

**Town of Boonville**  
**March 7, 2023, Regular Meeting Minutes**  
**Harvey E. Smith Municipal Building**

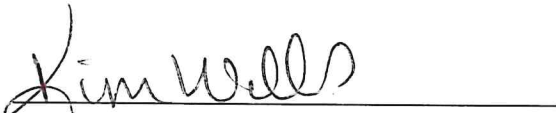
The following were in attendance at the 3/7/23 regular meeting: Mayor Vaughn Benton, Commissioners David Cox, Monica Craver, Dwaine Dobbins, and Greg Wagoner. Also in attendance were Finance Officer/Town Clerk Kim Wells, Administrative Assistant/Zoning Officer Steve Hutchens, Police Chief Jeff Hobson, and Public Works Director Tim Collins. Attorney James Freeman attended via Zoom. Mayor-Pro Tem Tim Driver was absent.

- I. Call to Order and Welcome:** Mayor Benton called the 3/7/23 meeting to order at 6:59 p.m.
- II. Conflict of Interest Issues and Approval of Agenda:** Finance Officer/Town Clerk Wells asked that Budget Workshop be added to New Town Business, F. Commissioner Cox motioned to approve the agenda as amended. Commissioner Wagoner 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 stated that under New Town Business, A, the number of B.I.G. members needed to be changed from 10 to 11. Commissioner Craver motioned to adopt the 2/7/23 regular session minutes as modified and adopt the closed session minutes as written. Commissioner Dobbins seconded, and the motion passed unanimously.
- V. Public Comments:** Greg Zack, 108 Robin St., addressed the Board members regarding his concerns about some of the police officers and the traffic on Lon Ave. He asked the Board members to consider adding speed bumps to slow traffic. Noland Brown, 106 Coram Ave., addressed the Board members regarding water cut-off procedures for non-payments.
- VI. Old Town Business:**
  - A. American Rescue Plan Act (ARPA) Fund Projects:** Commissioner Craver updated the Board members on the status of the projects. She informed the Board members that a formal resolution needed to be passed to award work to Carolina Grading and Utilities. Commissioner Wagoner motioned to approve the resolution as presented. Commissioner Cox seconded, and the motion passed unanimously.
- VII. New Town Business:**
  - A. Presentation of the FY 2023 Fiscal Audit by Gibson and Company:** Finance Officer/Town Clerk Wells asked the Board members to table the item until the next meeting. Although the audit was submitted in a timely manner, it is awaiting NCLGC approval.
  - B. Presentation by the Boonville Community Public Library:** Angie Walker, Librarian, updated the Board members on the programs offered by the library.
  - C. Proposed Budget Amendments dated March 7, 2023:** Finance Officer/Town Clerk Wells reviewed the proposed budget amendments. Commissioner Cox motioned to accept the budget amendments as presented. Commissioner Craver seconded, and the motion passed unanimously.
  - D. Approval of Purchase from Dixie Electro Mechanical Services, Inc., in the Amount of \$2,347.50:** Public Works Director Tim Collins explained the need for the purchase. Commissioner Wagoner motioned to approve the purchase from Dixie Electro Mechanical Services, Inc. Commissioner Craver seconded, and the motion passed unanimously.
  - E. Resolution for Surplus at Public Works:** Finance Officer/Town Clerk Wells presented the Board members with a drafted resolution to surplus the 2011 Ford Crown Victoria. Discussion followed. Commissioner Craver motioned to approve the sale of the Ford Crown Victoria. Commissioner Cox seconded, and the motion passed unanimously.
  - F. Budget Workshop:** Discussion followed. It was the consensus of the Board members to wait until April to schedule the first budget workshop.
- VIII. Reports and Announcements:**
  - A. Mayor's Report:** Mayor Benton thanked the staff for their work.
  - B. Finance Officer's Report:** Finance Officer/Town Clerk Wells reported that since she had the drafted audit, she had provided it to NCRWA for their use in creating the Town's annual water/sewer rate study. She hoped to have a draft for the first budget workshop. She encouraged the commissioners to meet with their departments to determine needs for the workshops. She then reviewed the Budget vs. Actual report.

- C. Zoning Officer's Report:** Administrative Assistant/Zoning Officer Hutchens reported that a letter had been delivered to 322 S. Carolina Ave. regarding the status of the cleanliness of the property and that a \$100 fine had been assessed.
- D. Public Works Director's Report:** Public Works Director Tim Collins reported that the leaves had been picked up and thanked Town of Yadkinville for their help. He reported on some issues with brush pickup indicating that some large quantities had been left streetside by contracted labor. He informed the Board members that Pedro Lopez had resigned effective the end of the week. Mr. Collins informed the Board members he had found a truck to replace the one destroyed by fire. Discussion followed. Commissioner Craver motioned to offer \$22,500 for the replacement truck. However, if the offer is not accepted, the search for a replacement truck should continue. Commissioner Cox seconded, and the motion passed unanimously.
- E. Police Chief's Report:** Police Chief Hobson reported on an in-town vehicle accident that damaged a light pole and one of the Town's fire hydrants.
- F. Fire Department Report:** There was no report from the Fire Department.
- G. Departmental Commissioner's Reports:**  
Commissioner Craver reported that benches had been ordered for the park. She announced that a realtor was moving into the building which previously housed Vintage Vines. She then reported on a recent meeting she had with Matthew Dolge, PTRC.  
Commissioner Wagoner reported that he had met with State representatives regarding the sidewalks and had contacted a contractor about obtaining soil for the proposed sidewalk projects. He also plans to investigate possible grant opportunities.  
Commissioner Craver stated that she had forgotten to report on the safety concerns at the Public Works Department. Mark Hollar was contacted to survey and mark the road to the garage and plant. A police officer stayed with Mr. Hollar to ensure his safety from a local homeowner. Commissioner Cox addressed Greg Zack regarding his concerns made during Public Comments. Commissioner Dobbins had nothing to report.
- H. Committee Reports as Needed:** Jeanne Bumgardner, B.I.G. Administrator, reported on the planned, upcoming events. She reviewed the options for a barbecue chicken fundraiser. Discussion followed. It was the consensus of the Board member to proceed with the Port-a-Pit chicken option since it is a well-known company. Commissioner Craver stated that any donations made to B.I.G. will be tax deductible per IRS Code 170c.
- IX. Closed Session per NCGS 143-318.11(a)(6) – Personnel:** Discussion followed. It was the consensus of the Board members not to go into the closed session as it was no longer needed.
- X. Adjourn/Recess:** Commissioner Dobbins motioned to adjourn. Commissioner Wagoner seconded, and the motion passed unanimously. The meeting ended at 8:26 p.m.



R. Devaughn (Vaughn) Benton, Mayor



Kim Wells, Finance Officer/Town Clerk



## RESOLUTION OF TENTATIVE AWARD

**WHEREAS**, the Town of Boonville, North Carolina has received bids, pursuant to duly advertisement notice therefore, for construction of the Baptist Church Rd Waterline Replacement and Canary St Waterline Replacement, and

**WHEREAS**, the TRC Engineers Inc. (Formerly Draper Aden Associates) Consulting Engineers have reviewed the bids; and

**WHEREAS**, Carolina Grading and Utilities, Inc. was the lowest bidder for the proposed project, in the total bid amount of \$554,086, and

**WHEREAS**, the consulting Engineers recommend **TENTATIVE AWARD** to the lowest bidder(s).

**NOW, THERE FORE, BE IT RESOLVED** that **TENTATIVE AWARD** is made to the lowest bidder(s) in the Total Bid Amount of \$554,086.

Name of Contractor	Amount
1. <u>Carolina Grading and Utilities</u>	<u>\$544,086</u>
2. _____	_____
3. _____	_____

**BE IT FURTHER RESOLVED** that such **TENTATIVE AWARD** be contingent upon the approval of the North Carolina Department of Environmental Quality.

Upon motion of Comm. Wagner, seconded by Comm. Cox, the above **RESOLUTION** was unanimously adopted.

This is 7 day of March, <sup>2023</sup>2016.

Jaughn Denton - MAYOR  
(Signature)

(Name and Title of Authorized Representative)

Attest:

Kim Wales  
(Signature)

(Name, Clerk)



# Proposed Budget Amendments - March 7, 2023

By Kim Wells, Finance Officer

## General Fund

### Revenues

Account Number	Description	Current Budget \$	Amendment	Ending Budget \$
100 - 400 - 40001 -	30004 TAX ADV - 4TH PRIOR			
100 - 406 - 40006 -	33230 COURT OFFICER FEES	2,000	2,500	4,500
100 - 406 - 40006 -	33500 MISC REV	100	150	250
100 - 406 - 40006 -	33503 Insurance Proceeds	200	24,600	24,800
100 - 406 - 40006 -	33545 PARKS AND REC DONATIONS	-	19,708	19,708
100 - 406 - 40006 -	33546 PARKS AND REC SPONSOR PROCEEDS	4,500	(4,500)	-
100 - 408 - 40857 -	34300 POWELL BILL ALLOCATION	-	1,000	1,000
100 - 409 - 40009 -	34500 LOCAL OPTION SALES TAX	40,805	(456)	40,349
100 - 415 - 40010 -	36701 SALES TAX REFUND	236,000	10,000	246,000
100 - 416 - 40015 -	13020 DUE FROM ARPA ACT SPECIAL REV	2,500	5,500	8,000
100 - 422 - 40022 -	39910 Beginning Fund Balance	17,900	(17,900)	-
		161,436.00	(10,958)	150,478.00
			29,644	

### Expenses

Streets	100 - 560 - 50400 -	40013 UTILITIES	21,000	(3,000)	18,000	Projected for year end
	100 - 560 - 50400 -	40015 M&R BUILDING GROUNDS	500	1,500	2,000	Projected for year end
	100 - 560 - 50400 -	40033 Supplies	3,000	1,500	4,500	Projected for year end
	100 - 560 - 50400 -	40074 CAPITAL OUTLAY	-	25,000	25,000	To budget in replacement truck
Powell	100 - 570 - 50400 -	40573 MAINT OF STREETS	32,805	(456)	32,349	Adj overall budget to actual
Parks and Rec	100 - 620 - 50400 -	40013 Utilities	1,700	(1,400)	300	Projected for year end
	100 - 620 - 50400 -	40015 M&R Building Grounds	4,800	(4,500)	300	Projected for year end
	100 - 620 - 50400 -	40090 BIG Events	-	1,000	1,000	Add new line for BIG
NON Departmental	100 - 660 - 50400 -	40095 CHRISTMAS DECORATIONS	500	10,000	10,500	UPDATES TO ANGEL AND CHRISTMAS DECORATIONS
				29,644		

## Enterprise Fund

### Revenues

300 - 406 - 40006 -	33503 Insurance Proceeds	-	3,804	3,804	Adj to actual
300 - 406 - 40006 -	34705 Recycling Proceeds	-	750	750	Projected for year end
300 - 416 - 40015 -	13020 Due from ARA Act Special Rev	33,400	(33,400)	-	Adj to actual
300 - 422 - 40022 -	39910 Beginning Fund Balance	18,655.00	12,686	31,341.00	To balance budget
			(16,160)		

### Expenses

Water	300 - 810 - 50400 -	40011 Telephone	700	300	1,000	Projected for year end
	300 - 810 - 50400 -	40012 Postage and Printing	1,500	300	1,800	Projected for year end
	300 - 810 - 50400 -	40015 M&R Big Grounds	14,580	(13,080)	1,500	Remove ARPA Funds
	300 - 810 - 50400 -	40116 Water Tank Maintenance	53,000	3,400	56,400	Adj to actual
	300 - 810 - 50400 -	40254 Group Insurance	12,250	2,000	14,250	Projected for year end
Sewer	300 - 820 - 50400 -	40015 M&R Big Grounds	14,080	(9,080)	5,000	Remove ARPA Funds
Sewer Plant	300 - 830 - 50400 -	40016 M&R Equipment	11,500	(1,000)	10,500	To move funds to cover another line item
	300 - 830 - 50400 -	40165 M&R Sewer Plant	-	1,000	1,000	Adj to actual
				(16,160)		



**ELECTRO MECHANICAL  
SERVICES INC.**

*Your Problem Solving Partner*

2115 Freedom Drive  
Charlotte, NC 28208

(704) 332-1116

[www.DixieEMSI.com](http://www.DixieEMSI.com)

Customer ID

TO3685

Attn

TIM COLLINS

Quote Date

2/28/2023

cc

**Quote**

1/2

**Quote Number**

RQ3499

**Job Number**

R3511

Quote By: Larry Wheeler

PO #: Tim Collins

RFQ #:

Salesperson: Randy Bragg

Phone:

Fax:

Terms: Net 30

**Customer Information**

TOWN OF BOONEVILLE  
PO BOX 326  
BOONVILLE, NC 27011

**Ship To Information**

TOWN OF BOONVILLE  
110 N. CAROLINA AVE  
BOONVILLE, NC 27011

**Nameplate Information**

ID	M3528
Motor-Make	SULZER
Motor-Model	PIRANHA S20/2
Motor-Serial #	0330639
HP	1.8 KW
RPM	3400
Voltage	230

Enclosure	SUB
Amps	7.2
Amb Temp	40C
Ins Class	F
Frequency (Hz)	60
	IMP. DIA:143MM

**Quote Information**

Reason Sent For Repair: Quote Rebuild

Required Work: Disassemble  
Inspect and record mechanical tolerances  
Surge test winding  
Install Repair kit  
Install Hydraulic kit  
Reassemble and test  
repair kit  
Hydraulic kit  
Shop Materials Charge

Comments: new pump is \$2672.00 plus freight

Labor

Unit Price

Ext Price

Total for Labor : 760.00

Material

Unit Price

Ext Price

Total for Material : 1,374.80

Lead Time

Subtotal : 2,134.80

Tax : 154.77

Total for Quote RQ3499 : 2,289.57

Replacement Unit(s)

Lead Time

Total Price

2,347.50

(+ Freight)

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_



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Customer ID

TO3685

Attn

TIM COLLINS

Quote Date

2/28/2023

cc

## Quote

2/2

### Quote Number

RQ3499

### Job Number

R3511

Quote By: Larry Wheeler

PO #: Tim Collins

RFQ #:

Salesperson: Randy Bragg

Phone:

Fax:

Terms: Net 30

### Customer Information

TOWN OF BOONEVILLE  
PO BOX 326  
BOONVILLE, NC 27011

### Ship To Information

TOWN OF BOONVILLE  
110 N. CAROLINA AVE  
BOONVILLE, NC 27011

**Quotes Do Not Include Sales Tax or Freight, Unless Otherwise Noted.**

**We Are not Responsible For Items Left Over 60 Days.**

**An additional charge of 2% will be added to credit card payments\*\***

**Quote is valid for 14 days.**

Lead Time

Subtotal : 2,134.80

Tax : 154.77

Total for Quote RQ3499 : 2,289.57

Replacement Unit(s)

Lead Time

Total Price

2,347.50

(+ Freight)

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_





**RESOLUTION DECLARING CERTAIN PROPERTY TO BE SURPLUS AND  
AUTHORIZING THE DISPOSITION OF SAID PROPERTY BY INTERNET  
AUCTION OR PRIVATE SALE**

**WHEREAS**, G.S. 160a-267 & 270(c), allow the Town to sell personal property by private negotiation and at electronic auction upon adoption of a resolution or order authorizing the appropriate official to dispose of the property; and

**WHEREAS**, the Town Board of the Town of Boonville, North Carolina, has determined that the Town owns certain personal property that is no longer needed or usable by the Town; and

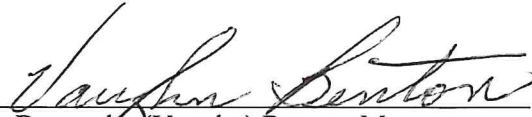
**WHEREAS**, the property is described below:

2011 Ford Crown Victory car


**VIN/Model#**  
2FABP7BV2BX160557

**NOW, THEREFORE, BE IT RESOLVED** by the Boonville Town Board that the Finance Officer/Town Clerk is authorized to sell by private negotiation or at electronic auction @ [www.GovDeals.com](http://www.GovDeals.com) at the earliest convenience the surplus property described above as per the terms and conditions as specified in the GovDeals Service contract approved by this Council and in accordance with G.S. 160A-267 or 270(c). The terms of the sale shall be net cash. The Finance Officer/Town Clerk is directed to publish at least once not less than ten (10) days before the date of the sale or auction, a copy of this resolution or a notice summarizing its content as required by North Carolina General Statute 160A-267 & 270(c).

Adopted on this the 7<sup>th</sup> day of March, 2023.

  
R. Devaughn (Vaughn) Benton, Mayor

Attested to:

  
Kim Wells, Town Clerk