



**COUNCIL MEETING
JANUARY 17, 2024
6:30 P.M.**

ORDER OF BUSINESS

- 1. PLEDGE TO FLAG**
- 2. INVOCATION**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF MINUTES**
 - a. Regular Town Council Meeting - December 18, 2023
- 5. 1st OPEN FORUM**
- 6. REGULAR BUSINESS:**
 - a. MAYOR FLETA BYRD
 - b. TOWN ADMINISTRATOR'S REPORT - Leighanna Worley
 - i. Sewer Tap Fee **POLICY**
 - ii. Review of Draft Work Session Schedule for 2024
 - iii. Chamber Upfit Design Build Award
 - c. FINANCE OFFICER'S REPORT - Sherry Hudson
 - i. Review of Financial Statements - December 2023
 - ii. **ORDINANCE** to Amend the Budget for FY 23-24
 - d. PLANNING & ZONING REPORT - Wendy Oldham
 - e. EVENTS REPORT - Emily Matthews
 - i. Appointment to Events Committee - Ted Hardy
 - ii. Appointment to Events Committee - Peter Nalley
 - f. POLICE DEPARTMENT REPORT - Chief Williams
 - g. PUBLIC WORKS REPORT - Patrick Moore
 - h. COUNCILMEMBER COMMENTS
- 7. 2nd OPEN FORUM**
- 8. ADJOURNMENT**

TOWN OF WILSON'S MILLS
REGULAR TOWN COUNCIL MEETING
December 18, 2023

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

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

ABSENT: Councilmember Tim Brown

CONVOCATION: 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: Town Administrator Leighanna Worley 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 Carolyn Dobbins to approve the amended 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 November 20, 2023.

Regular Town Council Meeting- November 20, 2023: A motion was made by Councilmember Randy Jernigan and seconded by Councilmember Carolyn Dobbins to approve the Regular Town Council Meeting Minutes for October 16, 2023, as presented. Motion carried unanimously.

PUBLIC Hearing - Planning Director Wendy Oldham referenced the rezone application in Council's packets and stated the rezone is located at the end of Jones Road. The parcels up for rezone are 17K08026 and 17K08026L which is a total of 149.984 acres. Mrs. Oldham reviewed the rezone application and conditions.

ORDINANCE to Amend Zoning – End of Jones Road – Parcel ID 17K08026: Mayor Byrd opened the public hearing at 6:32pm.

Beth Blackmon with the Timmons Group spoke on behalf of the property owner and said the plan is for single family homes and townhomes. Councilmember McGowan asked how the developer feels about the tree buffer requested for the property and Mrs. Blackmon said the developer has no issues with the requested buffer. Councilmember McGowan asked how many dwellings are planned and Mrs. Blackmon said there are 558 planned dwellings.

Lloyd Barnes of 326 Jones Road said he is attending the meeting in support of the town as a citizen. Mr. Barnes stated he will support the Council but also noted that a lot of work was put into the decision that was made about this rezone.

Mary Rowshanaee of 533 Jones Road said she spoke with her neighbors when she heard the news of the rezone. She said she believes the area in question should be preserved for a park area. She said the natural wildlife habitat of the surrounding area is what attracted her to purchase home in the area and she believes the town should take steps to preserve the vital wildlife habitat. She also presented a petition with 15 signatures. The petition and letter will be attached to these minutes for the record.

Cindy Gammon of 210 Jones Road said she is worried about traffic and how many cars will be at each home. After calculating the average household size of 2.3 people it was estimated there could be 1283 cars in the potentially rezoned area. Planning Director Wendy Oldham said she has a traffic impact analysis for this project.

Patty Hendricksen on behalf of 375 and 355 Jones Road said she worries about the traffic on the road. She said she is not opposed to growth in town but worries about the traffic that will come with this particular rezone.

With no one else wishing to speak, Mayor Byrd closed the public hearing at 7:09pm.

Mayor Pro-tem JC Triplett asked if the developers have agreed to keep the buffer as it is. Mrs. Oldham said yes, according to the Town's UDO they have to have a 30-foot buffer.

Councilmember David McGowan asked how many acres will be left as open space and Mrs. Blackmon stated there will be 59 acres of open space which includes amenity areas and stormwater pond.

Councilmember McGowan asked the developer if anyone in the public has stated they are in favor of the project and the developer said no. On the subject of the open space planned for the project, Councilmember McGowan asked how much of the area is unbuildable and Mrs. Blackmon said she is unsure of the acreage but more than you would think is buildable.

Attorney Du Sablon asked if all conditions have been agreed upon by the owner and developer and Mrs. Oldham said yes.

Councilmember McGowan explained that he did not believe that the rezone was reasonable because he did not believe it would have a positive impact on the surrounding areas and that he was concerned about the rapid extent of growth in that area.

Attorney Du Sablon advised the Board that they should consider the materials included in their packets, and if they decide to vote in favor, they will need to adopt the statement of reasonableness and consistency, and if opposed, they will need to state why it is not reasonable. The Council reviewed the rezone application, map and other materials in their packets. Council reviewed and considered the materials as well as the planning board's recommendations and the relevant portions of the Town's adopted comprehensive land-use plan in regard to the rezone.

After hearing the concerns of the citizens and considering the materials included in the agenda packet, a motion was made by Councilmember David McGowan to deny the adoption of the Ordinance to Amend Zoning for Parcel ID 17K08026 from Agriculture to Mixed Use Conditional Zoning (MU-CZ) on the grounds that it was not reasonable and not in the public interest because it would negatively impact the surrounding areas and due to concerns about explosive residential growth in the area that would be exacerbated by granting the rezone request. The motion was seconded by Councilmember Randy Jernigan. Voting in favor of the motion were Councilmember David McGowan, Councilmember Carolyn Dobbins, and Councilmember Randy Jernigan. Voting in opposition of the motion was Mayor Pro-tem JC Triplett. Motion carried 3 to 1.

**ORDINANCE to
Amend Zoning –
End of Jones Road –
Parcel ID
17K08026L:**

After hearing the concerns of the citizens and considering the materials included in the agenda, a motion was made by Councilmember David McGowan to deny the adoption of the Ordinance to Amend Zoning for Parcel ID 17K08026L from Agriculture to Mixed Use Conditional Zoning (MU-CZ) on the grounds that it was not reasonable and not in the public interest because it would negatively impact the surrounding areas and due to concerns about explosive residential growth in the area that would be exacerbated by granting the rezone request. The motion was seconded by Councilmember Randy Jernigan. Voting in favor of

the motion were Councilmember David McGowan, Councilmember Carolyn Dobbin, and Councilmember Randy Jernigan. Voting in opposition of the motion was Mayor Pro-tem JC Triplett. Motion carried 3 to 1.

1st OPEN FORUM

Mayor Byrd opened the 1st Public Forum at 7:24pm.

With no one wishing to speak, Mayor Byrd closed the 1st Open Forum at 7:25pm.

REGULAR BUSINESS

MAYOR FLETA BYRD:

Mayor Byrd said the Tinsel Tree Lane event on December 1st was a great event. She and Town Administrator Worley attended an economic development meeting at the airport recently as well as she attended the Steering Committee meeting and the monthly mayors meeting.

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

Ms. Worley referenced the petition for annexation and said this is for the newly planned middle and high school.

**Presentation of
Petition for
Annexation –
Johnston County
Public Schools –
Parcel ID
17K08028A**

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

**Resolution Directing
the Clerk to
Investigate Petition
of Annexation:**

**Certificate of
Sufficiency:**

Ms. Worley referenced the Certificate of Sufficiency and asked if there were any questions.

**Resolution Fixing
Date of Public
Hearing on
Annexation:**

A motion was made by Councilmember David McGowan and seconded by Councilmember Randy Jernigan to call the public hearing for January 17, 2024, in the Wilson's Mills Elementary cafeteria at 6:30pm. Motion carried unanimously.

OTHER:

Ms. Worley said she met with PART F representative about areas at the park and it was planned to apply for a Part F grant in spring of 2024. She said in order to apply for the grant a master plan is required, and our current master plan is over 10 years old, so it is not acceptable. She said we will put out RFQs for a new master plan soon.

Ms. Worley brought up the possibility of starting Council work sessions. She said these would be bimonthly and would be open meetings, but no action would be taken. Councilmember McGowan said if Council does start work sessions, he would like a summation of what is discussed in the work session to have ready at the regular council meeting.

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

Finance Officer Sherry Hudson referenced the finance report for November and asked if there were any questions. She said there will be a budget amendment at the January meeting.

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

Councilmember McGowan asked about the high percentage of Public Works building and grounds maintenance expenditures. Ms. Hudson said it is due to the Public Works department having to rent equipment to remove trees on town property as well as the monthly fee to the pest control company.

PLANNING AND ZONING REPORT – Wendy Oldham

Mayor asked if we have received the state funds yet and Town Administrator Worley said we were approved for the funds but have not gotten any news on when we will receive them.

Planning Director Wendy Oldham referenced the Planning Department report and asked if there were any questions.

Councilmember McGowan asked if there have been any major changes since last month's meeting. Mrs. Oldham stated there have not been any major changes. Mayor Byrd asked if the infrastructure is almost finished at Willow's Crossing and Mrs. Oldham said they are still working to complete it. They had to bore under the road for waterlines.

EVENTS REPORT – Emily Matthews

Events Coordinator Emily Matthews said the Tinsel Tree Lane event earlier this month was a success, and the Events Committee is gearing up for another successful year of events in 2024. She handed out events pamphlets to Council and also stated the public can take a copy as well.

POLICE DEPARTMENT REPORT – Chief Williams

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

Councilmember McGowan requested a line graph to show the change in number from month to month.

Councilmember McGowan asked when the annual vehicle report will be ready and Chief Williams said it will be presented to Council in January.

Top Cop Award

Chief Williams presented the Top Cop Award to Officer Erin Sinclair. Chief Williams commended her professionalism and willingness to serve. Officer Sinclair said that she relies on her faith to allow her to be a servant to others and was gracious to receive this award.

PUBLIC WORKS REPORT – Patrick Moore

Public Works Director Patrick Moore referenced his report and there were no questions.

Councilmember McGowan thanked the Public Works department for all their hard work.

Oath of Office – Councilmember Carolyn Dobbin:

The Honorable Addie Rawls administered the oath of Councilmember to Carolyn Dobbin and Ms. Dobbin's daughter held the Bible.

Oath of Office – Councilmember JC Triplett:

Town Clerk Emily Matthews administered the oath of Councilmember to JC Triplett and Mayor Fleta Byrd held the Bible.

NEW BUSINESS

Mayor Fleta Byrd

Council Appointment of Mayor Pro-tem

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

Oath of Office – Newly Elected Mayor Pro-tem

Town Clerk Emily Matthews administered the oath of Mayor Pro-tem to Councilmember JC Triplett and Mayor Fleta Byrd held the Bible.

Councilmember JC Triplett

Mayor Pro-tem JC Triplett thanked his community for helping him through a difficult year.

Councilmember Carolyn Dobbin

Councilmember Dobbin thanked God and her daughters for the love and support they have given her. She also thanked the citizens for their votes and support.

**COUNCILMEMBER
COMMENTS:**

Mayor Fleta Byrd asked if there were any Councilmember comments. Councilmember Randy Jernigan thanked both Mayor Pro-tem Triplett and Councilmember Dobbin for their dedication to Council and the Town of Wilson's Mills.

2nd OPEN FORUM

Mayor Byrd opened the 2nd Public Forum at 8:05pm.

Mehdi Rowshanaee of 533 Jones Road asked if the meeting minutes are online and Mayor Byrd stated they are uploaded to the website after they are approved.

With no one else wishing to speak, Mayor Byrd closed the 2nd Open Forum at 8:06pm.

ADJOURN:

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

The meeting adjourned at 8:06pm.

FLETA A. BYRD, Mayor

ATTEST:

EMILY MATTHEWS, CMC
Town Clerk

Request for Council Action

Agenda Item 6b(i)

TO: MAYOR FLETA BYRD AND TOWN COUNCILMEMBERS
FROM: LEIGHANNA WORLEY, TOWN ADMINISTRATOR
DATE: JANUARY 17, 2024
RE: SEWER TAP FEE POLICY

As previously discussed, there may be certain situations when a property owner's sewer tap becomes unusable. There are very limited situations, but we feel a policy on this matter would clear up any confusion if and when this occurs.

Please find attached for your consideration a draft policy to address this issue.

ATTACHMENTS:

Town of Wilson's Mills Sewer Tap Waiver Policy

ACTION REQUESTED:

Vote to approve, deny, or table the Town of Wilson's Mills Sewer Tap Waiver Policy

Town of Wilson's Mills **Sewer Tap Waiver Policy**

Section 1. Purpose

The purpose of this policy is to provide a mechanism for landowners to apply to the Town for a waiver of sewer tap fees under appropriate circumstances when it is not possible for the landowner to utilize the connection due to the manner in which the property is developed.

Section 2. Applicability

This policy only applies to properties being utilized for Commercial or Industrial Uses or is a Subdivision, as defined by and in accordance with Town of Wilson's Mills' Development Ordinance

Section 3. Standards

In order to be eligible to apply for a sewer tap fee waiver, the applicant must show the following:

- A. The property is currently being used for Commercial or Industrial Uses or is a Subdivision.
- B. A Sewer Connection Fee is being assessed against the property.
- C. Due to the design of the on-site sewer facilities based on Town of County requirements or other reasons outside of the property-owner or developer's control, it is not possible to make use of the sewer tap for connection services.

Section 4. Procedure

Any property-owner seeking a waiver of sewer tap fees pursuant to this policy shall apply for such waiver in writing and shall demonstrate that the property meets foregoing standards. Such application for waiver shall be submitted to the Town of Wilson's Mills Development Compliance Officer with a copy to the Town's engineer. The Town will issue a sewer tap fee waiver in writing only if, after review of the application, it appears to the Town's satisfaction that the property meets the requirements of this policy.

Section 5. No Retroactivity / Loss of Waiver

This policy shall only have prospective effect, and if approved, sewer tap fees shall only be waived from the date of the application and going forward. If at any point the Town learns that the property is no longer eligible for the Sewer Tap Fee waiver, the Town reserves the right, upon 60 days' written notice to the property owner, to reassess the sewer tap fee, and in such event, the fee shall only be assessed from the date of the notice and going forward.

Section 6. Effective Date

This policy shall be effective upon adoption.

Duly adopted this 20th day of November 2023

TOWN OF WILSON'S MILLS

Fleta A. Byrd
Mayor

ATTEST:

Emily A. Matthews, CMC
Municipal Clerk

Request for Council Action

Agenda Item 6b(ii)

TO: MAYOR FLETA BYRD AND TOWN COUNCILMEMBERS
FROM: LEIGHANNA WORLEY, TOWN ADMINISTRATOR
DATE: JANUARY 17, 2024
RE: REVIEW OF DRAFT WORK SESSION SCHEDULE FOR 2024

We discussed at your meeting last month to consider an additional work session meeting each month. These meetings would still be open to the public, however, would not contain any action items, open forums, or formalities. These would be to allow Council time for more in-depth discussions within each department as well as detailed project specifics that tend to take more time at the regular meeting.

During the months of February through May, these work sessions would also double as our Budget Sessions for the upcoming Fiscal Year.

We've chosen the fourth Monday of the month for a few reasons. The Planning Board also meets that evening, and it would allow other staff to only need to work over one night. The fourth Monday also allows enough time for staff to prepare any presentations or reports between the work session and the week that packets go out before the regular meeting if there is an item discussed to be voted on at the regular meeting.

We've chosen 4:30 so that if we feel the need to meet at the school to have more room, this is after the student pickup time. Also, if the Council work session starts at 4:30, we could be done no later than 6-6:30 (almost none of these sessions would last that long), in time for the Planning Board meeting to begin at 7:00pm.

These are suggested dates and times as requested but can be discussed and decided on at your meeting for approval.

ATTACHMENTS:

DRAFT Council Regular & Work Session Meeting Schedule for 2024

ACTION REQUESTED:

Vote to approve, deny, or table the Council Regular & Work Session Meeting Schedule for 2024

Town of Wilson's Mills
COUNCIL WORK SESSION & MEETING SCHEDULE
January thru December 2024

REGULAR MEETING
(Third Monday)

All meetings at 6:30 p.m.

*Wednesday, January 17

Monday, February 19

Monday, March 18

Monday, April 15

Monday, May 20

Monday, June 17

Monday, July 15

Monday, August 19

Monday, September 16

Monday, October 21

Monday, November 18

Monday, December 16

WORK SESSIONS
(Fourth Monday)

All meetings at 4:30 p.m.

Monday, January 22

Monday, February 26

Monday, March 25

Monday, April 22

*Tuesday, May 28

Monday, June 24

Monday, July 22

Monday, August 26

Monday, September 23

Monday, October 28

Monday, November 25

*Monday, December 30

** Denotes change due
to a Holiday*

Request for Council Action

Agenda Item 6b(iii)_____

TO: MAYOR FLETA BYRD AND TOWN COUNCILMEMBERS
FROM: LEIGHANNA WORLEY, TOWN ADMINISTRATOR
DATE: JANUARY 17, 2024
RE: RFQ AWARD FOR CHAMBER UPFIT

The Request for Qualifications on the Council Chamber upfit project went out for a second time on December 8, 2023, and was due in by December 29, 2023. There was included in the RFQ an offer to extend this deadline due to the holidays; however no requests for an extension were received.

Two qualified submissions were received from *Stephenson General Contractors*, and *310 Architecture & Interiors* – both within the December 29th deadline.

Staff reviewed both submissions and held interviews with *Stephenson General Contractors* on January 8th and *310 Architecture & Interiors* on January 10th.

On January 9th I received an email from Durwood Stephenson at *Stephenson General Contractors* notifying me that their firm was backing out of the submission due to staffing shortages and that they would not be able to complete the project in a timely manner.

Attached for your review is the Statement of Qualifications Evaluation Criteria and Scoring for *310 Architecture & Interiors* with staff notes.

The Council may choose to award this to *310 Architecture & Interiors* based on their scoring or discuss whether to put the project out for qualifications again to try to receive more submissions.

ATTACHMENTS:

Statement of Qualification Evaluation Criteria and Scoring for *310 Architecture & Interiors*

ACTION REQUESTED:

Vote to approve, deny, or table the award of the Council Chamber Upfit Project to *310 Architecture & Interiors*

Statement of Qualifications (SOQ) Evaluation Criteria and Scoring (100 Total Points)

Proposed Engineering & Architectural Professionals' Experience and Qualifications - 55 Points

Evaluation points for this criterion will be awarded based on the qualifications, experience and demonstrated availability of the proposed Project Personnel. Responses should have identified each key individual, and their experience with similar projects. Also of importance are individuals' litigation and/or arbitration records and the design/engineering professionals'/firms' reputation, references, and referrals. Submittals should also have included a listing of other firms proposed personnel have worked for along with specific project phases, tasks, and activities they are expected to contribute to this project.

Project Understanding and Approach - 35 Points

This criterion will award points for the Firm's understanding of the goals and objectives for the project and their proposed methodology for meeting those goals and objectives. The firm must have provided a comprehensive narrative statement illustrating their clear and concise understanding of the requirements of the project, potential issues (and proposed solutions) and a preliminary overall project schedule.

The Team should also have clearly addressed their approach to dealing with key tasks, activities and issues required to complete each project phase.

Statement of WHY the Engineering & Architectural Firm should be selected- 5 Points

Points for this criterion will be awarded based on an evaluation of the Firm's statement indicating why they should be selected, which should illustrate specific professional capacities or unique qualifications relating to this project that differentiates the Firm from other qualified submitters.

SOQ (Statement of Qualifications) Quality and Responsiveness – 5 Points

Points for this criterion will be awarded based on the extent to which the RFQ instructions were followed and qualities including accuracy, responsiveness, organization, clarity, and completeness of the submitted Statement of Qualifications. Respondents are encouraged to prepare high-quality documents that make it clear to the selection committee what value their Firm has to offer the Town.

Statement of Qualifications (SOQ) Evaluation Criteria and Scoring

For

310 Architecture + Interiors

<i>Category</i>	<i>Total Points Awarded</i>	<i>Notes</i>
<p>Proposed Engineering & Architectural Professionals' Experience and Qualifications</p> <p>55 Points max.</p>	<p>51</p>	<p>Pros</p> <ul style="list-style-type: none"> • Firm has a lot of experience and projects around the North Carolina area. • Pricing to square footage ratio is fair. <p>Cons</p> <ul style="list-style-type: none"> • Not a lot of town/municipality work experience listed in SOQ • No listed reference contact information
<p>Project Understanding and Approach</p> <p>35 Points max.</p>	<p>35</p>	<p>Pros</p> <ul style="list-style-type: none"> • SOQ has an in-depth proposed work plan with deliverables • Per their prior experience, they would work with our wish for personal touches such as using reclaimed wood from the town in the dais. In-person interview supports this. • Firm responded in-depth to questions during the interview and had many of their own. They cared and notated the needs of the project and gave a detailed timeline. • Firm was knowledgeable of multiple building codes and needs throughout the interview. Impressive knowledge of occupancy and needed ADA compliant facilities for this future public space.
<p>Statement of WHY the Engineering & Architectural Firm should be selected</p> <p>5 Points max.</p>	<p>5</p>	<p>Pros</p> <ul style="list-style-type: none"> • Solid experience, team, and scope of services provided in SOQ. • Tailored experience provided: "preexisting pre-engineered metal buildings" • During the interview, the team differed from other candidate in that they were interested in specifics of the project. • Team was in-depth in their responses and questions regarding this project.
<p>SOQ (Statement of Qualifications) Quality and Responsiveness</p> <p>5 Points max.</p>	<p>5</p>	<p>Pros</p> <ul style="list-style-type: none"> • SOQ was thorough, well thought-out, and organized. • Team was responsive and cordial in all correspondence. • Team went out of their way to submit SOQ on-time during the holidays.

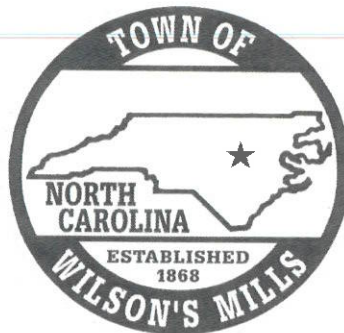
Total score of 96 out of 100 possible points.

**TOWN ADMINISTRATOR /
CLERK / HR DIRECTOR**
Leighanna T. Worley, MMC, NCCMC

**FINANCE OFFICER /
DEPUTY CLERK**
Sherry L. Hudson, CMC, NCCMC

TOWN PLANNER
Wendy Oldham, CZO

CHIEF OF POLICE
A.Z. Williams



MAYOR
Fleta Byrd

MAYOR PRO-TEM
JC Triplett

COUNCILMEMBERS
Randy N. Jernigan
David J. McGowan
Carolyn Dobbin
Tim Brown

TOWN ATTORNEY
Gabriel Du Sablon

Date: December 22, 2023

To: Mayor Fleta Byrd
Mayor Pro Tem J. C. Triplett
Councilmember Carolyn Dobbin
Councilmember David McGowan
Councilmember Randy Jernigan
Councilmember Tim Brown

Re: December 2023 Finance Report

Attached is the December 2023 finance report. The line items should reflect 50%. Overall, the General Fund stands at 39% of revenues and 50% expenditures.

Finally, the Ad Valorem Taxes have started to come in. Hopefully they will continue on a regular basis.

Should you have any questions, please feel free to contact me at 919-938-3885 ext. 270.

Best Regards,

Sherry L. Hudson, CMC, NCCMC
Finance Officer/Deputy Clerk

Budget vs Actual

Town of Wilson's Mills
12/22/2023 10:53:30 AM

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Period Ending 6/30/2024

10 General Fund					
Description	Budget	YTD	Variance	Percent	
Revenues					
10-3100-120 Vehicle Tax	125,000	80,009.71	(44,990.29)	64%	
10-3100-170 Penalties & Int. on Taxes	2,390	819.06	(1,570.94)	34%	
10-3198-110 Ad Valorem Prior Levies	500	574.17	74.17	115%	
10-3199-110 Ad Valorem Current Levy	1,198,188	743,313.24	(454,874.76)	62%	
10-3231-310 Sales & Use Tax MONTHLY	563,181	230,234.84	(332,946.16)	41%	
10-3231-311 State Sales Tax Refund Yearly	25,000	30,875.38	5,875.38	124%	
10-3315-330 Powell Bill Street Aid	75,000	86,733.45	11,733.45	116%	
10-3322-310 Beer & Wine Taxes	14,157	0.00	(14,157.00)		
10-3322-311 ABC Board - Local	15,113	3,516.97	(11,596.03)	23%	
10-3324-310 Electric Power Tax	66,476	38,299.14	(28,176.86)	58%	
10-3324-311 Telecommunications Tax	550	403.31	(146.69)	73%	
10-3324-312 Video Tax	6,510	3,520.61	(2,989.39)	54%	
10-3324-313 Natural Gas Tax	1,977	316.07	(1,660.93)	16%	
10-3431-220 Drug Seizure Revenue	0	0.00	0.00		
10-3431-360 Vest Grant Income	0	0.00	0.00		
10-3431-430 Court Facility Fees	2,569	1,754.55	(814.45)	68%	
10-3431-431 Ticket & Violation Fees	1,000	1,050.00	50.00	105%	
10-3471-410 Open Space Fees	0	0.00	0.00		
10-3491-410 Planning Fees	50,000	29,452.64	(20,547.36)	59%	
10-3491-412 PD Fees	850	275.00	(575.00)	32%	
10-3500-000 KS Bank Loan Proceeds	400,000	100,000.00	(300,000.00)	25%	
10-3612-411 Festival & Event Income	1,000	409.00	(591.00)	41%	
10-3700-000 PART-F Funding	0	0.00	0.00		
10-3701-001 ARP Act Funding	878,330	0.00	(878,330.00)		
10-3701-002 GRANTS	58,000	0.00	(58,000.00)		
10-3831-000 Interest Earned	1,500	491.80	(1,008.20)	33%	
10-3833-840 Comm. Program Donations	500	615.00	115.00	123%	
10-3833-842 Donations to PD	0	0.00	0.00		
10-3839-410 Lot Mowing Fees	0	0.00	0.00		
10-3839-850 Insurance Proceeds	0	9,644.48	9,644.48		
10-3840-800 Misc. Collections/Pet Fees	5,000	4,296.01	(703.99)	86%	
10-3920-000 Installment Purchase Proceeds	0	0.00	0.00		
10-3986-031 Transfer FROM THC Fund	0	0.00	0.00		
10-3991-991 Appropriated Fund Balance	0	0.00	0.00		
10-3991-992 Powell Bill F/B Appropriated	0	0.00	0.00		
10-3991-993 Drug Seizure Appr. Fund Bal.	0	0.00	0.00		
Revenues Totals:	3,492,791	0.00	1,366,604.43	(2,126,186.57)	39%

Departmental Budget vs Actual

Town of Wilson's Mills
12/22/2023 10:53:53 AM

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Period Ending 6/30/2024

Department: 4110 Governing Board

<u>Expenditures</u>					
Description	Budget	YTD	Variance	Percent	
10-4110-121 Salaries & Wages	10,800	5,400.00	5,400.00	50%	
10-4110-181 Payroll FICA	827	413.28	413.72	50%	
10-4110-185 Excess ESC Taxes	2,500	1,406.51	1,093.49	56%	
10-4110-191 Audit Fees	13,000	12,419.00	581.00	96%	
10-4110-192 Legal Fees	24,000	17,294.58	6,705.42	72%	
10-4110-193 Professional Fees	7,000	10,366.70	(3,366.70)	148%	
10-4110-299 Department Supplies	15,000	10,020.62	4,979.38	67%	
10-4110-311 Travel Expense	1,000	0.00	1,000.00		
10-4110-331 Utilities - Electricity	21,000	11,018.36	9,981.64	52%	
10-4110-333 Utilities - LP Gas	5,000	256.52	4,743.48	5%	
10-4110-334 Utilities - Water	5,000	1,484.60	3,515.40	30%	
10-4110-335 Utilities - Trash	5,100	3,254.56	1,845.44	64%	
10-4110-336 IT Services	40,860	33,133.20	7,726.80	81%	
10-4110-339 Municipal Election Cost	2,600	0.00	2,600.00		
10-4110-359 Tax Collections Fees	23,964	56.17	23,907.83	0%	
10-4110-395 Education & Seminars	1,000	65.00	935.00	7%	
10-4110-398 Citizens Academy	0	0.00	0.00		
10-4110-451 Insurance & Bonding	50,000	53,625.26	(3,625.26)	107%	
10-4110-491 Dues	6,000	6,121.34	(121.34)	102%	
10-4110-495 Ordinance Codification	1,100	0.00	1,100.00		
10-4110-498 Contingency	0	0.00	0.00		
10-4110-550 Capital Outlay New TH Up-fit	400,000	74,973.26	325,026.74	19%	
10-4110-552 Capital Outlay Projects	150,000	0.00	150,000.00		
10-4110-690 Donations	0	0.00	0.00		
10-4110-693 Christmas Party	1,800	0.00	1,800.00		
10-4110-710 Town Hall - Principal	513,501	315,306.90	198,194.10	61%	
10-4110-720 Town Hall - Interest	4,870	10,713.70	(5,843.70)	220%	
10-4110-991 Appropriated Fund Balance	0	0.00	0.00		
Total Expenditures for Department	1,305,922	567,329.56	738,592.44	43%	

Departmental Budget vs Actual

Town of Wilson's Mills
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Period Ending 6/30/2024

Department: 4120 Administration

<u>Expenditures</u>				
Description	Budget	YTD	Variance	Percent
10-4120-121 Salaries & Wages	261,121	131,906.82	129,214.18	51%
10-4120-181 Payroll FICA	19,976	10,036.84	9,939.16	50%
10-4120-182 Retirement	31,596	16,116.48	15,479.52	51%
10-4120-183 Group Insurance	34,800	21,090.96	13,709.04	61%
10-4120-185 Unemployment Tax	0	0.00	0.00	
10-4120-193 Software Purchases	0	0.00	0.00	
10-4120-199 Professional Fees	0	0.00	0.00	
10-4120-251 Gas & Oil	0	51.90	(51.90)	
10-4120-260 Department Supplies	3,500	2,663.63	836.37	76%
10-4120-311 Travel	10,000	3,576.22	6,423.78	36%
10-4120-321 Telephone	600	619.38	(19.38)	103%
10-4120-325 Postage	500	262.40	237.60	52%
10-4120-353 Vehicle Maintenance	0	0.00	0.00	
10-4120-359 Contracted Services	0	0.00	0.00	
10-4120-370 Advertising	2,500	1,014.00	1,486.00	41%
10-4120-380 Software Support	0	8,101.79	(8,101.79)	
10-4120-395 Employee Training	9,500	2,497.00	7,003.00	26%
10-4120-398 Drug Testing	0	0.00	0.00	
10-4120-438 Building Rent	0	0.00	0.00	
10-4120-439 Equipment Rent	7,000	4,944.54	2,055.46	71%
10-4120-491 Dues	1,100	1,037.50	62.50	94%
10-4120-553 Capital Outlay - Vehicles	0	27,919.34	(27,919.34)	
Total Expenditures for Department	382,193	231,838.80	150,354.20	61%

Departmental Budget vs Actual

Town of Wilson's Mills
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Period Ending 6/30/2024

Department: 4310 Police

<u>Expenditures</u>					
<u>Description</u>	<u>Budget</u>	<u>YTD</u>	<u>Variance</u>	<u>Percent</u>	
10-4310-121 Salaries & Wages	678,762	341,512.46	337,249.54	50%	
10-4310-126 Salaries - Part Time	55,100	45,325.65	9,774.35	82%	
10-4310-181 Payroll FICA	56,141	29,565.06	26,575.94	53%	
10-4310-182 Retirement	88,511	46,350.75	42,160.25	52%	
10-4310-183 Group Insurance	95,700	54,679.58	41,020.42	57%	
10-4310-184 LEO 401K	33,939	16,206.38	17,732.62	48%	
10-4310-185 Unemployment Tax	0	0.00	0.00		
10-4310-199 Professional Services	1,000	350.00	650.00	35%	
10-4310-212 Uniforms	5,000	2,630.96	2,369.04	53%	
10-4310-213 Vest Expenses	5,000	0.00	5,000.00		
10-4310-251 Gasoline & Oil	84,000	32,430.93	51,569.07	39%	
10-4310-252 Tires	3,500	4,576.22	(1,076.22)	131%	
10-4310-260 Department Supplies	5,000	6,356.01	(1,356.01)	127%	
10-4310-265 Ammunition & Guns	3,000	0.00	3,000.00		
10-4310-311 Travel	2,000	1,156.81	843.19	58%	
10-4310-321 Telephone	10,000	2,421.29	7,578.71	24%	
10-4310-325 Postage	100	140.31	(40.31)	140%	
10-4310-352 Maintenance - Equipment	0	0.00	0.00		
10-4310-353 Maintenance Vehicles	8,000	11,851.71	(3,851.71)	148%	
10-4310-359 Contracted Services	0	0.00	0.00		
10-4310-380 Software Support	0	0.00	0.00		
10-4310-395 Employee Training	1,000	2,401.00	(1,401.00)	240%	
10-4310-398 Pre-Employment Testing	2,000	1,345.00	655.00	67%	
10-4310-491 Dues	300	20.00	280.00	7%	
10-4310-495 GHSP Grant Expenses	0	0.00	0.00		
10-4310-550 Capital Outlay - Equipment	8,000	5,085.00	2,915.00	64%	
10-4310-553 Capital Outlay - Vehicles	100,000	78,946.55	21,053.45	79%	
10-4310-610 Comm. Policing Program	1,000	0.00	1,000.00		
10-4310-751 Vehicle - Principal	0	0.00	0.00		
10-4310-753 Vehicle - Interest	0	0.00	0.00		
<u>Total Expenditures for Department</u>	1,247,053	683,351.67	563,701.33	55%	

Departmental Budget vs Actual

Town of Wilson's Mills
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Period Ending 6/30/2024

Department: 4410 Public Works

<u>Expenditures</u>					
<u>Description</u>	<u>Budget</u>	<u>YTD</u>	<u>Variance</u>	<u>Percent</u>	
10-4410-121 Salaries & Wages	95,431	48,190.10	47,240.90	50%	
10-4410-126 Salaries Part Time	0	6,961.50	(6,961.50)		
10-4410-181 Payroll Fica	7,301	3,644.21	3,656.79	50%	
10-4410-182 Retirement	11,548	6,035.87	5,512.13	52%	
10-4410-183 Group Insurance	17,400	10,545.32	6,854.68	61%	
10-4410-212 Uniforms	750	53.94	696.06	7%	
10-4410-251 Gasoline & Oil	5,500	2,565.48	2,934.52	47%	
10-4410-252 Tires	500	0.00	500.00		
10-4410-260 Department Supplies	12,000	11,043.71	956.29	92%	
10-4410-311 Travel	500	17.46	482.54	3%	
10-4410-321 Telephone	500	340.12	159.88	68%	
10-4410-325 Postage	126	63.00	63.00	50%	
10-4410-330 Street Lighting	5,700	3,025.36	2,674.64	53%	
10-4410-351 Maint. - Bldg. & Grounds	1,000	13,672.42	(12,672.42)	1367%	
10-4410-352 Maint. - Equipment	1,000	295.88	704.12	30%	
10-4410-353 Maint. - Vehicles	1,000	1,264.95	(264.95)	126%	
10-4410-359 Contracted Services	0	0.00	0.00		
10-4410-395 Employee Training	1,000	590.00	410.00	59%	
10-4410-398 Drug Testing/Vaccines	600	0.00	600.00		
10-4410-439 Equipment Rent	1,000	0.00	1,000.00		
10-4410-491 Dues	600	75.00	525.00	13%	
10-4410-550 Capital Outlay - Equipment	33,600	4,725.54	28,874.46	14%	
10-4410-553 Capital Outlay - Vehicles	0	0.00	0.00		
10-4410-591 Powell Bill Expenditures	75,000	5,031.07	69,968.93	7%	
<u>Total Expenditures for Department</u>	<u>272,056</u>	<u>118,140.93</u>	<u>153,915.07</u>	<u>43%</u>	

Departmental Budget vs Actual

Town of Wilson's Mills
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Period Ending 6/30/2024

Department: 4910 Planning & Zoning

<u>Expenditures</u>					
<u>Description</u>	Budget	YTD	Variance	Percent	
10-4910-121 Salaries & Wages	142,978	70,882.87	72,095.13	50%	
10-4910-122 Salaries - Planning Brd.	300	25.00	275.00	8%	
10-4910-181 Payroll FICA	10,938	5,317.79	5,620.21	49%	
10-4910-182 Retirement	17,301	8,893.16	8,407.84	51%	
10-4910-183 Group Insurance	26,100	15,817.98	10,282.02	61%	
10-4910-199 Professional Services	10,000	4,456.25	5,543.75	45%	
10-4910-251 Gasoline	1,000	244.84	755.16	24%	
10-4910-252 Tires	0	0.00	0.00		
10-4910-260 Department Supplies	3,500	1,446.94	2,053.06	41%	
10-4910-265 Repayment Bond Release	0	0.00	0.00		
10-4910-311 Travel	3,000	1,556.40	1,443.60	52%	
10-4910-321 Telephone	1,100	473.61	626.39	43%	
10-4910-325 Postage	750	213.24	536.76	28%	
10-4910-353 Maintenance - Vehicles	1,000	25.00	975.00	3%	
10-4910-359 Contracted Services	6,000	1,901.25	4,098.75	32%	
10-4910-370 Advertising	800	96.00	704.00	12%	
10-4910-395 Employee Training	4,500	2,800.21	1,699.79	62%	
10-4910-398 Drug Testing	0	0.00	0.00		
10-4910-491 Dues	700	175.00	525.00	25%	
10-4910-553 Capital Outlay - Vehicles	0	0.00	0.00		
<u>Total Expenditures for Department</u>	229,967	114,325.54	115,641.46	50%	

Departmental Budget vs Actual

Town of Wilson's Mills
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Period Ending 6/30/2024

Department: 6120 Park & Events

<u>Expenditures</u>					
<u>Description</u>	<u>Budget</u>	<u>YTD</u>	<u>Variance</u>	<u>Percent</u>	
10-6120-321 Telephone	600	352.93	247.07	59%	
10-6120-359 Contracted Services	0	0.00	0.00		
10-6120-693 Festivals / Events	5,000	6,034.52	(1,034.52)	121%	
10-6120-694 Seniors Program	0	0.00	0.00		
10-6120-700 WM Dog Park	0	0.00	0.00		
10-6120-710 WM Comm. Park - Principal	0	0.00	0.00		
10-6120-720 WM Comm. Park - Interest	0	0.00	0.00		
10-6120-992 WM Community Park	50,000	10,544.58	39,455.42	21%	
<u>Total Expenditures for Department</u>	<u>55,600</u>	<u>16,932.03</u>	<u>38,667.97</u>	<u>30%</u>	

Budget vs Actual

Town of Wilson's Mills
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Period Ending 6/30/2024

30 Enterprise Fund

Description	Budget	YTD	Variance	Percent
Revenues				
30-3800-000 Sewer Charges	7,500	4,080.00	(3,420.00)	54%
30-3800-001 Late Fee	500	990.00	490.00	198%
30-3831-497 Interest Earned	0	0.00	0.00	
30-3832-000 NSF Fees	0	0.00	0.00	
30-3840-800 Misc. Collections	0	0.00	0.00	
30-3900-910 USDA Rural Development	0	0.00	0.00	
30-3900-911 JoCo. Public Utilities	174,000	0.00	(174,000.00)	
30-3986-030 Transfer from General Fund	0	0.00	0.00	
30-3991-000 Loan Proceeds	0	0.00	0.00	
30-3991-991 Sewer Fund Balance	0	0.00	0.00	
Revenues Totals:	182,000	0.00	5,070.00	(176,930.00) 3%

Budget vs Actual

Town of Wilson's Mills
12/22/2023 10:55:24 AM

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Period Ending 6/30/2024

30 Enterprise Fund

Description	Budget	YTD	Variance	Percent
Expenses				
30-7140-199 Professional Services	45,872	0.00	45,872.00	
30-7140-200 Tapping Fee Refunds	0	0.00	0.00	
30-7140-299 Dept./Office/Misc. Supplies	0	408.00	(408.00)	
30-7140-325 Postage	400	0.00	400.00	
30-7140-359 Contracted Services	0	0.00	0.00	
30-7140-491 Dues	0	0.00	0.00	
30-7140-590 Purchase of Sewer Tap	0	0.00	0.00	
30-7140-591 Sewer Capital Outlay	0	0.00	0.00	
30-7140-710 Debt Principal Payment	0	0.00	0.00	
30-7140-711 Prin.USDA Sewer BOND "A"	38,000	30,397.00	7,603.00	80%
30-7140-712 Int. USDA Sewer BOND "A"	81,965	0.00	81,965.00	
30-7140-713 Prin.USDA Sewer BOND "B"	6,000	0.00	6,000.00	
30-7140-714 Int.USDA Sewer BOND "B"	9,763	0.00	9,763.00	
30-7140-990 Depreciation Exp.	0	0.00	0.00	
30-7140-991 Fund Balance Appropriated	0	0.00	0.00	
30-9860-000 Transfer	0	0.00	0.00	
30-9860-982 Transfer Out to GF	0	0.00	0.00	
Totals:	182,000	0.00	30,805.00	17%

Budget vs Actual

Town of Wilson's Mills
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Period Ending 6/30/2024

Expenses Totals:	182,000	0.00	30,805.00	151,195.00	17%
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Request for Council Action

Agenda Item(s)6c(ii)

TO: MAYOR FLETA BYRD AND TOWN COUNCILMEMBERS
FROM: SHERRY HUDSON, Finance Officer
DATE: January 17, 2024
RE: Budget Amendment #1

Attached for your consideration is Budget Amendment #1 for the Town of Wilson's Mills.

ATTACHMENTS:

Budget Amendment #1

ACTION REQUESTED:

Approve, deny, or table Budget Amendment #1 for the Town of Wilson's Mills

**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 17th 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
<u>Account No.</u>	<u>Line Item</u>	<u>Amount</u>	<u>Amount</u>
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>
-	Governing Board	<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	
	Administration		
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	

	Police		
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	
	Public Works		
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	
	Planning & Zoning		
10-4910-182	Retirement	\$2,700.00	
10-4910-183	Group Insurance	\$5,540.00	
	Park & Events		
10-6120-321	Telephone	\$400.00	
10-6120-693	Festivals / Events	\$1,500.00	
		\$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>	-	
	Sewer	-	
30-7140-199	Professional Services		\$1,000.00
30-7140-299	Department Supplies	\$1,000.00	
	TOTAL	\$1,000.00	\$1,000.00

\$ 46,053.00
+\$198,194.00
-\$244,247.00
\$ 0.00

Adopted this 17th Day of January 2024

ATTEST:

Fleta A. Byrd Mayor

Emily A. Matthews, CMC, Town Clerk

STAFF REPORT



TO: Mayor Byrd and Town Council Members
 DATE: January 17, 2024
 FROM: Wendy Oldham, Planning Director
 SUBJECT: Planning Report – December 2023

SUBDIVISIONS		
SUBDIVISION	PHASE	STATUS
Millcreek Phase 2 Powhatan Road-Beside Park	Final Inspection Awaiting	Developer working on items from Punch List
Wilson's Walk Cole Road	Construction Plans Phase 1,2 and Amenity	Approved Final Plat Phase 1; new construction starting
Olive Branch West Olive Road	Final Plat Phase 1 and Amenity	Final Plat Approved Phase 1; new construction has begun
Midtown Village Swift Creek Road and Strickland Road-Along 70	Sketch Plan Submitted	Developer submitting all needed permits, local/state for Infrastructure
Cottages at Wilson's Mills Southerland Road/Adjacent to Ives Landing	Final Inspection Awaiting	Work is being done at this time to finish up the punch list
Eason Creek Powhatan Rd-across from Pricket Ln	Final Plat Submitted, Phase 1 only	Split Final Plat into 2 Phases; Phase 1 construction begun
Crescent Mills Both Sides of Strickland Road	Phases 7 & 8 and Main Amenity Area Submitted	Phases 1,2,3 - Approved Phases 4,5,6 – Approved
Willis Crossing Wilson's Mills Road and Main St	Construction Plans	Grading and infrastructure in progress
Southerland Mills Southerland Road Across from Ives Landing/End of Hazel Street	Preliminary Plans	Construction Plans Approved
Johnston Farms Phase 2B Marlin Lane/ Waterview Way	Preliminary Plans	Approved with Conditions
Wilson's Ridge Wilson's Mills Road beside Town Hall and Kids Country Childcare	Construction Plans	Approved- Infrastructure Being Installed
Toler Property Wilson's Mills Road across from Poplar Creek	Preliminary Plans submitted	Comments sent; waiting for revised plans/second submittal
Cobalt Townes Hwy 70 Bus beside East Hampton	Waiting on Preliminary Plans	Early Development Stage
STREET TAKEOVER		
Street Name	Subdivision	Linear Feet
N/A	N/A	N/A
RECOMBINATION/SUBDIVIDES		
ADDRESS	ACTION	STATUS
N/A	N/A	N/A
REZONES		

ADDRESS	ACTION	STATUS
End of Jones Rd & Johnston Farms Drive (151 +/- acres)	AG to MU	Denied by Town Council 12/23
COMMERCIAL/BUSINESSES		
ADDRESS/PROJECT	USE REQUEST	STATUS
1737 Swift Creek Road	Automobile Restoration	Temp CO issued; 1 zoning issue left
SIGN PERMITS		
ADDRESS	BUSINESS/PROJECT	STATUS
1492 Cole Road	Wilson's Walk Monument #1	Approved
1495 Cole Road	Wilson's Walk Monument #2	Approved
NON-RESIDENTIAL ZONING PERMITS		
N/A	N/A	N/A
RESIDENTIAL ZONING PERMITS		
USE	#	
Single Family Home – New Construction	5	
Porch/Deck/Pool/Driveway Extension/Ramp/Additions	2	
Accessory Structure	1	
Fence	2	
Doublewide Mobile Home	0	
Rooftop Solar Panels	2	
TOTAL	12	
FLOODPLAIN DEVELOPMENT PERMITS		
ADDRESS/PROJECT	ACTION	STATUS
N/A	N/A	N/A
ZONING INSPECTIONS/LETTERS		
Completed and Passed- Single Family Homes		7
Completed and Passed-Other		6
Zoning Verification Letters		1
CODE ENFORCEMENT VIOLATIONS		
VIOLATIONS	#	
TOTAL	5	
Undue Growth	1	
Debris/Garbage Clean-Up	4	
Nuisance/Junk/Abandoned Vehicles	0	
Chickens/Roosters	0	
ZONING VIOLATIONS		
VIOLATIONS	#	
TOTAL	9	
Building without Permit	5	
Fence without Permit	2	
Unsafe Structure	0	
Other Zoning Violation	2	
CODE ENFORCEMENT AND ZONING ABATEMENT		
OUTCOMES	#	
Abated	5	

Final Letter Sent	0
Citations/Fines Issued	4
TOWN ABATEMENTS	
Paid Abatements	0

Request for Council Action

Agenda Items 6e(i-ii)

TO: MAYOR FLETA BYRD AND TOWN COUNCILMEMBERS
FROM: EMILY MATTHEWS, EVENTS COORDINATOR
DATE: JANUARY 17, 2024
RE: EVENTS COMMITTEE APPOINTMENTS

Attached for your consideration are Events Committee appointment applications from Ted Hardy and Peter Nalley. Both Ted and Peter are involved with the Clayton Rugby Club and are excited to get involved with town events.

You will need to make a separate motion for each appointment application.

ATTACHMENTS:

Town of Wilson's Mills Committee Appointment Application – Ted Hardy
Town of Wilson's Mills Committee Appointment Application – Peter Nalley

ACTION REQUESTED:

Vote to approve, deny, or table the appointment of Ted and Peter Nalley to the Wilson's Mills Events Committee.

Town of Wilson's Mills

P. O. Box 448
Wilson's Mills, N.C. 27593
919-938-3885 – Office 919-938-1121 - Fax

Application for Committee Appointment

(Please Print When completing the application)

Please indicate below which committee(s) or board(s) you are interested in serving on.

_____ Planning Board

_____ Historic Preservation Committee

___X___ Events Committee

_____ Board of Adjustment

___X___ **Time Appointment**

_____ **Reappointment**

Full Name: Theodore F. Hardy

Address: 233 Sweetbriar Ct. Clayton, NC 27527

Phone Number (Home) _____ (Mobile) 330-618-5474

Employer: Johnston County Occupation: Paramedic

Do you live in the Wilson's Mills Corporate Limits? No How long? _____

Are you a citizen of the United States? Yes How Long? 50 years

Have you ever served on any committees or any of the above listed committees or Boards? If so, please list.
No.

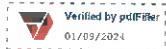
What do you feel are your qualifications for serving on the committee and why do you think you would be an asset to this committee?

I have served on the board of directors for multiple non-profit organizations over the past 25 years. One of my areas of specialization are in event operations and community engagement.

What areas of concern would you like to see the committee address?

I am the President of the Clayton Rugby Club. As we work closely with the Town on the park project, we want to grow our relationship with the community as a whole. I don't have any areas of concern, but I do want to be a part of helping increase the number of events at the park.

Signature Theodore F. Hardy



Date 1/9/2024

Any comments can be written on the back of this page if you need more room to do so.

Appointed to _____ Committee on _____

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(Please Print When completing the application)

Please indicate below which committee(s) or board(s) you are interested in serving on.

_____ Planning Board

_____ Historic Preservation Committee

X Events Committee

_____ Board of Adjustment

X **1st Time Appointment**

_____ **Reappointment**

Full Name: Peter Nalley

Address: 872 Rolling Creek Circle. Clayton, NC 27520

Phone Number (Home) N/A (Mobile) 919-434-3652

Employer: Cisco Systems Occupation: Customer Success Specialist

Do you live in the Wilson's Mills Corporate Limits? No How long? _____

Are you a citizen of the United States? Yes How Long? 32 years

Have you ever served on any committees or any of the above listed committees or Boards? If so, please list.
 No

What do you feel are your qualifications for serving on the committee and why do you think you would be an asset to this committee? I am the current Social Chair for the Clayton Rugby Football Club and our fields are located at the Wilson's Mills Community Park. Myself as well as the clubs president have been invited to join this committee to assist with future events hosted within Wilson's Mills as well at the park.

What areas of concern would you like to see the committee address? I have no concerns but I want to assist in making the Wilson's Mills Community Park and the Johnston County Rugby Park become the best they can become.

Signature Peter Nalley Date 1/9/2024

Any comments can be written on the back of this page if you need more room to do so.

Appointed to _____ Committee on _____

December 2023 Report

Wilson's Mills Police Chief AZ Williams

- The Community Service Program currently has two (2) active participants.
- WMPD officers (& mascot Wilson) participated in the town Christmas tree lighting event on 12/1/23.
- Attended monthly Chief's Luncheon on 12/6/23.
- Met with representative from BAS (cameras) to do walkthrough and assessment on 12/6/23.
- Attended Bike/Pedestrian Plan Steering Committee meeting on 12/6/23.
- Attended NC Sentencing Committee Board meeting on 12/8/23.
- Officer Erin Sinclair was awarded the 2023 "Top Cop" award on 12/18/23.
- WMPD participated in Holiday "Booze it & Lose It" Campaign Weeks 1, 2 and 3.
- WMPD assistance with Hwy 70 construction project continues with no issues.

During this period: Activities - (3,370) Calls for Service – (525)

- Motor Vehicle Accident/Wreck Investigations – 14
- Domestic Dispute - 5
- Disabled Motorists – 12
- Vehicle Stops – 171
- Warnings - 119 Citations - 52
- Arrests – 5 (3-DWI's)
- Alarms – 6
- Animal Complaint calls – 17
- Suspicious Person/Vehicle calls – 14
- Served/Attempted Warrant/Subpoena Service - 17
- Assists of Other Agency type calls (EMS, Fire, LEO) – 54

Daily monitoring and evening checks:

Neighborhoods (2,714)

Businesses (451)

Elementary/School/Daycare (52)

Local Churches (147)

Traffic Enforcement Officer

Domestic Violence Officer

<u>DECEMBER:</u>	<u>TOTAL:</u>		<u>DECEMBER</u>	<u>TOTAL</u>
Traffic Stops	17		Domestic Incidents	11
Vehicle Collisions	3		Follow-ups	37
Traffic Complaints	6		# of Victims Contacted	4
Speed Enforcements	2		# of Arrest Warrants	3
Checking Station	0		Arrests	2
Citations	13		Total Felony Charges	1
Warnings	4		Total Misd. Charges	22
Drugs	0		Search Warrants Executed	1
DWI	0		DV Protective Orders	0
Check in with WMPD	10		Training Hrs.	0
Check in with other	3			
Arrests	0			
GHSP Monthly Pts.	100			

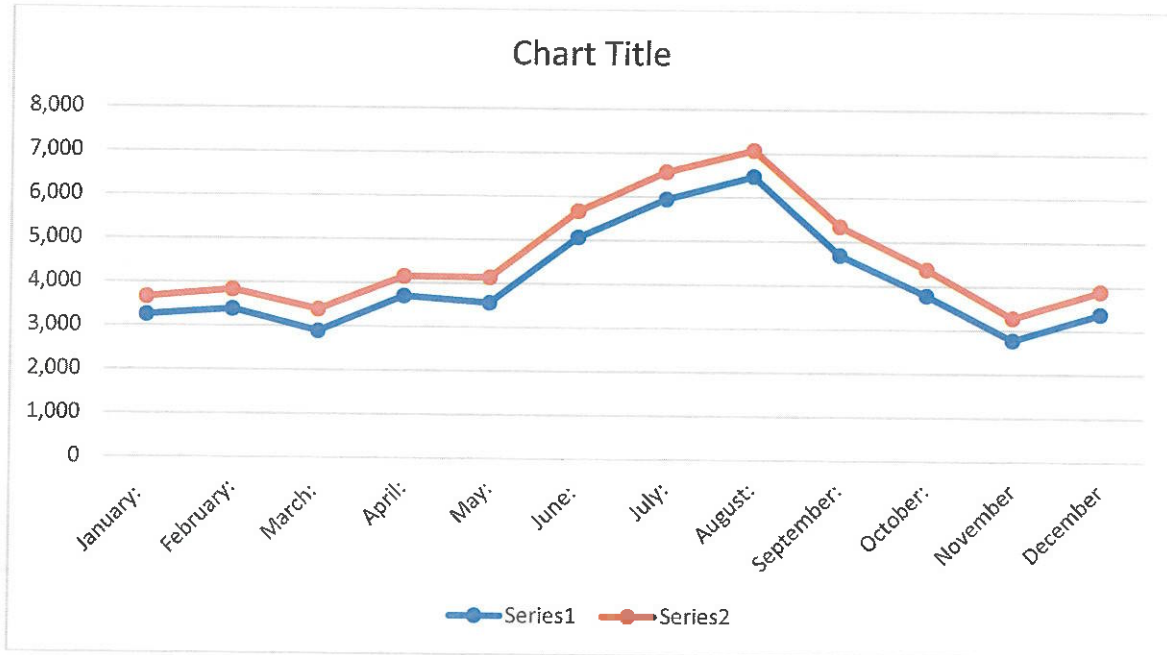
WMPD - Notable Cases

- **DWI/Accident:** WMPD officers observed a gray Hyundai in a ditch with a male subject sitting inside with the engine still running. When officers approached the vehicle, the male subject exited. Officers observed some blood coming from his mouth. When asked if he needed EMS, the driver stated “no.” A strong odor of alcohol could be smelled, and the subject was observed with glassy eyes. A positive result of .11 came back after the driver submitted a breath sample. The driver was also given a Standardized Field Sobriety Test but refused to continue. The subject was then placed under arrest for DWI.
- **Fatal MVA:** On December 11, 2023, at approximately 2:38 p.m., WMPD officers responded to a two-vehicle crash with injuries on U.S. Highway 70 West near Exit 326A. Upon arrival, officers noticed a white work van with heavy damage, consistent with a rollover, and a male victim laying approximately twenty-four feet from his vehicle. The driver, conscious and alert with severe facial injuries, later died at the hospital. The second vehicle, a dump truck was nearby on the left shoulder a short distance from the scene. The dump truck driver was charged with misdemeanor Death by Motor Vehicle after witnesses said the truck cut off the van causing the roll-over.
- **Firearm by Felon:** On December 15, 2023, WMPD officers participated in a multi-agency checking station in Selma. A WMPD officer observed a vehicle turn around just before the checking station on Highway 39. After a short pursuit, the driver was found to be in possession of marijuana and a Glock 20 firearm. The driver is a habitual felon and is thus prohibited from possessing any firearm. The driver was arrested for Possession of Firearm by Felon and the gun was seized.
- **Breaking and Entering / Larceny:** A citizen reported that the window at Wilson's Mills Variety Store appeared to be broken. WMPD verified the store had been burglarized sometime during the evening/early morning hours. Security footage and evidence was collected from the scene. Approximately \$4,930 worth of merchandise was taken from the store. This case is still an active investigation.

December 2023

Activities and Calls for Service monthly comparison.

July:	Activities - (5,944)	Calls for Service – (625)
August:	Activities - (6475)	Calls for Service – (600)
September:	Activities - (4,689)	Calls for Service – (660)
October:	Activities - (3,780)	Calls for Service – (601)
November:	Activities - (2,773)	Calls for Service – (514)
December:	Activities - (3,370)	Calls for Service – (525)



Breakdown by incident type six (6) month comparison

Type of Call	Ma y	jun e	July	Au g	Sep t	Oc t	De c
Motor Vehicle Accident/Wreck investigations	9	12	10	11	15	12	14
Domestic Dispute	16	8	10	3	3	8	5
Disabled Motorists	13	21	10	12	13	17	12
Vehicle Stops	245	234	272	26	280	23	17
Arrests	10	1	12	4	10	5	1
Alarms	10	13	2	8	10	1	6
Animal Complaint calls	17	15	20	9	11	6	17
Suspicious Person/Vehicle calls	8	10	11	8	17	16	14
Served/Attempted Warrant/Subpoena Service	18	7	21	15	17	11	17
Assists of Other Agency type calls (EMS, Fire, LEO)	21	49	57	46	53	43	54
Total	367	370	425	390	429	359	315

**PUBLIC WORKS REPORT
DECEMBER 2023
PATRICK MOORE, PW DIRECTOR**

ANIMAL CONTROL
Responded to animal control call on clearwater dr.
Responded to different animal control call on clearwater dr.
Responded to Vinson Village about dog problem.
Responded to dogs running loose on Family Dr.

POLICE DEPARTMENT	
IN HOUSE	SUBBED OUT
Replaced 3 tires on #17	Car #14 for evap purge valve
Replaced spark plugs in #21 car	Car #16 for alignment
	Car #15 for engine work

TOWN HALL CAMPUS
Unclogged sewer line for 2 back bathrooms on planning hallway.
Oil change on Chevrolet 1500 PW truck.
Replaced stop sign at the Town Hall Campus exit.

AROUND TOWN
Finished replacing signs and poles in Old Mill Village.
Replaced poles and signs in Poplar Creek.
Met with Duke Energy about installing another primary at Community Park.
Met with Wendy and Brian about Mill Creek inspection.
Replaced poles and street signs in Lockwood Forest.
Replaced damaged sign in East Hampton.

ADMINISTRATION
Met with Leighanna and Starr about Part-F.
Met with Ted, Leighanna, and Starr about Part-F.
Took CE classes to retain pesticide license.
Had multiple meetings with Leighanna Worley.
Meetings with Community Engagement Teams.