

NAVASSA REGULAR COUNCIL MEETING

April 20, 2023

7:30 P.M.

MEMBERS PRESENT

Eulis Willis, Mayor
William Ballard, Councilman
Thurman Everett, Councilman

Jerry Merrick, Councilman
Ernest Mooring, Councilman

MEMBERS ABSENT

Ida Dixon, Councilwoman

STAFF PRESENT

Norwood Blanchard, Attorney Michelyn Alston, Clerk Officer Kollmeyer
Darryll DeCotis, Police Chief Nina Teasley, Admin Temp

CITIZENS & VISITORS PRESENT

Scott McCaffrey
Clifton Ballard
Aaron Williams
Beulah Dixie
Rose Terry
Darlene Jones

Carl Parker, Sr
Frank Willis
Chiwale Thomas
Craig Suggs
Dorsey Jones, Jr

Councilman Ballard led the Invocation.
Before Mayor Willis called April 20, 2023, meeting to order at 7:30 pm.

ADJUSTMENT & APPROVAL OF AGENDA

Councilman Merrick requested that item 5a. Resolution amending Personnel Policy be moved to executive session.

Mayor Willis requested to add approval for two custodians, one for Phoenix Park, one for Navassa Township Park with them splitting duties at Davis Creek Park.

Councilman Mooring requested to add mowing contract from Mapson's Home Repair.

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN BALLARD TO MAKE THE REQUESTED ADJUSTMENT TO THE AGENDA. ALL VOTED IN FAVOR.

APPROVAL OF MINUTES

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

VENDORS

Carl Parker, a prime contractor for Kerr McGee site would like to host a get ready work session for individuals to qualify for some employment at the site. He is asking the board to allow him to use the center on May 13th for this purpose. Another workshop will be held June 3rd that will include other contractors in that session.

Councilman Everett asked what type of employment would be available and received the response that Certified Traffic Controllers, Machine Operators, and Decontamination Jobs which BCC will do the training at their facility.

Chiwale Thomas asked that his church True Life be granted permission to use the center on May 28th for 50 to 75 ppl to host a dinner.

BUSINESS

Mowing Reimbursement Agreement

The board was presented the reimbursement agreement from NCDOT in the amount of \$4,917.75.

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN MOORING TO APPROVE MOWING REIMBURSEMENT AGREEMENT FROM NCDOT IN AMOUNT OF \$4,917.75. ALL VOTED IN FAVOR.

Parks Custodians

Mayor Willis informed the board and public that he has reviewed the budget and suggests using the left-over funds from the park stipends to pay for custodians. He recommends Leon Bowman for Navassa Township Park and Greg Bryant for Phoenix Park, both men would split Davis Creek Park. The cost would be \$150 for both people.

A question was asked would it be a conflict of interested with Greg Bryant since he is the chairman of the Parks and Recreation Board and also asked if he is currently under contract for the mowing of Phoenix Park.

Attorney Blanchard stated there was not a conflict with Mr. Bryant and the Clerk informed the Board that Mr. Bryant is not under contract for mowing this fiscal year.

COUNCILMAN MOORING MADE A MOTION SECONDED BY COUNCILMAN MERRICK TO MOVE FORWARD WITH TWO CUSTODIANS FOR THE PARKS. ALL VOTED IN FAVOR.

Mowing Contract with Mapson's Home Repair

Councilman Ballard asked was this advertised and how many bids were received.

Councilman Mooring informed the board that he asked four individuals and only two were interested in mowing contracts with the Town. Dash contracts a portion and Mapson's Home Repair contracts the street portion.

Attorney Blanchard stated that under a certain amount you do not have to advertise or receive three bids.

Councilman Merrick only requested that additional streets be added to the mowing list.

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN EVERETT TO APPROVE THE MOWING CONTRACT WITH MAPSON'S HOME REPAIR FOR TOWN STREETS. ALL VOTED IN FAVOR.

PLANNING

Interim Planner Update

Mayor Willis informed the public and board members that Dale Holland will be working as interim planner for \$50 an hour no more than 16 hours a week.

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN EVERETT TO APPROVE DALE HOLLAND PLANNING SERVICE CONTRACT. ALL VOTED IN FAVOR.

Planning Board Appointment

Mayor Willis appointed Chiwale Thomas to the planning board to represent District 2.

CAC appointment

Mayor Willis appointed Myeshia Patrick to the CAC board to represent the Town.

COUNCILMAN EVERETT MADE A MOTION SECONDED BY COUNCILMAN MERRICK TO APPROVE BOTH APPOINTMENTS TO THE BOARDS. ALL VOTED IN FAVOR.

POLICE DEPARTMENT

The Chief gave the following report to the board.

- The Department was awarded a grant for 75 bicycle helmets that will be given out during the homecoming festival.
- The board was informed about the Defense Logistics Agency training that would make them eligible for free equipment from the Law Enforcement Support Office.
- As to date reporting 394 offenses, 210 Incidents, 187 Charges, and 109 Arrests.

Councilman Everett asked if an assessment would be done before getting equipment for the Police Department to see what is needed.

FINANCE DEPARTMENT

Budget Workshop Date

The board will hold a Budget workshop on May 9th at 6:30 pm.

Budget Amendment Ordinance

The board was presented Budget Amendment Ordinance O-2023-03.
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

<u>Account Number</u> <u>(Decrease)</u>	<u>Account Description</u>	<u>Increase</u>
10-4110-21	Auditor Fees	\$2,000.00
10-4110-60	Community Support	\$2,000.00
10-4120-40	IRS Payment	\$7,000.00
10-4120-99	Contingency	\$4,000.00
10-4120-52	Employment Security Payment	\$2,000.00
10-4120-23	Training	\$1,000.00

Adopted this on the 20th day of April 2023.

COUNCILMEMBER REPORT

Councilman Everett spoke about economic development for the town. He has been investigating possible sites for a gas station and store. He reminded the board how Lena Spring Subdivision was born. Mayor Willis reminded the board that the town can't compete with businesses.

Councilman Ballard thanked the attorney for assisting Mr. Rodney Ballard with his issue that involved the town.

CITIZENS TO BE HEARD

Ms. Rose Terry spoke about her concern to District 3 representative and Town leaders about the area in front of her home. She is requesting that something be done about the road that the company has caused to be a hazard since 2019. Also, asked was there a train evacuation plan for the town.

Mayor Willis reminded Ms. Terry that particular street is a state road, and she should attend a TAC meeting to speak about the hazard this company has caused on that state road. Also, will review the hazard mitigation plan for a train evacuation plan.

Mr. Chiwale Thomas informed the board that July 31st is Global Day of Compassion, and he would like to know what is needed in the community.

COMMUNITY CENTER USEAGE

The mayor asked the board to vote regarding the request for community center usage. Carl Parker requested May 13th, Chiwale Thomas requested May 28th, and Eric Williams April 30th.

Councilman Merrick wanted it noted that he has a problem picking the one we think are valuable, stating we are losing revenue. Asked if we can just open the building for all to rent.

Councilman Ballard agreed with Councilman Merrick about the opening of the community center for rental.

Councilman Everett stated everyone should come before the board with a date, time and purpose of building use.

Councilman Ballard wanted it noted the comment that Councilman Everett made about building rental.

Mayor Willis stated this is not the topic about renting the community center only asked for a vote about individuals who request special use.

COUNCILMAN MOORING MADE A MOTION SECONDED BY COUNCILMAN EVERETT TO APPROVE COMMUNITY CENTER RENTAL REQUEST. ALL VOTE IN FAVOR.

EXECUTIVE SESSION

COUNCILMAN MOORING MADE A MOTION SECONDED BY COUNCILMAN MERRICK TO GO INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL. ALL VOTED IN FAVOR.

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

Discuss Personnel advice from Attorney no action taken 143-318.11 (a) (3)

Personnel matter an attorney client matter no action taken 143-318.11 (a) (6)

RESOLUTION AMENDING PERSONNEL POLICY

Resolution to amend Personnel Policy was presented to the board for a vote.

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN MOORING TO ADOPTED THE RESOLUTION AMENDING PERSONNEL POLICY. ALL VOTED IN FAVOR.

RESOLUTION OF NAVASSA TOWN COUNCIL TO AMEND PERSONNEL RESOLUTION

WHEREAS, the Town Council has determined that it would be beneficial to the Town to amend the Town's personnel policies.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Navassa that: **SECTION 5 of ARTICLE III** shall be deleted in its entirety and replaced with the following provision:

Section 5. Probationary Pay Increases

Employees hired, promoted, or reclassified into the Hiring Range of pay may, in the discretion of the Town Council, be awarded a pay increase within the pay range of approximately 5% to the Minimum of the salary plan upon successful completion of the probationary period, upon completion of six months of satisfactory service if the employee is not on probation. Employees serving a twelve-month probationary period may also be considered for this discretionary increase after completion of six months of satisfactory service. Employees hired or promoted above the Minimum of the pay table may also be considered for a probationary increase if they are below the midpoint of the range.

Adopted this on the 20th day of April 2023.

ADJOURNMENT

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