

Town of Boonville
September 5, 2023, Regular Meeting Minutes
Harvey E. Smith Municipal Building

The following were in attendance at the 9/5/23 regular meeting: Mayor Vaughn Benton, Mayor Pro Tem Tim Driver, Commissioners David Cox, Monica Craver, Dwaine Dobbins, and Greg Wagoner. Also in attendance were Finance Officer/Town Clerk Kim Wells, Administrative Assistant/Zoning Officer Steve Hutchens, Police Chief Jeff Hobson, and Public Works Director Tim Collins. Attorney James Freeman attended via Zoom.


- I. Call to Order and Welcome:** Mayor Benton called the 9/5/23 meeting to order at 6:59 p.m.
- II. Conflict of Interest Issues and Approval of Agenda:** Commissioner Wagoner asked to add under New Town Business, Item D – Sidewalk Proposal. Commissioner Craver motioned to approve the agenda as amended. Commissioner Wagoner seconded, and the motion passed unanimously.
- III. Pledge of Allegiance and Prayer:** Mayor Benton led the Pledge of Allegiance and the prayer.
- IV. Adoption of Minutes:** Commissioner Cox motioned to approve the 8/1/23 regular session and 8/4/23 recessed minutes. Commissioner Wagoner seconded, and the motion passed unanimously.
- V. Public Comments:** None was voiced.
- VI. Old Town Business:**
 - A. American Rescue Plan Act (ARPA) Fund Projects:** Commissioner Craver, updated the Board members on the status of the upcoming projects and reported on the needed resolutions.
 - a. Adopt Resolution of Tentative Award in the amount of \$365,062.50 to KRG Utility, Inc.:** Commissioner Cox motioned to accept the Resolution of Tentative Award. Commissioner Craver seconded, and the motion passed unanimously.
 - b. Adopt Resolution of Intention to apply for State loan/grant assistance for Water System Asset Inventory Assessment:** and
 - c. Adopt Resolution of Intention to apply for State loan/grant assistance for Sewer System Asset Inventory Assessment:** Commissioner Wagoner motioned to adopt the two resolutions for Grant (Resolution of Intention to apply for State loan/grant assistance for Water System Asset Inventory Assessment and Resolution of Intention to apply for State loan/grant assistance for Sewer System Asset Inventory Assessment). Commissioner Cox seconded, and the motion passed unanimously.
- VII. New Town Business:**
 - A. Building Damage:** Commissioner Craver gave an update on the damage to the building located at 103 W. Main Street. She reported that the insurance company gave the town \$74,000 for the damage and that the amount would not cover the cost it would take to get the building up to code. She referenced a conversation she had with Yadkin County Building Inspector. Mr. Hayes told Commissioner Craver that because of the damage, the building would have to be brought up to code if it remained. Discussion followed. Commissioner Wagoner motioned to destroy the damaged building. Commissioner Dobbins seconded, and the motion passed unanimously. Discussion followed on who would be taking down the building and hauling off the debris. It was stated a consensus would be made during September and ratified at the next meeting.
 - B. Police RMS Software approval in the amount of \$2,318:** Commissioner Cox motioned to approve RMS software annual fee support. Commissioner Dobbins seconded, and the motion passed unanimously.
 - C. Motion to accept the resignation of Harley Cardwell, effective 9/1/23:** Commissioner Driver motioned to accept the resignation. Commissioner Dobbins seconded, and the motion passed unanimously.
 - D. Sidewalk Proposal:** Commissioner Wagoner reviewed the proposal. Discussion followed. It was the consensus of the Board to table the topic.
- VIII. Reports and Announcements:**
 - A. Mayor's Report:** Mayor Benton had nothing to report.
 - B. Finance Officer's Report:** Finance Officer/Town Clerk Wells stated that the town should be hearing from Charles Scott office soon about preparing the financials for Fiscal Year 2023.
 - C. Zoning Officer's Report:** Administrative Assistant/Zoning Officer Hutchens reported on some violation letters done for weeds.

- D. Public Works Director's Report:** Public Works Director Tim Collins reported on projects being done by Public Works. He then updated the board on the contracted work being completed on Baptist Church rd., Cardinal Ave and Canary Ave.
- E. Police Chief's Report:** Police Chief Hobson reported on the damage to the water hydrant on 601. He stated that Farm Bureau would be mailing a check for the damage.
- F. Fire Department Report:** There was no report from the Fire Department.
- G. Departmental Commissioner's Reports:**
Commissioner Wagoner had nothing to report.
Mayor Pro-Tem Driver had nothing to report.
Commissioner Cox had nothing to report.
Commissioner Dobbins had nothing to report.
Commissioner Craver stated that since Public Works was shorthanded, Steve Hutchens was helping out doing odd things for them. She informed the Board of MidTown Gas and Grill closing early on Mondays. She stated she was communicating with some Food Trucks to see if anyone would be willing to come on those days.
- H. Committee Reports as Needed:** Julie Wagoner, B.I.G. secretary, reported on the August Crusin and the upcoming events. She thanked the town for all the help they had been giving the committee.

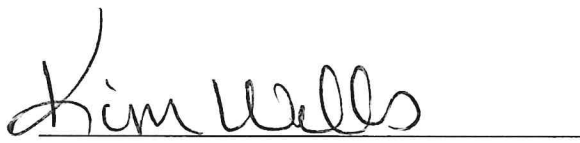
IX. Closed Session per NCGS 143-318.11(a)(6) – Personnel: Commissioner Wagoner motioned to go into closed session per NCGS 143-318.11(a)(6) Personnel. Commissioner Cox seconded, and the motion passed unanimously. The closed session began at 7:47p.m.

Commissioner Cox motioned to return to open session. Mayor Pro-tem Driver seconded, and the motion passed unanimously at 8:14 p.m.

X. Adjourn/Recess: Commissioner Dobbins motioned to adjourn. Commissioner Wagoner seconded, and the motion passed unanimously. The meeting ended at 8:14p.m.



R. Devaughn (Vaughn) Benton, Mayor



Kim Wells, Finance Officer/Town Clerk

RESOLUTION OF TENTATIVE AWARD

WHEREAS, the Town of Boonville, North Carolina has received bids, pursuant to duly advertisement notice therefore, for construction of the Wastewater Collection System Improvements Project, and

WHEREAS, TRC Engineers, Inc., the Consulting Engineers have reviewed the bids; and

WHEREAS, KRG Utility, Inc. was the lowest bidder for the Wastewater Collection System Improvements Project bid, in the total negotiated bid amount of \$365,062.50, and

WHEREAS, the consulting Engineers recommend **TENTATIVE AWARD** to the lowest bidder(s).

NOW, THERE FORE, BE IT RESOLVED that **TENTATIVE AWARD** is made to the lowest bidder(s) in the Total Bid Amount of \$365,062.50.

Name of Contractor	Amount
1. <u>KRG Utility, Inc.</u>	<u>\$365,062.50</u>
2. _____	_____
3. _____	_____

BE IT FURTHER RESOLVED that such **TENTATIVE AWARD** be contingent upon the approval of the North Carolina Department of Environmental Quality.

Upon motion of _____, seconded by _____, the above **RESOLUTION** was unanimously adopted.

This is __ day of _____, 2023.

(Name and Title of Authorized Representative)

(Seal)

Attest:

(Name, Clerk)

RESOLUTION BY TOWN COUNCIL OF BOONVILLE, NC

WHEREAS, The Town of Boonville has need for and intends to construct, plan for, or conduct a study in a project described as Water System Asset Inventory Assessment, and

WHEREAS, The Town of Boonville intends to request State loan and/or grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN OF BOONVILLE:

That Town of Boonville, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the Town of Boonville to make a scheduled repayment of the loan, to withhold from the Town of Boonville any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That Vaughn Benton, Mayor and Monica Craver, Town Administrator, the **Authorized Representatives**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

That the **Authorized Representative**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, ordinances, and funding conditions applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the ____ day of September 2023 at Boonville, North Carolina.

Vaughn Benton, Mayor

FORM FOR CERTIFICATION BY THE RECORDING OFFICER

The undersigned duly qualified and acting Town Clerk of the Town of Boonville does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Town Council duly held on the ____ day of September 2023; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of September 2023.

Kim Wells, Town Clerk

RESOLUTION BY TOWN COUNCIL OF BOONVILLE, NC

WHEREAS, The Town of Boonville has need for and intends to construct, plan for, or conduct a study in a project described as Sewer System Asset Inventory Assessment, and

WHEREAS, The Town of Boonville intends to request State loan and/or grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN OF BOONVILLE:

That Town of Boonville, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the Town of Boonville to make a scheduled repayment of the loan, to withhold from the Town of Boonville any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That Vaughn Benton, Mayor and Monica Craver, Town Administrator, the **Authorized Representatives**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

That the **Authorized Representative**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, ordinances, and funding conditions applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the _____ day of September 2023 at Boonville, North Carolina.

Vaughn Benton, Mayor

FORM FOR CERTIFICATION BY THE RECORDING OFFICER

The undersigned duly qualified and acting Town Clerk of the Town of Boonville does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Town Council duly held on the ____ day of September 2023; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of September 2023.

Kim Wells, Town Clerk

invoice

SOUTHERN SOFTWARE, INC.
150 PERRY DRIVE
SOUTHERN PINES, NC 28387

(800) 842-8190

INVOICE DATE	INVOICE NO.	PAGE
08/01/23	254640	1

SOLD TO

BOONVILLE POLICE DEPT.
ATTN: ACCOUNTS PAYABLE
POST OFFICE BOX 326
BOONVILLE, NC 27011

SHIP TO

BOONVILLE POLICE DEPT.
ATTN: ACCOUNTS PAYABLE
POST OFFICE BOX 326
BOONVILLE, NC 27011

ORDER NO.	ORDER DATE	CUSTOMER NO.	SALES REP.	PURCHASE ORDER NO.	SHIP DATE	SHIP VIA
4489	08/01/23	3339	8		ASAP	No ship via
QUANTITY ORDERED	UNIT	ITEM NO.	ITEM DESCRIPTION		PRICE UNIT	UNIT PRICE
QUANTITY SHIPPED		QUANTITY BACK ORD.			ITEM DISCOUNT	EXTENDED PRICE
1	EACH	RSPP-NC	RENEWAL SUPPORT FEE		EACH	2318.00
1			RMS 830-5			

SEPT 2023-AUG 2024
THANK YOU

SALES AMOUNT	2318.00
MISC. CHARGES	0.00
FREIGHT	0.00
SALES TAX	0.00
TOTAL	2318.00
PAYMENT REC'D	0.00
BALANCE DUE	2318.00