

Town of Boonville
December 6, 2022, Regular Meeting Minutes
Harvey E. Smith Municipal Building

The following were in attendance at the 12/6/22 regular meeting: Mayor Vaughn Benton; Commissioners David Cox, Monica Craver, Dwaine Dobbins, and Tim Driver. Also in attendance were Finance Officer/Town Clerk Kim Wells, Police Chief Jeff Hobson, Administrative Assistant/Zoning Officer Steve Hutchens, Public Works Director Tim Collins, and Attorney James Freeman. Mayor Pro-tem Justin Phillips was absent.

- I. Call to Order and Welcome:** Mayor Benton called the 12/6/22 meeting to order at 6:58 p.m.
- II. Conflict of Interest Issues and Approval of Agenda:** Commissioner Craver and Finance Officer/Town Clerk Wells asked that the following items be added to the agenda. Under New Town Business: J. Outfitting new Police Truck, J. Facade Improvement Grants, K. Amendment to the Contract for the Audit. 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 Craver motioned to accept the 11/1/22 regular session and 11/1/22 closed session minutes as presented. Commissioner Cox 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 updated the Board members on the status of the projects. Commissioner Craver updated the Board members on the improvements to the town garage and informed the Board members of the additional work that needed to be performed. Commissioner Cox motioned to address the additional needs and gutters (cost of \$5,250 for James Walker and \$2,737.14 guttering). Commissioner Driver seconded and the motion passed unanimously. It was the consensus of the Board members to use ARPA funds for the additional work and gutters. Discussion followed on the remaining balance of the ARPA funds.
 - B. Educational Attainment Plan:** Since no one was ready to discuss the Educational Attainment Plan, it was the consensus of the Board members to discuss the topic later.
- VII. New Town Business:**
 - A. Ratify the Consensus to Purchase 3,000 Additional Bulbs to Repair Christmas Angels:** Commissioner Cox motioned to ratify the consensus to purchase 3,000 additional bulbs to repair the Christmas angels. Commissioner Craver seconded, and the motion passed unanimously.
 - B. Seating of new Board members:** Finance Officer/Town Clerk Wells swore in the newly elected Mayor, Vaughn Benton. Mayor Benton swore in newly elected Commissioners Tim Driver and Greg Wagoner.
 - C. Appointing of the Mayor Pro-tem:** Mayor Benton recommended that the Board members appoint Commissioner Tim Driver as the new Mayor Pro-tem. Commissioner Craver motioned that Tim Driver be appointed as Mayor Pro-tem. Commissioner Dobbins seconded, and the motion passed unanimously.
 - D. Appointing Departmental Commissioners:** Mayor Benton asked that the following changes be made to the Departmental Commissioners' assignments: move Commissioner Tim Driver to the Public Works Department and assign Commissioner Greg Wagoner to the Streets Department.
 - E. Approval of the 2023 Town Board Meeting Schedule:** Finance Officer/Town Clerk Wells presented the Board members with a draft meeting schedule for 2023. Commissioner Wagoner motioned to approve the 2023 Town Board meeting schedule. Commissioner Craver seconded, and the motion passed unanimously.
 - F. 2023 Calendar for the Public Works Department:** Public Works Director Collins asked that the Board members table the discussion on the 2023 calendar for the Public Works Department. He briefed the Board members on his plan for the bulk items and brush pickup schedules. The Board members recommended obtaining a consensus on the calendar it is time sensitive.

- G. Call-Back Pay for Public Works Employees:** The Board members discussed the topic and how it affects all departments. Commissioner Craver motioned to table the topic. Commissioner Cox seconded, and the motion passed unanimously.
- H. YVEDDI usage:** Public Works Director Collins updated the Board members on the actions he has taken regarding the usage/meter reading at YVEDDI. Discussion followed. Commissioner Craver motioned to table the topic and investigate further. Commissioner Cox seconded, and the motion passed unanimously.
- I. Outfitting new Police Truck:** Commissioner Craver updated the Board members on the cost of outfitting the new truck. Using equipment from the Explorer would result in savings. Discussion followed. Commissioner Cox motioned to have Ilderton Dodge install emergency lighting on the patrol car they currently have in their possession. Commissioner Wagoner seconded, and the motion passed unanimously. It was the consensus of the Board members to use ARPA funds to cover the estimated cost of \$11,751.
- J. Facade Improvement Grants:** Commissioner Craver reviewed the new applications. Discussion followed. Commissioner Cox motioned to award a Façade Improvement Grant to the Boonville Restaurant for \$500 and to the William Paul Baity/Steelman building for \$500. Commissioner Dobbins seconded, and the motion passed unanimously.
- K. Amendment to the Contract for the Audit:** Finance Officer/Town Clerk Wells updated the Board members on the need to amend the contract for the audit. Commissioner Craver motioned to modify the due date to 1/23/22. Mayor Pro-tem Driver seconded, and the motion passed unanimously.

VIII. Reports and Announcements:

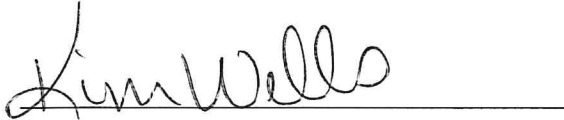
- A. Mayor's Report:** Mayor Benton thanked everyone for working together within the community to have a successful Christmas parade.
- B. Finance Officer's Report:** Finance Officer/Town Clerk Wells reported that utility billing went well.
- C. Zoning Officer's Report:** Administrative Assistant/Zoning Officer Hutchens reported on the Vape Store and sign and a new mobile home being located in the ETJ.
- D. Public Works Director's Report:** Public Works Director Tim Collins reported on the activities of the Public Works Department employees in town. to the board on what the department had been doing around town and updated them on the status of the Marview Lift station, Sunset well, and the backhoe. Because of a Town truck fire, he informed the Board members that the Town of Yadkinville had generously provided truck and personnel to assist with leaf pickup.
- E. Police Chief's Report:** Police Chief Hobson reported on a claim filed for a fire hydrant. He updated the Board members on a meeting he had with a DPS representative and the items the Police Department could request.
- F. Fire Department Report:** There was no report from the Fire Department.
- G. Departmental Commissioner's Reports:**
 Commissioner Craver thanked the Fire Department and Police Department for their coordination of the Christmas parade. She updated the Board members on the NC Department of Transportation study performed at the Yadkin Valley Food Market and stated no improvements would occur until the spring or summer.
 Mayor Pro-tem Driver had no items to report.
 Commissioner Cox wished everyone a Merry Christmas and Happy New Year.
 Commissioner Dobbins had no items to report.
 Commissioner Wagoner thanked everyone who supported him in the election.
- H. Committee Reports as Needed:** There were no additional reports.
- I. IX. Closed Session per NCGS 143-318.11(a)(3) – Consult with an attorney in order to preserve the attorney-client privilege and NCGS 143-318.11(a)(6) – Personnel:**
 Commissioner Craver motioned to go into closed session per NCGS 143-318.11(a)(3) – consult with an attorney in order to preserve the attorney-client privilege NCGS 143-318.11(a)(6) for personnel. Commissioner Cox seconded, and the motion passed unanimously. The closed session began at 8:31 p.m.

Commissioner Craver motioned to return to open session. Commissioner Cox seconded, and the motion passed unanimously at 9:28 p.m.

X. Adjourn: Commissioner Craver motioned to adjourn. Commissioner Wagoner seconded, and the motion passed unanimously. The meeting ended at 9:28 p.m.



R. Devaughn (Vaughn) Benton, Mayor



Kim Wells, Finance Officer/Town Clerk

"I R. Devaughn Benton do solemnly swear (or affirm) that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as Town Mayor so help me God."

R. Devaughn Benton
Mayor

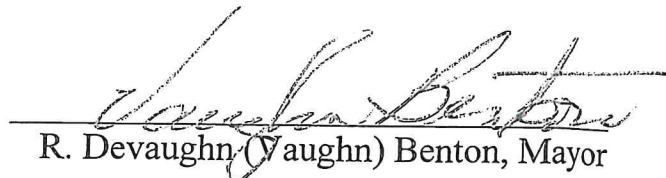
This was sworn before me this the 6th day of December 2022.

Kim Wells
Kim Wells, Town Clerk

"I GREGORY K WAGONER do solemnly swear (or affirm) that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as Town Commissioner so help me God."


Commissioner

This was sworn before me this the 6th day of December 2022.

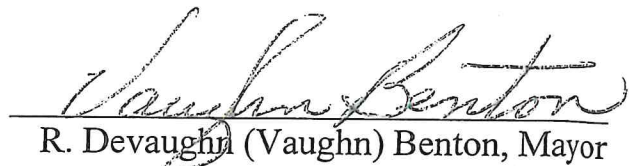

R. Devaughn (Vaughn) Benton, Mayor

"I Tim DRIVER do solemnly swear (or affirm) that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as Town Commissioner so help me God."



Commissioner

This was sworn before me this the 6th day of December 2022.



R. Devaughn (Vaughn) Benton, Mayor

TOWN OF BOONVILLE
2023 TOWN BOARD MEETING SCHEDULE
TO BE HELD AT THE HARVEY SMITH MUNICIPAL BUILDING
LOCATED AT 108 N. CAROLINA AVE.

DAY/DATE	TYPE OF MEETING	TIME
Tuesday, January 3, 2023	TOWN BOARD	7:00 PM
Tuesday, February 7, 2023	TOWN BOARD	7:00 PM
Tuesday, March 7, 2023	TOWN BOARD	7:00 PM
Tuesday, April 4, 2023	TOWN BOARD	7:00 PM
Tuesday, May 2, 2023	TOWN BOARD	7:00 PM
Tuesday, June 6 2023	TOWN BOARD	7:00 PM
Tuesday, August 1, 2023	TOWN BOARD	7:00 PM
Tuesday, September 5, 2023	TOWN BOARD	7:00 PM
Tuesday, October 3, 2023	TOWN BOARD	7:00 PM
Tuesday, November 7, 2023	TOWN BOARD	7:00 PM
Tuesday, December 5, 2023	TOWN BOARD	7:00 PM

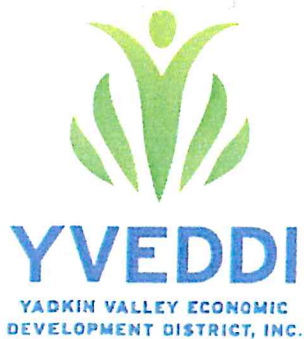
Article V. Hours of Work and Time Keeping

SECTION 13. STAND-BY AND CALL-BACK PAY

The Town provides a continuous coverage of service to its customers after normal business hours in case of a water, sewer or streets emergency. Therefore, it is necessary for certain employees to respond to any reasonable request for duty at any hour of the day or night. One of the conditions of employment with the Town is the acceptance of a share of the responsibility for continuous service, in accordance with the nature of each job position. If an employee fails to respond to reasonable calls for emergency service, either special or routine, the employee shall be subject to disciplinary actions up to and including dismissal.

Call-back. Non-exempt employees will be paid at actual time worked when being called back to work outside of normal working hours. Hours actually worked while on call-back are calculated beginning when the employee receives notification to return to work and ends when the job is complete. These hours are added to the regular total of hours worked for the week. "Call-back" provisions do not apply to previously scheduled overtime work (scheduled in advance).

Stand-by. Non-exempt employees required to be on "stand-by" duty from Wednesday till Tuesday will have the option to take the Friday afternoon off, four hours (4 hours) at regular pay the Friday after the employee finishes stand-by unless there is an emergency deemed by the Public Works Director. Stand-by compensation is not to be included in overtime calculations. Hours actually worked while on stand-by are calculated beginning when the employee receives the notification to return to work and are added to the regular total of hours worked for the week. The Town will provide a vehicle to the employee to take home and utilize while on stand-by. The employee should refer to Article IV. Conditions of Employment, Section 11 Use of Town Property, for policy regarding use of a town vehicle. Stand-by time is defined as that time when an employee must carry a pager or other communication device and must respond immediately to calls for service.



Mickey Cartner, Board Chair

Head Start
• NC Pre-Kindergarten

Migrant Head Start

Community Services (CSBG)

Domestic Violence Program
• Sexual Assault
• Family Violence Prevention

Public Transportation

Family Resource Center

Senior Services
• Meals on Wheels
• Congregate Nutrition Sites
• Legal Services
• Retired & Senior Volunteer Program

Senior Centers
• East Bend
• Yadkin County
• Yadkin Valley
• Surry County
• Pilot Mountain

Weatherization



November 22, 2022

Vaughn Benton
Boonville Mayor
PO Box 326
Boonville, NC 27011

Dear Mr. Benton,

Re: Excessive Water Bill for YVEDDI

YVEDDI has water bills from the Town of Boonville totaling \$8,085.89 for the months of September and October. We have reached out to Tim Collins who has told us he would look into the matter and that he had a couple of things he could do to help us identify the issue.

Our maintenance men have checked for leaks in all 3 buildings here and found nothing. Our water pressure is normal and there is no mud or leaks at the site where we hooked onto town water.

In the summer when the Head Start preschool is not in session here, our bill runs around \$100.00 and we expected an increase when the kids came back in August. However, this much water usage should be identifiable.

In the meantime, we have included a check for \$400.00, which will hopefully suffice until we can identify the source of the problem. Please let us know if this is satisfactory or if you need something else.

Sincerely,

Kathy Payne
Executive Director

Keep this for your records.
BOONVILLE, TOWN OF
PHONE: (336)367-7941

110 N. CAROLINA AVE
P.O. BOX 326
BOONVILLE, NC 27011

PT	CY	RT	FOLIO	ACCOUNT	SERVICE DATES		DAYS
					FROM	TO	
01	01	10	0432	001089	8/31/2022	10/3/2022	33
For service at: 533 N CAROLINA AVE							
PRIOR METER READING	CURRENT METER READING	USAGE	SERVICE TYPE	AMOUNT			
Community Yard Sale 10/7 & 10/8 Boo Bash 10/31 4PM - 6PM Look for Green Ballons Bulk Item Pickup 10/17 Brush Pickup 10/19							
215485	313770	982850	Wa In	4048.69			
DUE DATE: 10/31/2022				TOTAL CURRENT CHARGES		\$4,048.69	
				PAST DUE			
				TOTAL DUE		\$4,048.69	

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BOONVILLE, TOWN OF
110 N. CAROLINA AVE
P.O. BOX 326
BOONVILLE, NC 27011

PRESORTED
FIRST CLASS
MAIL US
POSTAGE PAID
PERMIT NO. 8

RETURN SERVICE REQUESTED
RETURN STUB WITH PAYMENT

Acct# 001089 DUE DATE: 10/31/2022
Billed: 10/3/2022
Penalty added after: 10/31/2022

PAY BY DUE DATE: \$4,048.69
AFTER DUE DATE: \$4,453.56

****Please see reverse side of bill****

010110 0432
CR-RT **0003
YVEDDI
PO BOX 309
BOONVILLE, NC 27011

313,770.00 +
215,485.00 -
98,285.00 *
313,770.00 +
0.00 C
401,900.00 +
313,770.00 -
88,130.00 *

Keep this for your records.
BOONVILLE, TOWN OF
PHONE: (336)367-7941

110 N. CAROLINA AVE
P.O. BOX 326
BOONVILLE, NC 27011

PT	CY	RT	FOLIO	ACCOUNT	SERVICE DATES		DAYS
					FROM	TO	
01	01	10	0432	001089	10/3/2022	11/1/2022	29
For service at: 533 N CAROLINA AVE							
PRIOR METER READING	CURRENT METER READING	USAGE	SERVICE TYPE	AMOUNT			
Leaf Pickup From 11/2 - 12/31 Bulk Item Pickup 11/21 Brush Pick 11/16 Twilight Christmas Parade *** 12/3/22 at 4:30PM *** Offices Closed 11/11-Veterans Day Offices Close 11/24th & 25th ***Thanksgiving***							
313770	401900	881300	Wa In	3632.33			
DUE DATE: 11/30/2022				TOTAL CURRENT CHARGES		\$3,632.33	
				PAST DUE		\$4,453.56	
				TOTAL DUE		\$8,085.89	

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BOONVILLE, TOWN OF
110 N. CAROLINA AVE
P.O. BOX 326
BOONVILLE, NC 27011

PRESORTED
FIRST CLASS
MAIL US
POSTAGE PAID
PERMIT NO. 8

RETURN SERVICE REQUESTED
RETURN STUB WITH PAYMENT

Acct# 001089 DUE DATE: 11/30/2022
Billed: 11/1/2022
Penalty added after: 11/30/2022

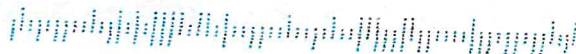
PAY BY DUE DATE: \$8,085.89
AFTER DUE DATE: \$8,894.48

****Please see reverse side of bill****

010110 0432
CR-RT **0003
YVEDDI
PO BOX 309
BOONVILLE, NC 27011

\$400.00

Program _____
Project _____
Budget Item _____
Approved by _____
Title **ED**
Date **11-22-22**
Paid-Check # _____
Date _____
Bookkeeper _____



10/19/22 Meter Reading 37,300