

**TOWN OF NORTH WILKESBORO
COMMISSIONERS REGULAR MONTHLY MEETING
MARCH 2, 2021
5:30 p.m.**

A meeting of the Mayor and Board of Commissioners of the town of North Wilkesboro was held via ZOOM online platform <https://us02web.zoom.us/j/82445941367>

THERE WERE PRESENT: Robert L. Johnson, Mayor
 Andrew Palmer, Commissioner/Mayor Pro-Tem
 Angela Day, Commissioner
 Debbie Ferguson, Commissioner
 Bert Hall, Commissioner
 Michael Parsons, Commissioner

ALSO PRESENT: Wilson B. Hooper, Town Manager
 Debra Pearson, Town Clerk
 Daniel Johnson, Town Attorney
 Meredith Detsch, Town Planner
 Interim Chief Charles R. Thornburg

CALL TO ORDER

Mayor Johnson called the meeting to order at 5:45 p.m. and delivered the Invocation. Mayor Johnson asked Interim Chief Rob Thornburg to lead us in the Pledge of Allegiance.

IV. Additions/Deletions to the Agenda: There were no additions or deletions to the agenda.

V. Approval of the Agenda: Commissioner Parsons asked about Item B.) Peace St. Sign-Synergy Recovery- He asked Planning Director and Chris Nichols with Best Image Signs if they were confident that all right-of-way and sign permits were in order. Both Planning Director Detsch and Mr. Nichols replied that all paperwork and permits were in order. This satisfied the inquiry by Commissioner Parsons. **Commissioner Palmer made the motion to approve the agenda as stated and was seconded by Commissioner Day. Motion unanimously carries by roll call of each Commissioner.**

VI. Public Comments:

Mayor Johnson opened the floor for public comments. Caprice Cheek, and Alisa Phillips had requested to speak. Alisa Phillips began by saying she was concerned with cut-through traffic and the tremendous burden it puts on town citizens. She stated she had sent emails to many of the town staff, to Town Manager Hooper and to Mayor Johnson expressing her concerns. Mayor Johnson stated he had received an email from Ms. Phillips and assured her that the town is taking measures to address these concerns and that the town is doing everything it can within its rights to help alleviate the problem. He thanked Ms. Phillips for her attendance and comments. Ms. Cheek was not present at this time, but Commissioner Palmer said he spoke with Ms. Caprice Cheek earlier telling her the town has a plan and is going to do something. Town Manager Hooper commented that Ms. Cheek had submitted some interesting ideas. Commissioner Ferguson stated that it was pretty clear that the town was taking the issue seriously with the actions being taken with the Class 6, 7, and 8 vehicle restrictions in those areas. Ms. Cheek did sign on to the meeting at 6:11 and thanked town staff and the Board of Commissioners for everything they have done so far.

VII. Consent (action)

All consent items may be approved in one motion. Items requiring further discussion will be pulled and voted upon separately.

- A.) Approval of Meeting Minutes- **Motion to approve February 2, 2021 Regular Meeting Minutes and approve and seal February 2, 2021 Closed Session Minutes was made by Commissioner Palmer and seconded by Commissioner Ferguson. Motion carries by individual roll call vote.**
- B.) Peace St. Sign – Synergy Recovery- Earlier in the meeting Commissioner Parsons asked to comment on this Item. He asked if all right of way and permits were approved and in order. Planning Director Detsch and Chris Nichols from Best Image Signs assured Commissioner Parsons everything was in order. **Commissioner Parsons made the motion to approve the Peace Street Sign-Synergy Recovery. Commissioner Palmer seconded this motion. Motion carries by individual roll call vote.**
- C.) Election Filing Fee-Town Manager Hooper informed the Board of the notice sent from the North Carolina Board of Elections regarding the possibility of postponing Municipal Elections until 2022 due to lack of complete Census reporting. Every ten (10) years the Census redraws voting districts to ensure all population numbers in each district are comparable to one another. Normally Census numbers are available around April. This year delays in information may run into September. If the proposal gets legs in the NC General Assembly, Town Manager Hooper intends to check with the legislative delegation and see if it is possible to obtain exemption as an “At large Municipality”, meaning delays would not affect local voting in smaller municipalities. Meantime, it is agreed that the town pass a Resolution setting the 2021 filing fee. **Motion to approve and set the 2021 Filing Fee (\$10.00) was made by Commissioner Palmer and seconded by Commissioner Ferguson. Motion unanimously carries by individual roll call vote. See 2021 filing fee attachment**
- D.) Elevated Storage Tank Capital Project Ordinance Amendment-Town Manager Hooper reports that the LGC (Local Government Commission) has approved our request and passed our application for funding of the elevated water tank. The interest rate is to be determined and could be 2.75% or possibly 1/2 % of prime at the time of approval, or 1.5%. Manager Hooper says this is good news, hopefully the town will receive the contract soon. We will then contact Phoenix and Town Manager Hooper says “dirt will start turning!”. **Motion to approve the Elevated Storage Tank Capital Project Ordinance Amendment was made by Commissioner Palmer and seconded by Commissioner Hall. Motion unanimously carries by individual roll call vote. See Elevated Storage Tank Capital Project Ordinance Amendment attachment.**

VIII. Town Manager/Attorney’s Reports

Town Manager Hooper mentioned a few things taking shape in North Wilkesboro. He shared information from Governor Cooper’s press conference this afternoon. Phase III has been moved up and starts tomorrow allowing ongoing vaccinations. State employees can make appointments at this time.

Another item is the continuation of additions to the Greenway. Partners are The Health Foundation and private individuals to name a few. Manager Hooper showed the board imaged of completed areas of the Greenway and the new decking to replace aging areas of the deck at Dr. Roberts office at West Park. (the old Coffee Tavern building).

The new bike repair stations are in place and ready for use at Smoot Park and at the West Park location of Dr. Roberts’ office. This is a nice and very useful convenience for our cyclists.

Lastly, clearing of underbrush along the Greenway to make the river more visible is being done as well as using gravel as to fill in to repair areas damaged from all the recent heavy rains. Town staff and the Wilkes Rescue Squad will be working in the near future to clear trees and other debris that has fallen into areas along the river making it safer for recreational use. *Mayor Johnson commented North Wilkesboro has one of the prettiest and nicest Greenways in the USA that he's seen.*

Town Attorney Johnson has nothing to report to the Board at this time.

IX. Policy:

Town Manager Hooper asked that the next two items, Item E.) and F.), be reversed in order to allow Ms. LeeAnn Nixon, President of the local Wilkes County EDC to present her Updated Incentives Policy due to a prior commitment and needing to leave the meeting earlier than first planned. Mayor Johnson and Manager Hooper opened the floor to Ms. Nixon at this time.

F.) Updated Incentives Policy- Wilkes County EDC President LeeAnn Nixon spoke to the Board in regards to an Updated Incentive Policy. The last updates to the Incentive Policy were made in 2001. New guidelines would include a new formula for evaluating incentive requests, making potential investors aware of incentives available from North Wilkesboro, and setting limits to what the town will consider. Lastly, guidelines would give transparency so that residents know what incentives are being awarded and for what type of investment. All industrial incentives approved should be codified in a formal agreement between the participating parties. With a head nod from the Board, staff will coordinate the necessary procedural steps required to approve and implement the policy. Funding will be discussed as part of the upcoming budget discussions.

E.) Board Retreat Pre-work- At the end of the meeting Town Manager Hooper introduced Dr. Jim Street to the Board. Dr. Street is a facilitator with Ridgeline Leadership in Boone, NC, and will be facilitating the March 5, 2021 Commissioners Board Retreat. Dr. Street asked the Board to check off value words from a list on a document that had been included in the agenda packet. He then asked the board to reduce the list down to 10 and then to 5 most important "value words" and to make a sentence with each word chosen. This exercise will be continued at the retreat Friday and is called Exercise 1. "Consensus Building/Identifying Values".

X: Mayor and Commissioners Topics: -

Commissioners Parsons and Palmer brought up the topic of the Town Manager evaluation process. With the evaluation coming up in July or August, the Board is in agreement that an evaluation process needs to be decided at least a month beforehand. Commissioners Parsons and Ferguson would like to see this item put on April's work session. Trish Wagoner, Payroll Specialist, may possibly be asked to act as liaison with the Commissioners.

With no other comments or concerns, Mayor Johnson called for a motion to adjourn. **Meeting was adjourned at 7:32 p.m. with a motion made by Commissioner Palmer and seconded by Commissioner Hall.**

Debra W. Pearson, Clerk

Robert L. Johnson MAYOR

Approved _____

2021 Filing Fee

RESOLUTION #2021-004
A RESOLUTION TO SET FILING FEE FOR 2021 ELECTION

WHEREAS, G. S. 163 A-1620 states that the filing fee for a primary or election shall be fixed by the governing board not later than the day before candidates are permitted to begin filing notices of candidacy.

WHEREAS, there shall be a minimum filing fee of five dollars (\$5.00), and

WHEREAS, the governing board shall have the authority to set the filing fee at not less than five dollars (\$5.00) nor more than one percent (1%) of the annual salary of the office sought unless 1% of the annual salary of the office sought is less than five dollars (\$5.00), in which case the minimum filing fee of five dollars (\$5.00) will be charged; and

WHEREAS, the fee shall be paid to the Board of Elections at the time notice of candidacy is filed.

NOW THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Town of North Wilkesboro, that the filing fee for the 2021 Election be set for ten dollars (\$10.00).

This the 2nd day of March, 2021.

TOWN OF NORTH WILKESBORO

ATTEST:

Debra W. Pearson, Town Clerk

Robert L. Johnson, MAYOR

TOWN OF NORTH WILKESBORO CAPITAL PROJECT ORDINANCE
JELDWEN ELEVATED
WATER TANK
PROJECT
AMENDMENT #4

BE IT ORDAINED by the Board of Commissioners of the Town of North Wilkesboro, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted.

SECTION 1. The project to be **AMENDED** is the **JELDWEN ELEVATED WATER TANK PROJECT**.

SECTION 2. The officers of this unit are hereby directed to proceed with the project within the terms of the budget contained herein.

SECTION 3. The following revenues are to be amended as follows:

	Budget	Amendment	Final Budget
N C Department of Environmental Quality (Loan)	\$1,300,000	\$673,197	\$1,973,197
Golden Leaf Grant	\$ 420,000	-\$220,000	\$ 200,000
CDBG Grant	\$ 580,000	-0-	\$ 580,000
Loan from Water Fund Capital Reserve	\$ 185,000	-0-	\$ 185,000
Transfer from Water Fund Capital Reserve		\$ 39,464	\$ 39,464
Total	<u>\$2,485,000</u>	<u>\$492,661</u>	<u>\$2,977,661</u>

SECTION 4. The following expenses are to be amended as follows:

Professional Services	\$ 304,500	\$ 76,800	\$ 381,300
Construction	\$1,995,500	\$263,449	\$2,258,949
Reimburse Water Fund Capital Reserve	\$ 185,000	-0-	\$ 185,000
Contingencies		\$112,948	\$ 112,948
Closing Costs		\$ 39,464	\$ 39,464
Total	<u>\$2,485,000</u>	<u>\$492,661</u>	<u>\$2,977,661</u>

SECTION 5. The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to provide the accounting required by any agreement associated with this project.

SECTION 6. Copies of this Amendment to Capital Project Ordinance shall be furnished to the Clerk of the Governing Board and to the Finance Officer for direction in carrying out this project.

Adopted this _____ day of _____, 2021.

Robert L. Johnson, MAYOR

ATTEST: _____
Debra W. Pearson, TOWN CLERK