



# TOWN OF MOUNT GILEAD BOARD OF COMMISSIONERS BUDGET RETREAT AGENDA

110 West Allenton Street, Mount Gilead, North Carolina, 27306  
April 27, 2024

Town of Mount Gilead Board of Commissioners will meet Saturday, April 27, 2024 at 12:00pm at Highland Community Center, 131 Hoffman Road, Mount Gilead, NC 27306 for the annual Budget Retreat.

## CALL TO ORDER

- A. Pledge of Allegiance
- B. Moment of Silence and Blessing of the Meal

## ITEM I. LUNCH

## ITEM II. CONSENT AGENDA

(Action)

- A. Adoption of the Agenda
- B. Approval of the Minutes
- C. FPIC Response

## ITEM III. BUDGET DISCUSSION AND ANALYSIS

- A. Department Head Presentations
- B. Presentation of the Proposed Draft Budget
- C. Adoption of Town Mission Statement
- D. First Bank Proposal

(Dylan Haman)

(Action)

(Action)

## ITEM IV. BOARD/MANAGEMENT BUDGET DISCUSSION

## ITEM V. ADJOURNMENT



**TOWN OF MOUNT GILEAD  
BOARD OF COMMISSIONERS  
MEETING MINUTES**

**110 West Allenton Street, Mount Gilead, North Carolina, 27306  
April 2, 2024**

The Mount Gilead Board of Commissioners met on Tuesday, April 2, 2024, at 7:00 p.m. at the Highland Community Center, 131 Hoffman Rd, Mt Gilead, NC, for the regular monthly business meeting. Present: Mayor Sheldon P. Morley, Mayor Pro Tem Tim McAuley, Commissioner Paula Covington, Commissioner Mary Lucas, Town Manager Dylan Haman, Public Works Director Daniel Medley, Police Chief Talmedge LeGrand, Fire Chief Keith Byrd, and Town Clerk Lessie D. Jackson. Absent: Commissioner Vera Richardson

**ITEM I. CALL TO ORDER**

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

**ITEM II. ADOPTION OF THE AGENDA**

**Commissioner Paula Covington made a motion to move new business g. to a.; Commissioner Mary Lucas seconded the motion. The motion carried.**

**ITEM III. APPROVAL OF THE MINUTES**

**A. March 05, 2024 Meeting Minutes**

**Commissioner Mary Lucas made a motion to approve the minutes, Mayor Pro Tem seconded the motion. The motion carried.**

**B. March 05, 2024 Closed Session Minutes**

**Town Manager Dylan Haman requested that the Board wait to finish closed session before approval of the minutes.**

**C. March 09, 2024 Budget Session Minutes**

**Commissioner Paula Covington made a motion to approve the minutes, Mayor Pro Tem seconded the motion. The motion carried.**

**ITEM IV. PUBLIC COMMENT**

Reading of the Rules for Public Comment

**(Town Manager Dylan Haman)**

**No Public Comments**

**ITEM V. OLD BUSINESS**

**A. Port-a-John Policy Request for Guidance**

**Town Manager Dylan Haman asked the Board again for direction on what to do in reference to supplying port-a-johns for non-town events. After further discussion with the Board, the consensus of the Board is to get two more port-a-johns. One for the cruise in on April 7, 2024 and one for the street dance on April 20, 2024.**

**B. Water Tower Request for Guidance**

**Town Manager Dylan Haman gave a history on the water tower lid, and what the previous Town Manager Matthew Christian intended for the lid. The lid has been sitting on the ground for 6 yrs., or so. Town Manager's question to the Board is what would you like staff to do in reference to the water tower lid? The Board and the Town Manager Dylan Haman had a full discussion about what direction to go with the water tower lid. Town Manager Dylan Haman will check on salvage value for the water tower lid, and come back to the Board with information that will help them move forward with the decision about what to do with the water tower lid.**

**ITEM VI. CONSENT AGENDA**

**A. 2024-2025 Water/Sewer Rates and Fee Schedule**

Staff presented a set of proposed water/sewer rates and a proposed fee schedule for the 2024-2025 fiscal year. Staff is recommending the Board to adopt the 2024-2025 fee schedule to become effective July 1, 2024. Commissioner Paula Covington made a motion to adopt the proposed 2024-2025 fee schedule and the 2024-2025 water and sewer rate schedule, Commissioner Mary Lucas seconded the motion. The motion carried.

**ITEM VII. NEW BUSINESS**

**A. Bob Lowdermilk Resolution**

Mayor Sheldon P. Morley gave a brief summary about Mr. Bob Lowdermilk and spoke highly of him and his birthday celebration that took place on March 28, 2024. In the Resolution presented to Mr. Bob Lowdermilk, Mayor Sheldon P. Morley pointed out life events that happened to Mr. Lowdermilk over his 100 years of life. Mr. Bob Lowdermilk spoke about being born in Mt. Gilead 100 years ago. He spoke about his first job as a paperboy for 4 years. Mr. Lowdermilk spoke on saving his money from his paper route to attend school at North Carolina State University, earning a Bachelor's Degree in Mechanical Engineering with an Aeronautical Option. Mr. Bob Lowdermilk enjoyed of growing up in the town of Mt. Gilead. Back then, Mr. Bob Lowdermilk states the town was thriving. Mayor Pro Tem Tim McAuley made a motion to adopt the Resolution honoring Mr. Bob Lowdermilk into the official town record, Commissioner Mary Lucas seconded the motion. The motion carried.

**B. Presentation From Parry's Produce  
Skipped until next meeting.**

**C. Technical Correction of the Debt Service Fund**

Town Manager Dylan Haman asked the Board to approve the proposed budget ordinance to amend section 5 of the 2023-2024 Budget Ordinance to correct the debt service funds. Mayor Pro Tem Tim McAuley made a motion to approve the proposed budget amendment to correct the 21/22 funds in the 2023-2024 Budget Amendment, Commissioner Paula Covington seconded the motion. The motion carried.

**D. Lilly's Bridge Force Main Improvements Project Engineering Service Agreement**

Town Manager Dylan Haman stated to the Board that this agreement is to provide engineering services for the Lilly's Bridge Force Main Improvement Project. Staff recommends approving the proposed service agreement. Commissioner Mary Lucas made a motion to approve the Service Agreement with Withers Ravenel to design and construct the Lilly's Bridge Force Main Improvements.

**E. Lilly's Bridge Force Main Improvement Project Budget Ordinance**

Town Manager Dylan Haman explained to the Board that staff has prepared a project ordinance for the Lilly's Bridge Force Main Improvement Project. Staff recommends approving the proposed Project Ordinance. Commissioner Mary Lucas made a motion to approve the grant project ordinance for the Lilly's Bridge Road Force Main Improvement Project number SRP-W-134-0062, Commissioner Paula Covington seconded the motion. The motion carried.

**F. Water/Sewer AIA and CIP (LKC Engineering)  
Zach Bennett with LKC Engineering came before the Board and gave a summary of the Sewer Asset Management Plan. Dennis Debrass also with LKC Engineering came before the Board and gave a summary about the Town drinking water asset management plan.**

**G. Debt Service Payment Notice**

Town Manager Dylan Haman informed the Board on an update on debt services, and the payments that are due.

**ITEM VIII. COMMITTEE REPORTS**

**A. Community**

Mrs. Mary Poplin reported to the Board what is going on at the community garden. This month, they had the pleasure of hosting schoolchildren as they cleaned out their winter crops from their beds. Mary Poplin, Vice President of the Extension Master Gardener Volunteers, shared plants from her bed with the kids, while Donna Keesler did the same for the teachers. Everyone went home with freshly harvested cabbages, a reward for their hard work!

**ITEM IX.**

**STAFF REPORTS**

**(Information)**

- A. Public Works – Public Works Director Daniel Medley  
**Public Works Director Daniel Medley reported their work for the month. Repaired pump lift station #12 Twin Harbor, unclogged sewer main on Julius Chambers Ave., read town meters, repaired pumps at lift stations #13 and #14 at Twin Harbor, radio repair at lift station #5, #13, and #9, completed some sewer taps on Lilly’s Bridge Rd. Continued working on cleaning all town entrances, park parking lots, pavilions, and started mowing. Also, continued equipment and vehicle maintenance, and regular monthly activities.**
  
- B. Police Department – Chief Talmedge Legrand  
**Police Chief Talmedge LeGrand reported to the Board for the month of March. The department participated in two Governor’s Highway Safety Campaigns; one of the campaigns was from March 11 through March 17, 2024 known as St. Patrick’s Day Booze it and Lose it. The other campaign was from March 25 through March 31, 2024 known as Speed a Little, Lose A Lot. These proactive events along with normal patrol duties ended the month of March with 66 citations, 38 warning tickets, and 11 arrests.**
  
- C. Fire Department – Chief Keith Byrd  
**\*\*\*No report\*\*\***
  
- D. Town Manager- Dylan Haman  
**Town Manager Dylan Haman gave an update to the Board on the different projects that he is working on to improve the town.**
  
- E. Code Enforcement Report-(Information in Packet)
  
- F. Wastewater Treatment Plant- ORC Manager, Donna Mills (Information in Packet)

**ITEM X.**

**MAYOR AND COMMISSIONERS REPORT**

**\*\*\*Mayor Sheldon P. Morley reminded everyone of his office hours. \*\*\***  
**\*\*\*Commissioner Paula Covington gave update on May Day, May 4, 2024 starting at 10:00 a.m. with a parade.**  
**\*\*\*Commissioner Mary Lucas CONGRATULATED Lessie D. Jackson on her 12 years of service with the town and 6 months as Clerk.**

**ITEM XI.**

**CLOSED SESSION CONTINUED FROM REGULAR MARCH MEETING**

**-Pursuant to NC GS CH. 143 Article 33C-**

**\*\*\*Commissioner Paula Covington made a motion to continue closed session, Mayor Pro Tem seconded the motion. The motion carried. At 8:55 p.m. closed session, begin.**

**\*\*\*Clerk asked to leave closed session at 9:30 p.m.**

**ITEM XII.**

**ADJOURNMENT**

**(Action)**

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**Sheldon P. Morley, Mayor**

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**Lessie D. Jackson, Town Clerk**