

The Board of Commissioners of the Town of Denton held their regular scheduled meeting on Monday, January 3, 2022 at 6:00pm at Town Hall.

The following members were in attendance: Mayor Larry Ward, Mayor Pro Tem Deanna Grubb  
Commissioners: Julie Loflin, David Askew, Scott Morris, Anne Carter Bean.

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

1. **Call to Order-** Mayor Ward called the meeting to order at 6pm.
2. **Pledge of Allegiance-** Mayor Ward led the Pledge of Allegiance
3. **Adoption of Agenda** – Mr. Craver stated that items 9a. Approve Bulk Water Rates for Fiscal Year 21-22 and 9b. Approve amended Schedule of Fees for Fiscal Year 21-22, needed to be added to the agenda. Commissioner Grubb made a motion to approve the agenda with the addition of 9a and 9b. Commissioner Morris seconded. Motion passed unanimously. (5-0)
4. **Approval of December 6, 2021 Minutes** – Commissioner Askew made a motion to approve the December 6, 2021 minutes. Commissioner Grubb seconded. 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.*  
There was no one signed up to speak during the public comment.
6. **Public Hearing** – Town of Denton Jobs and Business Creation Grant – Graham Family Construction, 286 Howell Drive - Kelly Craver  
Mr. Craver stated that the Graham Family has completed the house at 286 Howell Drive, and provided the County Certificate of Occupancy. The tap fee of \$2000 was paid in advance and there are funds available in the current budget for this request.  
Mayor Ward asked for a motion to open the Public Hearing.  
Commissioner Morris made a motion to open the Public Hearing. Commissioner Bean seconded. Motion passed unanimously. (5-0)  
Public Hearing opened at 6:06pm.  
Mayor Ward asked if anyone would like to speak for or against the grant request. There was no one present to speak for or against.  
Commissioner Bean made a motion to close the Public Hearing. Commissioner Grubb seconded. Motion passed unanimously. (5-0)  
Public Hearing closed at 6:07pm.  
Commissioner Morris made a motion to approve the \$2,000 tap fee for the Graham Family Construction. Commissioner Bean seconded. Motion passed unanimously. (5-0)
7. **Consideration of contract with Alliance Code Enforcement LLC (ACE) – Kelly Craver**  
Mr. Craver reviewed a proposal from Alliance Code Enforcement LLC (ACE) to handle code enforcement for the Town. ACE currently provides the code enforcement for Jamestown. Mr. Craver stated that ACE provided Jamestown with a snapshot of the current violations prior to starting the enforcement.  
After much discussion, the Commissioner's requested ACE provide a snapshot of the Town's violation and then provide enforcement for three months.  
Commissioner Grubb made a motion to contract with Alliance Code Enforcement LLC (ACE) to provide a snapshot of the current Town code violations and then three-month contract on code enforcement. Commissioner Bean seconded. Motion passed unanimously. (5-0)

**8. Recognition of Law Enforcement Officer's Advanced Certification for Police Chief Mark Hicks – Kelly Craver**

Mr. Craver stated that Chief Mark Hicks has received his Law Enforcement Officers' Advanced Certification from North Carolina Department of Justice. Mr. Craver expressed his gratitude to Chief Hicks for his commitment to the Town of Denton Police Department and the Town of Denton.

- 9. Consideration of Pay for Planning and Zoning Board Members** – Mr. Craver presented a survey from across the state from Municipalities that have Advisory Boards. Mr. Craver stated that he was surprised at the different responses that were received. Commissioner Morris stated that he would like to pay the Planning and Zoning Board Members \$25 per meeting they attend. The Board does a lot of work for the Town. Commissioner Bean stated that the pay should be for both Planning and Zoning Board and Parks and Recreation Board. Commissioner Askew stated that the members are volunteers and we have not paid for the position before. Commissioner Morris made a motion to pay the Planning and Zoning Board members \$25 per meeting they attend beginning with the January 2022 meeting. Commissioner Grubb seconded. Motion passed 4-1, Yay: Morris, Grubb, Bean, Loflin. Nay: Askew. Commissioner Bean made a motion to pay the Parks and Recreation Board \$25 per monthly meeting beginning January 2022. Commissioner Grubb seconded. Motion passed 4-1, Yay: Morris, Grubb, Bean, Loflin. Nay: Askew

There was a discussion in regards to fundraising held by any department or advisory board being approved by the Board. The Board had questions about the fundraising the Watermelon Festival Pageant Contestants do each year for local organizations and if it was allowed based on NCGS on appropriation of funds to private entities.

Mrs. Whitman and Mrs. Jenkins are going to review the information and report back to the Board.

**9a. Approve Bulk Water Rates for Fiscal Year 21-22** – Mr. Craver presented the Bulk Water Rates for Fiscal Year 21-22 to the Board. The rate is down from last Fiscal Year at 1.6777 to \$1.4915. This is in part due to a large water loss, meaning more water was produced than sold and the increase in the cost of chemicals.

Commissioner Morris made a motion to approve the Bulk Water Rates for Fiscal Year 21-22. Commissioner Bean seconded. Motion passed unanimously. (5-0)

**9b. Approve amended Schedule of Fees for Fiscal Year 21-22-** Mr. Craver stated that with the approval of the Bulk Water Rates for Fiscal Year 21-22, the Schedule of Fees would need to be updated to reflect this amount.

Commissioner Morris made the motion to amend the Schedule of fees. Commissioner Grubb seconded. Motion passed unanimously. (5-0)

- 10. Town Attorney Update –Misti Whitman-** Mrs. Whitman stated she has been working with the Manager to make sure the water leak is fixed at the Water Plant and we can recoup the water loss.

- 11. Town Manager's Report – Kelly Craver** – Mr. Craver stated that we have hired a new employee at the Waste Water Treatment Plant. The Manager's position has been readvertised with PTRC. Windstream has completed the extension of fiber service to the

water plant site. The installation to the building should be in the next two weeks. A copy of the Police calls for December have been provided and a copy of the overview from SEPI on the street conditions. There is a Special Called meeting Monday, January 10<sup>th</sup> at 6pm. This will be a goal setting meeting for the Board. Mr. Craver has provided a print out of the salary study that we will look at more at the special called meeting next week.

(Copies attached to the minutes)

Mr. Craver recognized Mrs. Jenkins to give a report to the Board.

Mrs. Jenkins stated that on December 20, 2021 she received a call from Brandon Dorsett stating he had not received his payroll deposit December 10, 2021. After looking at the information, Mrs. Jenkins had received an email on November 23, 2021 from Mr. Dorsett to change his banking information for his direct deposit. This request was a scam. The payroll for December 10<sup>th</sup> went to the fraudulent account. We worked with the bank to cancel the deposit and we thought we had received the funds back. However, the receiving bank has recalled the funds and because it was initiated by us, we can't recoup the money through our bank.

Mr. Craver stated that we have put in place a second verification step of calling the employee to verify the request is legitimate.

## **12. Commissioner Comments / Concerns –**

Commissioner Morris asked if we would be able to recoup the water lost during the January 1, 2022 wreck at Healing Springs.

Mr. Craver stated that we will file a claim with the insurance company. There was a loss in communication when the accident happened (1:30am), 911 communication receiving the call (2:30am) and then reporting it to the water plant (3:00am) .

Commissioner Morris stated that the Cemetery needs work done. There are over grown bushes on top of graves.

Mrs. Jenkins stated that they have discovered that the cedar bushes were planted at the corner of a family plot and have not been maintained.

Mrs. Whitman asked if the rules allow for family to plant items on the graves.

Commissioner Morris stated there was not any rules.

Mrs. Whitman stated that we do have a right to cut them down and we also need to put rules in place to avoid this in the future.

Mrs. Jenkins stated that being that the cemetery is older, would posting the rules on the property and at Town Hall be enough of a notice to the families.

Mrs. Whitman stated it would be enough.

Commissioner Morris stated that there is a couple of baby headstones that are broken off the base. He also said he would like to see street lights added to the cemetery.

Commissioner Bean stated that we as a Town need to be diligent in communicating things to make sure all the Boards working with us have the same information. Specifically, the Parks and Recreation Board advertised that the Love Lights would be available on December 23<sup>rd</sup> at Town Hall for pick up. However, no one checked with Town Hall to see if they would be closed. Parks and Recreation Board tried to update the information but they may not have been able to reach everyone.

It is important to update the dates of events on the website.

Commissioner Bean also stated that there is a pending sale of three buildings in Town. The buyer wants to keep the outside of the building the same. They would like to know what the Board would like to see in Town, they would love input. They have talked about rooftop

dining, to add a flair to the space.

Commissioner Askew asked where the building was located.

Commissioner Bean stated it was the old Denton Record building. They have even talked about outdoor dining.

Commissioner Morris asked Chief Hicks if he has another Officer that left.

Chief Hicks stated that Officer Hunt has left.

Commissioner Morris asked about sponsorship for BLET.

Chief Hicks stated that the Town stopped sponsoring BLET a long time ago. There are several agencies that do provide sponsorship. The cost of BLET is around \$1200 and with the cost of a physical and back ground check would be around \$1400. Chief Hicks asked Mrs. Whitman if they could do a contract for the sponsorship program.

Mrs. Witman stated that we can do a contract to allow for a payback if they do not uphold their commitment.

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

Mayor Ward asked for a motion to go into closed session.

Commissioner Bean made a motion to go into closed session. Commissioner Grubb seconded. Motion passed unanimously. (5-0)

The Board went into closed session at 7:24pm

Commissioner Morris made a motion to go back into open session. Commissioner Grubb seconded. Motion passed unanimously. (5-0)

The Board went back into open session at 7:38pm.

**14. Updates / New Business** – Commissioner Grubb made a motion to extend Mr. Craver's Interim Town Manager Position for six months. Commissioner Askew seconded. Motion passed unanimously. (5-0)

Commissioner Loflin asked if we could have someone else from PTRC to provide guidance in the Manager process.

Mr. Craver stated he would reach out to Matt Reece.

Commissioner Grubb asked how to close a street that joins her property. Mrs. Jenkins stated she would look at the information on the streets that have been closed and let her know.

Mrs. Jenkins asked the Board what they wanted to do for Budget Retreat this year.

The Board would prefer to hold meetings at night.


Mr. Craver will work on this information and report back to the Board.

**15. Announcements** – Special Meeting, Monday January 10<sup>th</sup>, 2022, 6pm at Town Hall.

**16. Board of Commissioners Adjournment** - Commissioner Askew made a motion to adjourn. Commissioner Grubb seconded. Motion passed unanimously. (5-0)

Meeting Adjourned at 7:55pm

*Angel Jenkins*  
Angel Jenkins, Town Clerk

  
Larry D. Ward, Mayor