

MILTON NORTH CAROLINA TOWN HALL/TDH
TUESDAY: December 13, 2022----7:00 PM. Minutes
Town Hall Hours: Tuesdays 9:00 am.-5:00 pm.
Thursdays- 4:00 pm.-7:00 pm. Payments Only

CALL TO ORDER:

Mayor Patricia Williams called meeting to order at 7:00 pm

This meeting is being recorded and I (Mayor Patricia Williams) would like to remind you for **Public Comments** please call Town Hall at 336-234-0030 by 2:00 p.m. on the Tuesday the day of the Town Meeting and leave your name, address, and your reason for Public Comments.

PLEDGE OF ALLEGIANCE:

- **Mayor Patricia Williams** asked everyone to please stand for the Pledge of Allegiance.

PRESENT: Mayor Patricia Williams, Shirley Wilson, Town Clerk, Commissioner Sherri Garrard, Commissioner John Wallace Jr, Sharon Williams, Finance Officer

ABSENT: Commissioner Cathia Stewart; Commissioner Valerie Sottile

- **APPROVALS: Mayor Patricia Williams** called for approval of the **December 13, 2022**, Agenda. It was motioned by Commissioner Sherri Garrard to approve the agenda with changes under New Business: **Discussion on a CIP-Capital Improvement Plan—(PER) Preliminary Engineering Report; Review the Food Truck Policy; Review the Application for Food Truck Permit**, Commissioner John Wallace seconded. All in favor. **Mayor Patricia Williams** asked for the approval of the **November 08, 2022**, Minutes. Commissioner John Wallace motioned to approve the **November 08, 2022**, Minutes as they stand and seconded by Commissioner Sherri Garrard. All members were in favor of the Minutes by stating (I).
- **MAYOR REPORT: Mayor Patricia Williams**
 - ✚ The Joint Council Meeting with the County Commissioners, Town of Yanceyville and the Milton Town Board was held Thursday November 17, 2022, at 6:00 p.m. in the Milton Town Hall.
 - ✚ Friday December 02, 2022, the North Carolina DOT started to pave the side streets in Milton. This will continue until all paving is completed and that will be done by the end of this week.
 - ✚ Flushing of the Milton pipes and hydrants will be on December 27, 2022, please mark your calendars.
 - ✚ On Tuesday November 29, 2022, sat 1:00 p.m. **Finance Officer Sharon Williams and (myself) met with Ted Kellum, Shannon Moore, Dan Aiello, and Glen Fleming of the Engineering Firm Withers Ravenel out of Greensboro** to discuss obtaining a **(PER) Preliminary Engineering Report** from the Grant given to the **Town of Milton by the North Carolina Legislature in September 2022**. A **(CIP) Capital Improvement Plan** was also discussed the engineering architectural drawing of the water infrastructure (Milton Water

Infrastructure) was emailed to them for their review and to produce a cost for the report.

STAFF REPORTS: Sharon Williams Presented the General Fund through November 2022 Target was **42%**. Sharon Williams stated our **Revenue was 28%** and **Expenditures at 39%**. Below target. Income year to date \$24,527.31 and Expenditures \$26,019.62.

Capital Management \$300.00 month and today \$349.00 for last month. (Discussion) Water Sewer Fund our **Revenue is at 36%**. Expenditures is at **35%**. Target **42%**. Revenue: \$47,057.27, Expenditures: \$45,981.47 Revenue was down in November 2022. (Closed Thanksgiving Week) (ARPA) American Recovery Plan Act: **Bank Reconciliation: as of November 30, 2022, \$63,469.00 Checking account and \$50,000.00 of that is the North Carolina SKIP Grant.**

Water Sewer Fund at the end of November 2022 was \$29,230.00. and last Tuesday November 01, 2022, it was **\$29,500.00**. Our North Carolina Capital Management Trust is at **\$47,073.05 non has been spent**. North Carolina Capital Management Trust is at **\$125,820.80**. Bank Statements attached.

Response Letter: Attached Responded to each point in the letter. Motion to approve this letter. Commissioner John Wallace Jr. motioned to approve the Response Letter to the LGC and seconded by Commissioner Sherri Garrard. All were in favor. Discussion led by Commissioner John Wallace Jr. on Audit Report to figure out the calculations.

PUBLIC COMMENTS: N/A

OLD BUSINESS:

SECURITY CAMERAS IN TOWN: Commissioner Sherri Garrard did a lot of work contacting ADT. I (Mayor Patricia Williams) met with Tyler Dixon Commercial Accounting Manager on December 02, 2022. There are several issues (1) Cost (2) you have to have a pole tall enough to put the cameras on and a pole for the receiver also hook up to electricity and the only option in town are the mobile units. The cost \$29,000.00 (explained). The other unit was \$3300.00 a month, they maintain. One other \$6,600.00. Suggesting letting this idea go.

DISCUSSION OF THE NEW MILTON WEBSITE: Commissioners Sherri Garrard and Valerie Sottile: Have not had a chance to get together to look at all of them yet. Tabled until January 2023.

CIP: Capital Improvement Plan

Discussion on whether we need a CIP or a PER The CIP is a Capital Improvement Plan. It is a permanent structural operational repair to a property that improves its substantial. It should increase its overall value, new needs and extends the life of the property.

Basic maintenance and repair are not considered Capital Improvement. The purpose of the CIP is to forecast, match projective revenues, and major capital needs over a five-year period. The linkage between community infrastructure needs and the financial capacity of the town. (Explain and gave an example if findings are the main water pipes need to be replaced.) This would be a substantial need that would increase the value of the town. Discussed Wastewater and Sewer. Basic Water delivery would be a substantial need and the Sewer and Wastewater would be another one. (Engineering Firm Withers Ravenel) Talked to Dan and he stated he thought we need a CIP instead of a PER. We could get a free Grant, but you have to provide your CIP Plan to the Environmental Finance Center. (Discussion) A Request for

Qualification (RFQ) have to be filled out. (Look at Samples from other towns to create our own. Discussed to do both with this amount of money (\$50,000.00) No quote can be provided due to the Minnie Brooks General Statute. **Expiration date** on the \$50,000.00 Grant is 2024.

NEW BUSINESS: Appointment of Planning Board Member

- ✦ **ETJ Representative of the Milton Planning Board: Tracy Blaine** comes up for reappointment each year. Tracy Blaine is currently the Secretary of the Planning Board. Commissioner Sherrie Garrard made the motion for Tracy Blaine to continue as ETJ Representative and seconded by Commissioner John Wallace Jr. It was motioned and properly seconded that Tracey Blaine will resume the position as ETJ Representative for the Milton Planning Board. All in Favor
- ✦ **Planning Board Policy and Application** was put in the water bill so all citizens would be aware. One person applied **Alexandria Thompson** and will replace **Anthony Hearn**. **Anthony Hearn's term is up in 2023**. **Alexandria Thompson** can be reappointed at this time. **Alexandria Thompson** would like to be the next Planning Board member. It was motioned to accept **Alexandria Thompson** as the new Planning Board member by **Commissioner John Wallace Jr.** and seconded by **Commissioner Sherrie Garrard**. All were in favor.
- ✦ **REVIEW FOR THE FOOD TRUCK POLICY: Just for Food Trucks.** (Discussed) It was motioned by **Commissioner Sherrie Garrard** to accept the **Food Truck Policy** approved by the **Planning Board last night (December 12, 2022)** and seconded by **Commissioner John Wallace Jr.** All in favor.
- ✦ **FOOD TRUCK PERMIT:** Commissioner Sherrie Garrard motioned it to approve the **Food Truck Permit** as it stands and seconded by **Commissioner John Wallace Jr.** All in favor.
- ✦ **MILTON WATER POLICY:** Residents not in their home all the time. They want to cut the water off when they are not home and cut back on when they get back in town. **Discussion:** A requested disconnection will cost \$50.00 or reconnection will cost \$50.00 as number (4) on the Milton Water Policy. There will still be a sewage (green tank) cost of \$34.00 per month.

COUNCIL MEMBERS REPORTS: Shirley Wilson, Town Clerk: EDC Meeting report.
Attached to Minutes

Retreat: Commissioner John Wallace Jr. brought back to the table having a Town Board Retreat to discuss goals for 2023. Discussed will be at the January 2023 meeting.

CLOSE OF MEETING: Mayor Patricia Williams asked for a motion to adjourn the meeting. **Commissioner Sherri Garrard** motioned to adjourn the meeting and second by **Commissioner John Wallace Jr.** All members were in favor. **Time: 9:20 pm**

Minutes humbly submitted by: Shirley Wilson