

The Board of Commissioners of the Town of Denton held their regular scheduled meeting on Monday, December 6, 2021 at 6:00pm at Town Hall.

The following members were in attendance: Mayor Pro Tem Deanna Grubb

Commissioners: David Askew, Barbara Hogan, and Scott Morris.

Newly Elected Commissioner: Anne Carter Bean

Town Attorney Misti Witman; Interim Town Manager, Kelly Craver; Town Clerk, Angel Jenkins

Absent: Mayor Larry Ward, Commissioner Julie Loflin

1. **Call to Order-** Mayor Pro Tem Grubb called the meeting to order at 6:00pm.
2. **Pledge of Allegiance-** Mayor Pro Tem Grubb led the Pledge of Allegiance.
3. **Adoption of Agenda** – Commissioner Morris made a motion to adopt the agenda. Commissioner Askew seconded. Motion passed unanimously. (4-0)
4. **Approval of November 1, 2021 Minutes** – Commissioner Hogan made a motion to approve the November 1, 2021 minutes. Commissioner Morris seconded. Motion passed unanimously. (4-0)
5. **Public Comment-** *Citizens may speak on items not listed on the printed agenda. Please state your name and address and observe the three-minute time limit.*  
  
-Imogene Morris, 225 Bombay Road – Thanked the Board and the Parks & Recreation Board for recognizing her as the Grand Marshall for the 2021 Christmas Parade. She stated it was a true honor and the events of the weekend were wonderful.
6. **Recognition of Outgoing Commissioner Barbara Hogan** – Mayor Pro Tem Deanna Grubb present Commissioner Hogan with a plaque in honor of the year's served on the Board of Commissioners. Mayor Pro Tem Grubb thanked Commissioner Hogan for her dedication to the Town, the Citizens and the Town Museum.
7. **Administer Oath of Office to Commissioner Deanna Grubb and Anne Carter Bean** – Town Attorney Misti Whitman- Mrs. Whitman administered the oath of office to Commissioner Grubb and Commissioner Bean.
8. **Election of Mayor Pro Tem** – Commissioner Morris made a motion for Commissioner Grubb to serve as Mayor Pro Tem. Commissioner Askew seconded. Motion passed unanimously. (4-0)
9. **Swearing in of Officer Preston Eagle and Officer Matthew Reeder** – Chief Mark Hicks – Chief Hicks welcomed new Auxiliary Officer Eagle and Patrol Officer Reeder to the Denton Police Department. Chief Hicks administered the oath of office for Officer Eagle and Officer Reeder.
10. **Public Hearing** – Town of Denton Jobs and Business Creation Grant – Buddy Ball, 168 Old Camp Road - Kelly Craver

Mr. Craver stated that Buddy Ball has met the requirements of the Water and Sewer Tap Grant for 168 Old Camp Road. Staff recommends approving the grant.

Commissioner Morris made a motion to open the Public Hearing. Commissioner Askew seconded. Motion pass unanimously (4-0)

Mayor Pro Tem Grubb opened the public hearing opened at 6:17pm

There was no one to speak for or against the Water and Sewer Tap Grant.

Commissioner Carter made a motion to close the Public Hearing. Commissioner Askew seconded. Motion pass unanimously (4-0)

Mayor Pro Tem Grubb closed the Public Hearing at 6:18pm.

Commissioner Morris made a motion to approve the \$2000 tap grant for Water and Sewer for Buddy Ball. Mayor Pro Tem Grubb seconded the motion. Motion passed unanimously. (4-0)

**11. Fiscal Year 2020-2021 Audit Report** – Eddie Carrick – Mr. Carrick presented the audit for the FY' 20-21 to the Board. Mr. Carrick stated that as the auditor he works for the Town and is available to answer any questions or concerns they may have.

Mr. Carrick stated that he is presenting an unqualified, clean audit. Mr. Carrick provided an overview of the FY' 20-21 audit. (a copy of the audit is attached to the minutes)

**12. Approve Police Department Surplus Property** – Kelly Craver – Mr. Craver stated that the list of items the Police Department is presenting for surplus are not being used by the department and the staff recommends they approve the items for surplus.

Commissioner Askew made a motion to approve the Police Department Surplus.

Commissioner Bean seconded. Motion passed unanimously. (4-0)

**13. Appoint members to the Parks & Recreation Board and the Planning & Zoning Board**

– Mr. Craver stated that the Board has received three (3) applicants for the Planning and Zoning Board (P&Z Board). These applicants would fill the three (3) vacant seats on the Board for a three (3) year term. The seats that are open are Carter Burns, Anne Carter Bean and Keith Loflin.

Anne Carter Bean was elected as Commissioner, therefore not eligible to serve on P&Z Board and Keith Loflin did not reapply.

Those for consideration are Carter Burns, Jones Loflin and Barbara Hogan.

We also received an application from Tony Ramsey for either the P&Zoning Board or the Parks and Recreation Board (P&R Board). Mr. Ramsey is not eligible for the P&Z Board due to living outside of Town and outside the Town's Extraterritorial Jurisdiction (ETJ).

Mr. Craver stated that the P&R Board has three (3) seats open as well. Dylan Gallimore, who was voted on in November to fill the seat of Kayla Surratt, Kelly Bledsoe and Morgan Timmons. All three board members have reapplied to continue serving on the P&R Board. Commissioner Bean recommended adding another seat to the P&R Board to allow for Tony Ramsey to serve on the Board. Commissioner Bean stated that if someone has interest in serving the Town, they should have a spot on the Board.

Commissioner Morris did not agree with adding an additional position to the P&R Board.

Crystal Sexton, Chairperson for the P&R Board stated that Mr. Ramsey could serve as a

Community Liaison. This would allow him to be a part of the activities of the Board, but would not have voting rights. Susan Craven served in this position and later was appointed to fill an open spot on the Board.

Commissioner Morris made a motion to appoint Carter Burns, Jones Loflin and Barbara Hogan to the Planning & Zoning Board and to appoint Dylan Gallimore, Kelly Bledsoe and Morgan Timmons to the Parks & Recreation Board. Commissioner Askew seconded. Motion passed: (3-1) Yay: Morris, Askew, Grubb – Nay: Bean

**14. Budget Amendment – 2.2021/2022 – Police Department Grant** – Kelly Craver- Mr. Craver stated that this budget amendment is to accept the revenue funds of \$11,050 from the North Carolina Governor's Crime Commission Grant. This is the grant for body worn cameras. Commissioner Morris made a motion to approve the Budget Amendment 2.2021/2022 for \$11,050. Commissioner Bean seconded the motion. Motion passed unanimously. (4-0)

**15. Approve the Police Department Early Intervention System Policy** – Chief Mark Hicks- Chief Hicks stated that SB300 went into effect December 1, 2021. The Database on Microsoft and Early Intervention System Policy were created, reviewed by Mrs. Whitman and was in effect by this deadline. By law they are required to track use of force, discharge of firearms, citizen complaints and vehicle collisions. Chief Hicks also added domestic abuse where Officer is the alleged subject, substance abuse and also the departmental policy violations.

Chief Hicks stated that with the next grant cycle, possibly purchasing software that would track this information, tasers and defibrillators.

Commissioner Askew made a motion to approve the Police Department Early Intervention System Policy. Commissioner Bean seconded. Motion passed unanimously. (4-0)

**16. Town Attorney Update** –Misti Whitman – Mrs. Whitman stated that she has worked on the SB300, to include the decriminalization of Town Ordinances. Making sure if the penalties are civil or criminal and our Ordinances are in compliance.

**17. Town Manager's Report** – Kelly Craver – Mr. Craver reviewed his manager's report with the Board.

-Pavement Assessment Project- SEPI pavement assessment was started two weeks ago and the inspection of the streets has been completed. We should have a report to the board in January.

-State Infrastructure Grant (ARP Funds via SB-105) - The Town will be receiving 1.5 million dollars for water/sewer infrastructure projects. Mr. Craver stated that his initial assessment of critical items to consider first are: backup generator replacement at the water plant and raw water pump station, engineering work at waste treatment plant to put the second oxidation ditch back into service, complete that project, then 2-inch galvanized water line replacement project, engineer review of the line camera work to assess sewer repair needs.

-Additional Grant Funding- The Town will also be receiving \$250,000 for a stormwater pipe replacement project on South Jones Street. This is near the intersection of Jones Street and James Street. This would remove the two existing pipes and replace them with a larger box culvert. This should stop the situation of air lock that is common with round stormwater pipes. This should significantly lower flooding risks.

-ARPA Funds – The Town has received the first payment of \$273,000. Our next payment should arrive next July. Final guidance has not been issued. We are aware that water/sewer infrastructure does qualify. I suggest that we utilize the state grants before expending these funds. This should allow us to receive our next allotment and have more funds to work with.

-Water/Wastewater Terminology- Mr. Craver stated that he has been taking newly elected Commissioner Bean to visit town departments. Last week after touring the water plant and wastewater plant, Commissioner Bean asked for a reference sheet for terminology for water and wastewater treatment. A copy has been provided to each Commissioner.

#### **18. Commissioner Comments / Concerns -**

The Commissioners discussed several items of concern:

- The current staffing levels. The staffing needs for the Police Department, Water Plant, Waste Water Treatment Plant, Public Works and Admin.
- The employee pay scale, developmental pay and prior pay study.
- Infrastructure Grant – the current needs of the Town that could be covered by this grant.
- The Board asked the Town Manager to conduct a pay study based on the current employment market.
- The Board called for a “planning” meeting to be held January 10, 2022, at 6:00pm at Town Hall.
- A motion was made by Commissioner Morris to approve \$1600 for the purchase of three (3) AED's (Automated External Defibrillator) for the Police vehicles. Commissioner Bean seconded. Motion passed unanimously. (4-0)

#### **19. Closed Session for Personnel Matters in Accordance of NC G.S. 143-318.11(a) (6) -**

Mayor Pro Tem Grubb asked for a motion to go into closed session at 7:35pm. Commissioner Askew made a motion to go into closed session. Commissioner Bean seconded. Motion passed unanimously. (4-0)

Commissioner Bean made a motion to go back into open session. Commissioner Askew seconded. Motion passed unanimously. (4-0)

Mayor Pro Tem Grubb called the Board back into open session at 8:02pm.

#### **20. Updates / New Business-** Commissioner Morris made a motion to readvertise the Town Manager's position. Commissioner Bean seconded. Motion passed unanimously. (4-0)

#### **21. Announcements**

December 7<sup>th</sup> – Mayor, Manager & Elected Officials Christmas Social – 6pm – 8pm  
Twelve West Main, Thomasville

#### **22. Board of Commissioners Adjournment** – Commissioner Morris made a motion to adjourn. Commissioner Askew seconded. Motion passed unanimously. (4-0)

Meeting adjourned at 8:06pm.

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Deanna Grubb, Mayor Pro Tem

  
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Angel Jenkins, Town Clerk