

TOWN OF WILSON'S MILLS  
REGULAR TOWN COUNCIL MEETING  
January 17, 2024

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

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

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

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

**INVOCATION:** Mayor Fleta Byrd gave the invocation.

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

A motion was made by Councilmember David McGowan and seconded by Councilmember Tim Brown 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 December 18, 2023.

**Regular Town  
Council Meeting-  
December 18, 2023:**

A motion was made by Councilmember David McGowan and seconded by Councilmember Tim Brown to approve the Regular Town Council Meeting Minutes for December 18, 2023, as presented. Motion carried unanimously.

**1<sup>st</sup> OPEN FORUM** Mayor Byrd opened the 1st Public Forum at 6:32pm.

Sean Hanlon of 124 Waber Court asked if he could speak for about 15 minutes rather than 3 minutes and Mayor Byrd said she would stop him if needed.

Sean Hanlon of 124 Waber Court asked for lights at TJ's Auto Repair to be motion censored. He also asked for a full fence all around the property. He said he has spoken with Planning Director Wendy Oldham in the past and was told he needed to contact the town's Attorney. Mr. Hanlon said he is concerned that the town didn't do the research before allowing the business to come into town. He said he doesn't want the business to leave, he just wants them to accommodate his neighbors. Mr. Hanlon expressed other concerns and Mayor Byrd suggested he make a list in writing to bring to the Planning Department. Councilmember McGowan asked Mr. Hanlon if he has spoken with Town Administrator Worley about this concerns. Mr. Hanlon said he was unsure who he should speak with and Councilmember McGowan suggested an appointment with Ms. Worley.

Mr. Hanlon also said we should try to implement field hockey for girls at the Community Park.

With no one else wishing to speak, Mayor Byrd closed the 1st Open Forum at 6:47pm.

**REGULAR BUSINESS**  
**MAYOR FLETA BYRD:**

Mayor Byrd stated she was unable to attend her regular meetings in the last month due to her husband being in the hospital. She said Wilson's Mills hosted the Mayor's meeting for the month of January last week and it went well.

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

**Sewer Tap Fee  
POLICY**

Ms. Worley referenced the Sewer Tap Fee Policy. She said some of the taps in town are not usable in developments due to what the county is requiring of the developer. She said waiving the sewer fee would not be an option for residential owners and those wishing to have the fee waived would have to fill out an application.

A motion was made by Councilmember David McGowan and seconded by Councilmember Tim Brown to approve the Sewer Tap Policy for the Town of Wilson's Mills. Motion carried unanimously.

**Review of Draft  
Work Session  
Schedule for 2024**

Ms. Worley referenced the work session schedule in Council's packets and said the possibility of work sessions were discussed at last month's meeting. She said in a work session there would not be an open forum and no action would be taken, but the meeting would be open to the public. She said Council can use the work sessions between now and June as their budget sessions. She said the suggested dates are the same night as the Planning Board meetings which would be the 4<sup>th</sup> Monday of the month. This will make it easier on staff who have to stay for the Planning Board meetings and the meetings could take place at 4:30pm when all school children have gone home.

Councilmember McGowan said he likes the idea of monthly work sessions.

Ms. Worley said the time can be flexible in order to better accommodate Councilmembers who work during the day.

A motion was made by Councilmember David McGowan and seconded by Councilmember Carolyn Dobbin to approve the Work Session Schedule for the Town of Wilson's Mills which will take place every 4<sup>th</sup> Monday at 4:30pm in the Wilson's Mills Elementary School Cafeteria.

Councilmember Jernigan said he would prefer 5:30pm in order to better accommodate his work schedule.

Councilmember McGowan amended his motion to approve the Work Session Schedule for the Town of Wilson's Mills which will take place every 4<sup>th</sup> Monday at 5:30pm in the Wilson's Mills Elementary School Cafeteria. Motion was seconded by Councilmember Carolyn Dobbin. Motion carried unanimously.

**Chamber Upfit  
Design Build Award**

Ms. Worley said the last round of Requests for Qualifications was sent out on December 8<sup>th</sup> and due back by December 29<sup>th</sup>. She said we received 2 RFQs, one from Stephenson General Contractors and one from 310 Architecture and Interiors. Interviews were conducted for both companies. Shortly after the interview Stephenson General Contractors had to back out due to staffing shortages. They said if they were to take on the project, they wouldn't be able to get started for 6 to 8 months.

Councilmember Brown asked for the cost and Ms. Worley said this was just for qualifications, the cost will be given to Council after a company is decided on.

A motion was made by Councilmember Tim Brown and seconded by Councilmember Randy Jernigan to select 310 Architecture and Interiors as our design build contractor. Motion carried unanimously.

**OTHER**

Ms. Worley reminded the newly re-elected Councilmembers that the ethics training through the UNC School of Government will be offered in May and the registration will open in March. Town Clerk Emily Matthews will reach out to each of the members of Council who need to participate in the ethics course. She said this is required by state statute and the course can be taken virtually at home or at Town Hall in the conference room.

**Postpone Public Hearing – Annexation Parcel ID 17K08028A:**

Ms. Worley said due to the holidays the publication of the public hearing for the annexation of Parcel ID 17K08028A could not be advertised in time and will need to be postponed until the February meeting.

A motion was made by Councilmember Randy Jernigan and seconded by Councilmember Tim Brown to postpone the public hearing for the annexation of parcel ID 17K08028A to February 19, 2024 at 6:30pm in the Wilson’s Mills Elementary School Cafeteria. Motion carried unanimously.

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

Finance Officer Sherry Hudson referenced the finance report for December and asked if there were any questions.

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

Councilmember McGowan asked why the percentages are so high for the maintenance of police vehicles and employee training. Ms. Hudson said the cars in the Police Department are now getting a higher milage and therefore they require a lot of maintenance. She also mentioned there are more vehicles now than there have been in the past. Councilmember McGowan said he hopes the annual vehicle report next month will better anticipate how the town needs to budget for vehicle maintence in the next fiscal year. Ms. Hudson said the employee training line is at a high percentage because both police sergeants were selected to attend a training out of town and so the expenses were more than planned.

Councilmember McGowan also asked about the high percentages of the Public Works building and grounds. Ms. Hudson said there have been numerous trees down due to recent weather and we have had to rent equipment to remove the trees or have a company come out to do the work. Ms. Worley said that a lot of the costs are one time costs that are associated with the move to the new town hall. Ms. Hudson said there was also the expenditure to fix the waterline at the Police Department as well.

**Ordinance to Amend the Budget for the FY 2023-2024- Budget Amendment #1:**

Ms. Hudson referenced the budget amendment in Council’s packets and asked if there were any questions.

A motion was made by Councilmember Tim Brown and seconded by Councilmember Carolyn Dobbins to adopt the following Ordinance to Amend the Budget for the FY 2023-2024 - Budget Amendment #1. Motion carried unanimously.

**AN ORDINANCE TO AMEND  
AN ORDINANCE TO APPROPRIATE FUNDS  
FOR THE FISCAL YEAR BEGINNING JULY 1, 2023  
AND ENDING JUNE 30, 2024**

TOWN OF WILSON’S MILLS  
FY 23-24 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 17<sup>th</sup> day of January 2024 that the Town Budget adopted on May 15, 2023, for FY 2023-2024 is hereby amended and adopted.

Section I. That the following Revenue items in the General Fund Budget be INCREASED by the following amounts:

GENERAL FUND	REVENUES	DECREASE	INCREASE
Account No.	Line Item	Amount	Amount
10-3100-120	Vehicle Tax		\$46,053.00

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

<u>Account No.</u>	<u>Line Item</u>	<u>INCREASE</u>	<u>DECREASE</u>
-	<b>Governing Board</b>	<u>Amount</u>	<u>Amount</u>
10-4110-193	Professional Fees	\$8,000.00	
10-4110-331	Utilities-Electricity	\$4,000.00	
10-4110-335	Utilities / Trash	\$2,000.00	
10-4110-336	IT Services	\$40,140.00	
10-4110-451	Insurance & Bonding	\$5,000.00	
10-4110-491	Dues	\$500.00	
10-4110-690	Donations	\$2,000.00	
10-4110-710	Town Hall - Principal		\$198,194.00
10-4110-720	Town Hall - Interest	\$5,844.00	
	<b>Administration</b>		
10-4120-121	Salaries & Wages	\$3,873.00	
10-4120-181	Retirement	\$1,000.00	
10-4120-183	Group Insurance	\$7,400.00	
10-4120-251	Gas & Oil	\$500.00	
10-4120-321	Telephone	\$500.00	
10-4120-439	Equipment Rent	\$5,100.00	
10-4120-553	Capital Outlay - Vehicles	\$27,920.00	
	<b>Police</b>		
10-4310-126	Salaries - Part Time	\$19,900.00	
10-4310-181	Payroll FICA	\$8,859.00	
10-4310-183	Group Insurance	\$5,350.00	
10-4310-199	Professional Services	\$1,000.00	
10-4310-252	Tires	\$4,500.00	
10-4310-260	Department Supplies	\$5,000.00	
10-4310-311	Travel	\$2,000.00	
10-4310-325	Postage	\$100.00	
10-4310-353	Maint. Vehicles	\$17,000.00	
10-4310-395	Employee Training	\$4,000.00	
10-4310-398	Pre Employment Testing	\$2,000.00	
	<b>Public Works</b>		
10-4410-126	Part Time Salaries	\$7,936.00	
10-4410-182	Retirement	\$1,000.00	
10-4410-183	Group Insurance	\$3,700.00	

10-4410-260	Department Supplies	\$8,000.00	
10-4410-321	Telephone	\$500.00	
10-4410-330	Street Lighting	\$3,300.00	
10-4410-351	Maint. - Bldg. & Grounds	\$24,000.00	
10-4410-353	Maint. - Vehicles	\$2,000.00	
10-4410-491	Dues	\$185.00	
	<b>Planning &amp; Zoning</b>		
10-4910-182	Retirement	\$2,700.00	
10-4910-183	Group Insurance	\$5,540.00	
	<b>Park &amp; Events</b>		
10-6120-321	Telephone	\$400.00	
<u>10-6120-693</u>	Festivals / Events	<u>\$1,500.00</u>	
		\$244,247.00	\$198,194.00

Section II. That the following Expenditure items in the Sewer Fund Budget be INCREASED and/or DECREASED by the following amounts:

SEWER FUND	EXPENSES	INCREASE	DECREASE
	<u>Line Item</u>	-	
	<b>Sewer</b>	-	
30-7140-199	Professional Services		\$1,000.00
30-7140-299	Department Supplies	\$1,000.00	
	<b>TOTAL</b>	\$1,000.00	\$1,000.00

PLANNING AND ZONING REPORT – Wendy Oldham

Planning Director Wendy Oldham referenced the Planning Department report and asked if there were any questions. She said the Code Enforcement numbers are lower this month due to the Planning Department losing an employee and the Code Enforcement officer has had to do the work of two roles.

Mrs. Oldham provided updates on The Cottages subdivision.

EXIT OF COUNCILMEMBER

Councilmember Tim Brown left the meeting at 7:19pm.

EVENTS REPORT – Emily Matthews

Events Coordinator Emily Matthews said the 2024 Community Market season will start off with a Food Truck Rodeo in conjunction with the first market. The market will be on the first and third Saturday April through October and there are other events being planned in conjunction with other markets. Councilmember David McGowan asked about the prices to participate. Ms. Matthews said there is no cost for the food trucks at the Food Truck Rodeo, but fees for the vendors and concession trucks for the market are on a 3 tier system this year and the vendor will pay the price that aligns with the tier they choose. She said the application for the Food Truck Rodeo as well as the Community Market are on the town’s website.

ARRIVAL OF COUNCILMEMBER

Councilmember Brown returned to the meeting at 7:21pm.

**Appointment to  
Events Committee:  
Ted Hardy**

Ms. Matthews referenced the Committee Appointment Application in Council’s packets and stated Ted Hardy is involved with the Clayton Rugby Club and he wants to be more involved with the events in town.

A motion was made by Councilmember David McGowan and seconded by Councilmember Randy Jernigan to appoint Ted Hardy to the Wilson’s Mills Events Committee. Motion carried unanimously.

**Appointment to  
Events Committee:  
Peter Nalley**

Ms. Matthews said Mr. Nalley is also involved with the Clayton Rugby Club and wants to be more involved with the events in town.

A motion was made by Councilmember David McGowan and seconded by Councilmember Randy Jernigan to appoint Peter Nalley to the Wilson’s Mills Events Committee. Motion carried unanimously.

**POLICE DEPARTMENT  
REPORT – Chief  
Williams**

Sergeant Peedin referenced the Police Department report and asked if there were any questions.

Councilmember McGowan asked that the chart in Council’s packets be labeled differently in order to make it easier to understand. He said he really enjoys the charts and appreciates Sergeant Barton’s efforts to include them.

**PUBLIC WORKS  
REPORT – Patrick Moore**

Public Works Director Patrick Moore referenced his report and asked if there were any questions.

Councilmember Jernigan spoke about the need for equipment to take care of fallen trees.

Councilmember McGowan asked if Mr. Moore’s pesticide license would help eliminate the need for a pest control company coming in every month. Mr. Moore said his license is an herbicide license, not pesticide.

**COUNCILMEMBER  
COMMENTS:**

Councilmember Brown thanked all town employees for all the hard work they do. Mayor Byrd agreed.

**2<sup>nd</sup> OPEN FORUM**

Mayor Byrd opened the 2nd Public Forum at 7:31pm.

With no one wishing to speak, Mayor Byrd closed the 2nd Open Forum at 7:32pm.

**ADJOURN:**

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

The meeting adjourned at 7:32pm.



  
EMILY MATTHEWS, CMC  
Town Clerk

  
FLETA A. BYRD, Mayor