

Town of Boonville
Harvey E. Smith Municipal Building

The following were in attendance at the 5/3/22 regular meeting: Mayor Vaughn Benton; Mayor Pro-tem Justin Phillips; Commissioners David Cox, Monica Craver, and Dwaine Dobbins. 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 Public Works Technician/Administrative Assistant Crystal Hutchens. Commissioner Tim Driver and Attorney James Freeman was absent.

- I. Call to Order and Welcome:** Mayor Benton called the 5/3/22 meeting to order at 7:00 p.m.
- II. Conflict of Interest Issues and Approval of Agenda:** Commissioner Craver asked the Board to add Supplies for Public Works as New Business Item D. Commissioner Cox motioned to accept the proposed agenda. Mayor Pro-tem Phillips 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 4/5 regular meeting, 4/5 closed session and 4/22 recessed minutes as written. Commissioner Dobbins seconded, and the motion passed unanimously.

V. Public Comments: None were voiced.

VI. Old Town Business:

A. American Rescue Plan Act (ARPA) and Coronavirus Aid, Relief, and Economic Security (CARES) Fund Projects: Ethan Gartin, Draper & Associates, reported that the projects are going on as planned. He reported on the proposed Capital Project Ordinance for the Wastewater Treatment Plant and a Resolution to accept Draper & Associates as the engineer service for the ARPA projects. Discussion followed. Commissioner Craver motioned to accept the Capital Project Ordinance and Resolution by Governing Board for ARPA. Commissioner Cox seconded, and the motion passed unanimously.

Commissioner Craver passed out quotes for the Public Works Shop Renovation that can also be purchased using ARPA funding. Discussion followed on the quotes totaling up to \$49,000.

Commissioner Cox motioned that we accept the bids suggested to ARPA funding. Commissioner Dobbins seconded, and the motion passed unanimously. Discussion followed on the color of the building.

Finance Officer/Town Clerk Wells reported on the recently adopted Special Use Fund Ordinance and how the UNC School of Government recommended separating the different funding sources of the ARPA funds into two separate Special Use Fund Ordinances. She asked to table the topic until the recessed meeting so she could have available revised ordinances and supporting budget amendments.

- B. Land Donation from Mr. and Mrs. Tom Fletcher:** Commissioner Craver reported that everything had been done and the deed had been filed by Attorney Freeman.

VII. New Town Business:

- A. Presentation by the Boonville Library:** Angie Walker and other representatives of the Boonville Library spoke about programs offered at the library and the funding of the library. Discussion followed on the funding by Yadkin County.
- B. Approval of payout of excess Holiday Time:** Finance Officer/Town Clerk Wells reviewed a proposed payout of excess Holiday Time. Commissioner Cox motioned to adjust budget and approve the payout of the Holiday payout. Commissioner Dobbins seconded, and the motion passed unanimously.
- C. Budget Workshop Date:** Finance Officer/Town Clerk Wells stated the board needed to set another workshop date and that she would try and get Tyson Edwards to attend it. Consensus was to have it Friday, May 20 from 9:00am-12:00pm.
- D. Supplies for Public Works:** Public Works Director Collins stated there was no tools on the service truck, so he presented a list of tools needed to stock 3 vehicles. Commissioner Cox motioned to approve. Commissioner Craver seconded, and the motion passed unanimously. Public Works Director Collins reported on the pumps at Normandy and Sizemore. Discussion followed. Commissioner Cox motioned to buy pump out of ARPA funds. Commissioner Craver seconded, and the motion passed unanimously. Public Works Director Collins reported on the chlorine pump at the Depot Well. Discussion followed on the maintenance of the pump and the fact we have expired the warrantee period.

Commissioner Cox motioned to purchase rebuild kit using ARPA funds. Commissioner Craver seconded, and the motion passed unanimously.

Discussion followed on using ARPA funding on Sewer Plant #3.

VIII. Reports and announcements:

- A. Mayor's report:** Mayor Benton had nothing to report.
- B. Finance Officer's report:** Finance Officer/Town Clerk Wells reviewed the Budget vs. Actual report for April. She then reported on the required annual report for ARPA which was completed on time and will not be required again until April of 2023.
- C. Zoning Officer's report:** Administrative Assistant/Zoning Officer Hutchens reported on some letters being sent for grass violations and a mobile home being put in the ETJ.
- D. Public Works Director's report:** Public Works Tech/Administrative Assistant Crystal Hutchens spoke of training for the department.
- E. Police Chief's report:** Police Chief Hobson stated that Officer Hefner had started and will be on day for a few weeks.
- F. Fire Department Report:** Fire Chief Brandon Renegar reported on hydrant testing and some issues they were having with the hydrants. He mentioned the new computer system the department has and how it is sending out emails to Public Works with any issues they come across. He then asked the Board about the colors of the hydrants.

G. Departmental Commissioner's Reports:

Commissioner Craver reported that there are new funds available for water/sewer projects and that she would be looking into them. She stated the town was still waiting to hear from the Kubota Grant for \$100,000 for the park. She then spoke of the marketing items distributed at the Boonville Bash and the moving of the Fire department sign at the meeting room because of the intersection project.


Commissioner Cox reported on a possible grant for electronic charging stations. He then mentioned the street name sign blades and how the police department had been riding around looking at signs for Public Works.

Commissioner Dobbins had no report.

Mayor Pro-tem Phillips had no report.

- H. Committee reports as needed:** Krisitin Johnson, President of the Boonville Business & Downtown Development Association, Inc., thanked the town, fire department and police department for the help at the Boonville Bash. She stated they was still waiting on a final number from the event. She reported it should be a profit but not has much as last year's event. She then reported on the associations upcoming events.

- IX. Recess:** Mayor Pro-tem Phillips motioned to recess for Budget Workshop (Friday, May 20, 2022, from 9:00am-12:00pm). Commissioner Craver seconded, and the motion passed unanimously. The meeting ended at 8:08 p.m.



R. Devaughn (Vaughn) Benton, Mayor



Kim Wells, Finance Officer/Town Clerk

Capital Project Ordinance

Be it ORDAINED by the Governing Board of the Town of Boonville, North Carolina, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital Project Ordinance is hereby adopted.

Section 1: The Project authorized is the Wastewater Treatment Plant Improvements to be financed by ARP Funding from State Fiscal Recovery Funds.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the board resolution, loan documents and the budget contained herein.

Section 3: The following amounts are appropriated for the project:

Engineering	\$ 217,240
Construction	<u>\$ 928,400</u>
	<u>\$ 1,145,640</u>

Section 4: The following revenues are anticipated to be available to complete this project:

ARP Funding from State Fiscal Recovery Funds	\$ 1,145,640
	<u>\$ 1,145,640</u>

Section 5: The finance officer is hereby directed to maintain within the capital project fund sufficient specific detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and federal regulations. The terms of the bond resolution also shall be met.

Section 6: Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7: The finance officer is directed to report, on a quarterly basis, on the financial status of each project element in section 3 and on the total grant/loan revenues received or claimed.

Section 8: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this board.

Section 9: Copies of this capital project ordinance shall be furnished to the clerk to the Governing Board, and to the Budget Officer and the Finance officer for direction in carrying out this project.

Duly adopted this 3 day of May 2022

(Seal)

Attest:

Kim Wells
Signature (Town Clerk)



Lauren Benton
Signature, (Authorized Rep)

Capital Project Ordinance

Be it ORDAINED by the Governing Board of the Town of Boonville, North Carolina, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital Project Ordinance is hereby adopted.

Section 1: The Project authorized is the Baptist Church Rd Waterline Replacement to be financed by ARP Funding from State Fiscal Recovery Funds.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the board resolution, loan documents and the budget contained herein.

Section 3: The following amounts are appropriated for the project:

Engineering	\$ 22,791
Construction	<u>\$ 88,605</u>
	<u>\$ 111,396</u>

Section 4: The following revenues are anticipated to be available to complete this project:

ARP Funding from State Fiscal Recovery Funds	\$ 111,396
	<u>\$ 111,396</u>

Section 5: The finance officer is hereby directed to maintain within the capital project fund sufficient specific detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and federal regulations. The terms of the bond resolution also shall be met.

Section 6: Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7: The finance officer is directed to report, on a quarterly basis, on the financial status of each project element in section 3 and on the total grant/loan revenues received or claimed.

Section 8: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this board.

Section 9: Copies of this capital project ordinance shall be furnished to the clerk to the Governing Board, and to the Budget Officer and the Finance officer for direction in carrying out this project.

Duly adopted this 3 day of May 2022

(Seal)

Attest: Kim Wells
Signature (Town Clerk)



Vaughn Benton
Signature, (Authorized Rep)

Capital Project Ordinance

Be it ORDAINED by the Governing Board of the Town of Boonville, North Carolina, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital Project Ordinance is hereby adopted.

Section 1: The Project authorized is the Canary St Waterline Replacement to be financed by ARP Funding from State Fiscal Recovery Funds.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the board resolution, loan documents and the budget contained herein.

Section 3: The following amounts are appropriated for the project:

Engineering	\$ 70,250
Construction	<u>\$ 254,925</u>
	<u>\$ 325,175</u>

Section 4: The following revenues are anticipated to be available to complete this project:

ARP Funding from State Fiscal Recovery Funds	\$ 325,175
	<u>\$ 325,175</u>

Section 5: The finance officer is hereby directed to maintain within the capital project fund sufficient specific detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and federal regulations. The terms of the bond resolution also shall be met.

Section 6: Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7: The finance officer is directed to report, on a quarterly basis, on the financial status of each project element in section 3 and on the total grant/loan revenues received or claimed.

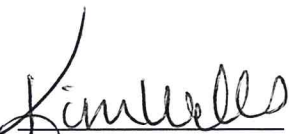
Section 8: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this board.

Section 9: Copies of this capital project ordinance shall be furnished to the clerk to the Governing Board, and to the Budget Officer and the Finance officer for direction in carrying out this project.

Duly adopted this 3rd day of May 2022

(Seal)

Attest:



Signature (Town Clerk)





Signature (Authorized Rep)

RESOLUTION BY GOVERNING BODY OF THE TOWN OF BOONVILLE

- WHEREAS, Session Law 2021-180 was signed into law on November 18, 2021, to improve the infrastructure for certain existing public water systems and wastewater systems, which have been labelled as "At-Risk". The purpose of establishing certain systems as "At-Risk" was to identify which may be eligible for funding of infrastructure construction projects for water and wastewater,
- WHEREAS, The Town of Boonville has been designated as "At-Risk" and intends to make improvements to its water treatment and distribution system, as well as its wastewater treatment and collection system, and
- WHEREAS, The Town of Boonville has received \$3,000,000 ARPA funds for making said improvements, and
- WHEREAS, The funding agency requires all recipients of ARPA funds to solicit Requests for Qualifications (FRQ) for engineering services relating to design, bidding, project management, and administration of the above mentioned improvements, and
- WHEREAS, The Town of Boonville advertised and solicited for the submission of an RFQ from qualified engineering firms and consultants, and
- WHEREAS, Draper Aden Associates submitted an RFQ for the provision of engineering services for the ARPA funded improvements.

NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE TOWN OF BOONVILLE:

That the Town of Boonville, after review of the RFQ and by the adoption of this Resolution, hereby intends to enter into a series of agreements for both water and wastewater system projects, funded by the ARPA funds, with Draper Aden Associates, and

That Vaughn Benton, Mayor, and successors so titled, is hereby authorized to execute and file all agreements pertinent to said ARPA funding and applications and documents required by regulatory agencies having review or permitting authority over projects funded by these ARPA funds.

Adopted this the 3 day of May, 2022 at Town Hall in Boonville, NC.

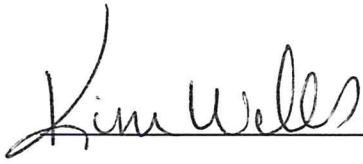


Vaughn Benton

Mayor

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting (title of officer) of the (unit of government) does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the (name of governing body of applicant) duly held on the 3 day of May, 2022; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 3 day of May, 2022.



(Signature of Recording Officer)

Finance Officer / Town Clerk

(Title of Recording Officer)