

The Board of Commissioners of the Town of Denton held a regular meeting on Tuesday, September 5, 2023 at 6:00pm at Town Hall.

The following members were in attendance: Mayor Larry Ward, Mayor ProTem Deanna Grubb
Commissioners: Julie Loflin, David Askew, Scott Morris, Anne Carter Bean
Town Attorney, Misti Whitman, Town Manager, Angel Jenkins; Town Clerk, Paula Hedrick

1. Call to Order

Mayor Ward called the meeting to order at 6:00pm

2. Pledge of Allegiance

Mayor Ward led the Pledge of Allegiance

3. Adoption of Agenda

Mayor ProTem Grubb asked to add TranSystems contract to item 11a to the agenda

Commissioner Bean made a motion to adopt the agenda with the addition of 11a.

Commissioner Askew seconded the motion. Motion passed unanimously (5/0)

4. Approval of February 6, February 9, April 3, April 19, July 10, August 7, 2023 Minutes

Commissioner Loflin made a motion to approve the minutes as recorded.

Mayor ProTem Grubb seconded the motion. Motion passed unanimously (5/0)

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.

Ms. Hedrick stated that there were no one present to speak.

6. Presentation Honoring the Late Stan Bingham, NC Senator – Imogene Morris

Ms. Imogene Morris paid tribute to the late Stan Walker Bingham with a nice framed article from the Denton Orator and presented it to Mrs. Bingham. Mrs. Bingham and family were present for the tribute and Mrs. Bingham received the plaque on behalf of the family.

7. Approve Basic Law Enforcement Training Sponsorship Agreement- Angel Jenkins

Ms. Jenkins provided the Basic Law Enforcement Training Sponsorship Agreement for approval. Ms. Whitman has reviewed and corrections have been made.

Commissioner Morris made a motion to approve the Basic Law Enforcement Training Sponsorship Agreement.

Commissioner Bean seconded the motion. Motion passed unanimously (5/0)

8. Resolution R-2023324-07 to Approve Surplus Property for Public Works – Angel Jenkins

Ms. Jenkins reviewed the surplus items from the Public Works Department, to be listed on Govdeals. (copy attached to minutes)

Mayor ProTem Grubb made a motion to approve the Surplus Property for Public Works. Commissioner Loflin seconded the motion. Motion passed unanimously (5/0)

9. Consideration to Update Town Ordinance Chapter 10: General Administration, Article A: Disorderly Conduct and Article B: General Nuisance– Angel Jenkins

Ms. Jenkins stated that a review of the Town of Denton Ordinance Chapter 10 Article A: Disorderly Conduct and Article B: General Nuisance is needed. In reviewing the information with Attorney Whitman and Police Chief James, as it is currently written, it is not enforceable.

Attorney Whitman will provide recommended updates to the Board and suggest updating the signage at Harrison Park stating the park hours.

10. Consideration and Approval of Business Website Proposal- Slamdot – Paula Hedrick and Elizabeth Elswick

Ms. Hedrick and Ms. Elswick presented a website proposal to the Board of Commissioners for review.

Ms. Elswick stated that the current platform for our website will be phasing out at the end of 2023. We have met with several designers that can provide a new look to the website and in a WordPress format. After review of several website designers, it is staff recommendation to work with Slamdot. Slamdot has the experience to design a modern and functional website which we would be trained to maintain in house using a WordPress format.

Commissioner Morris made a motion to approve the Business Website Proposal for Slamdot.

Commissioner Bean seconded the motion. Motion passed unanimously (5/0)

11. Review Departmental Pay Valuations- Angel Jenkins

We have completed the departmental evaluations of current salaries and compared them with the surrounding towns and counties. Each of the surrounding areas have multiple levels of staffing for both the Public Works Department and the Water Plant. We are unable to compare their salary base to our salary base one on one, as the departments

levels do not line up in accordance to ours. We selected the tiered levels based on the qualifications of those in that department.

As stated in the August 28th meeting we are in need of aligning our salaries with other locations in order to maintain our current staff.

The Board of Commissioners reviewed the information provided and are in agreement to increase the Public Works Department and the Water Treatment Plant staff salary by 7%, effective with the September 15, 2023 payroll.

The Board recommended paying overtime to nonexempted staff. Staff can choose to receive the overtime paid at the time earned or accrue as compensatory time.

This will require a policy change and will be presented to the Board for approval.

The Board will do a pay study for the Fire Department, Wastewater Treatment Department and Administration staff in the fiscal year 2024/2025.

11a. Approval of TranSystems Corporation (formerly SEPI) contract – Angel Jenkins

TranSystems has prepared a scope and fee proposal for Contract Preparation Services for our resurfacing project. The scope of work included development of uniform quantities and bid items for bidding so all contractors bid on the same contract items.

The fees associated with the proposal are \$5,000.00.

Onsite staff can be provided at a per hour rate during the paving process.

Commissioner Morris made a motion to approve the TranSystems contract for Contract Preparation Services and provide staff onsite during the paving process.

Mayor ProTem Grubb seconded the motion. Motion passed unanimously (5/0)

12. Consideration of Trash Receptacles from Witt Industries– Paula Hedrick

Ms. Hedrick presented recommendations for new trash receptacles in town.

The Board agreed to purchase 10-12 trash receptacles in the Sawgrass design from Witt Industries.

13. Town Attorney Update

Ms. Whitmans stated that she is reviewing the Town's Nuisance ordinance and will provide a recommended update.

14. Town Manager's Report

Ms. Jenkins viewed the monthly report from Alliance Code Enforcement for August 2023.

-John Fuller Architecture has asked how we wish to proceed with the bidding process of

contractors. Mr. Fuller stated that he was still working on the mechanical engineering part of the project. The agreement of the Board was to bid out to all contractors.

-An update from Yates Paving on the Jones Street Culvert Project was provided.

-Update was reviewed from LaBella Engineering Firm.

15. Commissioner Comments / Concerns

An update was requested on the following:

- Animal ordinance regarding cats in town.
- Vacant positions on the Parks & Recreation Board and the Planning & Zoning Board. *Ms. Jenkins stated that the P&R Board has 2 vacancies, and the P&Z Board has one. We will be advertising these positions.*
- Consider updating the zoning ordinance to limit the building size in a residential zoning. *Ms. Jenkins stated this can be reviewed by the P&Z Board.*
- Ordinance update regarding alcohol sales by non-profit on Town Property. *This ordinance was updated prior, and a copy will be sent to the Board.*
- Joint meeting with Handy Sanitary District Board. *Handy Sanitary District hosted the quarterly meeting with the Town representatives. All information was reviewed and provided to the Town Board at a prior meeting.*

16. Closed Session for Personnel Matters in Accordance with NC G.S. 143-318.11(a)(6)

The Board of Commissioners met in closed session and no action was taken.

17. Announcements- There were no announcements.


18. Updates / New Business- no new updates or business

19. Board of Commissioners Adjournment

Commissioner Grubb made a motion to adjourn.

Commissioner Askew seconded. Motion passed unanimously. (5/0)

Meeting adjourned at 7:55pm.


Larry Ward, Mayor


Paula Hedrick, Town Clerk