TOWN OF MOUNT GILEAD
BOARD OF COMMISSIONERS
AGENDA

207 North Main Street | Mount Gilead, North Carolina 27306

Tuesday, November 3, 2026 | 7:00 p.m.

Mount Gilead Fire Department | 207 North Main Street | Mount Gilead, NC 27306

ITEM I.	**CALL TO ORDER, MOMENT OF SILENCE, AND PLEDGE OF ALLEGIANCE**	**Tim McAuley**
ITEM II.	**ADOPTION OF THE AGENDA**	**Action**
ITEM III.	**CONSENT AGENDA**	**Action**
A.	Approval of the October 6, 2026 regular meeting minutes	**Action**
ITEM IV.	**PUBLIC COMMENT**	**Lessie Jackson**
ITEM V.	**NEW BUSINESS**	
A.	Downtown Streetscape Presentation by Alex Gotherman	**Presentation**
B.	FY 2026-2027 Budget Amendments BA2627-02, BA2627-03, and BA2627-04	**Action**
C.	Employee Evaluations, Merit Recommendations, and Holiday/Longevity Compensation Status	**Action if ready**
D.	Julius Chambers Avenue CDBG-I Waterline Project and Grant Schedule	**Information**
E.	Consider adoption of the draft CDBG-I Grant Project Ordinance for the Julius Chambers Avenue Water Line Project	**Action**
F.	Albert Johnson Memorial Park Construction Progress and Site Improvements	**Information**
G.	Fall Festival Sponsorship and Financial Closeout	**Information**
H.	Veterans Day Memorial Tree Dedication Planning	**Information**
I.	Powell Bill Allocation and Public Works Street Maintenance Priorities	**Information**
ITEM VI.	**DEPARTMENT REPORTS**	**Department Heads**
A-E.	Police; Fire; Public Works/Public Grounds; Wastewater Treatment; Finance; Code Enforcement	**Information**
ITEM VII.	**TOWN MANAGER REPORT**	**Barrett Brown**
ITEM VIII.	**MAYOR PRO TEM AND COMMISSIONERS COMMENTS**	**Information**
ITEM IX.	**ADJOURNMENT**	**Action**

Public comment: Speakers should sign in and use the podium. Individuals have three minutes; a spokesperson for five or more people has five minutes. The Board generally does not respond during public comment. Written comments may be submitted to the Town Clerk.

AGENDA PACKET GUIDE

Contents and review status

This packet assembles materials for the November 3 regular meeting, including the October 6 minutes, the Town Manager report, proposed budget actions, department reports, and supporting project forms.

Packet Section	Description	Status
Official Agenda	November 3 meeting order and action labels	**Included**
October 6 Minutes	Regular meeting minutes for Board review and approval	**Consent Agenda**
Town Manager Report	Reporting period October 15 through October 29, 2026	**Included**
Finance Budget Amendments	Three FY 2026-2027 amendments; proposed revenue and appropriation increases total $91,303.28	**Board Action**
CDBG-I Budget Revision	Julius Chambers Avenue waterline project revision and supporting budget sheets	**Included**
CDBG-I Grant Project Ordinance	Draft ordinance for the Julius Chambers Avenue Water Line Project; FY24 grant $2,204,000 and pending FY22 grant $55,000; total $2,259,000	**Board Action**
NCG01 Certification	Signed Notice of Intent certification for Lillys Bridge Road Force Main Project	**Included**
Department Reports	Police, Fire, Public Works, Wastewater Treatment, and Code Enforcement materials	**Included**

October 6, 2026 Regular Meeting Minutes

Consent Agenda Attachment | Submitted minutes for Board review and approval

Town of Mount Gilead

Board of Commissioners

Meeting Minutes

Date: October 6, 2026

Location: 106 East Allenton Street

Presiding officer: Mayor Pro-Tem Tim McAuley

Commissioners present: Commissioner Covington, Commission Lucas, and Commissioner Richardson

Commissioners absent:

Staff present: Town Manager Barrett Brown, Administration Assistant Allena D. Ingram, Fire Chief Keith Byrd, Police Chief Talmadge LeGrand, Public Works Director James “Wahoo” McCormick, and Town Clerk Lessie D. Jackson

Police Officers: Austin Morton, Terell Marshall, Adam Lucas, Trevor Woods, Samantha Allen

1 Resumption of Meeting

Board action. Upon motion duly made and seconded, the Board resumed the meeting. The motion made by Commissioner Richardson to resume the meeting. Commissioner Lucas seconded the motion. Motion carried by voice vote, with no opposition.

2 Public Hearing

Julius Chambers Avenue CDBG Waterline Project

The Board received public comment and a presentation concerning a proposed amendment to the Julius Chambers Avenue waterline project funded through the Community Development Block Grant (CDBG) program.

Jones Almond-210 East Street-Recommended magnetic tracer wire and sand bedding in the trench if PVC pipe is used, citing the materials expected longevity. Mr. Almond also stated that PVC pipe could have a service life exceeding 100 years and requested that the recommended installation provisions be included in the project specifications.

Alex, representing the Piedmont Regional Council, explained that anticipated supplemental grant funds had not been obtained. The proposed amendment would reduce the replacement scope from approximately 5,400 to 3,200 linear feet and revise the project budget to $2,259,000, allowing the project to be entirely grant funded. The original project totaled approximately $3 million and included an anticipated contribution of approximately $796,000 from other grant sources. The project area would remain the same, with the extent of work dependent on available funding and project alternates. An additional $55,000 had been secured through the Department of Environmental Quality for environmental review and engineering. Approximately 86.61 percent of the project’s beneficiaries were reported to be low and moderate income, exceeding the 51 percent threshold discussed. No displacement or temporary relocation was anticipated. The presenter explained that the hearing covered the required amendment information and provided an opportunity for residents to offer feedback. The income eligibility information was based on surveys conducted in 2023. The proposed work was not expected to require relocation assistance for any individual.

Barrett Brown Town Manager was identified as the contact for the advertised complaint procedure. The Town, regional council, and LKC Engineering would coordinate the amendment, with approval targeted for December 4 or sooner.

Residents could comment on future project needs, the successes or shortcomings of previous and existing projects, and general concerns. The presenter stated that complaints received through the advertised procedure would be documented and filed. Approval of the amendment would permit the Town to proceed under the revised funding arrangement.

The presenter reported an approximately 18-month schedule delay and referred to a revised construction start in 2028. Environmental review, engineering specifications, state approval, and release of construction funds must precede construction. In response to a Board question, the presenter stated that an earlier start could be possible if the required approvals were completed sooner.

Mayor Pro Tem McAuley and Commissioner Lucas asked why construction had been delayed to 2028. The presenter explained that environmental review typically requires six to eight months, followed by state review. The engineering firm must prepare the scope and specifications for Department of Environmental Quality approval before the project proceeds to bidding. Construction funding would be released after the required approvals; at the time of the hearing, available funds could be used only for administrative and environmental review activities.

The presenter also described the revised milestone dates as deadlines and stated that completing the preliminary requirements sooner could allow an earlier construction start. The presiding officer invited further questions before requesting a motion to close the hearing.

Board action. Commissioner Richardson made the motion to close Public Hearing. Commissioner Covington seconded the motion. The Board closed the public hearing. The motion carried by voice votes, with no opposition.

3 Approval of Agenda and Minutes

Agenda

Board action. Upon motion made and seconded, the Board adopted the agenda. Commissioner Covington made the motion to approve the Agenda. Commissioner Richardson seconded the motion. The motion carried by voice vote, with no opposition.

Consent Agenda

Board action. Upon motion made and seconded, the Board adopted the consent agenda. Commissioner Richardson made the motion to adopt the Consent Agenda. Commissioner Lucas seconded the motion. The motion carried by voice vote, with no opposition.

Minutes of the September 1, 2026 Meeting

Board action. Upon motion made and seconded, the Board approved the September 1, 2026 meeting minutes. Commissioner Covington made the motion to adopt the September 1, 2026 meeting minutes. Commissioner Richardson seconded the motion. The motion carried by voice vote, with no opposition.

4 Public Comment

The public comment procedures were read, including a three-minute limit for individuals and a five-minute limit for a spokesperson representing five or more people. Staff would record comments and follow up as appropriate.

Speakers were directed to use the podium and sign in with contact information, including their address. Audience interaction and debate were discouraged, and the presiding officer and Board would not respond during the public comment period. Written comments could be submitted to the Town Clerk by email or mail.

Alane Brown-201 S. Wadesboro Blvd.

Mrs. Brown endorsed Raymond Carr for appointment to the vacant mayor position and conveyed support for his consideration from other community members.

Mrs. Brown acknowledged the Board's efforts to solicit individuals interested in serving as mayor. She stated that she had become acquainted with Mr. Carr that a trusted friend had recommended him, and that other residents with whom she had spoken supported his consideration.

Mount Gilead Has Heart-Sylvia Robine-304 S. Wadesboro Blvd.

Sylvia Robine representing seven individuals introduced Mount Gilead Has Heart, a community initiative promoting kindness and recognition of public servants, volunteers, and community workers. The group had distributed approximately 15 sun catchers throughout town and planned a creative activity at the Fall Festival. Additional events and continued monthly meetings were discussed. A sun catcher was presented to the Fire Department.

The speaker stated that she and her husband had lived in Mount Gilead for nearly five years. Beginning in May, she had interviewed neighbors and assembled a group interested in building greater compassion, respect, and community participation. She identified other leaders as Felicia Chambers, Alane Wilder Brown, Marva York, Beverly Harris, Myra Poplin, and Pastor Michael Williams.

The initiative's first activity was a kindness challenge encouraging recognition of the volunteer Fire Department, Police Department, elected officials, administrative staff, utility workers, postal employees, and Mount Gilead Elementary School staff. Residents were invited to join the group's Facebook page, share positive comments, send cards or letters, and offer thanks in person. The speaker described intentional kindness as a daily practice and discussed its perceived benefits for stress, well-being, and relationships.

The second activity involved sun catchers made and placed around town by volunteers, including locations beyond the Main Street area. Residents finding a sun catcher could keep it, give it to someone else, or hide it again. At the Fall Festival, participants could make a sun catcher for the initiative or, for a small donation, make one for personal use. Future creative events would be offered for children, adults, or all ages. The group had met monthly since May and welcomed additional participants. The speaker also described plans to provide permanent sun catchers for local organizations.

Raymond Carr-304 N. Main St.

Mr. Carr requested consideration for appointment as mayor. He outlined his business experience and community involvement and expressed a commitment to responsible growth, preservation of the Town's character and property values, and effective communication between residents and the Board.

Mr. Carr stated that he had served as a marina administrator for approximately six years and that he and his wife had become active in the community through First United Methodist Church. He explained that he had initially been uncertain about seeking the position but decided to offer his service after prayer, consideration, and conversations with neighbors. He expressed a desire to apply his business experience to the Town's needs and to help communicate residents' concerns to the Board and Board decisions to the community.

5 New Business

Mayor Vacancy Policy and Appointment

The Board reviewed a proposed policy governing appointment to the vacant mayor position. The policy addressed applicable North Carolina law, the Town Charter, advice of the Town Attorney, and verification of residency and municipal boundary eligibility before a final appointment vote. The Board discussed appointment, a work session, and continuation of the matter.

Staff explained that individuals had previously been asked to submit written consent to serve, but a formal policy had not been established. The proposed policy was intended to provide a consistent and fair process for considering interested candidates. Staff described three available courses of action after policy adoption: appoint a candidate during the meeting, schedule a work session to discuss candidates, or continue the matter to a later time.

During discussion, a Board member noted that the policy had been received that day and requested additional time for review. Staff clarified that policy adoption could occur separately from the appointment decision. The Board also discussed allowing further submissions of interest and whether a continuation date should be fixed or left open.

Board action. Upon motion duly made and seconded, Commissioner Lucas made the motion to adopt the Mayor Vacancy Policy. Commissioner Covington seconded the motion. The Board adopted the vacancy policy. The motion carried by voice vote, with no opposition recorded. A work session was discussed; no date was established.

Board action. Upon a separate motion made and seconded, Commissioner Lucas made the motion to continue later set a date to review the candidate's application for Mayor. Commissioner Covington seconded the motion. The Board continued consideration of the mayor appointment. The motion carried by voice vote, with no opposition. No appointment was made.

October 31 Trunk or Treat Street Closures

The Public Safety Committee recommended approval of the requested street closures for the October 31 Trunk or Treat event, from 6:00 p.m. to 9:00 p.m., subject to operational conditions. Street names and closure limits: [confirm against the written request].

The request referenced North Main Street and Ingram Street; the complete list of streets and closure limits requires confirmation against the written request. Staff stated that the Public Safety Committee had met and included the Police Chief, Fire Chief, Public Works Director, a wastewater representative, and the Town Manager. In response to a Board question, staff confirmed the requested hours as 6:00 p.m. to 9:00 p.m.

Board action. Upon motion duly made and seconded, Commissioner Covington made a motion to approve the street closing. Commissioner Richardson seconded the motion. The Board approved the requested street closures. The motion carried by voice vote, with no opposition.

Fiscal Year 2025 LGC Response and Corrective Action Plan

The fiscal year 2025 audit response and corrective action plan were presented for Board approval. Staff referred members to the written materials provided for review. Specific audit findings and corrective measures were not described during the recorded discussion.

Board action. Upon motion duly made and seconded, Commissioner Covington made the motion to approve the fiscal year 2025 audit response and corrective action plan for the Local Government Commission. Commissioner Lucas seconded the motion. The motion carried by voice vote, with no opposition.

6 Project and Event Updates

Johnson Park Construction

Staff reported completion of the required construction contract signatures and local zoning approval, with project materials forwarded to LKC Engineering. A groundbreaking had been held the preceding weekend. Construction was expected to begin in October, potentially during the week of the meeting. Appreciation was expressed to staff, the Johnson family, town and county commissioners, and other participants.

Staff referenced the bid award documents, a negotiation memorandum, and the construction contract in reporting project readiness. The presiding officer commended the groundbreaking event and thanked those who assisted with and attended the ceremony, including county commissioners.

Julius Chambers Avenue Waterline Project

The project update was addressed during the public hearing. No additional action was taken under this item.

October 17 Fall Festival

Projected expenses were approximately $19,000 against an estimated $18,000 expense budget. Approximately $16,000 in sponsorships had been pledged or received. Staff anticipated that sponsorships and increased fees would help offset expenses. Planned activities included inflatables, games, hayrides, a rock wall, vendors, and live entertainment. Festival T-shirts were available at Town Hall, with remaining inventory to be sold at the event.

Staff explained that the approximately $1,000 increase in projected expenses reflected expanded activities. Sponsorships were reported to be approximately $7,000 ahead of the comparison discussed during the meeting, and staff anticipated an overall result under budget after sponsorships and fees. Appreciation was expressed to platinum sponsors. Sponsor names and individual contribution amounts should be verified against the event sponsorship records.

Residents were asked to promote the October 17 event through neighbors, friends, churches, and business groups. In response to a question about T-shirts, staff stated that prices varied and that shirts were available through Town Hall. Inventory remaining after preorders would be offered for sale at the festival.

November 11 Memorial Tree Planting

Staff reported that the proposed memorial tree planting would take place at Albert Johnson Park rather than behind Town Hall. A spruce tree will be planted for November 11.

The proposal was described as a veterans' tribute. Staff explained that the location had changed following discussion of possible planting sites. November 11 was confirmed as the planned date before the Board moved to department reports.

7 Department and Staff Reports

Wastewater Treatment Plant

The written report was included in the meeting packet. Staff were available for questions.

Fire Department

Staff reported that the annual barbecue had been successful and thanked everyone who attended and supported the fundraiser. Board members expressed appreciation for the meal and the department's work. In response to a question, staff reported finishing the event at approximately 6:00 p.m. that Saturday. Staff also discussed an ongoing gun raffle and the availability of tickets; the drawing date was not clearly stated.

Police Department

The written report was included in the packet. A recently hired officer, identified later in the discussion as Officer Marshall, was recognized and welcomed. Samantha Allen was introduced as an officer with several years of law enforcement experience. The department expressed appreciation for the addition of experienced personnel. Ms. Allen took the oath of office as a police officer, affirming support for the Constitution and laws of the United States and North Carolina and faithful performance of her duties. Board members, police officers, and family members joined her for photographs following the ceremony.

Staff explained that officers had ordinarily been sworn in at Town Hall shortly after hiring and that Officer Marshall's earlier ceremony had been attended by his family. Going forward, the Town intended to hold public swearing-in ceremonies during Board meetings. Staff noted that the agenda had already been distributed when the public ceremony arrangements were made and that future ceremonies would ordinarily be placed earlier on the agenda.

Public Works and Grounds

The written report was included in the meeting packet. Staff were available for questions.

Town Manager

The written report was available for questions concerning upcoming activities. A brief discussion addressed grass growth, which staff stated was below expectations. Board members complimented improvements at Town Hall and expressed appreciation for the work completed.

8 Board Remarks and Community Announcements

October 10 Community Outreach

Commissioner Covington reported about Highland Community Center is having an outreach event on Saturday, October 10, from 11:00 a.m. to 2:00 p.m. The annual ministry event would provide fellowship, music, inspirational remarks, and a hot meal, along with groceries, frozen meats, clothing, shoes, household items, toiletries, books, and supplies for children and adults. All items and services would be free and available on a first-come, first-served basis.

Residents were encouraged to share the event with others. Commissioner Covington stated that the organizers intended to distribute all available supplies before leaving. Flyers were reported to be available at Town Hall. The community center and ministry names require confirmation against the event flyer.

Meet the Mayor

The presiding officer discussed continuing opportunities for residents to meet with the Mayor Pro Tem Tim McAulay to share their views, concerns, and ideas for Mount Gilead. Two meetings per month were discussed. The Mayor Pro Tem Tim McAuley thanked residents who had attended the previous month's meetings and described the conversations as productive. Future meeting schedules would be posted on Facebook.

October 23 Paint Night Fundraiser

Commissioner Richardson shared that a paint night fundraiser for the Highland Community Center was announced for Friday, October 23, beginning at 7:00 p.m. The speaker reported a strong turnout for a recent paint night and encouraged residents to attend the next event. Admission would be $25 and would include painting supplies, a pre-etched canvas, food, and entertainment. Participants could complete their paintings as desired and take them home.

Interested participants were directed to contact Commissioner Paula Covington or Betty Bennett. The event would continue into the evening, depending on participation. Childcare was discussed at approximately $4 per hour per child, with advance notice requested so arrangements could be made. Ashley Clark was identified as the licensed childcare provider, with games and food to be available for children. Event location, contact names, and childcare arrangements should be confirmed against the event notice.

9 Adjournment

Board action. Upon motion duly made and seconded, Commissioner Richardson made the motion to adjourned the meeting. Commissioner Lucas seconded the motion. The motion carried by voice vote, with no opposition.

Adjournment time: _____ Approval date: _____

Tim McAuley, Mayor Pro Tem

Lessie D. Jackson, Town Clerk

Finance - Agenda Cover Memorandum

Meeting: November 3, 2026 | Prepared by: Lee Ann Haithcock, Finance Officer | Requested action: Board adoption

Consider approval of three FY 2026-2027 budget amendments

Amendment	Purpose / Fund	Revenue Increase	Expense Increase
BA2627-02	Retreat RTAP - General Fund	$16,000.00	$16,000.00
BA2627-03	Retreat TAP Fee Credit - Water/Sewer Fund	$64,000.00	$64,000.00
BA2627-04	SBI Law Enforcement Officer Bonus - General Fund	$11,303.28	$11,303.28
TOTAL	Three amendments	$91,303.28	$91,303.28

Background and Purpose

The Town needs expenditure authority and matching estimated revenue for two separate Retreat engineering-review reimbursement arrangements and for the SBI-funded law enforcement bonus payment already received.

BA2627-02 - RTAP: General Fund engineering review costs up to $16,000 are reimbursable by Lennar under the separate RTAP arrangement.

BA2627-03 - TAP: Water/Sewer Fund Phase 2 review costs up to the current $64,000 task-order authorization are reimbursable under the recorded Tap Fee Credit Agreement. Reimbursements produce matching future tap/meter fee credits for Lennar.

BA2627-04 - SBI Bonus: $11,303.28 received funds six officer bonuses of $1,750 ($10,500 total) and $803.28 in employer FICA.

Fiscal Impact and Control

Total estimated revenues and expenditure appropriations each increase $91,303.28; none of these amendments appropriates fund balance. Finance will maintain separate RTAP and TAP records, including a TAP credit ledger for credits earned and used.

Recommended Board Action

Approve BA2627-02 (RTAP), BA2627-03 (TAP), and BA2627-04 (SBI Law Enforcement Officer Bonus), and authorize Finance to post the amendments following adoption.

Budget Amendment BA2627-02

Fiscal Year	Board Meeting	Project / Purpose
2026-2027	November 3, 2026	The Retreat at Lake Tillery - RTAP

BE IT ORDAINED by the Board of Commissioners of the Town of Mount Gilead that the annual budget ordinance for the fiscal year ending June 30, 2027, is amended as follows:

Budget Ordinance Changes

Account	Description	Increase
10-320-39	Revenue - Lennar reimbursement, Retreat RTAP	$16,000.00
10-400-39	Expenditure - Retreat RTAP engineering review	$16,000.00

Purpose and Justification

To budget the WithersRavenel RTAP engineering plan-review costs and matching reimbursement revenue under the Town's separate RTAP reimbursement agreement with Lennar Carolinas, LLC. The $16,000 authorization is limited to eligible project costs; no appropriation of fund balance is required.

Fund: General Fund (Fund 10)

Board Adoption and Certification

Adopted by Board: _____ Date: _____

Mayor / Mayor Pro Tem Signature: _____

Town Clerk Signature: _____

FMS Batch #: _____ Posted By: _____ Date: _____

Budget Amendment BA2627-03

Fiscal Year	Board Meeting	Project / Purpose
2026-2027	November 3, 2026	The Retreat at Lake Tillery - TAP Fee Credit

BE IT ORDAINED by the Board of Commissioners of the Town of Mount Gilead that the annual budget ordinance for the fiscal year ending June 30, 2027, is amended as follows:

Budget Ordinance Changes

Account	Description	Increase
20-320-39	Revenue - Lennar reimbursement, Retreat TAP	$64,000.00
20-400-39	Expenditure - Retreat Phase 2 / TAP plan review	$64,000.00

Purpose and Justification

To provide budget authority for the current $64,000 WithersRavenel Phase 2 engineering-review task order and corresponding Lennar reimbursement under the recorded Tap Fee Credit Agreement. Eligible reimbursements also create matching future tap/meter fee credits to be tracked separately. This action does not amend the agreement or increase the task-order authorization.

Fund: Water/Sewer Fund (Fund 20)

Board Adoption and Certification

Adopted by Board: _____ Date: _____

Mayor / Mayor Pro Tem Signature: _____

Town Clerk Signature: _____

FMS Batch #: _____ Posted By: _____ Date: _____

Budget Amendment BA2627-04

Fiscal Year	Board Meeting	Project / Purpose
2026-2027	November 3, 2026	SBI Law Enforcement Officer Bonus

BE IT ORDAINED by the Board of Commissioners of the Town of Mount Gilead that the annual budget ordinance for the fiscal year ending June 30, 2027, is amended as follows:

Budget Ordinance Changes

Account	Description	Increase
10-340-40	Revenue - Police miscellaneous / SBI bonus	$11,303.28
10-550-03	Expenditure - Police bonuses (6 x $1,750)	$10,500.00
10-550-04	Expenditure - Employer FICA for SBI bonuses	$803.28

Purpose and Justification

To recognize the $11,303.28 SBI Law Enforcement Officer Bonus payment received and authorize payment of six gross officer bonuses totaling $10,500, plus $803.28 in employer FICA. The expenditures are fully offset by SBI funding; no appropriation of fund balance is required.

Fund: General Fund (Fund 10)

Board Adoption and Certification

Adopted by Board: _____ Date: _____

Mayor / Mayor Pro Tem Signature: _____

Town Clerk Signature: _____

FMS Batch #: _____ Posted By: _____ Date: _____

Supporting Department and Project Briefs

Finance

Three proposed budget amendments are presented in full in this packet. The TAP credit arrangement requires tracking future fee credits independently of reimbursement accounting.

Police

SBI law enforcement bonus funding supports six $1,750 gross bonuses plus the associated employer FICA, contingent on Board adoption of BA2627-04.

Public Works / Public Grounds

Current priorities raised in staff discussions include holiday decoration maintenance and storage; replacement of the Town tent; consideration of Town-branded tents; and improved golf-cart access for riders with mobility limitations.

Wastewater

Operations and project activities include continued attention to drying beds, sludge handling, maintenance equipment, and sewer project coordination. A fresh signed departmental monthly report was not supplied with this request.

Development / Planning

Correspondence dated October 29 concerns a proposed Lake Tillery telecommunications facility and a pre-application review. This is an administrative meeting, not an approval recommendation.

Clerk - Final Assembly Checklist

☑ October 6, 2026 draft meeting minutes are included in full as the consent agenda attachment for Board review and approval.

☐ Confirm official meeting notice for November 3 at 7:00 p.m., Mount Gilead Fire Department.

☐ Review final departmental monthly reports before publication and replace summaries with signed reports as appropriate.

☐ Attach Finance-verified merit raise schedule and any required budget amendment before an employee-specific compensation vote; separately review longevity or holiday compensation.

☐ Confirm any public hearing requirement; none is identified in the revised agenda.

☐ Retain signed original budget amendment sheets and verify vote outcomes before posting.

This checklist is for final clerical assembly and is not an action item for the Board.

Supplemental Department Reports

November 3, 2026 | Source reports provided October 29, 2026

Police Department | September 15 - October 14, 2026

- Two previously vacant patrol positions were filled. Officers assisted with searches involving North Carolina Probation and Parole.
- Annual Shop With a Cop outreach and fundraising have begun. The department requests donations be delivered or mailed to Town Hall, 207 North Main Street.
- Patrol officers continue school resource support at MGES, nightly business door checks, traffic enforcement, training, reporting to state systems, body-camera review, and evening business escorts.
- Police received a citizen report of possible unauthorized activity at 500 West Allenton Street and asked patrol to monitor the property. Detailed dispatch and incident logs are supplemental police records and should be reviewed for appropriate public release before broad distribution.

Mount Gilead Fire Department | October 2026

- The department reports 34 incidents: 19 fire responses and 15 squad responses.
- The annual barbecue fundraiser was reported successful. The department reported ongoing gun-raffle activity, citizen inquiries concerning outdoor burning, and receipt of state-grant equipment pending final paperwork.
- A multi-company water-haul drill was completed, with water-supply training continuing.

Wastewater Treatment Plant | October 2026

- Plant conditions are reported as normal. Mowing and spraying remain ongoing, and EDMR reports have been submitted.
- All UV lamps and sleeves were replaced October 9, 2026.
- Insurance-adjuster inspection of the damaged fence remains outstanding.

Code Administration | October 14, 2026

- Open public nuisance cases include 510 Julius Chambers Avenue, 202 South School Street, 420 South Wadesboro Boulevard, 409 South Wadesboro Boulevard, and 406 South Wadesboro Boulevard.
- At 500 West Allenton Street, the report describes an adopted demolition ordinance and pending estimates related to cleanout and asbestos-containing material removal.
- Other minimum-housing reviews include 156 Washington Park Road and 507 South Wadesboro Boulevard, the latter scheduled for inspection October 22. A junked-vehicle case at 100 Highland Avenue had shown improvement and remained under follow-up.
- Case statuses are as of October 14 and are not represented as subsequent enforcement determinations.

Public Works | Supporting Material

- The October Public Works report was supplied as an image-only PDF and is included as a source attachment in the print-ready edition rather than paraphrased without reliable text extraction.
- The supplied water-distribution chlorine worksheet is labeled September 2025; it is retained as historical support, not described as October 2026 operational testing.

Town Manager Report - November 3, 2026

Submitted by Barrett Brown, Town Manager | Reporting period: October 15-29, 2026

Community Events | Fall Festival

The October 17 Fall Festival proceeded despite rain-related adjustments to vendor arrival. Planning provided approximately 172 vendor spaces. Sponsorship commitments totaled $17,175 before the festival, reported as the highest sponsorship amount on record. A further $291 was raised through T-shirt and license plate sales, according to the October 19 staff summary. Final revenues, expenditures, and net proceeds remain subject to Finance reconciliation. Town Hall staff, the Merchants Association, volunteer helpers and Montgomery High School ROTC participants contributed to day-of operations. Lennar confirmed that it would honor its $1,000 Platinum Sponsorship despite being unable to attend in person.

Albert Johnson Memorial Park and Downtown Improvements

Following the October 3 groundbreaking, the Town continued coordination with LKC Engineering regarding Albert Johnson Memorial Park plans and construction-related details. Downtown streetscape design and a preliminary Main Street park concept also remain under review; staff discussions identified an October 30 design meeting. Planning continues for a November 7th memorial tree tribute for Bob Lawdermilk at Albert Johnson Park. The tree dedication is a planned event, not a completed activity as of this report.

Julius Chambers Avenue CDBG-I Waterline Project

The draft Grant Project Ordinance is included for Board consideration. It lists $2,204,000 in FY24 CDBG funding and $55,000 in pending FY22 grant funding, for a stated project total of $2,259,000. The FY22 amount is identified as pending; the ordinance has not been adopted.

The October 6 public hearing outlined an amended grant scope and budget in response to unavailable supplemental funding. PTRC, LKC Engineering and NCDEQ continued revisions to the proposed budget and grant amendment during October 28-29. Correspondence indicates technical coordination is still required; final state approval and a construction start date have not been confirmed. The October 29 DEQ monitoring correspondence separately requested that ready documentation be sent directly to the state reviewer because an earlier upload link had expired.

Retreat at Lake Tillery and Development Review

Engineering-review reimbursements are presented for Board consideration through separate RTAP and TAP budget amendments. Staff and planning consultants also arranged a November 3 pre-application discussion concerning a possible Lake Tillery wireless communications facility. The purpose is to review proposed siting and approval requirements; the meeting does not constitute an approval or a recommendation on a tower.

Public Works, Storm Assistance and Utilities

On October 28, the Town dispatched two Public Works vehicles to assist a coordinated Brutonville community debris-removal effort with Montgomery County. The effort was limited to debris and brush in public rights-of-way, not private property. Routine Public Works priorities also include street upkeep, signs, facility maintenance, storage and distribution of holiday decorations, replacement of the Town event tent, and modifications to improve golf-cart access for individuals with mobility limitations. Wastewater staff reported normal plant conditions and replacement of UV lamps and sleeves on October 9. WithersRavenel reported submitting an electronic NCG01 application package for the Lillys Bridge Road force main; additional AccessDEQ signature steps remained to be completed.

NCG01 Notice of Intent Certification. The attached signed certification identifies the Town of Mt. Gilead as the legally responsible entity and Barrett Brown as the responsible official for the Lillys Bridge Road Force Main Project. It certifies the application information, requests coverage under NCDEQ General Permit NCG010000, and commits the Town to the permit conditions and approved erosion and sediment control plan. The form instructs the Town to mail the original only after the application is accepted as complete; the attached form does not confirm acceptance or permit coverage.

Personnel, Finance and Risk Management

Department heads were directed to complete employee performance evaluations and submit them to the Town Clerk by October 29. These evaluations provide the basis for considering merit raises. Police reported two patrol vacancies filled during the September 15-October 14 reporting period. State Bureau of Investigation officer bonus funding is addressed separately in proposed Budget Amendment BA2627-04. Town staff also coordinated insurance and risk-management training with the North Carolina League of Municipalities.

Town Manager Recommendation - Merit Raises. I recommend that the Board approve merit-based salary increases for eligible Town employees whose completed performance evaluations meet the minimum score established within the Town's Excellent rating range. Merit increases should recognize sustained job performance, accountability, and service to residents, rather than be awarded automatically or across the board.

Implementation and Fiscal Review. Prior to implementation, the Town Manager and Finance Officer should verify eligibility, evaluation documentation, proposed individual rates, available FY 2026-2027 appropriations, and any required budget amendment. The Town Clerk should maintain evaluations and personnel records in the appropriate confidential files. Employee-specific recommendations and amounts should be reviewed through the proper personnel and budget process; no individual amount or percentage is proposed in this report.

Requested Board Direction. I request Board support for a merit-based compensation approach and authorization to proceed with eligible increases only after Finance provides and the Board approves a specific compensation schedule and any necessary budget authority. This proposal is separate from the SBI-funded law enforcement bonuses and from any holiday or longevity compensation proposal.

Financial Controls and Board Actions

Finance submitted three FY 2026-27 budget amendments for November 3 consideration: $16,000 for Retreat RTAP engineering review; $64,000 for Retreat TAP engineering review and associated fee-credit tracking; and $11,303.28 for six SBI-funded officer bonuses and employer FICA. Total proposed increases in both estimated revenue and expenditure appropriations are $91,303.28, with no fund balance appropriation proposed.

Pending Follow-Up for the November 3 Meeting

Finance: Finalize Fall Festival financial reconciliation; maintain separate Retreat TAP fee-credit ledger; process budget amendments only after Board action.

Engineering and Administration: Continue CDBG-I budget revision and DEQ monitoring response; complete required Lillys Bridge Road permit-signature steps; document outcomes of the scheduled telecommunications pre-application meeting.

Operations and Personnel: Verify final employee evaluations, eligibility and merit-raise funding; present a specific compensation schedule for Board approval before implementation. Follow up on Police Department phone service, Public Works equipment/facility priorities and accessible event transportation.

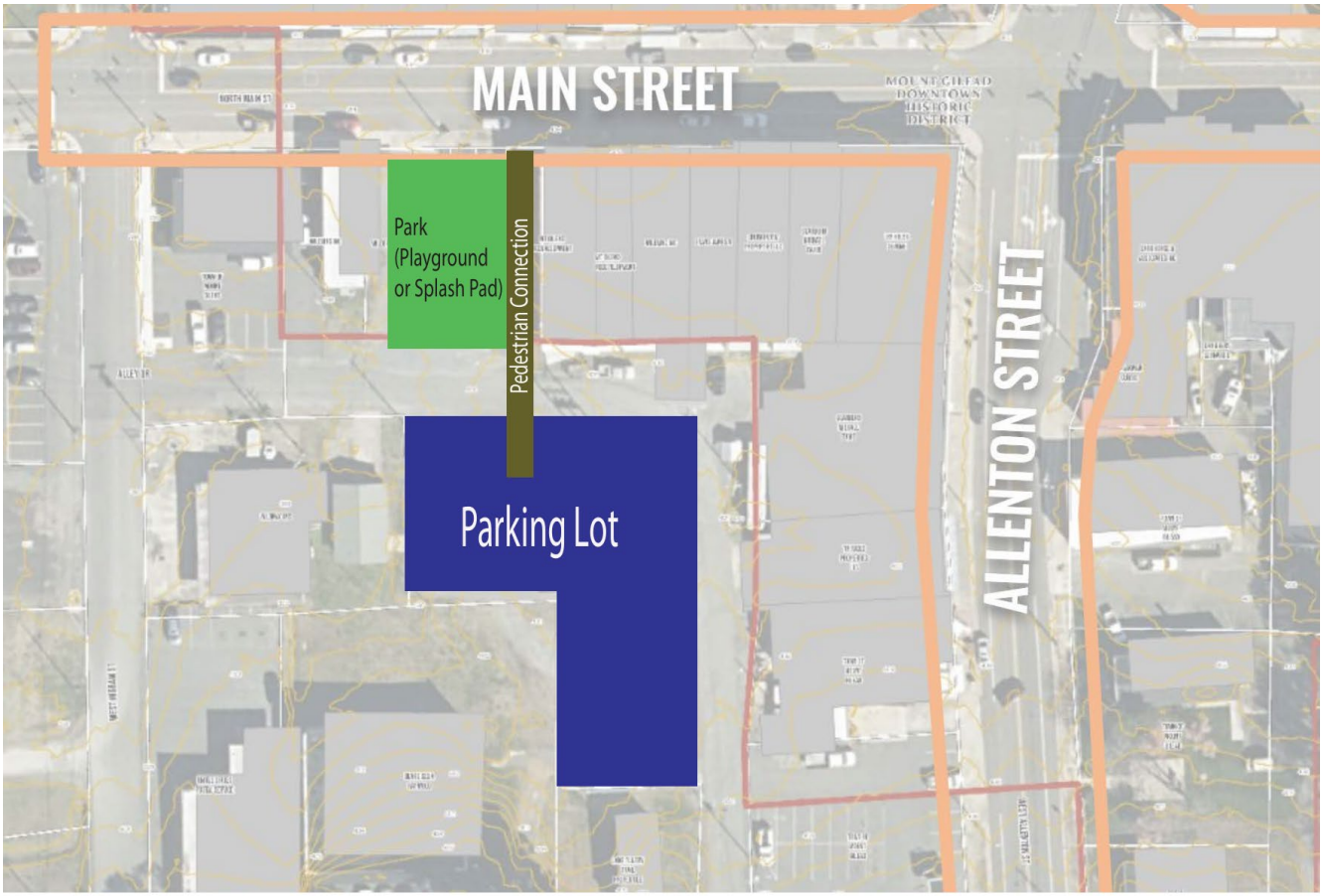
Community Programs: Coordinate the November 11 memorial tree tribute and ongoing park and downtown design reviews.

Supporting Source Documents

- Fire Dept Monthly Board Meeting Info 4.pdf
- Mt Gilead CODE REPORT 2026-10-14.pdf
- Police Dept -Monthly Report - October 14, 2026.pdf
- Police Dept 1 - MHUSSEY10162026125826.pdf
- Police Dept 2 - MHUSSEY10162026125846.pdf
- Police Dept 3 - MHUSSEY10162026125916.pdf
- Public Works Report.pdf
- Public Works - Distribution Facility (Chlorine) SEPTEMBER25.xls
- WWTP Report.docx

Main Street Preliminary Concept

Preliminary concept received October 23, 2026. This early planning exhibit does not represent final design approval or a property commitment.



2026 Powell Bill Allocation Notice

North Carolina Department of Transportation letter dated October 6, 2026. The letter describes statewide program funding and eligible uses; it does not state Mount Gilead's municipality-specific allocation.

STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

JOSH STEIN
GOVERNOR

DANIEL H. JOHNSON
SECRETARY

October 6, 2026

The Honorable Mayor
Powell Bill Participating Municipality

Dear Mayor,

The North Carolina Department of Transportation is pleased to notify you that your municipality is one of 507 in North Carolina that qualifies for a portion of the 2026 State Aid to Municipalities Highway Fund (Powell Bill). The proportionate share will be electronically transferred to the municipality's designated bank account and is disbursed in two payments through the State Treasurer's Electronic Payment System by October 1, 2026, and January 1, 2027.

The amount to be distributed this year is $ 185,904,267.02. As specified in G.S. 136-41.1, allocation to the qualifying municipalities is determined by a formula based on population (75 percent) as certified by the State Budget Officer and local street mileage (25 percent) as certified annually by the participating municipality.

The State Street-Aid to Municipalities (Powell Bill) Fund is primarily for the resurfacing of streets within the corporate limits of the municipality and may also be used for the purposes of maintaining, repairing, constructing, reconstructing, or widening of any street or public thoroughfare including bridges, drainage, curb, gutter, planning, construction, and maintenance of bikeways, greenways, or sidewalks pursuant to G.S. 136-41.1 - 41.4 within the corporate limits. Municipal officials are responsible for ensuring these funds are properly managed and may be held personally liable for any unauthorized expenditures.

If you have questions about your State Street-Aid to Municipalities (Powell Bill) Fund allocation, please feel free to contact Devra Blango, Powell Bill Accountant, at dbblango@ncdot.gov.

The North Carolina Department of Transportation continues to benefit from our close working relationship with your municipality, as we endeavor to meet transportation needs across North Carolina.

Sincerely,

Signed by:
Daniel H Johnson
F5F3174344634CB...
Daniel H. Johnson
Secretary of Transportation

cc: Electronic file

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
1501 MAIL SERVICE CENTER
RALEIGH, NC 27699-1501

Telephone: (919) 707-2800
Customer Service: 1-877-368-4968
Website: www.ncdot.gov

Location:
1 SOUTH WILMINGTON STREET
RALEIGH, NC 27601

Finance Submitted Budget Amendment Forms

TOWN OF MOUNT GILEAD
BOARD OF COMMISSIONERS
AGENDA COVER MEMORANDUM

Meeting	November 3, 2026	**Department**	Finance
Prepared by	Lee Ann Haithcock, Finance Officer	**Requested action**	Board adoption

AGENDA ITEM

Consider approval of three FY 2026-2027 Budget Amendments

Amendment	Purpose / Fund	Revenue Increase	Expense Increase
BA2627-02	Retreat RTAP - General Fund	$16,000.00	$16,000.00
BA2627-03	Retreat TAP Fee Credit - Water/Sewer Fund	$64,000.00	$64,000.00
BA2627-04	SBI Law Enforcement Officer Bonus - General Fund	$11,303.28	$11,303.28
TOTAL	**Three amendments**	**$91,303.28**	**$91,303.28**

BACKGROUND & PURPOSE

The Town needs expenditure authority and matching estimated revenue for two separate Retreat engineering-review reimbursement arrangements and for the SBI-funded law enforcement bonus payment already received.

BA2627-02 - RTAP. General Fund engineering review costs up to $16,000 are reimbursable by Lennar under the separate RTAP arrangement.

BA2627-03 - TAP. Water/Sewer Fund Phase 2 review costs up to the current $64,000 task-order authorization are reimbursable under the recorded Tap Fee Credit Agreement. Reimbursements produce matching future tap/meter fee credits for Lennar.

BA2627-04 - SBI Bonus. The $11,303.28 SBI payment funds six officer bonuses of $1,750 each ($10,500 total) and $803.28 in employer FICA.

FISCAL IMPACT & CONTROL

Total estimated revenues and expenditure appropriations each increase $91,303.28; none of these amendments appropriates fund balance. Finance will maintain separate RTAP and TAP records, including a TAP credit ledger for future credits earned and used.

RECOMMENDED BOARD ACTION

Approve BA2627-02 (RTAP), BA2627-03 (TAP), and BA2627-04 (SBI Law Enforcement Officer Bonus), and authorize Finance to post the amendments following adoption.

Attachments: Three individual budget amendment forms (BA2627-02 through BA2627-04).

Town of Mount Gilead | 207 North Main Street | Mount Gilead, NC 27306

TOWN OF MOUNT GILEAD
BUDGET AMENDMENT
BA2627-02

Fiscal Year	2026-2027
Board Meeting	November 3, 2026
Project / Purpose	The Retreat at Lake Tillery - RTAP

BE IT ORDAINED by the Board of Commissioners of the Town of Mount Gilead that the annual budget ordinance for the fiscal year ending June 30, 2027, is amended as follows:

BUDGET ORDINANCE CHANGES

Account	Description	Increase	Decrease
10-320-39	Revenue - Lennar reimbursement, Retreat RTAP	$16,000.00	
10-400-39	Expenditure - Retreat RTAP engineering review	$16,000.00	

PURPOSE & JUSTIFICATION

To budget the WithersRavenel RTAP engineering plan-review costs and matching reimbursement revenue under the Town's separate RTAP reimbursement agreement with Lennar Carolinas, LLC. The $16,000 authorization is limited to eligible project costs; no appropriation of fund balance is required.

Fund: General Fund (Fund 10)

Budget effect: $16,000.00 increase in estimated revenues and an equal $16,000.00 increase in expenditure appropriations.

BOARD ADOPTION & CERTIFICATION

Adopted by Board	Date: _____
Mayor / Mayor Pro Tem	Signature: _____
Town Clerk	Signature: _____

FMS Batch #: _____ Posted By: _____ Date: _____

TOWN OF MOUNT GILEAD
BUDGET AMENDMENT
BA2627-03

Fiscal Year	2026-2027
Board Meeting	November 3, 2026
Project / Purpose	The Retreat at Lake Tillery - TAP Fee Credit

BE IT ORDAINED by the Board of Commissioners of the Town of Mount Gilead that the annual budget ordinance for the fiscal year ending June 30, 2027, is amended as follows:

BUDGET ORDINANCE CHANGES

Account	Description	Increase	Decrease
20-320-39	Revenue - Lennar reimbursement, Retreat TAP	$64,000.00	
20-400-39	Expenditure - Retreat Phase 2 / TAP plan review	$64,000.00	

PURPOSE & JUSTIFICATION

To provide budget authority for the current $64,000 WithersRavenel Phase 2 engineering-review task order and corresponding Lennar reimbursement under the recorded Tap Fee Credit Agreement. Eligible reimbursements also create matching future tap/meter fee credits to be tracked separately. This action does not amend the agreement or increase the task-order authorization.

Fund: Water/Sewer Fund (Fund 20)

Budget effect: $64,000.00 increase in estimated revenues and an equal $64,000.00 increase in expenditure appropriations.

BOARD ADOPTION & CERTIFICATION

Adopted by Board	Date: _____
Mayor / Mayor Pro Tem	Signature: _____
Town Clerk	Signature: _____

FMS Batch #: _____ Posted By: _____ Date: _____

Town of Mount Gilead | 207 North Main Street | Mount Gilead, NC 27306

TOWN OF MOUNT GILEAD
BUDGET AMENDMENT
BA2627-04

Fiscal Year	2026-2027
Board Meeting	November 3, 2026
Project / Purpose	SBI Law Enforcement Officer Bonus

BE IT ORDAINED by the Board of Commissioners of the Town of Mount Gilead that the annual budget ordinance for the fiscal year ending June 30, 2027, is amended as follows:

BUDGET ORDINANCE CHANGES

Account	Description	Increase	Decrease
10-340-40	Revenue - Police miscellaneous / SBI bonus	$11,303.28	
10-550-03	Expenditure - Police bonuses (6 x $1,750)	$10,500.00	
10-550-04	Expenditure - Employer FICA for SBI bonuses	$803.28	

PURPOSE & JUSTIFICATION

To recognize the $11,303.28 SBI Law Enforcement Officer Bonus payment received and authorize payment of six gross officer bonuses totaling $10,500, plus $803.28 in employer FICA. The expenditures are fully offset by the SBI funding; no appropriation of fund balance is required.

Fund: General Fund (Fund 10)

Budget effect: $11,303.28 increase in estimated revenues and an equal $11,303.28 increase in expenditure appropriations.

BOARD ADOPTION & CERTIFICATION

Adopted by Board	Date: _____
Mayor / Mayor Pro Tem	Signature: _____
Town Clerk	Signature: _____

FMS Batch #: _____ Posted By: _____ Date: _____

Town of Mount Gilead | 207 North Main Street | Mount Gilead, NC 27306

CDBG-I Project Budget Revision Form

PROJECT BUDGET REVISION			
A. CDBG-I Grant Name and Grant Number:	Julius Chambers Ave Water Line Project 24-I-4202 & 22-I-XXXX		
B. Budget Revision Number:	1		
Use of Funds	**Present Budget**	**Proposed Change In Budget +/-**	**Revised Budget**
C. Public Facilities and Improvements			
(9) Street Improvements			
(10) Flood and Drainage Improvements			
(11) Pedestrian Improvements			
(12) Other Public Facilities			
(13) Public Sewer Improvements	$ -	$ -	$ -
(14) Public Water Improvements	$ 2,779,600.00	$ (771,000.00)	$ 2,008,600.00
(15) Housing Rehab - water connections	$ -	$ -	$ -
(16) Housing Rehab - sewer connections	$ -	$ -	$ -
Planning	$ -	$ 55,000.00	$ 55,000.00
Administration (10%)	$ 220,400.00	$ (25,000.00)	$ 195,400.00
TOTAL	$ 3,000,000.00	$ (741,000.00)	$ 2,259,000.00

Signature of CEO / Authorized Representative

Name & Title of CEO / Authorized Representative

Date

Note: Include updated IDIS forms with this request.

PROJECT BUDGET REVISION

A. CDBG-I Grant Name and Grant Number: Julius Chambers Ave Water Line Project 24-I-4202

B. Budget Revision Number: 1

Use of Funds	Present Budget	Proposed Change In Budget +/-	Revised Budget
C. Public Facilities and Improvements			
(9) Street Improvements			
(10) Flood and Drainage Improvements			
(11) Pedestrian Improvements			
(12) Other Public Facilities			
(13) Public Sewer Improvements	$ -	$ -	$ -
(14) Public Water Improvements	$ 1,983,600.00	$ 25,000.00	$ 2,008,600.00
(15) Housing Rehab - water connections	$ -	$ -	$ -
(16) Housing Rehab - sewer connections	$ -	$ -	$ -
Planning	$ -		
Administration (10%)	$ 220,400.00	$ (25,000.00)	$ 195,400.00
TOTAL	$ 2,204,000.00	$ -	$ 2,204,000.00

Signature of CEO / Authorized Representative

Name & Title of CEO / Authorized Representative

Date

Note: Include updated IDIS forms with this request.

PROJECT BUDGET REVISION

A. CDBG-I Grant Name and Grant Number: Julius Chambers Ave Water Line Project 22-I-XXXX

B. Budget Revision Number: 1

Use of Funds	Present Budget	Proposed Change In Budget +/-	Revised Budget
C. Public Facilities and Improvements			
(9) Street Improvements			
(10) Flood and Drainage Improvements			
(11) Pedestrian Improvements			
(12) Other Public Facilities			
(13) Public Sewer Improvements	$ -	$ -	$ -
(14) Public Water Improvements			$ -
(15) Housing Rehab - water connections	$ -	$ -	$ -
(16) Housing Rehab - sewer connections	$ -	$ -	$ -
Planning	$ -	$ 55,000.00	$ 55,000.00
Administration (10%)	$ -	$ -	$ -
TOTAL	$ -	$ 55,000.00	$ 55,000.00

Signature of CEO / Authorized Representative

Name & Title of CEO / Authorized Representative

Date

Note: Include updated IDIS forms with this request.

24-I-4202

8a. Project Budget for All Construction Projects	
Indicate construction costs by line item (e.g. linear feet or different-sized lines, each type of stormwater control measure, each stream restoration reach). Include more detailed construction cost budget if needed.	**Division Funding Requested**
Construction Costs (100% > 40 Years Old 1.C.1)	
2,880 LF of 6" PVC Water Line	$576,000
2,515 LF of 2" PVC Water Line	$377,250
175 LF of Trenchless Crossing (12" Encasement)	$350,000
Asphalt Pavement	$796,000
Contingency (10% of contruction costs) (excluding CDBG-I):	$0
Construction Subtotal:	$2,099,250
Engineering Costs	
Engineering Services (Survey, Design, Permitting, Bidding, Construction Administration & Observation)	$600,750
Other:	
Engineering Subtotal:	$600,750
Administration Costs	
Engineering & Environmental Documentation Preparation	$0
Legal Costs	
Project Funding Administration	$195,400
Other:	
Administration Subtotal:	$195,400
TOTAL FUNDING REQUESTED AND PROJECT COST:	$2,895,400

$2,204,000

$691,400

22-I-####

8a. Project Budget for All Construction Projects	
Indicate construction costs by line item (e.g. linear feet or different-sized lines, each type of stormwater control measure, each stream restoration reach). Include more detailed construction cost budget if needed.	**Division Funding Requested**
Construction Costs (100% > 40 Years Old 1.C.1)	
2,880 LF of 6" PVC Water Line	$0
2,515 LF of 2" PVC Water Line	$0
175 LF of Trenchless Crossing (12" Encasement)	$0
Asphalt Pavement	$0
Contingency (10% of contruction costs) (excluding CDBG-I):	$0
Construction Subtotal:	$0
Engineering Costs	
Engineering Services (Survey, Design, Permitting, Bidding, Construction Administration & Observation)	$0
Other:	
Engineering Subtotal:	$0
Administration Costs	
Engineering & Environmental Documentation Preparation	$55,000
Legal Costs	
Project Funding Administration	$0
Other:	
Administration Subtotal:	$55,000
TOTAL FUNDING REQUESTED AND PROJECT COST:	$55,000

NCG01 Notice of Intent Certification

NCG01 Notice of Intent (NOI) Certification Form

Directions:

Print this form, complete, scan and upload to the electronic NOI.
Then, mail the original form to the NC DEMLR Stormwater Program (with $100 check *if paying by check*) at:
Division of Energy, Mineral & Land Resources Stormwater Program
512 N. Salisbury Street, 6th Floor (Office 640K)
1612 Mail Service Center
Raleigh, NC 27699-1612

DO NOT MAIL THIS FORM OR PAYMENT UNTIL YOUR APPLICATION HAS BEEN ACCEPTED AS COMPLETE.
THE FORM YOU MAIL MUST BE COMPLETED WITH AN ORIGINAL SIGNATURE (NOT DIGITAL) [40 CFR 122.22]

Per NC General Statute 143-215.6B (i), any person who knowingly makes any false statement, representation, or certification in any application, record, report, plan, or other document filed or required to be maintained under this Article or a rule implementing this Article . . . shall be guilty of a Class 2 misdemeanor which may include a fine not to exceed ten thousand dollars ($10,000).

Under penalty of law, I certify that **(check all boxes to indicate your agreement)**:

- ☑ I am the person responsible for the construction activities of this project, for satisfying the requirements of this permit, and for any civil or criminal penalties incurred due to violations of this permit.
- ☑ The information submitted in this NOI is, to the best of my knowledge and belief, true, accurate, and complete based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information.
- ☑ I will abide by all conditions of the NCG010000 General Permit and the approved Erosion and Sediment Control Plan.
- ☑ If the approved Erosion and Sediment Control Plan is not compliant with Part II (Stormwater Pollution Prevention Plan) of the NCG010000 General Permit, I will nonetheless ensure that all conditions of Part II of the permit are met on the project at all times.
- ☑ I hereby request coverage under the NCG010000 General Permit and understand that coverage under this permit will constitute the permit requirements for the discharge(s) and is enforceable in the same manner as an individual permit.

Name of Project (*must match A1a*): Lilly's Bridge Road Force Main Project

Specific Lot Numbers (*must match A1b*):

Legally Responsible Organizational Entity (*must match B1*): Town of Mt. Gilead

Legally Responsible Person (*must match B2 & B3*): Barrett Brown

Title of Legally Responsible Person (*must match B3b*): Town Manager

Name & Title of Signed if Authorized Individual Differs from Legally Responsible Person: N/A

Phone Number: 910.439.5111

Signature of Legally Responsible Person or Authorized Individual — Date: 10/26/24

* ***IMPORTANT NOTE:*** *This form must be signed by a responsible corporate officer that owns or operates the construction activity, such as a president, secretary, treasurer, or vice president, or a manager that is authorized in accordance with Part IV, Section B, Item (6) of the NCG010000 permit.*

Appendix | Draft CDBG-I Grant Project Ordinance

TOWN OF MOUNT GILEAD

JULIUS CHAMBERS AVE WATER LINE PROJECT

NC DEQ DIVISION OF WATER INFRASTRUCTURE

(GRANT PROJECT# CDBG 24-1-4202 & FUTURE FY22 GRANT)

GRANT PROJECT ORDINANCE

Be it **ORDAINED** by the Town Board of Commissioners of the Town of Mount Gilead, North Carolina, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following budget is hereby approved and adopted.

Section 1: The Project authorized is the **Julius Chambers Avenue Water Line Infrastructure Project** to be financed by Community Development Block Grant funds **(Grant#24-I-4202 and future FY22 grant funds)** awarded to the Town of Mount Gilead by the North Carolina Department of Environmental Quality (DEQ) Division of Water Infrastructure (DWI).

Section 2: The officers of this unit are hereby directed to proceed with the grant/loan project within the terms of the board resolution, grant/loan documents, the rules and regulations of the Division of Water Infrastructure (DWI), and the budget contained herein.

Section 3: The following revenues are anticipated to be available to complete project:

CDBG Grant Funding FY24:	$2,204,000.00
CDBG Grant Funding FY22 (pending):	$55,000.00
Town Funds:	$0.00
TOTAL PROJECT REVENUES:	**$2,259,000.00**

Section 4: The following amounts are appropriated for the project and authorized for expenditure

CDBG Grant Funding FY24:	$2,204,000.00
CDBG Grant Funding FY22 (pending):	$55,000.00
Town Funds:	$0.00
TOTAL PROJECT EXPENDITURES:	**$2,259,000.00**

Section 5: The following amounts are appropriated for the total project and authorized for expenditure:

Public Water Improvements – Construction and Engineering:	$2,008,600.00
Project Administration	$250,400.00
TOTAL PROJECT REVENUES:	**$2,259,000.00**

Section 6: The finance officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the funding agency, the funding agreements, and state and federal regulations.

Section 7: Funds may be advanced from the Enterprise Fund or other Fund Name, Number, Acct. Name for the purpose of making payments as due. Reimbursement requests should be made to the State funding agency in an orderly and timely manner. Compliance with all federal and state procurement regulations is required.

Section 8: The finance officer is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

Section 9: Copies of this Grant Project Ordinance shall be made available to the Budget Officer, the Finance Officer, and the Town Clerk.

Section 10: This Grant Project Ordinance supersedes any previously dated and adopted project ordinance.

Section 11: That the Town of Mount Gilead is certifying, by resolution, that Barrett Brown, Town Manager, and Lee Ann Haithcock, Finance Officer and successors so titled is the Authorized Representative to create and submit claims and disbursement requests on behalf of the Town of Mount Gilead, through the DWI-EBS systems, as it relates to the project and project numbers listed above and any additional projects funded by the North Carolina Division of Environmental Quality (Division of Water Infrastructure). Barrett Brown, Town Manager, and Lee Ann Haithcock, Finance Officer and successor so titled is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with this project; to make the assurances as contained above; and to execute agreements or other documents as required by the Division of Water Infrastructure.

Adopted this _____ day of _____ 2026 ; Town of Mount Gilead, North Carolina.

_____

Tim McAuley, Mayor Pro Tem

_____

Lessie Jackson, Town Clerk

[SEAL]