

Town of Boonville
April 7, 2015 Regular Meeting Minutes
Harvey E. Smith Municipal Building

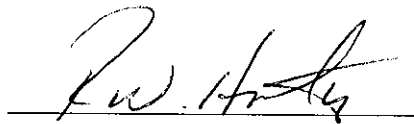
The following were in attendance at the 4/7 regular meeting: Mayor Rusty Hunter, Commissioners Bill Florence, Bonnie Lasky, William Paul Baity, Tony Reece, and Gerald Brown. Also in attendance were Police Chief Farron Jester, Finance Officer/Town Clerk Kim Wells, Public Works Director Jeff Jones, and Zoning Officer Tony Roberts.

- I. Call to Order and Welcome:** Mayor Hunter called the 4/7 meeting to order at 7:03 p.m.
- II. Conflict of Interest Issues and Approval of Agenda:** Mayor Hunter requested an item be added to Town Business: (D) Request for Street Light on Oak Drive. Commissioner Baity motioned to approve the agenda as amended. Commissioner Reece seconded, and the motion passed unanimously.
- III. Adoption of minutes – 3/3/15 regular session:** Commissioner Lasky motioned to adopt the minutes of the 3/3/15 regular session. Commissioner Baity seconded, and the motion passed unanimously.
- IV. Public Comments:** Angie Walker, Boonville Community Public Library, addressed the Board and thanked them for their continued support of the library. She presented a schedule of upcoming summer programs at the library.
- V. Town Business:**
 - A. Yadkin River Shore Access Ribbon Cutting, Thursday, April 16, 10:00 a.m.:** Mayor Hunter announced that a ribbon cutting ceremony would be held at Shore Access on April 16 at 10:00 a.m. Through a partnership among Yadkin County, NC Wildlife Resources Commission, and the Town of Boonville, major improvements have been made to the site. The project began when Boonville participated in the NC Rural Economic Development Centers Small Towns Economic Prosperity (STEP) program.
 - B. Community Yard Sale:** Tom Bastable, President, Boonville Business and Downtown Development Association, Inc. (BBDDA), addressed the Board and asked them to consider allowing residents and businesses to have two free community yard sales each year, in addition to three yard sales residents are allowed to have per year with a purchased yard sale permit. He stated there would be a Habitat for Humanity truck available for donations. Mr. Bastable asked that the Board members consider adjusting the dates of monthly bulk pickup to the week after the community yard sales. Mr. Bastable stated that the BBDDA would be responsible for notifying the residents about the community yard sale. The Board members discussed the yard sale ordinance and decided to consult with Attorney Freeman before any action is taken.
 - C. Job Descriptions:** Mayor Hunter asked the Board members if they had reviewed the draft positions descriptions that were submitted for approval. Commissioner Lasky motioned to accept the job descriptions dated March 2015 for the employees of the Town of Boonville. Commissioner Baity seconded, and the motion passed unanimously. Mayor Hunter stated the next step in the process would be to establish performance evaluation criteria for each position.
 - D. Request for Street Light on Oak Drive:** Mayor Hunter informed the Board members that he had received a request for a new street light on Oak Drive. Although there are only two houses on the street, cars tend to gather and part at the end of cul-de-sac. Public Works Director Jones indicated that there is also a need for additional lighting on East Main Street near Boonville Elementary School. Commissioner Lasky motioned to add a streetlight on Oak Drive and a streetlight on East Main Street. Commissioner Reece seconded, and the motion passed unanimously.
- VI. Reports and announcements:**
 - A. Mayor's report:** Mayor Hunter had no significant items to report.
 - B. Finance Officer's report:** Finance Officer Wells stated that Canon and Company would present a contract for review and approval to conduct the Town's audit. She briefed the Board members on the latest computer purchase for Town Hall. Although scheduled for purchase in the upcoming fiscal year, the purchase was made in this fiscal so the summer intern would have a computer. Ms. Wells informed the Board members of a recently discovered issue that the server had not been backing up properly. A monthly maintenance service contract has been initiated with DRS Computers for \$150 per month which will include checking backups, licenses, virus scans for the computers in Town Hall, the Public Works Director's laptop, and the sever. She informed the Board members that current business permits would expire as of 6/30/15 and that renewal letters would be sent by the end of April. She presented the Board members with budget

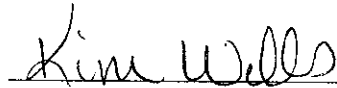
amendments to consider, asking them to review them before the next meeting. Ms. Wells then reviewed the March Budget vs. Actual report.

- C. **Public Works Director's report:** Public Works Director Jones presented the Board members with photos of a sewer line in a pasture that was close to the intersection of Hwy. 67 and Woodruff Rd. He stated that redirecting the water from the widening of the NC 67 several years ago had caused the line's washout. The estimated cost to alleviate the issue is approximately \$8,000 and includes the stonework for the bed, covering the pipe, and creating a damn in front of the line to prevent against future washout. Commissioner Florence motioned to approve \$8,000 to fund the sewer line repair. Commissioner Brown seconded, and the motion passed unanimously. Public Works Director Jones reported that his staff had begun public sidewalk edging and was preparing for an upcoming sewer plant inspection by the NC.
- D. **Police Chief's report:** Police Chief Jester reported that he was making the officers more active and visible in the community especially with the recent break-ins throughout the county. He stated he had started reporting into the Governors Safety Program. In doing so, the Police Department will earn points towards equipment.
- E. **Zoning Officer's report:** Zoning Officer Roberts reported that he had issued a permit for a new home in Boone Trace. He stated that by using a new business permit system this year, the Town is able to identify business property owners and not just the occupants renting the buildings. Mr. Roberts discussed the complaints he receives on the Fletcher property. Mayor Hunter informed the Board members that Mr. Fletcher had sent a letter to the Town. In this letter, Mr. Fletcher stated he was aware that the Town might be interested in the property. Included in letter were documents stating the land was not contaminated. The consensus of the Board members was to have Attorney Freeman draft a second, stronger letter to Mr. Fletcher with a compliance date of no more than 90 days.
- F. **Departmental Commissioner's Reports:** Commissioner Reece asked about the yard sale held on West Main Street. Discussion followed. Although no yard sale is allowed at 412 W. Main Street, the neighbor at 416 West. Main Street obtained a yard sale permit and stated that all the items were his property and no other persons were participating in his yard sale. Zoning Officer Roberts reported that on April 3 while the Town offices were closed for Good Friday, a tanker truck pulled onto a backstreet and filled up using a town hydrant. No employees were aware of the issue.
- G. **Committee reports as needed:** Tom Bastable, BBDDA, reported on the upcoming Boonville Summer Bash on May 30, 2015. This year the event will be held at the elementary school and will start with a 5K Bash Dash and fun run.

VII. Recess: Commissioner Lasky motioned to recess until Thursday, April 9, 2015, at 5:30 p.m. in the Municipal Building. Commissioner Baity seconded, and the motion passed unanimously. The meeting ended at 7:50 p.m.



Russell (Rusty) Hunter, IV, Mayor



Kim Wells, Finance Officer/Town Clerk