

Town of Boonville
Harvey E. Smith Municipal Building

The following were in attendance at the 9/6/22 regular meeting: Mayor Vaughn Benton; Commissioners David Cox, Monica Craver, Tim Driver, and Dwaine Dobbins. Also in attendance were Finance Officer/Town Clerk Kim Wells, Police Chief Jeff Hobson, Administrative Assistant/Zoning Officer Steve Hutchens, and Public Works Director Tim Collins. Attorney James Freeman was present through Zoom. Mayor Pro-tem Justin Phillips was absent.

- I. Call to Order and Welcome:** Mayor Benton called the 9/6/22 meeting to order at 7:00 p.m.
- II. Conflict of Interest Issues and Approval of Agenda:** Commissioner Craver asked the Board members to add under New Business, Item F., Consolidated Pipe and Supply Company invoices for approval. Commissioner Craver motioned to accept the agenda as amended. Commissioner Cox 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 accept the 6/7 closed session, 8/2 regular, and 8/2 closed session minutes. Commissioner Craver seconded, and the motion passed unanimously.
- V. Public Comments:** None were voiced.
- VI. Old Town Business:**

- A. American Rescue Plan Act (ARPA) Fund Projects:** Ethan Gartin, from TRC Companies formally Draper & Associates, reported on the status of the ARPA projects. Since a new round of funding will begin next month, he presented the Board members with resolutions to approve on potential projects. Discussion followed. Commissioner Cox motioned to approve items 1 (Boonville Maintenance Equipment Building Project), 3 (Boonville Wastewater Collections System Upgrades Phase 2), 4 (Boonville Water Distribution System Upgrades Project), 5 (Boonville Water Model and GPS locating system components project), and 6 (Boonville Wastewater Treatment Plan Upgrades Phase 2). Commissioner Cox recommended that item 2 (Tanyard Creek Drainage Improvement) be tabled until the next meeting. Commissioner Craver seconded, and the motion passed unanimously.

Commissioner Craver updated the Board members on the status of the shop project. Discussion followed. Commissioner Craver motioned to ratify the completion of cement pouring in two bays at the Town garage by Brian Southern at a cost of \$5,000. Commissioner Driver seconded, and the motion passed unanimously.

- B. Schedule of Fee Comparison:** Commissioner Craver reviewed the Schedule of Fee comparison. Discussion followed on the proposed changes to the Schedule of Fees. Commissioner Craver motioned that we change the Schedule of Fees, as presented. Commissioner Cox seconded, and the motion passed unanimously.
 - C. Discussion of Maintenance Cost Approvals:** Discussion followed. The Board members suggested adding to the Purchasing Policy, item D – Emergency Purchases #2, “The Mayor or his/her designee can approve an emergency purchase up to \$5,000 without Board approval. The Department Head is to give a signed requisition to the Finance Officer no later than the next working day. The mayor or his/her designee will give a report of approval at the next regular Board meeting”. Commissioner Cox motioned to accept the changes. Commissioner Driver seconded, and the motion passed unanimously. Mayor Benton informed the Board members that Commissioner Craver will be his designee for approvals.

VII. New Town Business:

- A. Consensus to Raise Officer Tim Hubbard’s Annual Pay by \$1,000 Due to his Eighth Year in Law Enforcement:** Commissioner Cox made the motion for the consensus. Commissioner Dobbins seconded, and the motion passed unanimously.
 - B. Consensus to Hire Ryan Preslar as a Part-time Officer at a Rate of \$18.00 per Hour and to Move to Full-time Status Once Paperwork is Comes Back from the State, at a Rate of \$45,677 (\$20.91/hourly):** Discussion followed on the State paperwork and how the employee can now be hired full time. Commissioner Cox motioned to hire Ryan Preslar as full-time officer at a rate of \$20.91 hour, starting 9/7/22. Commissioner Dobbins seconded, and the motion passed unanimously.

- C. **Public Hearing for Yadtel's Special Use Permit:** Commissioner Craver updated the Board members on the Special Use Permit for the Yadtel fiber cabinet on Academy Street, and the upcoming Public Hearing for the Permit.
- D. **TCC Representative:** Discussion followed on the TCC Representative. Commissioner Cox motioned to appoint Tim Collins as the TCC Representative. Commissioner Dobbins seconded, and the motion passed unanimously.
- E. **Approval of the payment to Harcros Chemicals, Invoices 760081428 and 760082064 Totaling \$4,167.71:** Commissioner Cox motioned to approve the payment to Harcros Chemicals. Commissioner Craver seconded, and the motion passed unanimously.
- F. **Consolidated Pipe and Supply Company:** Public Works Director Collins reviewed the bill and stated it was replacement items for stock. Commissioner Craver motioned to pay the Consolidated Pipe bill. Commissioner Dobbins seconded, and the motion passed unanimously.

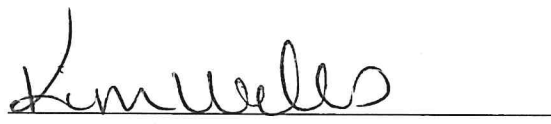
VIII. Reports and announcements:

- A. **Mayor's report:** Mayor Benton had no report.
 - B. **Finance Officer's report:** Finance Officer/Town Clerk Wells stated there was no report for Finance until after the audit was completed and the adjusting entries posted. They are awaiting Charles Scott.
 - C. **Zoning Officer's report:** Administrative Assistant/Zoning Officer Hutchens reported that he and Commissioner Craver had been working on a few things for zoning. Commissioner Craver stated the zoning application needed to be updated.
 - D. **Public Works Director's report:** Public Works Director Tim Collins reported on the Baptist Church Rd lift station. The pump has been replaced, and he is returning the other pump. He stated there was a short in the cord at the Marview St. lift station. The bearings need to be replaced. He estimated the cost to be \$4,500-\$5,000 to rebuild and \$7,000 for a new purchase. Mr. Collins reported on the status of his personnel and their activities.
 - E. **Police Chief's report:** Police Chief Hobson stated that the new Dodge truck arrive that week.
 - F. **Fire Department Report:** No one from the Fire Department attended the meeting.
 - G. **Departmental Commissioner's Reports:** Commissioner Craver reported that Brian Southern started pouring the bays at the shop. She stated there were some issues with the building and had called in the Building Inspector to investigate the issues and contact the contractor.
 - H. **Committee Reports as Needed:** Kristin Johnson, President of the Boonville Business & Downtown Development Association, Inc. (BBDDA), asked the Board members if a decision had been made regarding the Dewey's store this year. The Board members indicated they had not discussed it. She informed the Board members of the upcoming bingo event at Boonville Elementary School.
- IX. Closed Session per NCGS 143-318.11(a)(6) – Personnel:** Commissioner Craver motioned to go into closed session per NCGS 143-318.11(a)(6) for personnel. Commissioner Cox seconded, and the motion passed unanimously. The closed session started at 8:14 p.m.

Commissioner Craver motioned to go back into open session. Commissioner Cox seconded, and the motion passed unanimously at 8:38 p.m.

- X. **Recess:** Commissioner Cox motioned to recess until Tuesday, September 13 at 6:30 p.m. Commissioner Craver seconded, and the motion passed unanimously. The meeting ended at 8:38 p.m.


R. Devaughn (Vaughn) Benton, Mayor


Kim Wells, Finance Officer/Town Clerk

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Town of Boonville has need for and intends to construct, plan for, or conduct a study in a project described as the Boonville Maintenance Equipment Building Project, 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 BOARD OF COMMISSIONERS 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, the **Authorized Official**, 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 Official**, 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, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this September 6, 2022, in Boonville, North Carolina.

(Signature of Chief Executive Officer)

(Title)

CERTIFICATION BY 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 of Boonville duly held on the sixth day of September 2022; 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 sixth day of September 2022.

(Signature of Recording Officer)

(Title of Recording Officer)

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Town of Boonville owns an existing stormwater culvert crossing on Tanyard Creek, at ~~Holly Street~~, that was lost to floodwaters and temporarily replaced with dual corrugated metal pipes, which now requires a permanent replacement, 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 BOARD OF COMMISSIONERS 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.

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

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(Signature of Recording Officer)

(Title of Recording Officer)

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Town of Boonville has need for and intends to construct, plan for, or conduct a study in a project described as the Boonville Wastewater Collection System Upgrades Phase 2 Project, 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 BOARD OF COMMISSIONERS 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.

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RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Town of Boonville has need for and intends to construct, plan for, or conduct a study in a project described as the Boonville Water Distribution System Upgrades Project, 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 BOARD OF COMMISSIONERS 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.

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RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Town of Boonville has need for and intends to construct, plan for, or conduct a study in a project described as the Boonville Water Model and GPS Locating System Components Project, 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 BOARD OF COMMISSIONERS OF THE TOWN OF BOONVILLE:

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WHEREAS, The Town of Boonville has need for and intends to construct, plan for, or conduct a study in a project described as the Boonville Wastewater Treatment Plant Upgrades Phase 2 Project, and

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

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Schedule of Fees Comparison					
Item	Boonville Current	Jonesville Current	Yadkinville Current	Boonville Adjusted	
Miscellaneous					
Copying Fee	0.1		0.15		
Peddler's Permit	\$10		\$25		
Yard Sale Permit	\$10		\$5.00		
Returned Check Fee	\$25		\$25.00	\$35	
Late Fee Utilities	10%		\$5.00		
Reconnect Fee	\$50		\$50.00		
Sanitation					
Solid Waste Collection					
Residential	\$12.63	\$13.62	\$10.00		
Commercial	\$17.31				
Out of Town-Optional	\$19.08				
Additional Garbage Can Recycling	\$19.08				
	N/A	\$5.65	N/A	\$10.00	
Bulk Items					
Any Bulk over 5 items each	N/A	N/A		\$7.00	
TV pre-paid before pick up	N/A	N/A		\$10.00	
Computer Screen-pre-paid before pick up	N/A	N/A		\$6.00	

Zoning Fees				
Special Use Permits	\$175	\$150.00 plus advertis	\$500.00	\$300 plus advertisement
Variance Applications	\$175	\$150.00 plus advertis	\$400.00	\$250 plus advertisement
Administrative Appeal	\$175		\$300.00	\$250
Certificate of Non-Conformity Adjustment			\$300.00	\$250 plus advertisement
Alternative Design Proposal			\$250.00	\$250 plus advertisement
Zoning Map Amendment		\$150.00 plus advertis	\$500.00	\$300 plus advertisement
Conditional Zoning District		\$150.00 plus advertis	\$500.00	\$300 plus advertisement
Zoning Text Amendment		\$150.00 plus advertis	\$500.00	\$300 plus advertisement
Voluntary Annexation Petition Requests		\$125.00 plus advertis	\$300.00 plus cost of advertisement	\$300 plus advertisement
Re-advertising fee (due to action by applicant)		\$25.00	\$50.00	\$50
Zoning Verification Letter				
Permits				
New Construction Zoning Permits:				

[illegible]

Owner	\$50.00			
Renter	\$150.00			
Commercial		\$100.00	\$150.00	
Owner	\$60.00			
Renter	\$150.00			
Out of Town		\$100.00	\$200.00	
Owner	\$60.00			
Renter	\$150.00			
Water Rate				
In-Town (0-2000 gallons)	\$27.20			
Next (\$4.10 per 1000 gallons)				
Out-of-Town (0-2000 gallons)	\$54.40			
Next (\$8.20 per 1000 gallons)				
Sewer Rate				
In-Town (0-2000 gallons)	\$27.20		105% of water usage charge	
Next (10.87 per 1000 gallons)				
Out-of-Town (0-2000 gallons)	\$54.40			
Next (\$21.74 per 1000 gallons)				

Parking Citations					
Fire Lane				\$25.00	\$25
General Parking Violations	\$5			\$5.00	
1-10 days last receipt				\$10.00	
11-30 days past receipt				\$20.00	
31+ days past receipt					
Ordinance Citations					
First Citation		\$100.00			\$100
Second Citation		\$250.00			\$250
Third and Sequential Citations		\$500.00		\$5.00	\$500
(Officer has discretion to file criminal charges when applicable)					
1-10 days last receipt				\$5.00	
11-30 days past receipt				\$10.00	
31+ days past receipt				\$20.00	