

**Town of Boonville**  
**October 3, 2017 Regular Meeting Minutes**  
**Harvey E. Smith Municipal Building**

The following were in attendance at the 10/3/17 regular meeting: Mayor Rusty Hunter, Commissioners Devin Carter, Bonnie Lasky, William Paul Baity, and Tony Reece. Also in attendance were Town Administrator Sarah Harris, Police Chief Farron Jester, Finance Officer/Town Clerk Kim Wells, and Public Works Director Jeff Jones.

- I. Call to Order and Welcome:** Mayor Hunter called the 10/3/17 meeting to order at 7:00 p.m.
- II. Conflict of Interest Issues and Approval of Agenda:** Commissioner Reece motioned to adopt the agenda. Commissioner Baity seconded, and the motion passed unanimously.
- III. Adoption of minutes – 9/5 regular session, 9/5 closed session:** Commissioner Baity motioned to adopt the minutes of the 9/5 regular session and 9/5 closed session. Commissioner Lasky seconded, and the motion passed unanimously.
- IV. Public Comments:** Jason Penley, owner of property on Shenandoah Trail, presented the Board members with a letter from Allen Barker, 1020 Shenandoah Trail. He stated that Mr. Barker needed a water tap, and Mr. Penley was willing to offer an unused tap located on his property to Mr. Barker. It was the consensus of the Board members to add this topic to the agenda as IV. New Business, item D – Water Meter Boone Trace.

Brenda Brown, co-owner of Hunter Ridge Apartments located at 518 W. Main Street, asked the Board members to consider adding sidewalks from Woodruff Road to the apartment complex. She stated their facility housed 28 units for elderly and disabled individuals. Without a sidewalk, it is difficult for the residents to walk or utilize their electric wheelchairs to journey to downtown Boonville. She stated that they would not be interested now in contributing any resources to the project but hoped as a tax payer, the Board members would consider adding the sidewalk to their location. Mayor Hunter explained the budget process and stated that the Board members would discuss it in the upcoming year's budget workshops.

John Quinn, 111 Greenwood Ave., addressed the Board members and gave his opinion on God and Government. He asked the Board members to consider adding, "In God We Trust" on a Town property.

**V. Old Town Business:**

- A. Update on Water and Sewer Projects:** Public Works Director Jones updated the Board members on the status of the Sewer Plant Project. He informed the Board members that part of the clarifier drive had broken and would cost approximately \$3,000 to replace. Town Administrator Harris informed the Board members that there were funds available for the purchase. Commissioner Baity motioned to approve the invoice from Mike Walker, not to exceed \$3,000, for the clarifier drive. Commissioner Carter seconded, and the motion passed unanimously. Ms. Harris and Mr. Jones reported on the presented Budget Ordinance for the change order issued for the Water System Improvements project. Commissioner Lasky motioned to approve Capital Project Ordinance for the Boonville Water System Improvements dated 10/3/17. Commissioner Baity seconded, and the motion passed unanimously.

**VI. New Town Business:**

- A. Resolution to Permit Voting by Absentee Ballots in Municipal Elections:** Finance Officer/Town Clerk Wells presented a drafted resolution that the Board of Elections had provided. Commissioner Lasky motioned to approve Resolution # 2018-3, Resolution to Permit Voting by Absentee Ballots in Municipal Elections. Commissioner Carter seconded, and the motion passed unanimously.
- B. Soft Body Armor Grant:** Town Administrator Harris presented a grant opportunity from the NC League of Municipalities. She stated this grant would pay approximately half of the cost of new vests for Police Department personnel. Ms. Harris stated the other half would have to come out of the fund balance. To be eligible for the grant, the Police Department would have to develop a policy mandating that all officers wear a vest while on duty. Discussion followed. It was the consensus of the Board members to apply for the grant.
- C. Consolidated Pipe Purchase Requisition:** Public Works Director Jones reviewed a quote he had received from Consolidated Pipe. He stated the quote was for general supply items they kept on



hand. Since the requested amount was over Ms. Harris's purchase threshold, the Board members needed to approve the purchase. Commissioner Baity motioned to approve the invoice for Consolidated Pipe in the amount of \$3,228. Commissioner Reece seconded, and the motion passed unanimously.

- D. Water Meter Boone Trace:** Town Administrator Harris referenced a post from her manager's listserv and stated that the consensus of the managers was that they only allow one meter per residence. Mayor Hunter reminded the Board members of the meter issue with Boonville United Methodist Church and their parsonage. Ms. Harris reviewed the options she had given him for service. Discussion followed. It was the consensus of the Board members to have the landowner purchase his on meter/water tap.

**VII. Reports and announcements:**

- A. Mayor's report:** Mayor Hunter asked how the "Take Home Vehicle Policy" was working for the Public Works Department employees. Mr. Jones stated it was working well.
- B. Town Administrator's report:** Town Administrator Harris informed the Board members that a business owner has asked the Town to consider adopting the Brunch Bill so alcohol could be served at 10:00 a.m. on Sundays. She stated this was an issue other towns were in the process of addressing. She encouraged the Board members to consider the bill. Ms. Harris reported on the last Board of Adjustments meeting and the special use permit application submitted by a resident on Woodruff Rd. Ms. Harris then updated the Board members on the upcoming events in town. She reported that DOT was currently surveying the road for the intersection improvements and stated that they would be bidding out the project in a few months. Ms. Harris then reported on the re-opening of the Mexican restaurant to new owners. She informed the Board members of a meeting she would attend on 10/16 that involved an opportunity to partner with Surry County towns. The meeting is for a grant opportunity to help generate event incentives for the towns.
- C. Finance Officer's report:** Finance Officer Wells reported that the Administrative Department was updating data, continuing to train with QS1, and expects to go live with the new software on 11/1/17. Mrs. Wells reported that Charles Scott had made his site visit and was currently looking over the work papers for the audit. She said that once completed, they would be submitted to Canon & Company for the audit to begin. Mrs. Wells stated the audit had to be turned into the LGC by 10/31/17. She anticipates a call from Canon & Company soon. Mrs. Wells reported that for the loans, she had received and disbursed Pay Request #6 for the sewer plant – paying Turner Murphy \$23,967.
- D. Public Works Director's report:** Public Works Director Jones reported on the latest State inspections. He said the Town would receive a Letter of Compliance from OSHA for the noise complaint. Mr. Jones stated that the results may require annual hearing testing for Public Works Department employees. Mr. Jones reported on a recent water main break. He commented on the A.I.A. grant and stated that Finance Officer/Town Clerk Wells had worked hard gathering the financial data for the application. He reported that he was scheduled to meet with West Consultants to sign and submit the prints for the Howard Street project.
- E. Police Chief's report:** Police Chief Jester reported on the Regional Chiefs meeting.
- F. Departmental Commissioner's Reports:** There were no reports.
- G. Committee reports as needed:** There were no reports.

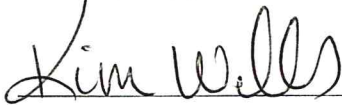
- VII. Closed Session per NCGS 143-318(a)(6):** Commissioner Carter motioned to go into closed session per NCGS 143-318(a)(6). Commissioner Reece seconded, and the motion passed unanimously at 7:46 pm.

Commissioner Baity motioned to hire Nick Smitherman at the current part time Police Officer hourly rate. Commissioner Reece seconded, and the motion passed unanimously.

- VIII. Recess/Adjourn:** Commissioner Carter motioned to recess for the Public Hearing 6:45 p.m. on 11/7. Commissioner Lasky seconded, and the motion passed unanimously. The meeting ended at 8:12 p.m.



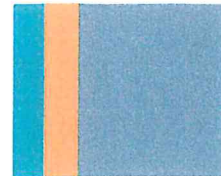
Russell (Rusty) Hunter, IV, Mayor

A handwritten signature in black ink, reading "Kim Wells". The signature is written in a cursive style with a horizontal line extending to the right.

Kim Wells, Finance Officer/Town Clerk

Allen Barker

1325 Northwood Church Road  
Yadkinville, NC 27055  
366-469-4998



October 2, 2017

To Whom It May Concern,

First of all, I apologize for not being here myself. I am away preaching a revival. I am building a new house at 1020 Shenandoah Trail in Boonville. I have been speaking to Mr. Jones discussing the water meter that is located right beside my property, shown on the attached map. Jason Penley owns this piece of property which is very narrow and a house could never be put on it. I am asking what the possibility would be to allow him to provide me an easement for that water meter to go to my house. Somehow, my property was overlooked when the contractors put the water meters in originally. Mr. Penley will be building on the opposite end of this property and will come in on Buckskin, so this water meter will never be used. If the need should ever arise for another water meter on this end of Mr. Penley's property, I will be more than willing to pay for it at that time. Thank you so much for your time and consideration.

Sincerely,

  
Allen Barker

  
Jason Penley

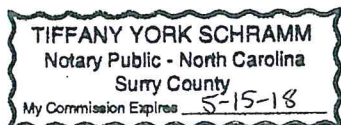
Acknowledgement

North Carolina

Yadkin County

I, Tiffany York Schramm, a Notary Public for Surry County, NC do hereby certify that  
Allen Barker and Jason Penley personally appeared before me this day and  
acknowledged the due execution of the foregoing instrument. Witness my hand and official seal, this the  
2nd day of October, 20 17.

(Official Seal)



Tiffany York Schramm Notary Public  
My commission expires may 15<sup>th</sup>, 20 18.



Water Meter





## **CAPITAL PROJECT ORDINANCE**

### **Boonville Water System Improvements**

**BE IT ORDAINED** by the Town of Boonville Board of Commissioners that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

**Section 1:** The project authorized is the boring of a new well as part of the Town's Water System Improvements Project to be funded by Drinking Water State Revolving Fund.

**Section 2:** The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein. This is a project length budget wherein the Capital Project Fund will remain operational for the term of this project

**Section 3:** The following expenditure amounts were originally appropriated for the project on September 14, 2016:

Professional Services	\$ 91,000
Construction (as bid)	\$350,790
Contingency (5%)	\$ 49,540
Closing Fee	<u>\$ 9,827</u>
<b>Total Project Costs</b>	<b><u>\$501,157</u></b>

**Section 4:** The following financing source is anticipated to be available to complete this project prior to Change Order No. 1:

Drinking Water State Revolving Fund (WIF-1880)	\$491,330
Closing Fee	<u>\$ 9,827</u>
<b>Total</b>	<b><u>\$501,157</u></b>

**Section 5:** Due to the Change Order No. 1 issued to Carolina Grading & Utilities totaling **\$214,530**, additional funds are required in order to complete the project for the purposes for which it was intended with a total budget as defined below:

Construction as bid September 8, 2016	\$350,790
Change Order No. 1	<u>\$214,530</u>
<b>Total Construction</b>	<b><u>\$565,320</u></b>
Original Engineering Paid to Date	\$ 88,250
Closing Costs Original Loan	\$ 9,827
5% Contingency on Change Order	\$ 10,726
Additional Closing Fee	\$ 3,994
Additional Engineering Services	\$ 16,726
Land Purchase	<u>\$ 10,000</u>
<b>Total Project Costs</b>	<b><u>\$704,843</u></b>

**Section 6:** Therefore the revised funding sources is anticipated to be available to complete this project:

Total Change Order Number 1	\$251,982
Less Remaining Funds from Original DWSRF Loan	<u>(\$ 52,290)</u>
Additional DWSRF Loan Request	<b>\$199,692</b>
Additional Closing Fee (Local Funds)	<u>\$ 3,994</u>
<b>Total Funding for Change Order No. 1</b>	<b>\$203,686</b>
Original Loan	\$501,157
Additional Loan	<u>\$199,692</u>
<b>Total Revised Loan Amount</b>	<b>\$700,849</b>
2% Closing Fee	<u>\$ 3,994</u>
<b>Total Project Funding</b>	<b>\$704,843</b>

**Section 7:** The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records to satisfy the requirements of the funding agency, the funding agreements, and the federal regulations. The terms of the bond resolution also shall be met.

**Section 8:** Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the funding agency in an orderly and timely manner.

**Section 9:** The Finance Officer is directed to report, on a quarterly basis, on the financial status of each Project element in Section 3 and on the total grant/loan revenues received or claimed.

**Section 10:** The Budget Officer is directed to include a detailed analysis of past and future costs and revenues related to this capital project in every budget submission made to this Board.

**Section 11:** Copies of this Capital Project Ordinance shall be furnished by the Clerk to the Governing Board, to the Budget Officer and the Finance Officer for direction in carrying out this project.

Duly adopted this 3rd day of October, 2017

\_\_\_\_\_  
Russell (Rusty) Hunter, IV, Mayor

Attest:

\_\_\_\_\_  
Kim Wells, Town Clerk



**RESOLUTION TO PERMIT VOTING BY ABSENTEE BALLOTS IN  
MUNCIPAL ELECTIONS**

**WHEREAS**, the North Carolina General Assembly, through the enactment of Chapters 370 and 836 of the 1975 Session Laws, has authorized the use of absentee ballots in municipal elections that are conducted by the county boards of elections; and

**WHEREAS**, in order for absentee ballots to be permitted in the Town of Boonville, it is required by law that a resolution to allow local absentee ballots be adopted by the governing body, and that such resolution be promptly filled with the State and County Board of Elections; and

**WHEREAS**, the Town Board of the Town of Boonville, North Carolina, finds that it would be in the best interests of the citizens of the Town to permit absentee ballots in the future municipal elections.

**NOW, THEREFORE, BE IT RESOLVED** by the Boonville Town Board that beginning with the regular municipal elections to be held in 2018, and continuing in the effect until this resolution is duly rescinded, absentee ballots shall be allowed in the regular Town elections, in accordance with the provisions of the Article 20 and 21 of Chapter 163 of the General Statutes, and as authorized by Chapters 370 and 836 of the Session Laws of 1975

**BE IT FURTHER RESOLVED** that the Town Clerk is directed to immedicably file a certified copy of this resolution with the Office of the State Board of Elections and the Yadkin County Board of Elections.

This resolution shall be effective upon its adoption.

Adopted on this the 3<sup>rd</sup> day of October, 2017.

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Russell (Rusty) Hunter, IV, Mayor

Attested by:

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Kim Wells, Town Clerk

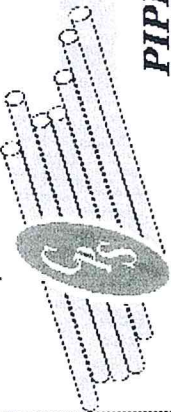




**NORTH CAROLINA**  
**LEAGUE OF MUNICIPALITIES**

## **Soft Body Armor Grant Application**

For the Fiscal Year starting July 1, 2017 and ending June 30, 2018



# **PIPE & SUPPLY COMPANY, INC.**

201 E 16th St  
Charlotte, NC 28206  
704 373 1880 Phone  
704 342 4333 Fax

PO #

JOB NAME Town of Booneville  
ATTENTION Jeff Jones  
LOCATION Booneville, NC

BID DATE: 9/18/2017

ITEM	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENSION
1	6	MUL H-15526N 3/4" 90 Comp x Comp	\$23.00	\$ 138.00
2	2	MUL H-15426N 3/4" MIP x Insta IPS Cplg	\$22.00	\$ 44.00
3	2	MUL H-15408N 3/4" Insta x Insta IPS	\$24.00	\$ 48.00
4	6	MUL 5/8" x 3/4" Setter DC x Ang Valve	\$151.00	\$ 906.00
5	6	MUL 5/8" x 3/4" H-14227N Comp x Multi Purpose Adapter	\$16.00	\$ 96.00
6	6	MUL 5/8" x 3/4" 507310N-SERVICE FIP x Multi Purpose Nuts	\$12.00	\$ 72.00
7	6	MUL B-25008N 3/4" CC x Comp Corp Stop	\$50.00	\$ 300.00
8	4	6" Hymax Cplg	\$225.00	\$ 900.00
9	6	3/4" Galv Full Dresser Cplg	\$17.00	\$ 102.00
10	6	2" Galv Ful Dresser Cplg	\$37.00	\$ 222.00
11	600	3/4" x 300' CTS Poly	\$0.30	\$ 180.00
12	6	2" x 6" Brass Nipple	\$17.00	\$ 102.00
13	6	2" x Close Brass Nipple	\$8.00	\$ 48.00
14	10	1/2" x Close Brass Nipple	\$3.00	\$ 30.00
15	10	3/4" x 1-1/2" Bras Nipple	\$4.00	\$ 40.00



		Pretax Total	\$ 3,228.00
	Thank you,		
	Jeremy Shaver		
	jshaver@consolidatedpipe.com		
	ALL QUANTITIES AND MATERIALS ARE OUR INTERPRETATION OF THE PLANS & SPECIFICATIONS		
	AND ARE NOT GUARANTEED. MATERIAL WARRANTIES ARE LIMITED TO THAT OF THE MANUFACTURERS ONLY.		
	SALE SUBJECT TO CREDIT APPROVAL 12870. PRICING GOOD FOR 30 DAYS. ALL RETURNS MUST BE		
	IN RESALEABLE CONDITION AND ARE SUBJECT TO A RESTOCK FEE.		