

Town of Boonville
November 3, 2020, Regular Meeting Minutes
Harvey E. Smith Municipal Building

The following were in attendance at the 11/3/20 regular meeting: Mayor Vaughn Benton, Commissioners William Paul Baity, Monica Craver, Richard Lasky, Justin Phillips, and Tony Reece. Also in attendance were Finance Officer/Town Clerk Kim Wells, Public Works Director Jeff Jones, and Police Chief Jeff Hobson. Town Attorney James Freeman was present through Zoom.

I. Call to Order and Welcome: Mayor Benton called the 11/3/20 meeting to order at 7:00 p.m.
II. Conflict of Interest Issues and Approval of Agenda: Commissioner Reece motioned to approve the agenda. Commissioner Baity 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 Baity motioned to approve the 11/6 regular and 11/6 closed session minutes as presented. Commissioner Phillips seconded, and the motion passed unanimously.

V. Public Comments: None were voiced.

VI. Old Town Business:

- A. Update on Water and Sewer Projects:** Public Works Director Jones reported that final paperwork was being completed for the Sewer Plant project. He stated that the Sunset Drive well had been in operation up for one month. There were initial issues with the water looking milky due to air in line. Mr. Jones reported that the Depot Street well was again operational after Duke Energy's installation of the new power service. The Williams Street well should be completed by the next Town Board meeting. Mr. Jones stated that they were still in the process of resolving the easement issue for the Sunset Drive well.
- B. CARES Funding:** Commissioner Craver stated there were no new items to report regarding the CARES Act projects. Small business grant paperwork is being prepared to assist local businesses that may have suffered hardship due to the pandemic.

VII. New Town Business:

- A. Proposed Personnel Manual Revision for Police Department Compensatory Time:** Police Chief Hobson asked the Board members to consider making the proposed changes to the Police Department Personnel Policy. He stated this would only be for the Police Department and would allow the officers to accumulate up to 40 hours of compensatory time instead of paying out overtime. Discussion followed. Commissioner Craver motioned to amend the Police Department Personnel Manual to include now overtime (compensatory time) instead of time and half (paid). Commissioner Phillips seconded, and the motion passed unanimously.

VIII. Reports and announcements:

- A. Mayor's report:** Mayor Benton referenced an email that the Board members had received from Vicky Sawyers regarding extending the opportunity to discuss legislative issues that the community is facing. Discussion followed. At this time the Board members did not see any need to respond to the email.
- B. Finance Officer's report:** Finance Officer/Town Clerk Wells reported that the staff had been taking extra precautions due to the pandemic and had been trying to keep Town Hall clean for staff and customers. She reported that the issuance of utility bills delayed due to the reading of the meters. She then reviewed Zoning permits issued during October and the Budget vs. Actual report.
- C. Public Works Director's report:** Public Works Director Jones reported that the Public Works Department employees were busy rehabilitating working the Christmas angel decorations and hoped to meet the December deadline.
- D. Police Chief's report:** Police Chief Hobson reported that the usage of individual phones for the officers was going well, and that Police Department landline calls were being forwarded to the officer on duty. He stated he had been working on getting quotes for a new police vehicle but had nothing to present at this time. Chief Hobson said he also had some personnel issues that he would address during Closed Session.
- E. Fire Department's Reports:** No report was given.
- F. Departmental Commissioner's Reports:** No reports were given.
- G. Committee reports as needed:** Commissioner Craver stated that at the last BBDDA meeting, it was stated that the Boonville Boo Bash brought in an estimated 1,500 children, not counting the

adults attending. She said the organization was still considering whether or not to pursue the annual Small Town Christmas event and tree lighting in December. Commissioner Craver stated that the Dewey's Holiday store would open on November 16.

A question came in through Zoom asking about a drainage ditch issue. Public Works Director Jones stated that the Public Works Department would address this issue after the first of the year. Currently, there are defective water meters that have to be replaced before the drainage ditch issues can be addressed. Because information from the meters is not being transferred correctly to the laptop, meter must be read manually.

IX. Closed Session per NCGS 143-318.11(a)(6) – Personnel: Commissioner Baity motioned to go into closes session per NCGS 143-318.11(a)(6) for Personnel. Commissioner Phillips seconded, and the motioned passed unanimously at 7:20p.m.

Commissioner Baity motioned to return to open session. Commissioner Phillips seconded, and the motion passed unanimously at 7:45 p.m.

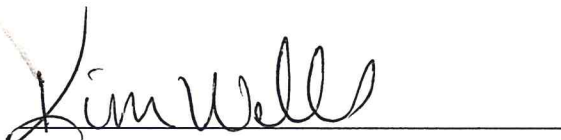
Commissioner Craver motioned to increase Brian Higgins' pay grade to Step 8 (a two percent pay increase) since he had met the requirement in the Personnel Policy manual of the successful completion of a Public Works Department certification. Commissioner Baity seconded, and the motion passed unanimously. It was stated that the raise would become effective November 4, which was the start of a new pay period.

Commissioner Baity motioned to accept the resignation letter of Officer Stephen Slate effective 10/22/20. Commissioner Phillips seconded, and the motion passed unanimously.

X. Adjourn: Commissioner Baity motioned to adjourn. Commissioner Phillips seconded, and the motioned passed unanimously. The meeting ended at 7:54 p.m.



William Paul Baity, Mayor Pro-tem



Kim Wells, Finance Officer/Town Clerk