

**Town of Stantonsburg  
Regular Board Meeting  
October 21, 2024**

Mayor Coley Rhodes called the monthly Town Council meeting to order at 7:00 PM. The following council members were present: Donnie Bass, Ben Harper, Jackie Grice, Steve Mooring, and Eartha Butler. Also present was Town Manager Brian Hawley, Town Clerk Alexis Whitley, and Town Attorney Slade Rand.

**Pledge of Allegiance and Prayer:** Mayor Rhodes led the Pledge of Allegiance and opened the meeting with prayer.

**Approval of Agenda:** Councilwoman Grice made a motion to approve the agenda with the corrected month of September for the financial reports. Passed unanimously.

**Approval of the Minutes:** Meeting minutes were approved as written.

**Public Comment:**

Alan Howard, who resides on Bartee Bridge Rd, was present for SW Contracting and Consulting as they submitted their qualifications for the Neighborhood Revitalization Grant.

James Coover, who resides on Denver Drive, was presented to discuss his concerns regarding the amount of stormwater issues in and around his neighborhood.

Chynna Lucas, who resides on N. Saratoga Street, was present to discuss her concerns regarding stormwater issues in her area, town communication errors, her utility bill, and late fees. Mayor Rhodes requested that Ms. Lucas schedule a meeting with Manager Hawley to further discuss her concerns.

**Presentations:**

Ted Orell with UTEC presented the Solar Program/Rate Schedule for the Town Council to consider adopting.

Betsy Kane with Upper Coastal Plan Council of Governments presented a Fiscal Geographic Study and proposal for an Economic Analysis by Urban 3. She also presented a funding opportunity through the Pew Charitable Trusts. Councilman Mooring made a motion to authorize the Town Manager to contract with UCPCOG to contract with the consultant of Urban 3 and the town will provide \$3,000.00 to pursue this geographic study. Passed unanimously.

Lauren Garf with TextMyGov presented via zoom for the council to consider a contract to use their text services. The council requested that Manager Hawley reach out to the references who already use these services to get more information.

Jessica Swanson and Fallon Savino with Turpentine Design presented the New Town Hall plans via zoom. Councilman Mooring mentioned additional bids for IT work. Jessica stated that the new town hall does have quite a bit of security to take into consideration when the town is looking at quotes for those services. Manager Hawley asked for a timeline to get the plans completed. Turpentine will need to get

with the engineers and let them know that the plan is to proceed. They would only need a couple more weeks before submitting to contractors.

Councilwoman Grice made a motion to go into closed session pursuant to GS 143-318.11 (a)(6) and to interview an applicant for the open finance officer position. Passed unanimously.

Councilwoman Butler made a motion to go into open session. Passed unanimously.

The council discussed the open position for Finance Officer and voted 4 to 1 to hire Kaycee' Stancil as the new Finance Officer. Councilwoman Grice opposed and Councilman Bass abstained. The motion carried.

Councilwoman Butler made a motion to repeal the 5% probationary raise part of the personnel ordinance but continue with a 6-month probationary period. Passed unanimously.

Councilman Harper made a motion to initiate random drug testing for all employees. Passed unanimously. Councilman Mooring confirmed that there be an announcement to employee's regarding this policy. Councilman Bass requested that we check the drug policy as he stated it should already be random across the board.

#### **Financial Reports:**

*September:* Monthly Receipts: \$480,662.90 Disbursements: \$383,198.05 Difference: \$97,464.85. Report referred to our auditors.

#### **Invoices for Payment:**

Town Clerk/Interim Finance Officer, Alexis Whitley, provided information on 3 invoices prior to the meeting. Councilman Mooring questioned the payment to Mr. Bynum following an accident that occurred. Manager Hawley stated that the accident was reported to insurance, and insurance recommended the town reimburse Mr. Bynum for the cost of repairs.

Councilman Harper made a motion to approve invoices. Passed unanimously.

#### **Old Business:**

Danna Layne is behind a week or so but is ready to do field work. Items are prepared and ready for her.

Manager Hawley discussed the update on the abandoned meters and requested the council's recommendation on how to proceed. Town Attorney Slade Rand requested the council table this discussion to the November meeting. Moving forward for billing purposes, Manager Hawley will advise Deputy Clerk, Tammy Webb, to start billing fresh starting tomorrow, October 22<sup>nd</sup>.

Other Towns Expenditures for Non-conforming Transformers and Discussion on 911 fictitious calls were tabled to the November meeting.

Manager Hawley discussed the rental contract agreement that he and Attorney Rand have been working on.

#### **New Business:**

Manager Hawley presented the resolution delegating authority to the Town Manager to lease the town-owned property at 101 N. Main Street.

Councilman Harper made a motion to accept the resolution delegating authority to the Town Manager to lease the town-owned property. Vote 3 to 2. Councilman Bass and Councilwoman Grice were opposed. Motion passed.

Manager Hawley presented the CDBG scoring sheet and the resolution to select and approve a contractor to provide housing services for the CDBG. Councilwoman Butler made a motion to accept the resolution to select and approve RSM and Associates to provide housing services for the CDBG. Passed unanimously.

Councilman Mooring confirmed who did the scoring assessment. Manager Hawley stated that he and the Council of Governments did the assessment.

Manager Hawley asked for consideration on changing the November 12<sup>th</sup> Board Meeting. There is a schedule conflict with Green Heron Planning who will be doing a presentation on the Seal Building site. It was a consensus of the board to reschedule the November Board meeting to November 18<sup>th</sup> at 7:00pm.

Manager Hawley asked for consideration to develop a Storm Water Improvement Plan.

Manager Hawley asked for consideration of compensation for gap coverage in town hall for the two employees who have filled in the gap for the open finance position. The council requested to table the discussion on compensation for gap coverage.

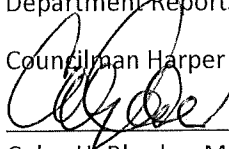
Manager Hawley presented an Edmunds.gov invoice of \$250.00 for approval to renew the SSL certificate which expires at the end of the year. Councilwoman Grice made a motion to approve the invoice to pay Edmunds.gov \$250.00. Passed unanimously.

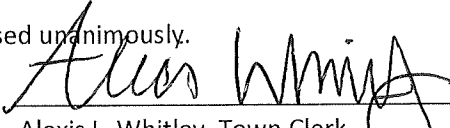
Councilwoman Grice mentioned the CD which is up for renewal in November. Manager Hawley stated that the council gave him direction to put it in the highest yield in the NCCMGT.

**Department Reports:**

Department Reports were provided and reviewed.

Councilman Harper made a motion to adjourn at 11:20pm. Passed unanimously.

  
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Coley H. Rhodes, Mayor

  
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Alexis L. Whitley, Town Clerk