



# TOWN OF MOUNT GILEAD BOARD OF COMMISSIONERS MEETING MINUTES

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**January 3, 2023**

The Mount Gilead Board of Commissioners met on Tuesday, January 3, 2023, at 7:00 p.m. at the Highland Community Center, 131 Hoffman Drive, Mt. Gilead, NC, for the regular monthly business meeting. Present were Mayor Beverly Harris, Mayor Pro Tem Tim McAuley, Commissioners Paula Covington, Mary Lucas and Vera Richardson, Interim Town Manager Bill Zell, Town Clerk Amy Roberts, Police Assistant Chief Austen Morton, Fire Chief Keith Byrd and Public Works Director Daniel Medley. Absent was Police Chief Talmedge Legrand.

*Mayor Harris called the meeting to order at 7:00 p.m. with a moment of silence and the Pledge of Allegiance.*

**ITEM I. ADOPTION OF THE AGENDA**

Commissioner Covington made a motion to adopt the agenda for January 3, 2023. Commissioner Richardson seconded the motion. Motion carried unanimously.

**ITEM II. APPROVAL OF THE MINUTES**

**A. December 6, 2022, Regular Meeting Minutes**

Commissioner Covington made a motion to adopt the December 6, 2022, regular meeting minutes. Commissioner Lucas seconded the motion. Motion carried unanimously.

**ITEM III. PUBLIC COMMENT**

- Mr. Johnny Greene – Parkertown Rd., Mt. Gilead – Mr. Greene wanted to thank the members of the Concerned Citizens for all their help with delivery of some fruit baskets. He invited the public to join their meetings which is always the second Thursday of every month at the Fire Station at 7 p.m. He stressed the need for our community to come together.
- Mr. Jimmy Deaton, Stanback St., Mt. Gilead – Mr. Deaton addressed the Board about two homes that are being built beside his residence. He says the construction company is making a huge mess and is upset about the mud being left on the road and asked if there wasn't something that the Town could do. He stressed to the Board members that if they haven't been by there, they should ride by and look for themselves. He took several pictures of the mess that was passed around to the Board. **NOTE:** *The clerk kept a copy of the pictures and has filed them with the January 3, 2023, agenda packet.*
- Ms. Patricia Lilly, Pleasant Valley Rd. Mt. Gilead – Ms. Lilly asked if the Town could place some NO LITTERING signs at the end of Pleasant Valley Road. The litter is so b on her road. She said that the sidewalks are torn up and she would like some help fixing all the issues in her neighborhood.
- Ms. Patsi Laracuate, Stanback St. Mt. Gilead – Ms. Laracuate reiterated about the mess the construction company was making around the residence of Mr. Jimmy Deaton and said that this affects all of us and the Board members should really go take a look for themselves. She also stated that the agenda packet was not posted online quick enough and that there is a lack of communication between Town Hall, the Board, and the public. She stated that she has been trying to find out if the Gathering Garden was supposed to be under the Community Appearance Board (CATb) or if they were their own entity. She stated that she would like to have clarification so she will know how to move forward with the CATb. She asked if the Board could get clarification for her. Town Clerk Amy Roberts told her she would speak with Mary Poplin, who is over the Community Garden, and get clarification for Ms. Laracuate as soon as possible.

**ITEM IV. OLD BUSINESS**

- A. Approval of RFQ – Engineering Firm – Sewer System Improvements  
Interim Manager Zell stated that out of all RFQ's sent out (5), LKC Engineering was the only firm to send in a quote for the WTP and sewer system upgrades. He stressed to the Board that he felt like they should approve LKC so that we can move forward in this process. Commissioner Richardson made a motion to accept LKC's proposal. Mayor Pro Tem McAuley seconded the motion. Motion carried unanimously.

**ITEM V. NEW BUSINESS**

- A. Budget Amendments BA23-0103-01 through BA23-0103-04 were submitted for approval. These budget amendments were to account for donations received for Shop with a Cop and Cookout with a cop. New g/l line items were created to account for donations going forward for all Police and Community event donations. Mayor Pro Tem McAuley made one motion to approve all four budget amendments with a second from Commissioner Richardson. Motion carried unanimously.
- B. Resolutions 23-01-03-01 through 23-01-03 were presented as part of the acceptance of ARPA funds. The resolutions were Amendment to the Finance Policies, Record Retention Policy and a Non-Discrimination policy and are required before any ARPA funds can be dispensed. Commissioner Richardson made one motion to adopt all three resolutions. Commissioner Covington seconded the motion. Motion carried unanimously.

**ITEM VI. COMMITTEE REPORTS**

- A. Community Appearance Tree Board  
Ms. Patsi Laracuente, President of the CATb gave an update to the Board. She stated that the committee has decided to start meeting twice a month, once in person and once via zoom.  
A new CATb membership application from Mr. Tim Patterson was presented to the Board for approval. Commissioner Richardson made a motion to approve the application. Commissioner Covington seconded the motion. Motion carried unanimously.
- B. New Town Manager Hiring Committee  
As part of the Town's approved process of selecting a new Town Manager, the Board must select two board members, two staff members (interim manager and clerk), and two members of the general public to serve on the committee. The Board received 4 applications from citizens to serve on this committee. At the beginning of the meeting, the Board members were given a ballot with each committee candidate's name on it as well as each Commissioner's name. Interim Manager Zell collected the ballots and tallied them. The Board chose Ms. Laura Anderson and Ms. Stephanie Welland to serve on this committee from the public, and Mayor Pro Tem McAuley and Commissioner Covington to serve from the Board. The Board chose Kyle Poplin to serve as Alternate in the event that either of the committee members from the Public could not fulfill their duties.

**ITEM VII. STAFF REPORTS**

Staff reports were given by \*Mr. Daniel Medley, Public Works Director, Mr. Austen Morton, Assistant Police Chief and Mr. Keith Byrd, Fire Chief and \*Mr. Bill Zell, Interim Town Manager and were attached to the Board packets. Reports are on file in the Clerk's office and available for public viewing.

\*Mr. Daniel Medley, Public Works Director, introduced Mr. Brenden Klenke, a representative with a company named 120 Water, who presented a proposal to help the Town fulfill a mandatory action required notice that came from NC Department of Environmental Quality which is requiring all Towns and counties to get a service line inventory from each water customer for the Town of Mount Gilead to check for lead levels within the piping. A copy of this proposal and the legal NOTICE are also available within the Public Works monthly report. A quote for services was requested by the Board and will be presented at the February Board meeting.

\*Mr. Bill Zell, Interim Town Manager, introduced a contract to the Board from N-Focus, who is a company designed to help municipalities and counties with Planning and Zoning. Mr. Zell stressed the importance of having a professional who specializes in Planning to help with the upcoming requests for re-zoning to add an RV resort. The town currently doesn't have zoning that allows for this type of resort and the Planning Board has recommended that we move forward with allowing this rezoning request and create a new Zoning code of RA. Commissioner Richardson made a motion to approve the contract for N-Focus with a second from Commissioner Covington. Contract was unanimously approved.

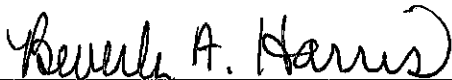
**ITEM VIII. MAYOR AND COMMISSIONERS REPORT**

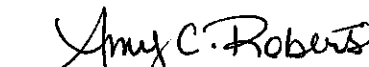
Commissioner Richardson said she would like to thank everyone who hosted and supported the Highland Community Center annual Banquet.

Commissioner Richardson asked where we stand with the redevelopment of the Parks and Recreation Committee. Town Clerk Amy Roberts stated that all members of the previous committee have stressed interest in remaining on the committee and there was only one new membership request after posting it for a month. That application will come before the Board at the February meeting for approval. The Board will plan to have its first meeting in March, where new officers will be named.

**ITEM IX. ADJOURNMENT**

With no more Board business, Commissioner Covington made a motion to adjourn the meeting. Commissioner Lucas seconded the motion at the meeting was unanimously adjourned at 8:42 p.m.

  
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Beverly A. Harris, Mayor

  
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Amy C. Roberts, CMC, Town Clerk