution to Adopt the Records Retention Schedule. Motion carried unanimously.

Resolution to Adopt Program Records Retention Schedule

Town Administrator Worley explained that in addition to the new Records Retention schedule a Program Records Retention Schedule has also been released and needs to be adopted. She said that this schedule is focused more on records retention in specific departments.

A motion was made by Councilmember David McGowan and seconded by Councilmember Tim Brown to approve the Resolution to Adopt the Program Records Retention Schedule. Motion carried unanimously.

Crescent Mills Reimbursement Agreement

Attorney Du Sablon said that in order to accommodate future growth in town the town has looked at increasing infrastructure in Crescent Mills subdivision. He said that the agreement allows Crescent Mills to construct beyond their minimum requirements and will be oversized to accommodate future growth. There are 854 lots in the subdivision and the Town's total currently is $495,000. He said that the developers of the subdivision will be responsible for putting out bids for the work and the town would reimburse the cost in 4 installments. He said that for every 214 houses constructed ¼ of the cost will be reimbursed to the developers.

Councilmember McGowan asked where the money for reimbursement would come from. Town Administrator Worley said that the funds would come from the revenue from the sewer reimbursement for Crescent Mills as well as taxes.

Councilmember Jernigan said that he feels that this will benefit Crescent Mills residents as well as other residents in the area.

A motion was made by Councilmember David McGowan and seconded by Councilmember Randy Jernigan to approve the Draft Reimbursement Agreement with Crescent Mills and Exhibit A attachments, with approval for the Town Administrator to sign following completion of all technical updates, with a Town cost of no more than $495,000. Motion carried unanimously.

Loan Payoffs

Town Administrator Worley said that at their last budget session Council discussed paying off the loans the town currently has for several police vehicles as well as a loan for the Community Park. She said that the total for the vehicles is $54,456 and the total for the Community Park is $99,548. Ms. Worley said that if these are paid off the only outstanding loan the town will have will be the sewer USDA loan.

A motion was made by Councilmember David McGowan and seconded by Councilmember Carolyn Dobbin to pay off the loan for the police vehicles totaling $54,456. Motion carried unanimously.

A motion was made by Councilmember David McGowan and seconded by Mayor Pro-tem JC Triplett to pay off the loan for the police vehicles totaling $99,548. Motion carried unanimously.

FINANCE OFFICER'S REPORT – Sherry Hudson:

Mayor Byrd referenced the report on the financials for the month ending February 2022 in Council's packets and there were no questions.

Review of Financial Statements – February 2022:

Ordinance to Amend the Budget for Fiscal Year 2021-2022 #1

Finance Officer Sherry Hudson said that in the original ordinance in Council's packets there was a typo. She referenced the most recent copy of the ordinance that was given to Council before the meeting and said that it reflects the correct figures. Ms. Hudson welcomed any questions from Council.

A motion was made by Councilmember Randy Jernigan and seconded by Councilmember David McGowan to adopt the following Ordinance to Amend the Budget for Fiscal Year 2021-2022 #1. Motion carried unanimously.

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

TOWN OF WILSON'S MILLS
FY 21-22 BUDGET AMENDMENT #1

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 21ST day of March 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
Account No.	Line Item	Amount
10-3100-120	Vehicle Tax	
10-3198-110	Ad Valorem Prior Levy	$775.00
10-3231-310	Sales & Use Tax	

10-3315-330	Powell Bill Street Aid	
10-3431-430	Courth Facility Fee	
10-3491-410	Planning Fees	$63,634.00
10-3612-411	Festival & Events	$3,500.00
10-3701-001	ARP Act Funding	
10-3701-002	Downtown Revitlztn Grant	
10-3833-840	Community Program Dontions	
10-3839-850	Insurance Proceeds	
		$67,909.00

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

Account No.	Line Item	INCREASE
-	Governing Board	Amount
10-4110-185	Unemployment Tax	$1,396.00
10-4110-191	Audit Fees	$3,028.00
10-4110-193	Professional Fees	
10-4110-339	Municipal Election Cost	
10-4110-359	Tax Collections Fees	$542.00
10-4110-451	Insurance & Bonding	
10-4110-693	Christmas Party	$107.00
	Administration	
10-4120-321	Telephone/Fax/Internet	$920.00
10-4120-335	Utilities / Trash	$100.00
10-4120-351	Maint. Bldg & Grounds	
10-4120-370	Advertising	$2,000.00
10-4120-451	Insurance & Bonding	
10-4120-491	Dues	$250.00
	Police	
10-4310-126	Salaries - Part Time	$15,000.00
10-4310-181	Payroll FICA	$2,000.00
10-4310-183	Group Insurance	$4,700.00
10-4310-184	LEO 401k	$1,025.00
10-4310-213	Vest Expenses	$910.00
10-4310-251	Gas & Oil	$4,300.00
10-4310-252	Tires	$500.00
10-4310-265	Ammunition & Guns	$15,000.00
10-4310-311	Travel	

10-4310-335	Utilities / Trash	$100.00
10-4310-352	Maint. - Equipment	
10-4310-353	Maint. Vehicles	$5,989.00
10-4310-451	Insurance & Bonding	$4,800.00
10-4310-550	Capital Outlay - Equipment	$5,000.00
10-4310-553	Capital Outlay - Vehicles	
	Public Works	
10-4410-121	Salaries	
10-4410-252	Tires	$50.00
10-4410-260	Office/Misc./Dept Supplies	$7,500.00
10-4410-325	Postage	$75.00
10-4410-335	Utilities / Trash	$100.00
10-4410-451	Insurance & Bonding	$125.00
10-4410-491	Dues	$185.00
10-4410-553	Capital Outlay - Vehicles	
10-4410-591	Powell Bill Expenses	$192,042.00
	Planning & Zoning	
10-4910-122	Salaries & Wages PZ Brd	
10-4910-199	Professional Services	$2,000.00
10-4910-321	Telephone/Fax/Internet	$600.00
10-4910-335	Utilities / Trash	$100.00
10-4910-353	Maintenance - Vehicle	$1,365.00
10-4910-395	Employee Training	
	Park & Events	
10-6120-992	WM Comm. Park	$2,500.00
-		-
		$274,309.00

Revenues	
Decrease	+$67,909
Increase	-$248,102
Expenditures	
Decrease	-$94,116
Increase	+$274,309
Equals	0.00 BALANCED

Adopted this 21st Day of March 2022

PLANNING AND ZONING REPORT – Wendy Oldham

Development Compliance Officer Wendy Oldham referenced the Planning Department report in Council's packets and there were no questions.

Councilmember McGowan asked for updates on the Toler property and Mrs. Oldham said that she doesn't have any updates at this time.

Call Public Hearing – Rezone Request – The Little Property

Mrs. Oldham said that the Planning Department received the application for rezone of the property located on highway 70 business. She said that the owners are requesting to change the zoning from residential agricultural to single family residential. She said that at this time the property is located on the County's jurisdiction, but this property is one of the requested annexations for next month.

A motion was made by Councilmember Randy Jernigan and seconded by Councilmember Tim Brown to Call the Public Hearing for the Rezoning of The Little Property, Parcel ID No. 05I06199D for April 18, 2022 at 6:30pm, in the Wilson's Mills Elementary School Cafeteria. Motion carried unanimously.

Call Public Hearing – Rezone Request – The Strickland Property

Mrs. Oldham said that this property is located between Swift Creek Road and Strickland Road, borders Crescent Mills and will also be annexed next month.

A motion was made by Councilmember Randy Jernigan and seconded by Councilmember David McGowan to Call the Public Hearing for the Rezoning of The Strickland Property, Parcel ID No. 17K07010U for April 18, 2022 at 6:30pm, in the Wilson's Mills Elementary School Cafeteria. Motion carried unanimously.

EVENTS REPORT – Emily Matthews

Events Coordinator Emily Matthews said that the Events Committee met earlier this month and will meet again next week. She said the committee has some big plans in the works as well as 2 new members who are working on completing the application for appointment.

POLICE DEPARTMENT REPORT – Chief Williams

Councilmember McGowan asked about Community Service workers starting to pick up trash in town and asked if there are currently any workers available. Chief said that Public Works Supervisor Patrick Moore would have more information on Community Service workers.

Community Camera System:

Chief Williams said that he started research on a community camera system about 6 months ago and referenced the information from Building Automation Services in Council's packets.

Eric Fishman of Building Automation Services explained the camera system to Council and said that if approved we can move forward with Phase 1 of camera installation.

Councilmember McGowan asked about pricing for the cameras as well as the licenses needed for the cameras. Mr. Fishman said that each camera including the license is $692. Mr. Fishman also said that all footage will be backed up into an unlimited cloud as well as have unlimited users. He said that the camera system can be updated over time so that the system is always up to date.

Councilmember Brown asked how the camera system will be paid for and Chief Williams stated that the department has applied for several grants to help with the cost.

A motion was made by Councilmember David McGowan and seconded by Councilmember Carolyn Dobbin to move forward with Phase 1 of the camera installation. Motion carried unanimously.

PUBLIC WORKS REPORT – Patrick Moore

Public Works Supervisor Patrick Moore said that the vacancy in the Public Works Department has been filled and he and the new employee will soon contact Community Service workers to setup a time for them to start.

Councilmember David McGowan asked if there are any updates on the mower that has been in the possession of Musgraves Equipment. Town Attorney Gabe Du Sablon said that he has been in contact with Musgraves and the mower should be returned to the town tomorrow.

COUNCILMEMBER COMMENTS:

Councilmember McGowan announced that "The Wall That Heals" will be in Clayton from March 31st to April 2nd and encouraged others to go see it. He said that this is a replica of the Vietnam Memorial located in Washington, DC.

2nd OPEN FORUM

Mayor Byrd opened the 2nd Public Forum at 7:55pm.

With no one wishing to speak, Mayor Byrd closed the 2nd Open Forum at 7:56pm

MOTION TO GO INTO CLOSED SESSION:

A motion was made by Mayor Pro-tem JC Triplett and seconded by Councilmember David McGowan to go into Closed Session at 7:56pm pursuant to N.C.G.S. 143-318.11(a)(4) "…economic development…" and N.C.G.S. 143-318.11(a)(5) "…acquisition of real property on Swift Creek Road…" Motion carried unanimously.

MOTION TO COME OUT OF CLOSED SESSION:

A motion was made by Councilmember David McGowan and seconded by Councilmember Carolyn Dobbin to come out of closed session at 8:38pm. Motion carried unanimously.

ADJOURN:

A motion was made by Councilmember David McGowan and seconded by Mayor Pro-tem JC Triplett to adjourn. Motion carried unanimously.

The meeting adjourned at 8:38pm.

Fleta A Byrd
FLETA BYRD, Mayor

TOWN OF NORTH CAROLINA ESTABLISHED 1868 WILSON'S MILLS

ATTEST:

Emily Matthews
EMILY MATTHEWS
Deputy Clerk