

**NAVASSA REGULAR COUNCIL MEETING**

August 18, 2022

7:30 P.M.

**MEMBERS PRESENT**

Eulis Willis, Mayor  
William Ballard, Councilman  
Ernest Mooring Jr, Councilman

Jerry Merrick, Councilman  
Ida Dixon, Councilwoman  
James Hardy, Councilman

**STAFF PRESENT**

Darryl Decotis, Police Chief  
Tracey Troy, audio recorder

Michelyn Alston, Clerk

**CITIZENS & VISITORS PRESENT**

Henry Robbins  
Denise Hopkins  
Rachel McIntyre  
Brenna Fianagan  
Craig Suggs  
Zachary Bugg

Janice Robbins  
Rodney Grady  
Frank Willis  
Tonya Lowe  
Dorsey & Darlene Jones

Mayor Willis called August 18, 2022, meeting to order.

**ADJUSTMENT OF AGENDA**

A request was made to add the following items to the agenda.

1. Appointment of Planning Board member Ms. Rosetta Terry
2. Appointment of Wilmington MPO Bike/Ped Committee Ms. Valorie Hatten
3. Duke Energy Easement
4. Budget amendment
5. Audit Proposal with Nunn, Brashear & Uzzell
6. Close session to discuss Land Acquisition and Personnel Matter.

**COUNCILMAN BALLARD MADE A MOTION SECONDED BY COUNCILWOMAN DIXON TO ADD THE ITEMS TO THE AGENDA. ALL VOTED IN FAVOR.**

**APPROVAL OF AGENDA**

COUNCILMAN BALLARD MADE A MOTION SECONDED BY COUNCILMAN MERRICK TO ACCEPT THE AGENDA WITH THE CHANGES. ALL VOTED IN FAVOR.

**APPROVAL OF MINUTES**

COUNCILMAN HARDY MADE A MOTION SECONDED BY COUNCILMAN BALLARD TO APPROVE THE MINUTES WITH THE NECESSARY CORRECTIONS. ALL VOTED IN FAVOR.

**VENDORS/VISITORS WITH TOWN BUSINESS**

Ian Rossister did a slide presentation from Kerr McGee Community Restoration update for the board and citizens.

Zachary Biggs presented the board and citizens a slide show presentation of Navassa Bike/Ped Plan.

**NEW BUSINESS**

***Municipal Building update***

Mr. Chuck Miller provide an update on August 16<sup>th</sup> that the building would be erected next week, and it will take 5 to 6 weeks to complete. Also, the Police Department is hoping to be in there building within the next two weeks.

***Fall Festival Donation Request***

Ms. Tonya Lowe submitted a funding donation letter for the fall festival in the amount of \$500.

COUNCILMAN HARDY MADE A MOTON SECONDED BY COUNCILMAN MERRICK TO APPROVE THE DONATION IN AMOUNT OF \$500 FOR THE FALL FESTIVAL. ALL VOTED IN FAVOR.

***Phoenix Committee Donation Request***

A request for donation was received from Ms. Janice Robbins for the upcoming Phoenix Park Fun Day for \$500.

COUNCILMAN HARDY MADE A MOTION SECONDED BY COUNCILMAN BALLARD TO APPROVE THE PHOENIX COMMITTEE DONATION IN THE AMOUNT OF \$500. ALL VOTED IN FAVOR.

**Rescinding Resolution State of Emergency**

The board was presented with a rescinding resolution state of emergency.

**COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN HARDY TO ADOPT THE RESCINDING THE STATE OF EMERGENCY DECLARATIONS. ALL VOTED IN FAVOR.**

Rescinding the State of Emergency Declarations

The following declaration is used by the Town Council of the Town of Navassa:

WHEREAS, on March 19, 2020, the Town of Navassa Town Council issued a “Declaration of a State of Emergency for the town of Navassa” in response to local and statewide concerns regarding a global outbreak of COVID-19.

WHEREAS, the Governor of the State of North Carolina, Governor Cooper stated on July 11, 2022 the COVID-19 State of Emergency will be lifted on August 15, 2022,

WHEREAS, the Town Council wishes to align with statewide public health and safety protocols regarding COVID-19,

NOW, THEREFORE BE IT RESOLVED, the Town Council hereby terminates the above referenced Town of Navassa State of Emergency Declaration and orders therein to be effective on August 18, 2022.

Proclaimed this 18<sup>th</sup> day of August 2022.

**PLANNING DEPARTMENT**

**Navassa Collector Street Plan**

Councilman Ballard had questions about the Navassa Collector Street Plan in regard to who attended the joint meeting between Planning board and Town Council.

**COUNCILWOMAN DIXON MADE A MOTION SECONDED BY COUNCILMAN HARDY TO ADOPT THE NAVASSA COLLECTOR STREET PLAN BASED ON THE RECOMMENDATION FROM PLANNING BOARD. ALL VOTED IN FAVOR.**

**Variance Hearing Date**

The board will hold the Variance hearing for Mr. Jose Morales on September 15, 2022, at 7:00 pm.

**COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN BALLARD TO HOLD THE VARIANCE HEARING AT 7:00 PM ON SEPTEMBER 15, 2022. ALL VOTED IN FAVOR.**

**Parks and Recreation Board Revamp**

Councilman Ballard had concerns about guidelines for the Phoenix Park stating everyone is using and leaving trash after use and wanted a solution that only citizens could use. He feels the Park Board isn't doing their job.

Councilman Hardy explained that we can not isolate the park for only citizens use and the board must decide how they plan on handling the trash issue. Its not fair to expect the liaison to be responsible for the cleanup of the park.

Mayor offered a solution until the Town hires an Administrator, he will be the liaison for the parks and recreation board.

**COUNCILWOMAN DIXON MADE A MOTION SECONDED BY COUNCILMAN MERRICK FOR MAYOR WILLIS TO BE APPOINTED LIASION OF PARKS AND RECREATION BOARD UNTIL AN ADMINISTRATOR IS HIRED. 4-YEAS, 1-NAY**

**Wilmington MPO Bike/Ped Committee**

**COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN HARDY TO APPOINT VALORIE HATTEN TO THE WILMINGTON MPO BIKE/PED COMMITTEE. ALL VOTED IN FAVOR.**

**Planning Board Appointment**

**COUNCILMAN HARDY MADE A MOTION SECONDED BY COUNCILMAN MERRICK TO APPOINT ROSETTA TERRY TO NAVASSA PLANNING BOARD. ALL VOTED IN FAVOR.**

**Duke Energy Easement**

**COUNCILMAN BALLARD MADE A MOTION SECONDED BY COUNCILMAN MERRICK TO TABLE THE DUKE ENERGY EASEMENT. ALL VOTED IN FAVOR.**

**FINANCE DEPARTMENT**

**COUNCILMAN HARDY MADE A MOTION SECONDED BY COUNCILMAN MERRICK TO ADOPT THE BUDGET ORDINANCE AMENDMENT O-2022-06. ALL VOTED IN FAVOR.**

**FY 2022-2023 Budget Ordinance Amendment**

**BE IT ORDAINED**, by the Governing Board of the Town of Navassa, North Carolina that the following amendments are made to the annual budget ordinance for the fiscal year ending June 30, 2023.

Section 1. To amend the General Fund to transfer funds as follows:

**General Fund Amendments**

<b><u>Account Number</u></b>	<b><u>Account Description</u></b>	<b><u>Increase</u></b>	<b><u>(Decrease)</u></b>
10-3316-02	Fund Balance Appropriation - GF		\$14,262.00
10-4120-52	Employment Security Payment	\$4,000.00	
10-4120-40	IRS Payment	\$10,262.00	

Adopted this the 18th day of August 2022.

**Audit Proposal**

Councilman Hardy explained to the Board that our previous auditor sent notification that they would not be able to do this year audit do to staffing issues in his office. Therefore, the search was started for a new auditor and Nunn, Brashear & Uzzell from Goldsboro NC has sent a proposal in the amount of \$12,300 plus \$ 1,000 set up fee for June 2022, \$12,900 for June 2023, and \$13,600 for June 2024.

**COUNCILMAN HARDY MADE A MOTION SECONDED BY COUNCILMAN MERRICK FOR NAVASSA TO ENTER INTO AGREEMENT WITH NUNN, BRASHEAR AND UZZELL FOR AUDIT SERVICES. ALL VOTED IN FAVOR.**

**POLICE DEPARTMENT**

Chief DeCotis spoke to the board from zoom giving the following report.

- The officers are currently sharing two marked Chargers but would like to have the unmarked striped to match the others.
- Officer Kollmeyer and Chief completed EC/IR II training this week with Officer Vaziri attending next week and Officer Wolff in November.
- Provide 2<sup>nd</sup> Quarter call for service April 1<sup>st</sup> to June 30<sup>th</sup> a total of 192 calls.
- Personnel audit will be done for his department on August 30<sup>th</sup>.
- The board was given an interoffice memo in regard to proposed Animal Control Service Agreement with Town of Leland.

**COUNCIL MEMBERS REPORT**

Councilwoman Dixon reported that she contacts NCDOT in regard to the potholes on Old Mill Road and about doing a traffic study on some of the streets that people are speeding on.

**CITIZENS TO BE HEARD**

Janice Robbins requesting to know if water can be placed at Phoenix Park.

**EXECUTIVE SESSION**

**COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILWOMAN DIXON TO GO INTO EXECUTIVE SESSION TO DISCUSS LAND ACQUISITION AND PERSONNEL. ALL VOTED IN FAVOR.**

**COUNCILMAN BALLARD MADE A MOTION SECONDED BY COUNCILMAN MERRICK TO COME OUT OF EXECUTIVE SESSION. ALL VOTED IN FAVOR.**

The Board agreed to move forward with the personnel matter regarding employment.

**COUNCILMAN HARDY MADE A MOTION SECONDED BY COUNCILWOMAN DIXON TO GRANT PERMISSION TO MAKE A CONDITIONAL EMPLOYEMENT OFFER TO THE CANDIATE. ALL VOTED IN FAVOR.**

**ADJOURNMENT**

There being no further business, Mayor Willis asked for adjourned of August 18, 2022, meeting.

**COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILWOMAN DIXON TO ADJOURN THE MEETING. ALL VOTED IN FAVOR.**

**ATTEST:**

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**Town Clerk**

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**Mayor Pro Tem**