

**BOARD WORK SESSION**  
**Thursday, March 21, 2019**  
**Commissioners Room**  
**3:00 p.m.**

**Board Members present:** Mayor Johnson, Commissioners Johnston, Day, Ferguson, Hall and Goforth.

**Staff present:** Interim Town Manager- Ed Evans, Town Attorney Gary Vannoy, Town Clerk Debra Pearson, Public Works Director Dale Shumate, NWPD Chief Joe Rankin, Finance Officer Connie Bauguess, Fire Chief Jimmy Martin, and Nelson Martin, Recreation Director

**Work Session Topics:**

1. Discussion on 2019/2020 budget- *Interim Town Manager Ed Evans and Finance Officer Connie Bauguess gave a very informative report on the proposed 2019-2020 budget for the town. This report began at 3:00 pm in an open forum before the actual 5:30 regular work session began. An in-depth budget meeting will be held April 11, 2019 from 1 p.m. to 5 p.m.*
2. Chad Brown-Administrator with WFBMC introduction to the Board- *Mr. Brown introduced himself to the board before the 5:30 meeting began. He replaces retired Administrator Gene Faile. He gave a brief history of himself, family life and his work. He commented he was happy to be in North Wilkesboro and to meet everyone.*

**BOARD AGENDA WORK SESSION MINUTES**  
**Thursday, March 21, 2019**  
**Commissioners Room**  
**5:30 p.m.**

**Board Members present:** Mayor Johnson, Commissioners Johnston, Day, Ferguson, Hall and Goforth.

**Staff present:** Interim Town Manager- Ed Evans, Town Attorney Gary Vannoy, Town Clerk Debra Pearson, Public Works Director Dale Shumate, NWPD Chief Joe Rankin, Finance Officer Connie Bauguess, Fire Chief Jimmy Martin, and Nelson Martin, Recreation Director

- \* Call to order – Mayor Robert Johnson.
- \* Invocation – Mayor Robert Johnson
- \* Pledge of Allegiance – NWPD Chief Joe Rankin

**Additions or Deletions to the Agenda:**

There was one item added to the Agenda- *Board briefly discussed the current 6<sup>th</sup> and Main Project. Manager Evans spoke with Doug Chapman and Mike Norris with McGill and Company this week. The project is being scaled back, allowing us to change the scope back to more of the original plan. This means omitting the plans for mast arm poles, buried lines and pedestrian heads, bringing the project back to a cost somewhere around \$300,000.00 as opposed to the prior projected costs of \$670,000.00 discussed previously. This project is close to being bid out. Time frame extension is two years out.*

1. Discuss Public Works Director Dale Shumate's salary for Interim Manager work- *It is the consensus of the board to continue paying Public Works Director Shumate's adjusted salary until a permanent Town Manager can be obtained. Director Shumate will be available for assisting in decision making when Interim Manager Evans is out of the office and as needed when he is not available. This item will be placed on the consent agenda for the regular board meeting to be held April 2, 2019.*
2. Discuss Planning Director position interview process/plan- *Interim Manager Evans suggests changing the title of Planning Director to "Planner". The job description will be changed, and omit codes enforcement from the description. Interim Manager Evans asked for the board's direction regarding reposting this position. If the board chooses to have Mr. Evans recruit and send out letters to current applicants and re-advertise this position, current applicants will receive a letter informing them of these changes and make them aware their applications/resumes are being reviewed and considered. We will advertise the position again, conduct interviews and hopefully fill the position May or June 2019. Consensus of the board is for Mr. Evans to proceed.*
3. Contract extension meeting- *A meeting is scheduled for March 27, 2019 for Ed Evans and HCCOG/Phil Trew to meet regarding current planning services- A open ended contract extension will be outlined and drawn up continuing to utilize HCCOG until North Wilkesboro Town Planner position is filled. Contract time line right now looks like April 1 through June 30, 2019*
4. Patti Rader- Manager, N-Focus, Inc. introduction to the Board- *Patti Rader, Office Manager, Richard Flowe President, and John Ganus, Vice-President of Codes Enforcement, all with N-Focus- Richard Flowe addressed the board and gave a run-down of how code enforcements are processed. Mr. John Ganus was introduced to the board. He is serving as a Codes Enforcement Officer for North Wilkesboro. John has held this position since January 2019 and is doing a good job for the town. Michael Parsons, with the Planning Board commented that John was an asset to the town and he was doing a really good job. (Commissioner Johnston excused himself at 6:25 p.m. and returned at 6:28 p.m.) (Commissioner Day excused herself at 6:27 p.m. and returned at 6:30 p.m.)*
5. Discuss progress of meeting with Buster Mastin regarding Splash Pad – *Finally there may be good news regarding the completion of the splash pad. Recreation Director Nelson Martin reported that he and North Wilkesboro Town Attorney Gary Vannoy met with Mr. Mastin about the completion of the pad So far the Town has paid roughly \$120,930.00 for the splash pad and was still going to owe around \$7200.00 for completion. Mr. Mastin has requested to be allowed to complete the project without receiving the \$7200.00 balance of payment initially agreed upon for the job. Mr. Mastin has taken the engineer's plans to the health department for inspection along with a check for the \$150.00 application fee. He has stated once the Health Department has approved the plans, completion time should be mid- May, 2019.*

6. Discuss Procurement Policy for the Town of North Wilkesboro- *It is the consensus of the board to put this item on the April 2019 board work session agenda for discussion.*
7. Discuss possible paving and marking off parking spaces for Memorial Park- *Interim Manager Evans received an email from County Manager John Yates March 11, 2019 informing him that Wilkesboro County Commissioner Gary Blevins has spoken with Commissioner Bert Hall regarding some paving and parking space marking at North Wilkesboro's Memorial Park. ECMD and Window World have agreed to donate \$12,000.00 to the Wilkes County Parks and Recreation Department for new score boards. Recreation Director Nelson Martin said there is an area behind the barbeque pits in need of repair. It is the opinion of Commissioner Hall and Recreation Director Martin that sealing and striping may be all the parking lot may need at this time. Commissioner Hall stated in his opinion we need to know what the costs may be and if costs are reasonable, we should go ahead with the project.*
8. Discuss 457 NC Deferred Compensation Plan- NC Department of State Treasurer- *This is a deferred compensation plan available exclusively to North Carolina public employees who offers the plan. This includes full-time, part-time and temporary employees, elected and appointed officials, rehired retired employees and NC state and local government employees. This will be discussed in further detail as more information is available. (Town Attorney Vannoy excused himself at 7 p.m. and returned at 7:02 p.m.) Commissioner Bert Hall excused himself and left the board meeting at 7 p.m.*

*Near the conclusion of the meeting the board mentioned the Canterbury Estates' resident's request for internet service in their community. It was the consensus of the board to leave this item off the agenda as it has been discussed at length with some of the residents and this is not a possible option. (See second bullet point below).*

**(Other items for April 2, 2019 meeting: (no discussion required))**

- **Public Hearing** on Economic Development CDBG
- Beth Bare- Resident's request for internet service for the Canterbury Estates
- Jen Nardini- "Uber & Lyft in Wilkes County" Uber transportation services in Wilkes-
- Gary Flowers- Municipal Engineering Services- Highway 115 Sewer Project Update-

**Reminder:**

- Discuss moving April 25<sup>th</sup> Work Session to April 23<sup>rd</sup> (or April 18<sup>th</sup>) due to Chamber Night/MerleFest 2019

There being no further business, Commissioner Goforth made a motion to adjourn. Mayor Johnson declared the work session adjourned at 7:15 p.m.

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TOWN CLERK

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MAYOR

APPROVED: \_\_\_\_\_

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