



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

110 West Allenton Street, Mount Gilead, North Carolina, 27306
September 3, 2024

The Mount Gilead Board of Commissioners will met on Thursday, September 3, 2024, at 7:00 p.m. at the Mount Gilead Fire Department, 106 East Allenton St., Mt Gilead, NC, for the regular monthly business meeting. *In attendance: Mayor Sheldon P. Morley, Mayor Pro Tem Tim McAuley, Commissioner Mary Lucas, Commissioner Paula Covington, Town Manager Dylan Haman, and Town Clerk Lessie D. Jackson. Absentee: 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. CONSENT AGENDA

(Action)

- A. Adoption of the Agenda
- B. Adoption of August 1, 2024 meeting minutes
- C. Staff Reports
- D. Certification of Leave Time in Preparation for GASB 101 Implementation
- E. Lilly's Bridge Grant Updated Acceptance Resolution
- F. Lilly's Bridge Force Main Improvements Project Ordinance Amendment
- G. Operating Budget Amendment 1 – Grant Match Amendment

***Mayor Morley asked for a motion to adopt the consent agenda with an amendment changing location to the Mount Gilead Fire Department at 106 East Allenton St, an additional amendment to go into closed session to discuss personnel issues. Commissioner Covington made the motion to adopt the consent agenda; Mayor Pro Tim McAuley seconded the motion. The motion carried. (3-0)*

ITEM III. PUBLIC COMMENT

Reading of the Rules for Public Comment

(Town Manager Dylan Haman)

None

ITEM IV. CDBG-I PUBLIC HEARING

*** Mayor Morley opened the hearing by reading the statement below:

September 3, 2024

Town of Mt Gilead

This public hearing on September 3, 2024, will provide an explanation and description of the FY2024 North Carolina Department of Environmental Quality (DEQ) Community Development Block – Infrastructure Grant (CDBG-I).

We are present to discuss the purpose of the public hearing for the Town of Mt Gilead's CDBG-I funding application. The purpose of the public hearing is to obtain citizen's views and to allow response from the public to funding proposals and answer any questions posed by citizens.

This public hearing will cover the Town's community development needs, development of the proposed activities, and a review of program compliance before the submission of the Town of Mt Gilead's CDBG-I funding application to the state of North Carolina.

The Town of Mt Gilead proposes to request funding from NCDEQ'S CDBG-I program for the Julius Chambers Ave CDBG-I Water Line Rehabilitation/Replacement Project. The proposed project will meet the following community and housing needs of Mt Gilead by facilitating the replacement of the water line located in the right-of-way of Julius Chambers Ave.

The purpose of the CDBG-I grant program is to improve the quality of life for low to moderate income people by providing a safe, clean environment and clean drinking water through water and sewer infrastructure improvements and extensions of service.

- To benefit a residential area where at least 51% of the beneficiaries are low to moderate income as defined by the United States Department of Housing and Urban Development.
- To perform eligible activities.
- To minimize displacement, and
- Provide displacement assistance as necessary.

For the fiscal year of 2024 the CDBG-I funding available is expected to be \$19 million. The maximum available grant is \$3.0 million over a 3-year period. Applications for funding will be received September 30, 2024.

The CDBG program is able to fund a wide variety of community development activities. The State of North Carolina has chosen to fund several activities: water and sewer infrastructure, neighborhood revitalization, COVID-19 related projects, and economic development projects that lead to job creation or retention.

The infrastructure program, or CDBG-I program can fund a range of water and sewer infrastructure activities, including, but not limited to the, following:

Water:

- Projects that resolve water loss in distribution systems.
- Projects that extend public water to areas with contaminated wells.
- Projects that extend water lines to areas with dry wells.
- Projects that assist with low water pressure in public water systems.
- Projects that regionalize two or more water systems.
- Project that rehabilitate or replace a water treatment plant.

Wastewater:

- Projects that resolve inflow and infiltration to collection systems and surcharges from pumps stations and manholes.
- Projects that extent public sewer to areas with failed septic tanks.
- Projects that rehabilitate a wastewater treatment plant to allow for greater efficiency/compliance with regulations.

The Town of Mt Gilead is seeking an amount in CDBG-I funds not to exceed \$3 million for the Julius Chambers Ave CDBG-I Water Line Rehabilitation/Replacement Project. The purpose of the Town's request is to replace water lines in the areas of Julius Chambers Ave.; Lewis St.; North Pine St.; Marshall St.; Hoffman Dr.; Williams St.; Emmaline St.; Highland Av.; Hillcrest Av.; and McAuley Church Rd.

The project proposed by the Town was identified in the 2024 Asset Management Plan for the Town of Mt Gilead. Informal community meetings were held in the project area to inform citizens of the potential project, and get feedback from the residents.

A total of 100% of the CDBG- I funding will be used to benefit Low to Moderate Income (LMI) people. The project area in the Town of Mt Gilead has been determined to have an Income Survey Area of at least 51%. The project area includes areas of Julius Chambers Ave; Lewis St; North Pine St; Marshall St; Hoffman Dr.; Williams St.; Emmaline St.; Highland Av.; Hillcrest Av.; and McAuley Church Rd.

The range of activities covered by the CDBG-I funds for the Julius Chambers Ave CDBG-I Water Line Rehabilitation/Replacement Project includes:

- Construction.
- Environmental Review
- Engineering Design
- Construction Administration and observation.
- Legal activities.
- Surveying.
- Grant Administration.

If the Town is awarded a CDBG-I grant, the town is required to adhere to federal procurement requirements and other federal regulations which include:

- American with Disabilities Act/Section 504 Survey
- Davis-Bacon & Related Labor Acts
- Adoption/Submittal of a Citizen's Participation Plan
- Adoption/Submittal of an Equal Opportunity Plan
- Adoption/Submittal of a Fair Housing Plan
- Adoption/Submittal of a Language Access Plan
- Adoption/Submittal of a Relocation Assistance Plan
- Adoption/Submittal of a Section 3 Plan
- Excess Force Provision

The State of North Carolina requires that the if the Town receives CDBG grant funding that the Town will certify that they will comply with the requirements of the general displacement and relocation policy for CDBG grant funding. This policy assists low to moderate income people with costs associated with relocation or displacement, should such relocation become necessary due to the project activities. CDBG funds can be used for those costs, if necessary. No displacement and relocation will occur as a result of the proposed CDBG project.

The Town will submit its CDBG-I application for the Julius Chambers Ave CDBG-I Water Line Rehabilitation/Replacement Project on September 30, 2024. The CDBG-I application will be available for review during normal business hours at 110 W Allenton St, Mt Gilead, NC 27306. Additional information is available from Dylan Haman, 110 W Allenton St, Mt Gilead, NC 27306 or 910-439-6687.

Should you have any complaints or grievances regarding the subject public hearing, they should be addressed to the addressee mentioned above within **fifteen (15)** business days or by September 27, 2024, and a written response to the written complaints and/or grievances will be sent by the Town within **fifteen (15)** business days, where practicable.

We open the floor for comments and questions about the CDBG program, and about the proposed project.

-Mayor Morley open the floor for questions about the CDBG project, and the proposed project. Commissioner Lucas asked a question about when the lines was installation of the lines, and the Town Manager Dylan Haman response was 1974 installed. Mayor Morley asked for a motion to open a public hearing in relation to this discussion. Mayor Pro Tem McAuley made the motion to open a public hearing in relation to CDBG-I, Commissioner Lucas seconded the motion. The motion carried. 3-0

*A brief discussion between Mr. Mitchell Lucas of 300 Cedar St. and the Town Manager Dylan Haman about the proposed project. Mayor Morley asked for a motion to close the open hearing. Commissioner Lucas made a motion to close the open hearing. Commissioner Covington seconded the motion. The motion carried. 3-0

ITEM V. Presentation From Local Merchants

A. Antique Mall-No Show

B. Speckled Paw Coffee

(Afton and Marissa Knight)

***Afton and Marissa Knight came before the Board to introduce themselves to the town as new owners of the Speckled Paw. Giving the Board a briefing of what they offer at the coffee shop, and what is to come in the future.

ITEM VI. OLD BUSINESS

A. Street Mural Near Community Garden

(Action)

Town Manager Dylan Haman open explaining about the street mural and Mary Poplin ended the discussing going over the concept for the street mural, and the benefits of the mural. There were a brief discussing with the Board and Mary Poplin about the mural. Mayor Morley recuse himself, and Mayor Pro Tem McAuley. Commissioner Lucas made a motion to table this agenda item to for 30 days. No second was given and the motion died. Mayor Pro Tem asked for a motion in reference to the street mural. Commissioner Covington made a motion to approve the proposed street mural design and project area for School St. adjacent to the Community Garden, Mayor Pro Tem seconded the motion. The motion carried, 2-1

***Mary Poplin made a second request to bring Bigfoot statues to town to paint. Mary Poplin and the Board had a brief discussion. Commissioner Covington proposed to table until another time.

B. IT Support Quote

At the last meeting, the Board asked Town Manager Dylan Haman to get multiple quotes for IT support and backups. After updating the Board on his finding, Mayor Morley asked for a motion. The Board had several questions for the Town Manager Dylan Haman. Commissioner Covington made a mot to approve the quoted amount from CWI-IT; Mayor Pro Tem McAuley seconded the motion. The motion carried. 3-0

ITEM VII. NEW BUSINESS

A. Christmas Bonus Longevity Adjustments

(Action)

Town Manager Dylan Haman gave the Board a briefing on the new Christmas Bonus Longevity Policy. After some discussion from the Board and Town Manager Dylan Haman. Mayor Morley asked for a motion to approve the Christmas Bonus Policy. Mayor Pro Tem McAuley made a motion to approve the proposed Christmas Bonus Policy, Commissioner Covington seconded the motion. The motion carried. 3-0

B. Requested Easement -- Industry Avenue

(Discussion)

Town Manager Dylan Haman gave the Board and update on the requested easement. Mr. Will Taylor came before the Board and introduced himself to the Board. Mr. Taylor went into details with the Board about his profession and intention to find a way for the property to come into productive use. Mayor Morley asked for a motion. Mayor Pro Tem McAuley made a motion to survey the property, and then negotiate a price. Commissioner Lucas seconded the motion. The motion carried. 3-0

C. StRAP Grant Project Ordinance and Agreements

(Action)

Town Manager Dylan Haman updated the Board on the StRAP Project Ordinance and Agreement stating that the town has received a grant offer of \$85,000 from the North Carolina Department of Agriculture for the purpose of clearing vegetative debris in Hammer Creek. Mayor Morley asked for a motion to approve the grant and ordinance. Commissioner Covington made a motion to approve the Proposed STRAP Project Ordinance and Grant Agreement with NC Agriculture for clearing Vegetative Debris in Hammer Creek; Mayor Pro Tem McAuley seconded the motion. The motion carried. 3-0

D. Pocket Park Project Ordinance

(Action)

Town Manager Dylan Haman stated that the town of Mt. Gilead was awarded \$95,000 for the construction of the Albert Johnson Memorial Pocket Park. The Civitan Club has also pledged \$7,500 for the project, and have discussed potentially adding additional funding. Mayor Morley

had a brief discussion with the Town Manager Dylan Haman on the impact the pocket park would have on public works. Mayor Morley asked for a motion to establish the Albert Johnson Memorial Pocket Park. Mayor Pro Tem McAuley made a motion to approve the proposed project ordinance for establishing the Albert Johnson Memorial Pocket Park Project Fund, Commissioner Covington seconded the motion. The motion carried. 3-0

- E. Planting Strip Maintenance (Action)
Town Manager Dylan Haman explained to the Board that the purpose of this ordinance is to clarify maintenance responsibility. The Ordinance would be a local law stating, "It shall be the responsibility of the abutting property owner to maintain any property or driveway between the property line and the curb of a paved street. Mayor Morley asked for a motion. Mayor Pro Tem McAuley made a motion to approve the proposed Planting Strip Maintenance Ordinance, Commissioner Covington seconded the motion. The motion carried. 3-0
- F. Waste Water Treatment Plant Backup ORC Position (Action)
Town Manager Dylan Haman stated to the Board that staff believes it prudent to establish a Full-Time Backup position for Donna Mills at the WWTP. This is essentially a succession plan for the WWTP as Donna has expressed her interest in retiring at some point in the next few years. Mayor Morley asked the Board for a motion. Commissioner Covington made a motion to approve the proposed position for the WWTP Backup ORC; Mayor Pro Tem McAuley seconded the motion. The motion carried. 3-0
- G. Financial Status of Grant Projects (Discussion)
Town Manager Dylan Haman brought the Board current on all the Grant Projects.
- H. CDBGI Application Resolution (Action)
Town Manager Dylan Haman explain to the Board about the CDBGI Application Resolution. Mayor Morley asked the Board for a motion. Mayor Pro Tem McAuley made a motion to approve the proposed CDBGI Application Resolution, Commissioner Covington seconded the motion. The motion carried. 3-0

ITEM VIII. COMMITTEE REPORTS

- A. Community Garden (Mary Poplin)
Mary Poplin came before the Board and gave an update on the community garden.

ITEM IX. MANAGER REPORT (Information)

Town Manager Dylan Haman gave the Board an update on what the administrative staff have been working on for the month of August.

ITEM X. MAYOR AND COMMISSIONERS REPORT (Information)

Mayor Morley gave a heartfelt speech concerning a recent shooting death in the community. Mayor Pro Tem McAuley, Commissioner Lucas, and Commissioner Covington all shared the same thoughts about the incident.

***Mayor Morley asked for a motion to go into closed session. Mayor Pro Tem McAuley made the motion to enter into closed session, Commissioner Covington seconded the motion. The motion carried. 3-0

***Mayor Morley asked for a motion to come out of closed session. Mayor Pro Tem McAuley made the motion to come out of closed session, Commission Lucas seconded the motion. The motion carried. 3-0

ITEM XI. ADJOURNMENT (Action)

With no other business, Mayor Morley asked for a motion to adjourn the meeting. Commissioner Lucas made the motion to adjourn the meeting, Commissioner Covington seconded the motion. The motion carried. 3-0


Sheldon P. Morley, Mayor


Lessie D. Jackson, Town Clerk