Town of Boonville
April 4, 2023, Regular Meeting Minutes
Harvey E. Smith Municipal Building

The following were in attendance at the 4/4/23 regular meeting: Mayor Vaughn Benton, Mayor Pro Tem Tim Driver, Commissioners David Cox, 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. Commissioner Monica Craver was absent.

I. **Call to Order and Welcome:** Mayor Benton called the 4/4/23 meeting to order at 7:03 p.m.

II. **Conflict of Interest Issues and Approval of Agenda:** Commissioner Cox motioned to approve the agenda as written. Commissioner Dobbins 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 Wagoner motioned to adopt the 3/7/23 regular session minutes. Commissioner Dobbins seconded, and the motion passed unanimously.

V. **Public Comments:** Shane Bunnell, 111 Hickory Ave, addressed the Board members regarding options for the lot at the intersection of US-601 and NC-67. He would like to meet with Commissioner Craver.

VI. **Old Town Business:**

A. **American Rescue Plan Act (ARPA) Fund Projects:** Ethan Gartin, TRC, updated the Board members on the status of the upcoming projects and the required resolution to apply for more funding. He then informed the Board members that the additional funding of $3.5 million awarded to the Town was to be used for the Wastewater Treatment Plant Upgrade. Discussion followed. Commissioner Wagoner motioned to approve the resolution as presented. Mayor Pro Tem Driver seconded, and the motion passed unanimously. Finance Officer Wells updated the Board members on the status of the polices for ARPA funding requirements. These policies have been forwarded to Attorney Freeman for review and will be presented during the April budget workshop for adoption. The topic was tabled.

VII. **New Town Business:**

A. **Presentation of the FY 2023 Fiscal Audit by Gibson and Company:** Finance Officer/Town Clerk Wells distributed copies of the audit to the Board members and asked them to table the presentation until the budget workshop.

B. **Ratify the Purchase of the 2000 Ford F-350 for $22,000:** Commissioner Cox motioned to ratify the purchase of the 2000 Ford F-350 for $22,00. Commissioner Wagoner seconded, and the motion passed unanimously.

C. **Approval to Pay Charles Scott, CPA, $12,960 for Audit Preparation:** Finance Officer/Town Clerk Wells reviewed the invoice with the Board members. Commissioner Wagoner motioned to approve the payment to Charles Scott, CPA. Commissioner Dobbins seconded, and the motion passed unanimously.

D. **Approval to Pay Gibson and Company $9,970 for Audit:** Commissioner Cox motioned to approve the payment to Gibson and Company in the amount of $9,970 for the audit. Commissioner Wagoner seconded, and the motion passed unanimously.

E. **Approval to Pay Consolidated Pipe $3,261.21 for Hydrant Repair:** The Board members discussed options on how to recoup the funds due to the vehicle accident and uninsured driver who damaged the hydrant. Commissioner Wagoner motioned to pay Consolidate Pipe for the hydrant repair. Mayor Pro Tem Driver seconded, and the motion passed unanimously.

F. **Approval to Pay Harcros Chemicals, Invoice #761000100, $3,174.09:** The Board members discussed the invoice. Commissioner Dobbins motioned to pay Harcros Chemicals, invoice #761000100, $3,174.09. Commissioner Wagoner seconded, and the motion passed unanimously.

G. **Budget Workshop:** It was the consensus of the Board members to schedule a budget workshop on Thursday, April 27, at 6:30 p.m.

VIII. **Reports and Announcements:**

A. **Mayor's Report:** Mayor Benton expressed his appreciation for the $3.5 million the Town had received. Public Works Director Collins informed the Board members that NC Rural Water Association personnel had assisted in obtaining the funds.

B. **Finance Officer's Report:** Finance Officer/Town Clerk Wells reviewed the Budget vs. Actual report. She stated that the year was going well, and the Town was on budget for the year.

C. **Zoning Officer's Report:** Administrative Assistant/Zoning Officer Hutchens reported that the assessed zoning penalties for S. Carolina Avenue had been paid, and the resident was working to clean up the property.

D. **Public Works Director's Report:** Public Works Director Tim Collins reported on two water taps installed recently. He reported on the recent smoke testing performed to find infiltration into the sewer system. He thanked the Board members for the purchase of the truck and reported on the hydrant on Church Street.

E. **Police Chief's Report:** Police Chief Hobson reported on the radar school attended by two officers.

F. **Fire Department Report:** There was no report from the Fire Department. Discussion followed on the agenda item. It was the consensus of the Board members to leave the Fire Department report on the agenda.

G. **Departmental Commissioner's Reports**:
Commissioner Wagoner reported on a phone call he had with Eddie Settle regarding the $3.5 million the Town received.
Mayor Pro-Tem Driver stated he was pleased with how everything was going in town.
Commissioner Cox had nothing to report.
Commissioner Dobbins had nothing to report.

H. **Committee Reports as Needed:** Julie Wagoner, B.I.G. secretary, reported on the planned, upcoming events.

IX. Closed Session per NCGS 143-318.11(a)(6) – Personnel: Commissioner Cox motioned to go into closed session per NCGS 143-318.11(a)(6) Personnel. Commissioner Wagoner seconded, and the motion passed unanimously. The closed session began at 7:55 p.m.

Commissioner Cox motioned to return to open session. Commissioner Wagoner seconded, and the motion passed unanimously at 8:23 p.m.

Commissioner Wagoner motioned to give Brian Higgins a five percent pay increase since he had obtained his certification for Grade 2 Collections. Mayor Pro Tem Driver seconded, and the motion passed unanimously. The raise will be effective immediately.

Commissioner Cox motioned that Pedro Lopez' pay be divided between the Streets and Sanitation budget line items. Mayor Pro Tem Driver seconded, and the motion passed unanimously. Finance Officer/Town Clerk Wells stated his time would be charged as actual time worked in each department.

X. Adjourn/Recess: Commissioner Cox motioned to recess until April 27 at 6:30 p.m. Commissioner Dobbins seconded, and the motion passed unanimously. The meeting ended at 8:25 p.m.

R. Devaughn (Vaughn) Benton, Mayor

Kim Wells, Finance Officer/Town Clerk

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Town of Boonville has need for and intends to construct, plan for, or conduct a study in projects described as Boonville Wastewater Collection System Upgrades Phase 2 and Boonville WWTP Upgrades Phase 2, and

WHEREAS, The Town of Boonville intends to request State loan and/or grant assistance for the projects,

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

That the Town of Boonville, the Applicant, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the Applicant will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the Applicant will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the Applicant agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the (the Town of Boonville to make a scheduled repayment of the loan, to withhold from the (the Town of Boonville any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That Vaughn Benton, Mayor, the Authorized Representative and successors so titled, is hereby authorized to execute and file an application on behalf of the Applicant with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

That the Authorized Representative, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the Applicant has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, ordinances, and funding conditions applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 4th day of April 2023 at Boonville, North Carolina.

Vaughn Benton
(Signature of Chief Executive Officer)

MAYOR
(Title)

CHARLES E. SCOTT CPA, P.A.
CERTIFIED PUBLIC ACCOUNTANTS
P. O. BOX 595
YADKINVILLE, NORTH CAROLINA 27055

TELEPHONE (336) 679-3116
FAX (336) 679-3117

CHARLES E. SCOTT, CPA
KEITH E. SCOTT, CPA
KAREN S. MORRISON, CPA

MEMBER OF
AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS

March 27, 2023

TOWN OF BOONVILLE
P.O. BOX 326
BOONVILLE, NC 27011

ALL ACCOUNTS PAYABLE
UPON PRESENTATION

FOR PROFESSIONAL SERVICES:

Preparation of workpapers and adjustments for audit for year ended June 30, 2022	$ 12,960.00

GIBSON & COMPANY, P.A.
CERTIFIED PUBLIC ACCOUNTANTS

Invoice: 2530
Date: 03/27/2023

TOWN OF BOONVILLE
PO BOX 326
BOONVILLE, NC 27011

FINAL BILLING REGARDING THE AUDIT OF THE TOWN OF BOONVILLE FOR THE Y/E 6-30-22

$9,970.00

Please return this portion with payment.

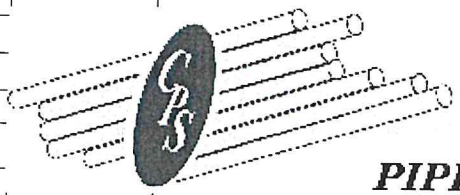
ID: 8113

Invoice: 2530
Date: 03/27/2023

Amount Due: $9,970.00
Amount Enclosed: $_____

1411 Old Mill Circle
Winston-Salem, NC 27103

336/760-8910
FAX 336/760-8913



Consolidated
PIPE & SUPPLY COMPANY, INC.

2410 Binford St.
Greensboro, NC 27407
336 314-0349 Phone
205-578-4845 Fax

DATE: 3/15/2023

Due to the current nature of a volatile supply chain, all prices are subject to fluctuation.
All pricing will be reviewed and subject to a price and availability change at the time of order being placed

JOB NAME	FIRE HYDRANT
CUSTOMER	TOWN OF BOONVILLE
LOCATION	SHOP

ITEM	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENSION
1	1	4-1/2" VO MUELLER FIRE HYDRANT 3'6" BURY	$3,000.00	$ 3,000.00
2	1	6" MEGALUG KIT F/DIP	$55.00	$ 55.00
3				
18	1	NC & YADKIN CO SALES TAX (6.75%)	$206.21	$ 206.21
			Total	$ 3,261.21

Thank you,
Randall Greeson
randall.greeson@cpspipe.com

ALL QUANTITIES AND MATERIALS ARE OUR INTERPRETATION OF THE PLANS & SPECIFICATIONS AND ARE NOT GUARANTEED. MATERIAL WARRANTIES ARE LIMITED TO THAT OF THE MANUFACTURERS ONLY. SALE SUBJECT TO CREDIT APPROVAL 12870. PRICING GOOD FOR 30 DAYS. ALL RETURNS MUST BE IN RESALEABLE CONDITION AND ARE SUBJECT TO A RESTOCK FEE.

HARCROS

Harcros Chemical Inc.
FEDERAL I.D. NO. 43-1935062
Phone: 336-475-1391

INVOICE

Customer PO #: Verbal Crystal

INVOICE NUMBER 761000100
INVOICE DATE 3/23/2023
CUSTOMER # 00915600-THO76

Bill To
Town of Boonville
PO BOX 326
BOONVILLE, NC 27011-0326
United States of America

Ship To
Town of Boonville
471 Lon Ave
BOONVILLE, NC 27011
United States of America

Sales Order #	Ship Date	Inco Terms	Carrier	Payment Terms	Salesrep	Tax Status
761000123	03/22/2023	DAP	Harcros Truck	Net 30 Days	Customer Service - Thomasville	T - Taxable E - Exempt

Product ID / Description	Quantity	UOM	Units	Unit Type	Unit Price	Extended Price	Tax
36717 Aquacros HC-2075 / NSF 627.00 LB 55 GL Factory Poly Drum	3	DRUM	1,881.00	LB	1.19000	2,238.39	E
Lot: 230317 — Quantity: 1,881.00 LB — Serial #:							
10461 Sodium Hypochlorite 12.5% 55.00 GAL 55 GL Recon Poly Drum	3	DRUM	165.00	GAL	3.58000	590.70	E
Lot: 761000057 — Quantity: 110.00 GAL — Serial #:							
Lot: 761167700 — Quantity: 55.00 GAL — Serial #:							
07990 Soda Ash Light Genesis Gr 100 50.00 LB Bag	12	BAG	600.00	LB	0.45000	270.00	E
Lot: 0001681435 — Quantity: 600.00 LB — Serial #:							
HDC Harcros Delivery Charge	1	EA	1.00	EA	75.00000	75.00	E

300-820-70033

HARCROS

Harcros Chemical Inc.
FEDERAL I.D. NO. 43-1935062

Phone: 336-475-1391

INVOICE

Customer PO #: Verbal Crystal

INVOICE NUMBER 761000100
INVOICE DATE 3/23/2023
CUSTOMER # 00915600-THO76

Subtotal	**$3,174.09**
Sales Tax	0.00

PLEASE REMIT CHECK PAYMENT TO:
HARCROS CHEMICALS INC
P.O. BOX 74583
CHICAGO, IL 60696

For Terms and Conditions of Sale, please visit:
Http://www.harcros.com/terms-conditions

Total Due **3,174.09 USD**

Your account is subject to a FINANCE CHARGE, at a PERIODIC RATE OF 1.5% per month (ANNUAL PERCENTAGE of 18%) applied to all unpaid account balances, not paid within the term of sale. This rate will be uniform in all states, except in those states where interest collected may be more or less depending entirely on the state's statutes.

PLEASE REFERENCE THIS INVOICE NUMBER WITH YOUR PAYMENT - EMAIL REMITTANCE ADVICE INFO TO AR@HARCROS.COM