

**Town of Boonville**  
**December 1, 2020, Regular Meeting Minutes**  
**Harvey E. Smith Municipal Building**

The following were in attendance at the 12/1/20 regular meeting: Mayor Pro-Tem William Paul Baity and Justin Phillips; Commissioners, David Cox, Monica Craver, Dwaine Dobbins, Tim Driver, Richard Lasky, and Tony Reece. Also in attendance were Finance Officer/Town Clerk Kim Wells, Public Works Director Jeff Jones, Police Chief Jeff Hobson, and Administrative Assistant Steve Hutchens. Town Attorney James Freeman was present through Zoom. Mayor Vaughn Benton was absent.

- I. Call to Order and Welcome:** Mayor Pro-tem Baity called the 12/1/20 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 Phillips seconded, and the motion passed unanimously.
- III. Pledge of Allegiance and Prayer:** Mayor Pro-tem Baity led the Pledge of Allegiance. Commissioner Craver said the prayer.
- IV. Adoption of minutes:** Commissioner Craver motioned to approve the 11/3 regular and 11/3 closed session minutes as written. 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 the town was in the process of the close-out on the Sewer Plant project. He stated the last well house was being installed.
- B. CARES Funding:** Commissioner Craver stated there was no completed Small Business Grants returned. She stated the owners did not want to submit to the town their tax returns. She reported that all projects had been completed, except for the Brown building. Mrs. Craver stated that the Wi-Fi equipment that was purchased for the Brown building would be installed on the Municipal Building, so the parking lot area could be used as a remote learning center. She stated that the town still had around \$30,000 left to spend and had reached out to library to see if money could be spent on cleaning supplies for our building. She said they would also need to reassess the PPE budgeted in the Cares Funds.

**VII. New Town Business:**

- A. Naming of the Town Park:** Commissioner Craver spoke of the Town Park and displaced a proposed sign for the Park. Commissioner Craver motioned that we name our community park as the Tony W. Reece Community Park. Commissioner Phillips seconded, and the motion passed unanimously. Police Chief Hobson presented Mr. Reece with a watch. Mayor Pro-tem Baity spoke about the years of service Mr. Reece had put in for the Town of Boonville.
- B. Swearing in Commissioners Cox, Dobbins, and Driver:** Finance Officer/Town Clerk Wells swore in Commissioners David Cox, Dwaine Dobbins and Tim Driver.
- C. Appoint Mayor Pro-tem:** Discussion followed on how the Board had appointed the Mayor Pro-tem in the past. Commissioner Craver motioned that due to the fact he is the senior Board, Justin Phillips be mayor Pro-tem. Commissioner Cox seconded and the motion passed unanimously.

At this point in the meeting, newly appointed Mayor Pro-tem Phillips took control of the meeting.

- D. Appoint Department Commissioners:** Discussion followed on the appointment of Commissioners to Departments. It was stated the appointment could be temporarily through the month of December until the Mayor returned in January or permanent. The Board members agreed to the following appointment:

|                 |         |
|-----------------|---------|
| David Cox       | Police  |
| Dwaine Dobbins  | Water   |
| Tim Driver      | Streets |
| Justin Phillips | Sewer   |
| Monica Craver   | Admin   |

Commissioner Craver motioned that we accept those commissioners as those positions. Commissioner Cox seconded, and the motion passed unanimously.



- E. Appoint T.A.C. Representative:** Discussion followed on the T.A.C. Commissioner Craver motioned to accept David Cox as the T.A.C. representative. Commissioner Dobbins seconded, and the motion passed unanimously.
- F. Approve 2021 Meeting Calendar:** Finance Officer/Town Clerk Wells presented the proposed 2021 Meeting Calendar and explained that in the past, the Board has opted to not have a Board meeting in July due to the Budget Workshops. Commissioner Craver motioned to approve the 2021 Meeting Calendar. Commissioner Cox seconded, and the motion passed unanimously.
- G. Proposed Employment contract for new Police Officers:** Police Chief Hobson reviewed the Proposed Contract and stated it had originally come from the Town of Yadkinville. He stated that Attorney Freeman had already reviewed the contract. Discussion followed. Commissioner Cox made a motion to approve. Commissioner Craver seconded, and the motion passed unanimously.

#### **VIII. Reports and announcements:**

- A. Mayor's report:** Mayor Benton did not provide a report.
- B. Finance Officer's report:** Finance Officer/Town Clerk Wells reported that Town Hall was still taking extra steps for Covid control. She stated that the rain had got the reading behind for the water billing. Mrs. Wells stated that Charles Scott had the town's documents for the audit and had been working remotely on the audit papers. She then reviewed the November Budget vs. Actual report. Mrs. Wells passed out tax withholding paperwork for the new Board members and asked them to return them to her at their earliest convenience. She informed them that there is an Ethics requirement that each newly elected Board member had to fulfil within 12 months and that she would be informing them of the training when it became available. She then asked each of them to contact Steve Hutchens on getting their town emails setup.
- C. Public Works Director's report:** Public Works Director Jones reported that the 45 Christmas Angels were up and working. He stated that the manger scene would be up by the end of the week. Discussion followed on the work that was done to the angels by Public Works.
- D. Police Chief's report:** Police Chief Hobson reported that the department was 2 officers short but so far, they had been able to keep 24 hour coverage for the town. He stated the new cell phones were working out great for the department and informed the new commissioners that the phones forwarded all police department calls straight to the officer on duty.
- E. Fire Department's Reports:** Fire Chief Renegar reviewed the October and November calls for the department. He stated the ISO inspection was completed and waiting to hear the results.
- F. Departmental Commissioner's Reports:** None were voiced.
- G. Committee reports as needed:** Commissioner Craver stated that the Dewey's Holiday store had so far exceeded the committee's expectation. She stated the B.B.D.D.A. had written a grant to the Winston Salem Foundation and had been awarded \$6,000 to spend towards playground equipment. She stated that in the grant was also a potential to earn up to an additional \$6,000 on a match basis. Commissioner Craver reported that the Christmas Parade had been cancelled due to Covid. She stated the Tree Lighting event was still scheduled for December 11 at 5:30pm.

No other committee reports were given.

- IX. Closed Session per NCGS 143-318.11(a)(6) – Personnel:** Commissioner Craver motioned to go into closes session per NCGS 143-318.11(a)(6) for Personnel. Commissioner Cox seconded, and the motioned passed unanimously at 7:53p.m.

Commissioner Craver motioned to return to open session. Commissioner Cox seconded, and the motion passed unanimously at 8:12 p.m.

Commissioner Cox motioned that the Chief of Police be able to hire Ezequiel Rojas-Alonso at (pay scale) Tier 2 and John Wesley Fletcher at (pay scale) Tier 1 depending on background check. Commissioner Craver seconded, and the motion passed unanimously.

- X. Adjourn:** Commissioner Cox motioned to adjourn. Commissioner Craver seconded, and the motioned passed unanimously. The meeting ended at 8:13 p.m.



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Justin Phillips, Mayor Pro-tem



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Kim Wells, Finance Officer/Town Clerk