



## TOWN OF MOUNT GILEAD BOARD OF COMMISSIONERS MEETING MINUTES

110 West Allenton Street, Mount Gilead, North Carolina, 27306

**March 2, 2021**

The Mount Gilead Board of Commissioners met Tuesday, March 2, 2021 at 7:00 p.m. at Mount Gilead Fire Department, 106 East Allenton Street, Mount Gilead, North Carolina for the regular monthly business meeting. Present were Mayor Pro Tem Tim McAuley, Commissioners Paula Covington, Mary Lucas and Vera Richardson, Police Chief Pat Preslar, Fire Chief Keith Byrd, Public Works Director Daniel Medley and Town Clerk Amy Roberts.

Absent: Mayor Chip Miller

### CALL TO ORDER

Mayor Pro Tem McAuley called the meeting to order at 7:01 pm with an introduction, a moment of silence and the Pledge of Allegiance.

### ITEM I. ADOPTION OF AGENDA

Commissioner Richardson made a motion to adopt the agenda as read. Commissioner Lucas seconded the motion. Agenda was unanimously adopted.

### ITEM II. APPROVAL OF MINUTES

A. February 2, 2021 Regular Meeting Minutes – Commissioner Lucas made a motion to adopt the February 2, 2021 regular meeting minutes as read. Commissioner Covington seconded the motion. Minutes were unanimously adopted.

### ITEM III. PUBLIC COMMENT

None

### ITEM IV. OLD BUSINESS

A. Ordinance to amend Chapter 91: Animals; for the purpose of establishing a Leash Law and updating Animal Cruelty Regulations  
Town Manager Hiram Marziano presented a finalized and updated amendment to Chapter 91 of the Town Ordinances which establishes a leash law, updates animal cruelty regulations and gives Law enforcement and/or County Animal Control authority to restrain “at large” animals within the Town of Mount Gilead. Marziano stated that if the Board chooses to adopt the policy, he would still like to have time to educate the citizens and the public before this policy takes effect. He recommended approving this ordinance with an effective date of May 1, 2021. Commissioner Richardson made a motion to adopt this amendment to the Chapter 91 Town Ordinance- Animals with an effective date of May 1, 2021. Commissioner Covington seconded the motion. Motion carried unanimously.

B. Street Lighting Policy

Town Manager Hiram Marziano presented the final proposed Town of Mount Gilead Street Lighting Policy for the Board's review. The Board was presented with this policy during the prior month's meeting and requested to review it further before making a decision. With no questions or concerns about this policy, Mayor Pro Tem McAuley asked for a motion from the Board. Commissioner Covington made a motion to adopt the proposed Street Lighting Policy as written. Commissioner Richardson seconded the motion. The Town of Mount Gilead Street Light Policy was unanimously adopted.

ITEM VI. NEW BUSINESS

A. Resolution Opposing House Bill 35 Regarding Electronic Notice

Town Manager Hiram Marziano presented a Resolution to the Board asking that we as a Town oppose House Bill 35 which gives local governments authority to only advertise via electronically or through their website. Marziano stated that the elderly demographics in our area should obligate us to continue advertising in the local newspaper because of lack of access to internet and a large population of elderly residents in our community. Commissioner Lucas made a motion to adopt the resolution opposing House Bill 35. Commissioner Richardson seconded the motion. Motion carried unanimously and the resolution was adopted.

B. Budget Amendment BA21-0302-01

Town Manager Marziano presented budget amendment BA21-0302-01 for review. These budget items were erroneously not carried over from the Interim Budget that was passed in June 2020 to the full current budget that was passed in September 2020.

The first item on the Budget amendment was to add \$52,463.48 to the Parks and Recreation building and grounds budget to cover the paving of the park that was approved in the 19-20 budget. The work carried over and was paid for in the 20-21 budget but was not allocated in the 20-21 budget.

The second item was to add a budget line item of \$46,246.60 to show revenue allocated to the Town of Mount Gilead from Montgomery County which was part of the federal CARES act funding and the Federal COVID-19 relief care package to each state. This was an allocation that was received after the approval of the interim budget and therefore not set up.

C. Sewer Use Ordinance Proposed Amendments

Town Manager Marziano presented an updated Sewer Use Ordinance for the Board's review. He explained that because of the depth and amount of pages to this Ordinance amendment it would require two readings before final approval. Mayor Pro Tem McAuley suggested they take action at the April meeting which will give the Board time to thoroughly read through the proposed Ordinance. The Board unanimously agreed to take action at the April meeting.

D. COVID-19 Emergency Paid Sick Leave (EPSL) Policy -Extended

Town Clerk Amy Roberts presented the Board with an updated EPSL policy. The current policy that was approved in April of 2020 expired on December 31, 2020. Since December 31, 2020, employees that have had to miss work or quarantine due to the COVID-19 pandemic have had to use their own accrued sick or vacation leave. Extending the current EPSL would allow any employees going forward to utilize this leave rather than use their own personal leave. It would also be backdated to January 1, 2020 to help employees recoup lost time that should have been covered under the

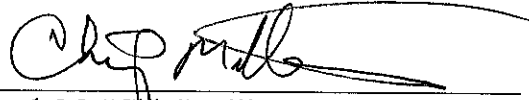
EPSL policy. No other changes were made to the policy. Commissioner Richardson made a motion to approve the extended Emergency Paid Sick Leave Policy until December 31, 2021. Commissioner Covington seconded the motion. Motion carried unanimously.

- ITEM VII. STAFF REPORTS – Monthly staff reports were given by Public Works Director Daniel Medley, Police Chief Pat Preslar and a written report from Code Enforcement Officer Brandon Emory and were included in the Board packets.
- In addition to the monthly reports, Daniel Medley asked the Board for a recommendation on how to move forward with the personalized banner pole program. Currently, there is no set policy about these banners. Per the original verbal agreement in 2019 that the former Town Manager made with the Mt. Gilead Community Foundation, the Town of Mount Gilead would pay for hardware to place the banners on poles and the Foundation would pay for the banners. Citizens paid \$100 each for the banners to be placed on poles throughout town in honor of or in memory of someone of their choosing. Medley explained that this has become a very costly project because of having to constantly replace broken hardware for these banners. His question for the Board is - how long do we continue to do this? Do we replace the flags when they get torn or tethered at the Town's cost? There are many unanswered questions that need clarification for future reference.
- The Board asked the Town Manager and/or Daniel to further investigate and speak with the Mount Gilead Community Foundation about the past agreement and how to proceed moving forward. Marziano said he would contact the Foundation and report back at the April meeting.
- Town Manager Marziano updated the Board on the Speakman property behind the Fire Department on East Allenton Street that is currently non-compliant and under review with Code Enforcement. Marziano spoke with Speakman's lawyer and was avid that the Speakman's are eager to become compliant. The Speakmans had originally been given until March 1, 2021 to become compliant to avoid the next steps in code enforcement through the Town. Commissioner Lucas spoke to the Board and stated that she had been in touch with the Speakman family. She stated that every family member had recently been sick with the COVID virus and that Mr. Speakman had recently had knee replacement surgery and has not been able to do any of the required work that it would take to get the property in compliance. The family asked Commissioner Lucas to request that the Board consider granting them an extension until June 1 to become compliant. The Board was in agreement with this recommendation and granted the extension for the Speakman property until June 1, 2021.

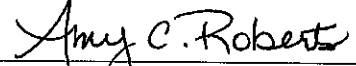
- ITEM VIII. COMMISSIONER REPORTS
- Commissioner Covington asked about replacing or updating the slate at the Town of Mount Gilead entrance signs.
- Commissioner Covington asked the Public Works Director about the fence that separates the property between a private residence and the Stanback Pool parking lot on East Allenton Street. The fence has fallen over, and she asked if the Town is responsible for this or the property owner. Medley explained that it is private property and that it may be a code enforcement issue. Medley will follow up and investigate this further.

ITEM IX. ADJOURNMENT

With no more Board business Commissioner Covington made a motion to adjourn the meeting. Commissioner Richardson seconded the motion. Meeting was adjourned at 8:20 p.m.



Joseph M. "Chip" Miller, Jr., Mayor



Amy C. Roberts, Clerk



# TOWN OF MOUNT GILEAD BOARD OF COMMISSIONERS AGENDA

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**110 West Allenton Street, Mount Gilead, North Carolina, 27306**  
**March 2, 2021**

The Mount Gilead Board of Commissioners will meet Tuesday, March 2, 2021 at 7:00 p.m. at Mount Gilead Fire Department, 106 East Allenton Street, Mount Gilead, North Carolina for the regular monthly business meeting.

CALL TO ORDER  
MOMENT OF SILENCE  
PLEDGE OF ALLEGIANCE

- ITEM I. ADOPTION OF AGENDA
- ITEM II. APPROVAL OF MINUTES
  - A. February 2, 2021 Regular Meeting Minutes
- ITEM III. PUBLIC COMMENT
- ITEM IV: PROCLAMATIONS/PRESENTATIONS
- ITEM V. OLD BUSINESS
  - A. Ordinance to Amend Chapter 91: Animals; for the purpose of establishing a Leash Law and updating Animal Cruelty Regulations
  - B. Street Lighting Policy
- ITEM VI. NEW BUSINESS
  - A. Resolution Opposing House Bill 35 Regarding Electronic Notice
  - B. Budget Amendment BA21-0302-01
  - C. Sewer Use Ordinance Proposed Amendments
  - D. COVID-19 Emergency Paid Sick Leave Policy-Extended
- ITEM VII. STAFF REPORTS
- ITEM VIII. COMMISSIONER REPORTS
- ITEM IX. ADJOURNMENT

# Agenda Packet

## Table of Contents

### MINUTES

- ❖ Meeting Minutes
  - February 2, 2021 Regular Meeting Minutes.....1

### OLD BUSINESS

- ❖ Animal Ordinance Updates
  - Summary.....4
  - Ordinance to Amend.....5
- ❖ Street Lighting Policy and Guidelines
  - Summary.....7
  - Policy and Guidelines.....8

### NEW BUSINESS

- ❖ Resolution Opposing House Bill 35 Regarding Electronic Notice.....11
- ❖ Budget Amendment BA21-0302-01
  - Summary.....12
  - BA21-0302-01.....13
- ❖ Sewer Use Ordinance Proposed Amendments
  - Summary.....14
  - Sewer Use Ordinance.....Attachment
- ❖ COVID-19 Emergency Paid Sick Leave Policy-Extended
  - Summary.....15
  - Policy.....16

### ❖ REPORTS

- Town Manager.....17
  - Code Enforcement.....19
  - Public Works.....23
  - Police.....24
- 
- ❖ Budget vs. Actual Summary.....32
  - ❖ Budget vs. Actual .....Attachment



# TOWN OF MOUNT GILEAD BOARD OF COMMISSIONERS Meeting Minutes

110 West Allenton Street, Mount Gilead, North Carolina, 27306  
February 2, 2021

The Mount Gilead Board of Commissioners met remotely at 7:00 p.m. for the regular monthly business meeting. Information on how to attend the meeting was posted on the town webpage and the town bulletin board outside of Town Hall.

Present for the Zoom meeting were: Mayor Chip Miller, Mayor Pro Tem Tim McAuley, Commissioners Paula Covington, Mary Lucas and Vera Richardson, Town Manager Hiram Marziano, Town Clerk Amy Roberts, Police Chief Pat Preslar and Public Works Director Daniel Medley.

## ITEM I. INTRODUCTION & ADOPTION OF AGENDA

Mayor Miller welcomed everyone to the Zoom meeting at 7:03 p.m. Commissioner Covington made a motion to adopt the agenda. Mayor Pro Tem McAuley seconded the motion. Agenda was unanimously adopted.

## ITEM II. APPROVAL OF MINUTES

### A. January 5, 2021 Regular Meeting Minutes

Commissioner Covington made a motion to adopt the minutes as is. Commissioner Lucas seconded the motion. Minutes were unanimously adopted.

## ITEM III. PUBLIC COMMENT

None

## ITEM IV. PRESENTATIONS

### A. FYE 2020 Audit Presentation – JB Watson, Co.

Ms. Deneal Bennett of JB Watson and Company presented the FYE 2020 Financial Statements to the Board. She explained the report in detail and said that the Town was in good financial shape. The Town has a healthy fund balance of 82.39%.

### B. McGill Pavement Management Program Report Presentation

David Huneycutt, Engineer with McGill and Associates presented a map and assessment of the Town's streets and the condition of each street rating them from poor, fair, good and excellent as part of the Pavement Management Program and his recommendation to create a 5-year work plan detailing capital projects including scope, schedule and budget. McGill recommended increasing the Town's annual program budget over the next 5 years with several different budget options to consider preventing a backlog of paving and M&R work.

ITEM V. OLD BUSINESS

**A. Animal Ordinance Updates**

Hiram Marziano, Town Manager, presented two options to the Board as recommended wording to update the Town’s animal ordinance(s). Marziano explained that he and the Police Chief have been working together to create a more clearly worded ordinance concerning the control of loose, at large animals in the city limits of Mt. Gilead. Commissioner Lucas, Covington and McAuley all agreed that they preferred Option 2 which, in summary, called for all dogs within the city limits to be kept under restraint at all times. Any dog found running at large without restraint or leash from a handler or owner will be deemed to be running at large and may be restrained or impounded by the County Animal Control Officer or other official as designated by the Town Manager. Any animal owner or person in possession of any such animal will be considered in violation and subject to penalties as stated in §91.99.

Commissioner Lucas asked that we be more specific with the wording to say that a dog who remains in the owner’s yard without a restraint is not subject to violation of this ordinance. Commissioner Covington agreed to this wording and would like to add that the owner must be present with the dog even while in the yard un-restrained. Marziano agreed to have a draft ordinance prepared for the Board at the March 2, Board meeting including their recommendations.

ITEM VI. NEW BUSINESS

**A. Street Lighting Policy**

Town Manager Marziano presented a first draft of a Street Lighting Policy first introduced in November 2020 by Interim Manager, Bill Zell. The purpose of the policy, in summary, is to assist with determining objectivity if an area has “enough” lighting. This policy will apply to all public rights-of-ways within the municipal limits as well as any new subdivisions in the Town’s ETJ with prior approval. This policy will not guarantee that the Town will accept ownership of streetlights nor that the Town be required to install new lights. All improvements to existing streetlights and/or erection of new streetlights will depend on funds available in the fiscal budget and at the discretion of the Town Board.

Marziano stressed that he wasn’t looking for adoption or approval. He simply wanted to “get the ball rolling” so the Board can read the proposed policy and consider updates or changes that may be needed.

Commissioner Covington asked that the Board have more time to look over the policy. Marziano agreed and will add it to the March 2 agenda to be discussed further.

**B. FYE22 Budget Calendar & Workshop**

Town Manager Marziano presented a Budget Event Calendar marking the proposed dates for the annual Budget Retreat and deadlines to finalize the draft budget for approval. He also presented a Budget Suggestion Form for the Board members to utilize for any projects or savings they would like to see in the next fiscal budget. He requested the forms be sent back to him by March 1.

The consensus among all Board members was agreeable to the dates proposed. Marziano agreed to finalize the Budget Retreat plans and report back to the Board.



ITEM VII. STAFF REPORTS

Monthly staff reports were presented by Town Manager Hiram Marziano, Public Works Director Daniel Medley and Police Chief Pat Preslar and were attached to the Board packets.

Brandon Emory, Code Enforcement Officer, updated the Board through an email about the Speakman Property at 210 East Allenton Street. Emory stated that he has attempted to consult again with the Speakman's lawyer. He noticed that several junk vehicles and other items that were to be taken care of prior to March 1, 2021 were still not in compliance. Emory said he would update the Town as soon as heard back from Speakman's Lawyer.

ITEM VIII. COMMISSIONER REPORTS

Commissioner Lucas asked if the Town had settled any payment arrangements made for customers due to the Governors Executive Order that forbid Towns to disconnect water services or charge late fees. The order ended on July 28<sup>th</sup>, 2020 and per the order, customers were to be allowed payments arrangement of up to six months to bring their accounts current.

Marziano stated that he would consult with Lessie Jackson, Utility Accounts Manager, to see the status of these accounts and any payment arrangements.

ITEM IV. ADJOURNMENT

With no more Board business, Mayor ProTem McAuley made a motion to adjourn the meeting with a second from Commissioner Covington. Meeting was adjourned at 9:01 p.m.

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Joseph M. "Chip" Miller, Jr., Mayor

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Amy C. Roberts, NCCMC, Town Clerk



# TOWN OF MOUNT GILEAD

110 West Allenton Street, Mount Gilead, North Carolina, 27306

## AGENDA ITEM

To: Mayor and Commissioners  
From: Hiram J. Marziano, II, Town Manager  
Re: Animal Related Ordinance

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### **Summary**

After a recent attack on some citizens and first responders by a dog, there has been some concern regarding our ordinances related to animal control. While the Sherriff's Department is responsible for general Animal Control, to include capture, restraint, and enforcement, we as a municipality still need to maintain some form of ordinances that represent concerns specific to our community.

Chief Preslar and I have researched and discussed several options for ordinance amendments related to the control and handling of dogs and pets in general. We took the approach of looking for simple, effective and enforceable.

We brought to the Board at the last meeting options for consideration for amendment. We incorporated your feedback and have developed the attached draft ordinance for consideration for adoption. If satisfied with the ordinance, the last decision needing to be made is setting a date for the ordinance to take effect.

### **Recommendations**

Staff recommends a motion to approve the attached Ordinance to Amend the Town of Mount Gilead Code of Ordinances Chapter 91: Animals for the Purpose of Establishing a Leash Law and Updating Animal Cruelty Regulations and establish an effective date for implementation.



**AN ORDINANCE TO AMEND THE TOWN OF MOUNT GILEAD CODE OF ORDINANCES  
CHAPTER 91: ANIMALS FOR THE PURPOSE OF ESTABLISHING A LEASH LAW  
AND UPDATING ANIMAL CRUELTY REGULATIONS**

**WHEREAS**, the health and safety of the citizens and visitors of Mount Gilead are of paramount importance to the Mount Gilead Board of Commissioners; and

**WHEREAS**, the Mount Gilead Board of Commissioners recognizes the importance of ensuring a safe, healthy and compassionate community for both citizens and animals; and

**WHEREAS**, the North Carolina General Statutes §160A-186 establishes that municipalities may by ordinance regulate, restrict, or prohibit the keeping, running, or going at large of any domestic animals, including dogs and cats; and

**WHEREAS**, the Town of Mount Gilead has adopted an animal regulation ordinance and may amend it from time to time; and

**WHEREAS**, the Mount Gilead Board of Commissioners recognizes the need to encourage humane and responsible pet ownership; and

**WHEREAS**, the Mount Gilead Board of Commissioners has determined that the control of animals and the prevention of cruelty to animals are necessary to provide for the public health, safety and welfare.

**NOW, THEREFORE BE IT ORDAINED BY THE TOWN OF MOUNT GILEAD BOARD OF COMMISSIONERS, THAT** the Town of Mount Gilead Code of Ordinances Chapter 91 Animals is amended with the creation of Section §91.19 Dogs Running at Large to read as follows:

**§91.19 Dogs Running at Large**

All dogs within the corporate limits of the town shall be kept under restraint or under the control of their owner/custodian or of a handler at all times. This excludes dogs still under their owner/custodian or of a handler's control on their own property. Unattended dogs must be properly enclosed in a suitable pen.

Any dog found within the corporate limits of the town not under the restraint of its owner/custodian or of a handler shall be deemed to be running at large and may be restrained or impounded by a County Animal Control Officer or other official as designated by the Town Manager.

It shall be unlawful for any owner/custodian or any other person having possession, charge, custody or control of any dog to take the dog into or allow the dog to enter any public area, right-of-way or park without the dog being at all times under the restraint of a leash.

Any owner, keeper or person in charge of possession and control of any such dog who violates the provision of this section shall be subject to the penalties in §91.99.

**AND THAT**, Chapter 91 be further amended with the creation of Section §91.20 Removal of Excrement Required to read as follows:

**§91.20 Removal of Excrement Required**

No owner, keeper, or person in charge of the possession and/or control of any dog shall cause or allow the dog to defecate or otherwise commit any nuisance on any street, sidewalk, park, public right-of-way, or other publicly owned area unless the excrement is immediately removed by said owner, keeper, or person in charge of the dog and deposited in an appropriate waste container.

Any owner, keeper, or person in charge of the possession and/or control of any dog who violates the provisions of this section, shall be subject to the penalties in §91.99.

**AND THAT**, Section §91.02 Cruelty to Animals of Chapter 91 is amended by adding the following language immediately after the existing text:

It is unlawful for the owner of any animal to fail to:

- (A) Provide at suitable intervals, and at least once every 24 hours, a quantity of wholesome foodstuff suitable for the species' physical condition and age, and sufficient to maintain an adequate level of nutrition for the animal;
- (B) Provide continuous access to a supply of clean, fresh, potable water, either free-flowing or in a receptacle;
- (C) Provide proper enclosure for the animal as defined in this chapter to also include suitable cover from the sun and inclement conditions;
- (D) Provide veterinarian care and medical treatment for debilitating injuries, parasites and disease sufficient to maintain the animal in good health and minimize suffering; and
- (E) Shelter or enclose an animal in any place that does not provide adequate drainage.

Any owner, keeper, or person in charge of the possession and/or control of any dog who violates the provisions of this section, shall be subject to the penalties in §91.99.

**AND THAT**, this Ordinance shall take effect on the \_\_\_\_ day of \_\_\_\_\_, 2021.

**PASSED AND DULY ADOPTED** on this, the \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Amy C. Roberts, NCCMC  
Town Clerk

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Joseph M. "Chip" Miller, Jr.  
Mayor



# TOWN OF MOUNT GILEAD

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110 West Allenton Street, Mount Gilead, North Carolina, 27306

## AGENDA ITEM

To: Mayor and Commissioners  
From: Hiram J. Marziano, II, Town Manager  
Re: Street Lighting Policy and Guidelines

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### **Summary**

Prior to my arrival, Mr. Zell was working on developing a street lighting policy for the Town. As was explained to me, he saw that we did not have a governing policy for these types of requests and felt that the Town needed one. I agree with his assessment of the situation. The Board discussed this briefly at the February 2<sup>nd</sup> Board Meeting. It was decided that the Board would like more time to review and that they could send staff their comments prior to the meeting to see them incorporated.

### **Discussion**

Attached is a draft policy for the Board's consideration. Supplied comments and suggestions have been worked in as best they could be.

### **Recommendations**

Staff recommends approving the Town of Mt. Gilead Street Lighting Policy and Guidelines.



## TOWN OF MT. GILEAD STREET LIGHTING POLICY & GUIDELINES

February 2021

### Policy Purpose

The purpose of this statement is to adopt an official policy for the Town of Mt. Gilead pertaining to the installation of streetlights for the purpose of traffic safety and crime control. The policy will also assist with determining objectivity if an area has “enough” light. This policy does not guarantee that the Town will accept ownership of streetlights nor that the Town be required to install new lights. All improvements to existing streetlights and/or erection of new streetlights by the Town will depend on funds available in the fiscal budget and discretion of the Town Board.

### Coverage

This policy, upon adoption, shall apply to all public rights-of-way within the municipal limits of the Town of Mt. Gilead, within all new subdivisions in the Town’s Extraterritorial Jurisdiction (ETJ) which requires the Town’s approval and any public right-of-way annexed in the future, until such time that the Policy Statement is altered, modified or rescinded by the board of Commissioners.

### Definitions

*Arterial Street* – That part of the roadway system that serves as the principal network for through traffic flow. The routes connect areas of principal traffic generation and important rural roadways leaving the town. These routes are often known as “arterials”, “thoroughfares”, or “preferential.” They are sometimes subdivided into primary and secondary; however, such distinctions are not necessary in roadway lighting.

*Collector Street & Sub-Collector* – Roadways servicing traffic between major and local streets. These are streets used mainly for traffic movements within residential, commercial and industrial areas. They do not handle long, through trips. Collector streets may be used for truck or bus movements and give direct service to abutting properties.

*Local Street* – Local streets are used primarily for direct access to residential, commercial, industrial or other abutting property. They make up a large percentage of the total street system but carry a small proportion of vehicular traffic.

**The Board of Commissioners of the Town of Mt. Gilead hereby establishes the following policy:**

#### A. Street Lighting Requirements

All new and replacement street lighting installation shall be via underground contribution, unless specifically approved otherwise by the Town Manager and/or Public Works Director, and will be installed in accordance with this policy. **Note: Nothing in the policy will require the Town to install underground utilities.**

All underground and other electrical distribution systems for street lighting within the corporate limits of the Town of Mt. Gilead and its Extraterritorial Jurisdiction shall be installed according to the following standards:

1. Underground service for the light fixtures shall be installed in conformance with Duke Energy and the Town of Mt. Gilead standards. If part of a development, the installation will be at the developer’s expense.

2. The placement of street lighting fixtures in residential areas shall be at each street intersection and at 400 to 600 foot intervals unless:
  - a. The roadway length is less than 400 feet but more than 200 feet in which case a street light will be provided at the end of the street; or
  - b. Where the roadway length is less than 200 feet and a street light is placed at an intersection and no natural features create a problem, no street light will be placed at the end of the roadway; or
  - c. The vertical and horizontal street alignment or natural features necessitate shorter spacing intervals.
3. The Town Public Works Director using predetermined criteria such as nighttime Business activity and/or pedestrian activity will determine new project locations.
  - a. For existing residential or commercial areas to qualify for improvements, the existing lighting area must pose serious safety concerns as determined by the Public Works Director, Chief of Police and Town Manager.
  - b. For solicited improvements, the property owners abutting the street must sign a petition requesting upgraded lighting. The petitioners must also agree that existing lights may be moved and trenching may be necessary. Petitions will be accommodated on a first-come, first-served basis, as approved by the Town Board and when funds become available.
4. The placement of street lighting along major roads, local streets and collector streets and in non-residential areas shall be in accordance with the Illumination Engineering Society's standards, Duke Energy, or designed by a professional engineer.
5. When fiscally possible, a streetlight shall be provided at all street intersections.

**B. Street Light fixtures shall conform to the following:**

1. All fixtures in residential areas shall be 75-watt LED Lighting standard fixture on fiberglass or existing wooden poles if applicable twenty-five (25) feet in height.
2. All fixtures along thoroughfares shall be 105 to 150 watt LED Lighting standard fixture on fiberglass or existing wooden poles.
3. Acceptable fixtures shall be stamped LED fixture except where a developer requests to use decorative or private street lighting (see Section E-2). If fiberglass poles are not available, exceptions may be made for the use of other special metals, wood poles or decorative metal poles.
4. Streetlights will be mounted on existing overhead distribution poles wherever practical.

**C. Authorization for streetlight installations shall occur at such time as:**

1. A developer, through the Town of Mt. Gilead requests the installation of streetlights prior to the issuance of any Certificate of Occupancy. The developer shall incur a monthly electrical expense billed from Duke Energy equal to the monthly electrical expense incurred by the Town of Mt. Gilead for each streetlight installed. The developer will be billed by Duke Energy for the period beginning with installation of the streetlight and ending with notification to the Town of Mt. Gilead by the Developer, of issuance of a Certificate of Occupancy in the immediate area of each streetlight location.
2. A Certificate of Occupancy is issued in the immediate area of the proposed streetlight location.
3. An arterial road, or local street or collector street is constructed or widened as part of development. Thoroughfares, marginal access streets and collector streets that are constructed or

widened by the Town of Mt. Gilead shall be lighted immediately after construction, dependent on the availability by the Public Works Director.

**D. Town of Mt. Gilead's acceptance of Street or Roadway**

Street lighting facilities and streetlights shall be installed by the developer on any roadway, portion of roadway or widening prior to the Town of Mt. Gilead's acceptance of that roadway for routine maintenance unless otherwise approved by the Public Works Director.

**E. Developer requests for exceptions to standard streetlights**

1. A developer may request to use decorative or private street lighting within a development provided:
  - a. Streetlight fixture types and locations must meet the criteria set forth in this policy and must be approved by the Town of Mt. Gilead.
  - b. The developer and/or Homeowner's Association shall be responsible for all installation costs and monthly operating costs associated with private streetlights.
  - c. The developer and/or Homeowner's Association shall be responsible for any costs associated with the deletion of the private streetlights and any costs associated with installing the Town's standard streetlights prior to the expiration of franchise contract with Duke Energy.
  - d. The developer shall include all responsibilities of the Homeowner's Association pertaining to the street lighting in the development covenants. The developer shall inform all purchasers of property in the development of these same responsibilities.
  - e. Decorative lighting shall not be used on major roads, **except with the express written approval of the Town.**
  - f. Developers of private streets shall be required to install private street lighting in accordance with this policy, with the exception that the Homeowner's Association will not have the option of deleting the private street lighting at any time in the future.
2. The subdivider, developer, Homeowner's Association or other responsible organization representing a subdivision development will be responsible for the installation, maintenance and power consumption for all landscape lighting or any other device or fixture requiring electrical power.

**F. New Technology and Replacement Opportunities**

1. As new streetlight technology becomes available, it shall be reviewed and considered in relation to this policy's provision and its benefits to the Town and its citizens.
2. As opportunities occur whenever overhead wiring or poles must be replaced, it is the policy of the Town of Mt. Gilead that if practical **and with the approval of the Town**, the overhead wiring be placed underground. When not practical, all electrical, telephone and cable wiring be located on only one pole on only one side of the street.





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**A RESOLUTION BY THE TOWN OF MOUNT GILEAD BOARD OF  
COMMISSIONERS OPPOSING HOUSE BILL 35 REGARDING  
ELECTRONIC NOTICE ALLOWANCE**

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**WHEREAS**, it is the responsibility and obligation of all levels of government to be transparent, forthcoming, and to do its utmost to inform residents of the actions, laws, and intentions of governing bodies; and

**WHEREAS**, the proposed legislation contained in House Bill 35 would establish the option for this local government to place public notifications online by local adopted ordinance; and

**WHEREAS**, print journalism remains a viable local source of circulated news in North Carolina, especially in rural areas of the state; and

**WHEREAS**, in disadvantaged rural counties internet access is often inconsistent or unavailable, and the costs of monthly internet access can exceed the cost of a monthly newspaper subscription; and

**WHEREAS**, in light of the existing pandemic, the reliability and accessibility issues with regards to internet service in not only the Town of Mount Gilead, but also Montgomery County, highlight the need to continue with paper copy notices in addition to electronic notices; and

**WHEREAS**, notwithstanding any discussions on declining newspaper circulation numbers or the demise of the print media industry as a whole, the use of local newspapers as the venue for governmental notification is entrenched in the public's mind, and generally where the public seeks out information for such; and

**WHEREAS**, there is nothing which prevents governing bodies from using governmental websites for notification in addition to print notification, in the interest of the public.

**NOW, THEREFORE, BE IT RESOLVED THAT**, the Town of Mount Gilead Board of Commissioners is opposed to the legislation of House Bill 35 and would see that Montgomery County be removed from said legislation.

**SO BE IT RESOLVED**, this 2nd day of March 2021.

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Amy C. Roberts, NCCMC  
Town Clerk

(seal)

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Joseph M. "Chip" Miller, Jr.  
Mayor



# TOWN OF MOUNT GILEAD

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110 West Allenton Street, Mount Gilead, North Carolina, 27306

## AGENDA ITEM

To: Mayor and Commissioners  
From: Hiram J. Marziano, II, Town Manager  
Re: Budget Amendment – BA21-0302-01

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### **Summary**

Commissioner Lucas asked about the discrepancy between the budget v. actual summary and detail we provided during the Board meeting on February 2, 2021. I was incorrect in my claim that the detail was correct and the summary had a glitch. It is actually the opposite.

After some investigation, we found the issue was in how the detail was being generated. There is a setting in the software that turns off zero budgets – line items that were not budgeted for – so that the report is not crowded with old codes or nonexistent line items.

This is a simple fix and we have provided a budget amendment to handle these discrepancies. While these were known codes and expenses, it is my belief that with the turnover the Town experienced along with the complications in going through the interim budget process, this was a simple oversight.

Amy has provided the following budget amendment for your review and approval. This will balance the account as it should have been.

### **Recommendations**

Staff recommends a motion approving the budget amendment BA21-0302-01.

Department: Gov Body, Parks/Rec

**TOWN OF MOUNT GILEAD**  
**BUDGET AMENDMENT**  
**FY 2020-21**

Amendment # BA21-0302-01

Title/Project Name: BUDGET AMENDMENT

Date Processed: \_\_\_\_\_

Page 1 of 1

Department Head Signature: \_\_\_\_\_

Date of Approval by the Board: \_\_\_\_\_

**Required Signatures**

Department Head	_____	Date: _____
Manager	_____	Date: _____
Mayor	_____	Date: _____
Finance Director	_____	Date: _____

*Notes: Amendments are required in all cases where budget line appropriations are expected to exceed fiscal year appropriations or when new grants or other funds which will be expended enter the town's system after the fiscal year budget ordinance is approved.*

G/L ACCOUNT NUMBER	LINE ITEM DESCRIPTION	CURRENT BUDGET	INCREASE	DECREASE	AMENDED BUDGET	NARRATIVE JUSTIFICATION FOR EACH INCREASE/DECREASE
10-399-53	CARES Act Funding Appropriation Revenue	\$ -	\$ 46,246.60		\$ 46,246.60	CARES ACT Total Allocation from Montgomery County
10-360-10	Appropriated Fund Balance	\$ 331,911.00	\$ 52,463.48		\$ 384,374.48	Increase to Appropriated Fund Balance
10-500-56	CARRY OVER APPROPRIATION FOR PARK PAVING FROM 19-20 BUDGET	\$ -	\$ 52,463.48		\$ 52,463.48	Work completed in 20-21 Budget. Money was budgeted/approved in 19-20 Budget but not carried over.
10-800-58	COVID EXPENSE LINE ITEM BUDGET	\$ -	\$ 46,246.60		\$ 46,246.60	Expense line item had not been budgeted for in 20-21 budget



# TOWN OF MOUNT GILEAD

110 West Allenton Street, Mount Gilead, North Carolina, 27306

## AGENDA ITEM

To: Mayor and Commissioners  
From: Hiram J. Marziano, II, Town Manager  
Re: Amendments to the Town of Mount Gilead Sewer Use Ordinance (SUO)

### **Summary**

Last year, the Town began looking at updates to the Town of Mount Gilead Sewer Use Ordinance (SUO). To that end, Colin McGrath with Poyner Spruill, LLP has been working on the needed revisions to ensure the SUO is compliant with the latest legislations and judicial reviews.

Attached is the revised version of the SUO as provided by Mr. McGrath and reviewed by Mr. Daniel Medley and myself. It is being presented for a first reading. As per NCGS 160A-75, the Board cannot decide on the ordinance on the date initially proposed without a 2/3 majority vote.

The document is separate as it is too long to include in the packet booklet.

### **Recommendation**

Staff recommends a motion to approve the Town of Mount Gilead Sewer Use Ordinance as amended.



# TOWN OF MOUNT GILEAD

110 West Allenton Street, Mount Gilead, North Carolina, 27306

## AGENDA ITEM

To: Mayor and Commissioners  
From: Hiram J. Marziano, II, Town Manager  
Re: COVID-19 Emergency Paid Sick Leave Policy – Extended

### Summary

Last year, in response to the COVID-19 pandemic outbreak, the Town instituted a policy whereby employees who were instructed to quarantine due to contracting or possible exposure to COVID-19 were provided with emergency paid sick leave. This sick leave did not count against their sick leave accrual and acted more as just administrative paid leave. The policy was only effective until December 31, 2020.

More recently, we have had a few employees who were instructed to quarantine by their supervisors or the doctor/health department due to exposure. Without a policy, these individuals had to use their own personal sick leave to accommodate these precautions, even though the employees themselves exhibited no symptoms, and fortunately for them, had not contracted the virus themselves.

### Discussion

Staff is presenting an updated version of last year's policy. This policy establishes guidelines on what would qualify for use of this leave type. For example, if an individual wished to stay home because they feel bad or are going to go get tested for COVID-19, those would fall under their personal sick leave. For employees who test positive or are instructed to quarantine, that would use the emergency leave policy and their time off would not be deducted from their sick leave accrual.

We would also ask that this policy be retroactive to January 1, 2021 so that those who were required to quarantine for the benefit of their coworkers and the public could have their hours of sick leave returned to them.

I believe that this is a responsible action that the Town should take. It gives support to our employees and helps them make the right decisions for their personal wellbeing as well as the wellbeing of their coworkers and the community as a whole.

With numbers on the decline, I am hopeful that this policy will see limited use. However, we should be prepared for the unfortunate situation should it arise. This event has stuck with us for longer than most thought it would.

### Recommendations

Staff recommends a motion approving the Extended Town of Mt. Gilead COVID-19 Emergency Paid Sick Leave Policy through December 31, 2021.

# COVID-19 EMERGENCY PAID SICK LEAVE POLICY - EXTENDED

Town of Mount Gilead, North Carolina

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## Eligibility

The Town of Mount Gilead provides eligible employees with emergency paid sick leave under certain conditions. All employees are eligible for emergency paid sick leave.

## Reason for Leave

You may take emergency paid sick leave if you are unable to work (or telework) because:

1. You are subject to a federal, state, or local quarantine or isolation order related to COVID-19.
2. You have been advised by a health care provider to self-quarantine because of COVID-19.
3. You are caring for an individual who has been advised to quarantine or isolate due to COVID-19.
4. You are caring for a child whose school or place of care is closed, or whose childcare provider is unavailable, due to COVID-19 precautions; or
5. You are experiencing substantially similar conditions as specified by the Secretary of the Department of Health and Human Services, in consultation with the Secretaries of Labor and Treasury; or
6. You are not able to work because Town Hall is closed due to COVID-19 precautions.

## Duration/Compensation

Employees are entitled to:

**Full-time employees:** 80 Hours of pay at their regular pay rate (84 for police personnel). However, when caring for a family member (for reasons 3, 4, 5, and 6 above), Emergency sick leave is paid at two-thirds the employee's regular rate.

**Part-time employees:** Pay for the number of hours the employee works, on average, over a two-week period.

Paid leave under this policy is limited to \$511 per day (\$5,111 in total) where leave is taken for reasons 1 and 2 described above (generally, an employee's own illness or quarantine); and \$150 per day (\$1,500 in total) where leave is taken for reasons 3, 4, 5, and 6 (care for others or school/workplace closures).

## Leave Rules

You may elect to use emergency paid sick leave before using any accrued paid leave if your absence from work pertains to COVID-19 and/or any item (1-6) listed above.

No leave provided by the Town before December 31, 2020 may be credited against your leave entitlement. In addition, emergency paid sick leave cannot be carried over after December 31, 2021.

## Requesting Leave

If an employee needs to take emergency paid sick leave, notice must be provided as soon as possible. Normal call-in procedures apply to all absences from work. If an employee is experiencing any declared symptoms of COVID-19, it should be reported to a direct supervisor immediately. To receive this leave, individuals ~~must~~ have been instructed to quarantine either by the Town, the Health Department, or a medical professional. The employee must quarantine according to CDC guidelines and/or provide a release from a doctor or medical facility before returning to work for the Town.

## Retaliation

The Town will not retaliate against employees who request or take leave in accordance with this policy.

Adopted this 2<sup>nd</sup> day of March 2021.

ATTEST:

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Joseph "Chip" Miller, Jr., Mayor

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Amy C. Roberts, Town Clerk



## TOWN MANAGER REPORT

February 2021

### GENERAL UPDATES

- We are in the process of finalizing the right-of-way easement plats for East Ingram Street. We are collecting signatures from the adjoining property owners. We need two more from property owners that are out of state. We will mail the maps off to them for their signatures and as soon as they are returned we will have the maps registered.
- Work continued on the development of the Street Lighting Policy and the amendments to the Animal Ordinances.
- Budget work is in full swing. Staff has been working on their requests and proposal ideas this month in anticipation for the budget workshop on March 12<sup>th</sup> and 13<sup>th</sup>. I will be spending the next several days going over the budget requests and putting together the packets. Packets will be sent out to the Board by end of business on March 8<sup>th</sup>.
- I issued a few zoning permits this month. One was for the placement of an accessory structure and the other was for a local retail merchant to set up a farmer's market for the summer.
- I met with individuals at PaperWorks regarding their desire to develop an environmentally efficient operation at their plant. They have some great goals and ideas and I am glad they have reached out to the Town to discuss those ideas with them.
- Daniel and I have been working on educational outreach material involving the use of the sewer system. Specifically, we have developed material that tries to explain what should be flushed and what should not. *Hint: Only toilet paper should be flushed and no other products.* We are hopeful that this material will be a start towards addressing some issues we are having with people flushing unsuitable materials such as cleaning supplies, wipes, gloves and masks. I have put a sample pamphlet with your agenda packets for your information. We will be getting a quote for printing of these pamphlets and we will mail them out initially to all of our sewer users inside and outside of Town. They will also be handed out with Ms. Jackson's 'Welcome Packet' when people sign up for a new account.
- The Planning Board met on February 18, 2021 at 5:30 PM at the Fire Station. The meeting consisted of my brief introduction to the board, discussion on needing to nominate and elect a chair at the next meeting, and review of the proposed 160D amendments to the developmental ordinances.

### PROJECT UPDATES

- ***Sewer Use Ordinance Updates:*** Received the final draft of the updates to the ordinance. The updates include reducing ambiguous discretionary actions, language updates and updates to stay current following recent changes and court cases. Along with these updates, I am looking to develop a regular a process for the Town to conduct regular reviews and inspections of the users to look for violations to keep our system free from complications as best we are able.
- ***NCGS 160D Planning & Development Updates:*** I completed and finalized my edits to our development ordinances that had to be changed. While I did include a few format changes, I only included two major changes that were not technically required, but were necessary to comply with other changes and our administrative structure. These proposed amendments were taken to the Town Planning Board at their February 18<sup>th</sup> meeting. They opted to take the month to review these proposals further and discuss again at their March 18<sup>th</sup> meeting.
- ***Mount Gilead Water AIA Application:*** David Honeycutt with McGill Associates informed me that we were not funded for this grant. We scored considerably lower than our sewer application. Mr. Honeycutt has reached out to the State already to get detailed score information to assess what can be improved for the fall round.
- ***Mount Gilead Sewer AIA Application:*** David Honeycutt with McGill Associates informed me that we just missed on the AIA for sewer. It was 18 points and 33<sup>rd</sup> on the funding list and they funded through 19 points and number 32. The highest score was 22. These funds are limited and are very competitive.

- **Mount Gilead Comprehensive Plan:** The staff at Mosaic are now writing the plan itself and preparing the draft document to share with the Town for review sometime in April.
- **Main Street Stormwater Improvements:** Regarding the stormwater project, LKC flew their drone to get a better feel for how the water runoff occurs on top of the Antique Mall building and all the water appears to sheet flow off the back of the building. They have completed the design of the abandonment of the existing dual 24” storm pipes that run under the Police Department, Main Street, and the Antique Mall. They are working on adding a stormwater collection/inlet box to place at the low spot of the alley behind the Antique Mall. They completed our survey of the gravel alley two weeks ago. This work should be completed within the next week or so. They need to put finishing touches on the bid documents and should be ready to advertise in early-mid March at the latest.
- **East Allenton Street Sewer Replacement:** Rob McIntyre with LKC Engineering has gotten information to Daniel Medley on whom to contact regarding moving this project forward. As the design has shifted down to a more simplified version, Staff will be overseeing the project moving forward. Project includes the rehabilitation of one (1) manhole and approximately 140 linear feet of CIPP on an 8” gravity sewer.
- **Wastewater Treatment Plant & Lift Stations #2, #6 and #10:** We are working with the contractor and getting their reimbursement for finalizing the project. At the same time, we are attempting to make use of the excess funds to finish out the fence at the plant. We have the quotes in but still need approval from the state and the contractor.
- **East Allenton Sidewalk Project** – We had no communication from NCDOT this month. The State is still holding the funds for several smaller local transportation projects. Once the central office lifts the suspension on local projects, we will be good to go to start the design phase with WithersRavenel.

#### UPCOMING DATES

- Monday, March 8: Draft Budget Packets Delivered to the Board
- Friday, March 12 [5:30P]: Town Board Budget Workshop Day 1 @ Fire Station
- Saturday, March 13 [9:00A]: Town Board Budget Workshop Day 2 @ Fire Station
- Thursday, March 18 [5:30P]: Town Planning Board Meeting @ Fire Station
- Tuesday, April 6 [7:00]: Town Board Regular Meeting @ Fire Station





Alliance Code  
Enforcement LLC

PROTECTING QUALITY OF LIFE  
**Monthly Report**  
Town of Mount Gilead

Updated  
02/23/2021

ADDRESS	VIOLATION	STATUS
500 W Allenton St	MH/JP/OL	OPEN
0 Industry Ave	AB/OL	OPEN
306 N Main St	MH/OL	OPEN
0 Julius Chambers Ave	MH/OL	OPEN
0 E Allenton	JV/JP	OPEN
0 Lumber St	MH/OL	OPEN
105 E Second St	MH/OL	OPEN
0 W Allenton St (419)	MH/JP/JV	OPEN
308 N Main St	MH/JP/OL	OPEN
101 N Main St	MH	OPEN
418 W Allenton St	JP	OPEN
202 E Allenton St	JP	OPEN
519 N Main St	OL	ABATED
405 Julius Chambers St	OL	OPEN
109 E Second Ave	OL	OPEN
513 W Allenton St	JV	OPEN
535 W Allenton St	JV	ABATED
107 East Second Ave	JP	ABATED
320 Washington Park St	JP	OPEN
109 Cedar Rd	JV	ABATED
320 East Allenton St	JP	ABATED
335 East Allenton St	JV	OPEN
325 East Allenton St	JP	ABATED
0 Sunrise Ave	OL	ABATED
104 Highland Ave	JP	ABATED
207 East Second St	JP	OPEN
416 West Allenton St	JP	OPEN
432 Northview St	JP	ABATED
418 N Main St	JP	ABATED
282 Northview St	JP	ABATED
444 N Main St	JP	OPEN
430 S. Wadesboro Blvd	JP	OPEN
200 S Main St	MH	OPEN
465 State Rd 1107	AC	UNFOUNDED
109 S Main St	JV	OPEN
204 W Allenton St	JP	OPEN
501 W Allenton St	JP	OPEN



Alliance Code  
Enforcement LLC

PROTECTING QUALITY OF LIFE  
**Monthly Report**  
Town of Mount Gilead

Updated  
02/23/2021

302 Cedar St	JV	<b>OPEN</b>
307 West Haywood Ln	JP	<b>OPEN</b>
111 Cedar St	JP	<b>OPEN</b>
412 Julius Chambers Ave	JP	<b>OPEN</b>
206 N School St	JP/JV	<b>OPEN</b>
204 S Main St	JP	<b>OPEN</b>
206 S Main St	JP	<b>OPEN</b>

#### **Highlights / Talking Points for the Month**

- A complaint was received for 200 S Main St, a MH case has been opened for this property. This is a dilapidated unoccupied structure that does not meet the minimum standards for housing.
- A complaint was received for 109 S Main St for a JV violation. A NOV has been prepared and mailed for this case.
- A case was opened for 206 N School St for a violation of JV/JP. A NOV has been prepared and mailed for this case.
- Supplemental Report for update on the Speakman Property behind the FD.



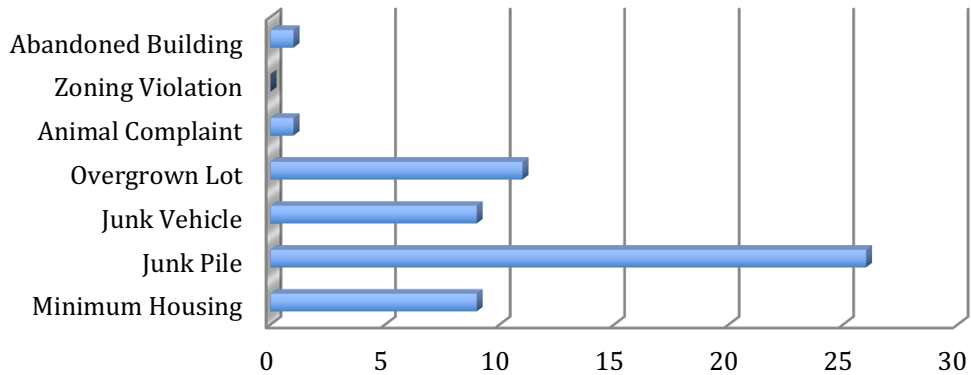
PROTECTING QUALITY OF LIFE

Alliance Code  
Enforcement LLC

Monthly Report  
Town of Mount Gilead

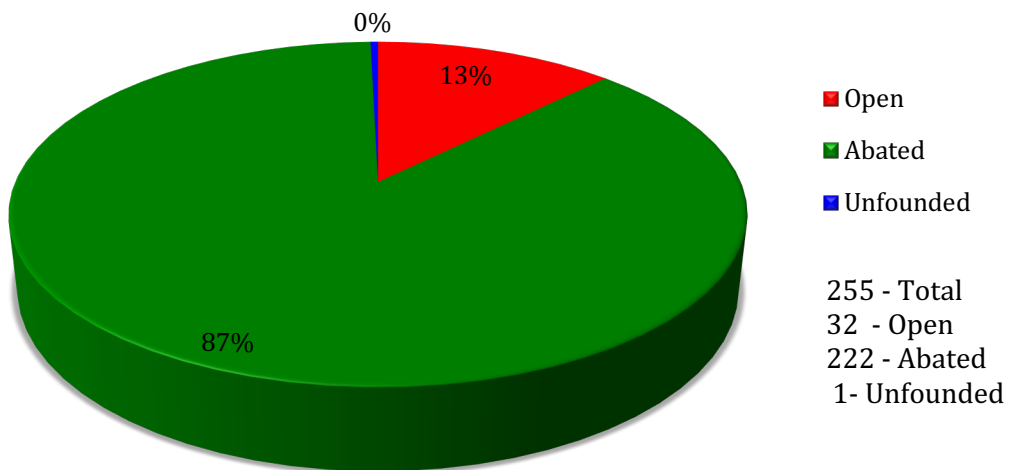
Updated  
02/23/2021

### Violations by the Numbers



	Minimum Housing	Junk Pile	Junk Vehicle	Overgrown Lot	Animal Complaint	Zoning Violation	Abandoned Building
Violations by the Numbers	9	26	9	11	1	0	1

### Year to Date Case Status



Monthly Report Supplement  
Speakman Property

On February 22, 2021, I conducted a thorough re-inspection of the property. I documented my findings photographically and relayed them to Town Staff and also directly to Adam Campbell, Attorney for the Speakman family.

My findings are as follows: I found numerous violations still present. There is still open storage of numerous automotive parts and I identified 9 vehicles that fit the criteria of junk vehicle. Several of those cars are classic autos and it was discussed that those could remain assuming a fitted car cover was placed on them. Additionally, the tires need to keep air in them, so the vehicle does not fall into the Nuisance category. At this point, numerous tires are completely flat, and no fitted covers have been placed, only tarpaulins.

Upon relaying this information, the Attorney advised he would immediately contact his client and ensured me that they have every intent to bring the property into compliance. He also advised they plan to erect a permitted privacy fence as soon as possible, but are restricted in doing so presently due to a lack of funds. I reminded the Attorney of the March 1, 2021, deadline. He advised his clients have faced unprecedented medical and financial burden during the past year. I relayed to him that while I understand and am empathetic toward their situation, it does not alter the previously allotted timeframe for abatement.

The property has made significant progress, but does remain in violation. Assuming the property will remain in violation post March 1, 2021, the following options can determine the next step:

- 1) Immediately make the determination to move forward with abatement actions, bill the property owner and if unpaid, place a lien against the property for the cost.
- 2) Give an extension to the property owner and allow them additional time to comply.
- 3) Provide no extension, rather decide to vote on abatement action at the April meeting and immediately move forward up an approved vote. This will provide additional time for compliance, but also show the property owner that there is no more time, and that the Town will immediately abate in April. (Recommended)



# TOWN OF MOUNT GILEAD DEPARTMENT REPORTS

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110 West Allenton Street, Mount Gilead, North Carolina, 27306  
February 2021

## PUBLIC WORKS

The following is a list of the activities and duties performed by the Public Works Department in February

### Water/Sewer Services

- Repaired sewer line on Cedar
- installed pump at LS#6
- Install pump at WWTP
- Repaired coolant heater on generator at LS#11

### Repairs and Cleanup Activities

- Repair Road on W. Ingram
- Removed bushes at FD
- Installed rock work at parker town clean storm drains
- Cleaned park
- Picked up trash on streets

### Equipment/Vehicle Maintenance

- Preventive checks were performed on the town's vehicles.
- Oil change on service vehicle

### Routine Monthly Activities

- Lift stations 1-15 - weekly checks
- Non-payment cutoffs - Completed -12
- Cleaned curbs and gutters on Julius Chambers, W. Allenton St N. Main
- Other street cleaning removing trash from right-of-way.

### Completed Projects

### In Progress Jobs

- Down town storm drain projects
- West Allenton St sewer



Town of  
**MOUNT GILEAD POLICE  
DEPARTMENT**

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**123 North Main Street - Post Office Box 325  
Mount Gilead, North Carolina, 27306**  
Phone: (910) 439-6711 Fax: (910) 439-1855

**MEMORANDUM**

**To: Hiram J. Marziano, II  
Town Manager**

**From: Patrick L. Preslar  
Chief of Police**

**Date: February 25, 2021**

**Subject: Mount Gilead Police Department Monthly Report for February 2021**

We had a relatively quiet month of February. Department personnel have begun seeking out training opportunities to complete the required 2021 annual in-service classes. I encourage our personnel to take advantage of classes online, as it saves them time and is more efficient for the department.

Our investigation continues into the recent break-in at C's. We have no solid information as of yet. The scene was processed and fingerprints were taken in hopes that this will generate some positive leads.

The shooting incident that occurred on West Haywood Street near School Street has now been determined to be accidental. The individual was carrying a weapon in his waistband when the weapon discharged. Criminal charges are pending in this matter.

The GCC Improvement Grant for the mobile radio updates has now been approved to proceed. We will begin seeking quotes from vendors.

**COVID 19 RISK** - Department personnel are continuing to take the necessary steps to limit exposure when dealing with the public. Citizens continue to comply with the "stay at home" order with minimal instances of noncompliance. Officers check temperatures at the beginning of each shift and disinfect their patrol vehicle at the end of each shift.

**Administration and Patrol**

- Ordered the last items authorized by the Mobile Data Terminal GCC grant.

- Submitted the necessary reimbursement paperwork to the GCC from the Mobile Data Terminal.
- Reviewed prospective applicant's paperwork and prepared medical and physical paperwork.
- Continued 2021-22 budget preparations.
- Conducted a job recruitment presentation to current BLET students at the Montgomery Community College.
- Filed a formal complaint with the state agency for the Mount Gilead Group Home. We have responded to 43 calls for there since January 1, 2020.
- Completed and submitted reimbursement requests for the Mobile Data Terminal grant.
- Completed and submitted other documents required for our open grants.
- Completed and submitted our annual DCI Hotfiles audit to the NCSBI.
- Investigation continues into the B&E at C's. No significant leads at this point.
- Investigated a shooting incident that was initially reported that a suspect was involved. Further investigation revealed this was an accidental shooting.
- Officers are continuing to advise the "Social Distancing" requirement.
- Officers are continuing to check business doors each night.
- Department vehicles were serviced as needed.
- Assisted with escorts in and around town as needed
- Continued with follow-up investigations in recent cases.
- Officers participated in various traffic checkpoints around the town.
- Routine patrol and security/building checks daily.
- Met with citizens to address various concerns.
- Routinely reviewed body camera videos.
- Ranking officers continue to fill in shifts for officers as needed shift schedule (sickness, training, vacancy etc.).
- Continued entry of SBI Traffic Stop Reports.
- Entered IBR (monthly crime report) to state database for crime statistics.

### **Investigations Report**

\*Will continue this report when fully staffed.

### **Attachments**

- Calls for Service
- Activity Summary
- Reported Incidents – Officer assigned

Montgomery County Communications  
 199 South Liberty St Troy , NC 27371

CFS By Department - Select Department By Date  
 For MT GILEAD POLICE DEPT 1/28/2021 - 2/23/2021

MT GILEAD POLICE DEPT	Count	Percent
ALARM (NOT FIRE) COMMERCIAL	11	4.58%
ANIMAL CALL (NOT ATTACKS)	5	2.08%
ASSAULT (NO INJURIES)	2	0.83%
ASSIST MOTORIST	2	0.83%
B-E	4	1.67%
CHASE VEH	1	0.42%
CHEST PAIN	2	0.83%
CHILD CUSTODY	2	0.83%
CIVIL	1	0.42%
CIVIL DISTURBANCE	2	0.83%
COMMUNICATING THREATS	1	0.42%
DAMAGE TO PROPERTY	1	0.42%
DISORDERLY CONDUCT	1	0.42%
DOMESTIC	4	1.67%
DRUG VIOLATION	1	0.42%
ESCORT	57	23.75%
FALLS	1	0.42%
FOLLOWUP INVESTIGATION	11	4.58%
HARASSING PHONE CALLS	1	0.42%
HARASSMENT/STALKING	1	0.42%
HEMORRHAGE - LACERATIONS	1	0.42%
INTOXICATED SUBJECT(s)	1	0.42%
LARCENY	2	0.83%
LIFELINE	2	0.83%
MENTAL COMMITMENT	1	0.42%
PROPERTY (Found-Lost-Seized-Recoverd)	1	0.42%
PSYCHIATRIC - ABNORMAL BEHAVIOR - SUICIDE ATTEMPT	2	0.83%
RUNAWAY	2	0.83%
SECURITY CHECK	15	6.25%
SERVE PAPER	2	0.83%
SHOTS FIRED	2	0.83%
SICK PERSON (SPECIFIC DIAGNOSIS)	1	0.42%
STAB - GUNSHOT - PENETRATING TRAUMA	1	0.42%
SUSPICIOUS PERSON/VEH/ACTIVITY	19	7.92%
TEXT 911	1	0.42%
TRAFFIC ACCIDENTS (PD)	3	1.25%
TRAFFIC STOP	60	25.00%
TRANSPORTATION PI	3	1.25%
TRESPASSING	6	2.50%
UNKNOWN PROBLEM (MAN DOWN)	1	0.42%
UNSECURED PREMISE	1	0.42%
WANTED PERSON	1	0.42%



MT GILEAD POLICE DEPT	Count	Percent
WELFARE CHECK	1	0.42%
Total Records For MT GILEAD POLICE DEPT	240	Dept Calls/Total Calls 100.00%
Total Records	240	

# Activity Detail Summary (by Category)

## MOUNT GILEAD POLICE DEPARTMENT

(01/28/2021 - 02/23/2021)

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### Incident\Investigations

13B - Simple Assault	3
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220 - Burglary/Breaking & Entering	2
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290 - Destruction/Damage/Vandalism of Property	2
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90D - Driving Under the Influence	1
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90E - Drunkenness	1
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90J - Trespass of Real Property	2
---------------------------------	---

90Z - All Other Offenses	7
--------------------------	---

Total Offenses	18
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Total Incidents	17
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### Arrests

90D - Driving Under the Influence	1
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90E - Drunkenness	1
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90J - Trespass of Real Property	2
---------------------------------	---

90Z - All Other Offenses	7
--------------------------	---

Total Charges	11
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Total Arrests	9
---------------	---

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### Accidents

Total Accidents	3
-----------------	---

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## Citations

Driving While License Revoked	5
Expired Registration	9
Failure To Stop (Stop Sign/Flashing Red Light)	1
Inspection	1
No Operator License	4
Other (Infraction)	5
Possess/Consume Alcohol - Passenger	2
Running Red Light	1
Seat Belt	1
Speeding (Infraction)	4
Unsafe Movement	1
Secondary Charge	15
<b>Total Charges</b>	<b>49</b>
<b>Total Citations</b>	<b>34</b>

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## Warning Tickets

<b>Total Warning Tickets</b>	<b>18</b>
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# Incident Offenses/Victims/Status By Reporting Officer

## MOUNT GILEAD POLICE DEPARTMENT

All Case Statuses - (01/28/2021 - 02/23/2021)

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### 2246 - Lieutenant Austen B. Morton

Incident Number:	Offense:	Victim:	Case Status:	Exceptional Clearance:	Inc. Date:
2102-0022	90Z - Outstanding Warrants		Closed by Arrest		02/05/2021
2102-0029	90Z - Flee to Elude Arrest with Motor Vehicle	State of North Carolina	Closed by Arrest		02/12/2021

Officer Total Incidents: 2

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### 2647 - Detective Jacob Shuping

Incident Number:	Offense:	Victim:	Case Status:	Exceptional Clearance:	Inc. Date:
2101-0015	90Z - Possession of Open Containers	Town of Mount Gilead, Town of Mount Gilead Town of Mount Gilead	Closed by Arrest	Not Applicable	01/29/2021
2101-0016	90D - Driving Under the Influence	State of NC, Mount Gilead	Closed by Arrest	Not Applicable	01/29/2021
2102-0017	90J - Trespass of Real Property	Lemons, Todd Smith	Closed by Arrest	Not Applicable	01/30/2021
2102-0018	90J - 2nd Degree Trespass	C's Gas Station, C's Gas Station C's Gas Station	Closed by Arrest	Not Applicable	01/31/2021
2102-0026	220 - Burglary/Breaking & Entering 290 - Destruction/Damage/Vandalism of Property	C's Convenience Store	Active	Not Applicable	02/09/2021

Officer Total Incidents: 5

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### 4531 - Patrol Officer Hunter T. Stone

Incident Number:	Offense:	Victim:	Case Status:	Exceptional Clearance:	Inc. Date:
2101-0014	290 - Damage of Property	Harris, Tracey Carol	Active	Not Applicable	01/30/2021
2102-0020	90Z - Run Away Juvenile	Workman, Taniya	Active	Not Applicable	02/03/2021
2102-0021	13B - Simple Assault	Stone, Hunter Timothy	Active	Not Applicable	02/04/2021

Officer Total Incidents: 3

# Incident Offenses/Victims/Status By Reporting Officer

## MOUNT GILEAD POLICE DEPARTMENT

All Case Statuses - (01/28/2021 - 02/23/2021)

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### 6474 - Patrol Officer James L. Brown

Incident Number:	Offense:	Victim:	Case Status:	Exceptional Clearance:	Inc. Date:
2102-0019	13B - Self-inflicted gunshot to left leg	Lomax, Elijah M	Closed by Other Means	Not Applicable	02/03/2021
2102-0024	90Z - All Other Offenses	Pankey, Travis	Located (Missing Persons and Runaways only)	Not Applicable	02/07/2021
2102-0025	13B - Simple Assault	Landreth, Collin Jameson	Closed by Other Means	Not Applicable	02/07/2021
2102-0027	220 - Burglary/Breaking & Entering	Morin, Iutheena	Active	Not Applicable	02/10/2021
2102-0028	90Z - communicating threats by telephone	Dollar General	Active		02/11/2021

Officer Total Incidents: 5

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### 8523 - Sergeant Adam W. Lucas

Incident Number:	Offense:	Victim:	Case Status:	Exceptional Clearance:	Inc. Date:
2101-0012	90E - Drunkenness	State of NC	Closed by Arrest	Not Applicable	01/28/2021
2102-0023	90Z - Unauthorized use of motor vehicle	State of NC	Closed by Arrest		02/06/2021

Officer Total Incidents: 2

Total Incidents: 17

## Budget vs Actual (Summary)

Town of Mount Gilead  
2/26/2021 11:52:18 AM

Page 1 Of 1

Period Ending 6/30/2021

10 GENERAL FUND						
Description	Budget	Encumbranc	YTD	Variance	Percent	
Revenues						
	1,412,866	0.00	1,071,985.83	(340,879.91)	76%	
Revenues Totals:	1,412,866	0.00	1,071,985.83	(340,879.91)	76%	
Expenses						
ADMINISTRATION	169,900	2,736.70	96,380.03	70,783.27	58%	
STREETS AND GROUNDS	113,070	647.65	64,232.57	48,189.78	57%	
PLANNING & ZONING	45,850	0.00	13,078.00	32,772.00	29%	
SOLID WASTE	92,400	0.00	51,222.18	41,177.82	55%	
PARKS AND RECREATION	62,612	0.00	64,487.12	(1,875.12)	103%	
POLICE DEPARTMENT	605,850	12,787.17	328,540.41	264,522.42	56%	
FIRE DEPARTMENT	163,974	11,918.85	73,686.07	78,368.82	52%	
REDEVELOPMENT CORP.	22,200	0.00	2,479.66	19,720.34	11%	
FITNESS CENTER	0	0.00	0.00	0.00		
POWELL BILL	38,000	4,464.00	14,370.00	19,166.00	50%	
HIGHLAND COMM. CT.GRANT	0	0.00	0.00	0.00		
CEMETERY	24,500	0.00	1,175.10	23,324.90	5%	
GOVERNING BODY	42,110	0.00	55,693.98	(13,583.98)	132%	
LIBRARY	32,400	9,000.00	7,105.50	16,294.50	50%	
DEBT SERVICE	0	0.00	0.00	0.00		
	0	0.00	0.00	0.00		
Expenses Totals:	1,412,866	41,554.37	772,450.62	598,860.75	58%	
10 GENERAL FUND Totals:			299,535.21			
20 ENTERPRISE FUND						
Description	Budget	Encumbranc	YTD	Variance	Percent	
Revenues						
	1,433,219	0.00	817,623.87	(615,594.81)	57%	
Revenues Totals:	1,433,219	0.00	817,623.87	(615,594.81)	57%	
Expenses						
ADMINISTRATION	267,850	2,736.72	185,762.50	79,350.78	70%	
WATER OPERATIONS	304,737	3,786.15	192,367.43	108,583.77	64%	
WASTE WATER COLLECTION	383,612	6,430.21	234,429.86	142,752.26	63%	
WASTE WATER PLANT	231,900	1,655.00	114,073.19	116,171.81	50%	
SOLID WASTE	0	0.00	0.00	0.00		
GOVERNING BODY	0	0.00	0.00	0.00		
DEBT SERVICE	245,119	0.00	16,957.78	228,161.22	7%	
	0	0.00	0.00	0.00		
Expenses Totals:	1,433,219	14,608.08	743,590.76	675,019.84	53%	
20 ENTERPRISE FUND Totals:			74,033.11			