

**Town of North Wilkesboro
Commissioners Monthly Meeting
June 27, 2019**

A Regular Meeting of the Mayor and Board of Commissioners of the Town of North Wilkesboro was held in the Commissioners Room at Town Hall on Tuesday June 27, 2019.

THERE WERE PRESENT: Angela Day, Commissioner/Mayor Pro-Tem
 Debbie Ferguson, Commissioner
 Junior Goforth, Commissioner
 Bert Hall, Commissioner
 Joe Johnston, Commissioner

ABSENT: Robert L. Johnson, Mayor

ALSO PRESENT: H. Edward (Ed) Evans, Jr. Interim Town Manager
 Debra Pearson, Town Clerk
 Gary Vannoy, Town Attorney

CALL TO ORDER

Mayor Pro-tem Day called the meeting to order at 5:30 p.m. and asked for a moment of silence for the Invocation. The Pledge of Allegiance was led by North Wilkesboro Police Chief Joe Rankin.

ADOPTION OF AGENDA

Motion to approve the agenda was made by Commissioner Johnston and seconded by Commissioner Ferguson. Motion unanimously carries.

CONSENT AGENDA

The consent agenda items are as follows:

- a. Approval of Minutes
 - i. June 4, 2019 Regular Monthly Commissioner's minutes
 - ii. June 5, 2019 Closed Session minutes - approve and seal
 - iii. June 17, 2019 Closed Session minutes - approve and seal
 - iv. June 20, 2019 Agenda Setting Work Session Minutes
 - v. Award bid for the Main Street at 6th Street Proposed Streetscape to MBI Builders, LLC

ADDITIONS OR DELETIONS TO THE AGENDA-One item was added to the Agenda at the request of Interim Town Manager Ed Evans. This item is to discuss the possible adoption of Resolutions regarding town insurance. **This addition was placed as item (b) under *Approve Budget Amendments*.** Mayor Pro-tem Day asked for a motion to approve the consent agenda, motion made by Commissioner Hall, seconded by Commissioner Goforth. There being no further discussion, motion unanimously carries.

SPEAKERS FROM THE FLOOR

Mayor Pro-tem Day opened the floor for public comments at this time. Ten citizens signed up to speak. One citizen attending the meeting presented a petition packet containing numerous names of residents in the community opposing the new homeless shelter on Highway 18 North in the Fairplains Community. The citizens present to speak were Marie and Jim Waddell, Tim and Betty Byrd, Amanda Jolly, Greg Roten, Billie Cowles with Perry Carlton, Steve Jarvis and Roger Absher. Mayor Pro-tem Day asked that they state their name and informed them they each had three minutes in which to speak. All citizens requesting to speak did so in opposition to the proposed new homeless shelter requested to be built in close proximity to their homes and churches in their neighborhood. Wilkes County Contractor and husband of the President of the Catherine H. Barber Homeless Shelter, Mr. Dan Huffman, came before the board at the May 28, 2019 work session meeting to inform the board of his intent to seek a Conditional Use Permit from the North Wilkesboro Board of Adjustment in order to construct a 40 bed facility with full accommodations to replace the current 11 bed facility. The citizens' concerns are due to a larger facility being built, housing more homeless and the close proximity of the shelter to the Pain Clinic that has been in the community for some time. Commissioner Hall advised the group that although the board appreciates and understands their concerns the Commissioners have no influence on and no part in the decision making of the Board of Adjustment. He also thanked the group for coming and voicing their concerns. With there being no more concerns nor comments from the public, Mayor Pro-tem Day declared the floor closed for the Public Speaking Session.

Approve Budget Amendments- Budget Amendments to be approved are:

- a. Budget Amendment #11 General Fund
- Budget Amendment #12 Water Fund
- Budget Amendment #13 Property on River Road North Wilkesboro
- Budget Amendment #14 Transfer of Funds to Close Completed Projects
- Resolution #2019-10 to Charge off Utility Accounts Receivable
- Insolvent List

Motion to approve year end Budget Amendments and charge off Utility Accounts Receivable Resolution was made by Commissioner Hall, seconded by Commissioner Goforth. Motion unanimously carries.

TOWN OF NORTH WILKESBORO
AMENDMENT TO BUDGET ORDINANCE
FISCAL YEAR ENDING 6/30/2019
BUDGET AMENDMENT #11

BE IT ORDAINED by the Governing Board for the Town of North Wilkesboro, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2019:

SECTION 1. To amend the General Fund budget as follows:

	<u>Debit</u>	<u>Credit</u>
10-3990-0000 Appropriated Fund Balance	\$630,000	
10-4100-0500 Fica Expense	\$100	
10-4100-0600 Group Ins Expense		\$11,179
10-4200-0200 Salaries & Wages	\$6,500	
10-4200-0500 Fica Expense	\$6,000	
10-4200-0700 Retirement Expense	\$3,000	
10-4200-0800 State 401 K Expense	\$1,600	
10-4400-0200 Salaries & Wages	\$1,000	
10-4400-0700 Retirement Expense	\$300	
10-4400-4000 Professional Services	\$4,000	
10-4400-4050 Banking Fees	\$2,000	
10-4400-4070 Investment Fees	\$2,000	
10-4700-0200 Salaries & Wages	\$4,000	
10-4700-0500 Fica Expense	\$500	
10-4700-2600 Advertising	\$1,000	
10-4800-0200 Salaries & Wages		\$28,000
10-4800-4000 Professional Services	\$8,000	
10-4800-4500 Contracted Services	\$20,000	
10-4950-0200 Salaries & Wages	\$500	
10-4950-0500 Fica Expenses	\$100	
10-4950-0700 Retirement Expenses	\$100	
10-4950-0800 State 401 K Expenses	\$100	
10-4950-4700 Partnership Downtown Impro.		\$2000
10-4950-6050 Façade Grants	\$2,000	
10-5100-0200 Salaries & Wages		\$50,000
10-5100-3314 Controlled Substance Expense	\$9,359	
10-5100-7400 Capital Outlay – Equipment	\$8,000	
10-5000-7400 Capital Outlay – Equipment		\$6134
10-5000-3400 Safety Supplies and Training	\$6,134	
10-5200-0200 Salaries & Wages	\$500	
10-5200-0210 Salaries OT		\$500
10-5200-7400 Capital Outlay Equipment		\$10,000
10-5300-0200 Salaries & Wages	\$2,000	
10-5300-0210 Salaries OT	\$1,000	
10-5300-0300 Salaries Volunteers		\$10,000
10-5300-3300 Departmental Supplies		\$16,200

10-5300-3350	Departmental Supplies Fundraising	\$16,200	
10-5300-4500	Contracted Services	\$7,000	
10-5300-7400	Capital Outlay	\$3,000	
10-5450-0200	Salaries & Wages	\$1,000	
10-5450-0500	Fica Expense	\$200	
10-5450-0700	Retirement Expense	\$200	
10-5450-0800	401 K Expense	\$200	
10-5450-1500	M&R Equipment		\$600
10-5600-0200	Salaries & Wages	\$1,000	
10-5600-0210	Salaries O/T	\$2,500	
10-5600-0500	Fica	\$200	
10-5600-0700	Retirement Expense	\$400	
10-5600-1300	Utilities		\$4,100
10-5700-0400	Prof. Services	\$100	
10-5700-0500	Fica Expense	\$300	
10-5700-0700	Retirement Expense	\$300	
10-5700-0800	State 401 K Expense	\$100	
10-5700-1700	M&R Autos	\$2,800	
10-5700-1900	Snow & Ice Removal	\$6,500	
10-5700-1800	M&R Streets & Sidewalks	\$4,900	
10-5700-7400	Capital Outlay – Equipment		\$15,000
10-5700-7408	Capital Outlay – Resurfacing		\$485,000
10-5800-0200	Salaries & Wages	\$4,200	
10-5800-0500	Fica Expense	\$320	
10-5800-0700	Retirement Expense	\$400	
10-5800-4500	Contracted Services	\$5,000	
10-6200-0200	Salaries and Wages	\$15,400	
10-6200-0500	Fica Expense	\$200	
10-6200-1500	M&R Buildings and Grounds	\$7,700	
10-6200-1510	M&R Pool		\$7,700
10-6400-0200	Salaries & Wages		\$10,000
10-6400-0400	Prof Services	\$900	
10-6400-0500	Fica Expense	\$500	
10-6400-0900	Unemployment Expense	\$100	
10-6800-0600	Group Ins. Retirees	\$500	
10-6800-9000	Contribution to Other Agencies	\$2,000	
10-6800-0650	Health Equity Expense		\$2,500
10-6900-0130	Transfer to Cap Res. Revolving Loan Bus.		\$100,000
10-6900-0135	Transfer to Cap Res. Revolving Loan Res.		\$45,000
	Total	<u>\$803,913</u>	<u>\$803,913</u>

SECTION 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and the Finance Officer for their direction.

Adopted this 27th day of June, 2019.

Robert Johnson, MAYOR

ATTEST:

Debra W. Pearson, Town Clerk

TOWN OF NORTH WILKESBORO
 AMENDMENT TO BUDGET ORDINANCE
 FISCAL YEAR ENDING 6/30/2019
 BUDGET AMENDMENT #12

BE IT ORDAINED by the Governing Board for the Town of North Wilkesboro, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2019:

SECTION 1. To amend the Water Fund budget as follows:

	<u>Debit</u>	<u>Credit</u>
30-6900-9901 Transfer to Capital Project Fund	\$5,000	
30-7200-0200 Salaries & Wages	\$650	
30-7200-0500 Fica Expense	\$100	
30-7200-0700 Retirement Expense	\$100	
30-7200-4000 Professional Services		\$850
30-7500-0200 Salaries and Wages	\$1,500	
30-7500-0500 Fica Expense	\$150	
30-7500-0700 Retirement Expense	\$150	
30-8100-0200 Salaries & Wages	\$10,000	
30-8100-0210 Salaries O/T	\$400	
30-8100-0500 Fica Expense	\$1,500	
30-8100-0700 Retirement Expense	\$1,500	
30-8100-0800 State 401 K Expense	\$300	
30-8100-3300 Departmental Supplies		\$12,100
30-8100-4500 Contracted Services	\$12,120	
30-8100-7300 Capital Outlay Other Imp.		\$22,500
30-8100-7400 Capital Outlay Equipment	\$22,500	
30-8110-7300 Capital Outlay Other Improvements		\$5,000
30-8150-0200 Salaries & Wages	\$9,000	
30-8150-0500 Fica Expense	\$700	
30-8150-0700 Retirement Expense	\$1,200	
30-8150-0800 State 401 K Expense	\$600	
30-8150-1600 M&R Equipment		\$27,020
30-8160-4500 Contracted Services		\$22,000
30-8160-3300 Departmental Supplies		\$4,500
30-8160-7400 Capital Outlay Equipment	\$26,500	
Total	<u>\$93,970</u>	<u>\$93,970</u>

SECTION 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and the Finance Officer for their direction.

Adopted this 27th day of June, 2019.

 Robert Johnson, MAYOR

ATTEST:

 Debra W. Pearson, Town Clerk

TOWN OF NORTH WILKESBORO
AMENDMENT TO BUDGET ORDINANCE
FISCAL YEAR ENDING 6/30/2019
BUDGET AMENDMENT #13

BE IT ORDAINED by the Governing Board for the Town of North Wilkesboro, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2019:

SECTION 1. To amend the General Fund budget as follows:

	<u>Debit</u>	<u>Credit</u>
10-3833-0500 Relinquished Property from Bank		\$336,500
10-5000-7250 Relinquished Property	\$336,500	

To account for property being returned to the Town of North Wilkesboro, Parcel ID#1405939, River Road.

SECTION 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and the Finance Officer for their direction.

Adopted this 27th day of June, 2019.

Robert Johnson, MAYOR

ATTEST:

Debra W. Pearson, Town Clerk

TOWN OF NORTH WILKESBORO
AMENDMENT TO BUDGET ORDINANCE
FISCAL YEAR ENDING 6/30/2019
BUDGET AMENDMENT #14

BE IT ORDAINED by the Governing Board for the Town of North Wilkesboro, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2019:

SECTION 1. To amend the General Fund and Fund 21 Yadkin Valley Downtown Streetscape Improvements budget as follows:

	<u>Debit</u>	<u>Credit</u>
21-4900-7000 Transfer Out	\$210.88	
21-1010-0500 Equity in Central Depository		\$210.88
70-3970-0021 Transfer from Capital Project Fund 21		\$210.88
70-1010-0500 Equity in Central Depository	\$210.88	

Transfer unspent funds to close Fund 21.

SECTION 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and the Finance Officer for their direction.

Adopted this 27th day of June, 2019.

Robert Johnson, MAYOR

ATTEST:

Debra W. Pearson, Town Clerk

**RESOLUTION TO CHARGE OFF
UTILITY ACCOUNTS RECEIVABLE
RESOLUTION #2019-10**

WHEREAS, it appears to the Board that there are certain Utility Accounts amounting to \$701.56 are Insolvent and the chances for ever collecting these accounts are very limited and that there is being carried on the books a Reserve for Water & Sewer Accounts Receivable and a Reserve for Garbage Disposal Fees Receivable;

NOW THEREFORE, BE IT RESOLVED, that the Finance Officer be hereby ordered and directed to charge off the said amount of uncollected utility accounts receivable to date and that any amount collected on said Utility Accounts taken after June 30, 2019, be credited to the Revenue Account “**Insolvent Utility Accounts**” in the Water and Sewer Fund and “**Insolvent Garbage Disposal Accounts**” in the General Fund.

\$ 601.56	Water & Sewer Accounts
100.00	Garbage Disposal Fees

\$ 701.56 Total Amount – Net Insolvent After Applying Deposits

This the 27th day of June, 2019.

Robert L. Johnson, Mayor

ATTEST:

Debra Pearson, Town Clerk

- b. Resolutions regarding town insurance. Interim Manager Ed Evans reported his findings to the board and stated currently the town is paying \$219,000.00 for property, liability, vehicle, and workers compensation insurance coverage. The current insurance carrier requested to requote and came up with an amount of \$173,000.00. The North Carolina League of Municipalities submitted a quote for \$163,000.00. The NCLM is member run and operated with 480 out of the 532 North Carolina cities insured to some extent. The League also offers incentives such as assessments, grants for department trainings, driving schools, safety programs, and other things that help municipalities manage their risk and, therefore, the money they pay for insurance. Negotiations with the current carrier and the League for quotes began in February of this year. The League responded with a quote in May and the current carrier did not respond until Tuesday before this meeting on Thursday for the fiscal year beginning next week. Interim Manager Evans recommended the Town move its insurance coverage to the League of Municipalities. Commissioner Ferguson and Day both commented saying it may be a good move for the town and the cost was a substantial savings for the town, respectively. Commissioner Goforth asked if it were something that we would need to vote to keep every year. Manager Evans said it would be like any other policy and have annual renewal dates. Commissioner Johnston said changing would have an economic impact on our community. He said he has dealt with our present carrier, a local business for many years and felt the savings were a small percentage to be sending our business outside of the community. He suggested sending the Workman’s Comp out to the League and keep the balance of coverage local. Commissioner Johnston opposed the idea. Mayor Pro-tem Day asked for a motion to approve Resolutions on “Interlocal Agreement for a Group Self-Insurance Pool for Property and Liability Risk Sharing” and “Interlocal Agreement for a Group Self-Insurance Pool for Worker’s Compensation Risk Sharing”. Commissioner Hall requested to make a motion to approve the change in insurance carrier with Commissioner Ferguson seconding. Motion carries 4 to 1 with Commissioner Johnston opposing the approval of the Resolution.

Discussion and directive regarding the Proposed Public Safety Facility Manager Evans spoke to the Board regarding the quote for the Public Safety Facility. Davenport gave an estimate that was very expensive. Debbie Sexton with USDA “put a hold” on a 40-year, \$8,000,000. loan. Since then there has been no decision to go ahead with the plan and no go ahead sent to the State. Commissioners still want a Public Safety Facility to house both the Police and Fire Department, although a less expensive one is desired. USDA has asked the town to release hold on these funds so they can be offered to others. The motion to rescind money back to USDA was made by Commissioner Hall, and seconded by Commissioner Ferguson. Motion unanimously carries.

Vote on and name new Town Manager Beginning the first of March this year Interim Town Manager Ed Evans, at the request of the Board of Commissioners, began the search for a Town Manager for North Wilkesboro. The town received applications from several states as well as N.C. After several meetings and interviews a unanimous decision was made by the board of Commissioners in a closed session to offer the position to Mr. Wilson Hooper. Wilson is from Rockingham County and comes from Charlotte with 10 years of experience in city government. With this decision being made, Interim Manager Evans suggested that the board publicly make a motion to appoint Mr. Hooper as the new Town of North Wilkesboro Manager. Mayor Pro-tem Day made the motion to appoint Mr. Wilson Hooper as Town Manager with Commissioner Johnston seconding the motion. Motion unanimously carries. Wilson will begin his appointment as Town Manager July 29, 2019. Interim Manager Evans will be here through July 25th for a final work session meeting.

Reports from Mayor, Commissioners Town Attorney and Manager- Town Attorney Gary Vannoy announced the meeting to close on 912 Main Street property will take place at 10:00 a.m. June 28, 2019. Final bid and sale went to Mr. Joshua Allen of Asheville, NC. Attorney Vannoy also reported some process on the “Splash Pad”. Final plans go to the Wilkes County Health Department July 2, 2019. If this doesn’t happen the town intends to follow up with legal action. Manager Evans announced a few things coming in July beginning with the 6th and Main Street Scape Project to begin mid-July. Ms. Meredith Detsch will be coming into the Town of North Wilkesboro Planning Director position August 1, 2019. Meredith is from Rocky Mount, N.C., currently living in Charleston, S.C. and worked in Summerville S.C. as Town Planner. The CDBG Grant for \$580, 000.00 towards the elevated water tank has been approved. \$480,000. Grant from Golden Leaf meeting to take place in August 2019. Manager Evans took a few minutes to thank the Board of Commissioners for the opportunity to serve the Town of North Wilkesboro and said that from the beginning he felt welcome and it had been a pleasure to work with such a pleasant group of people. The Commissioners, attending employees and public thanked Ed for his dedication, service, and for performing an exemplary job in the five months he has been in the position as Town Manager. Ed will be missed.

ADJOURNMENT

There being no further business, Mayor Pro-tem Day asked for motion to adjourn, motion was made by Commissioner Johnston and seconded by Commissioner Goforth motion unanimously carries. Meeting adjourned at 7:20 p.m.

Debra W. Pearson Town Clerk

Robert L. Johnson Mayor

APPROVED: _____