

**Town of Boonville**  
**March 5, 2024, Regular Meeting Minutes**  
**Harvey E. Smith Municipal Building**

The following were in attendance at the 3/5/24 regular meeting: Mayor Vaughn Benton, Commissioners David Cox, Dwaine Dobbins, and Greg Wagoner. Also in attendance were Finance Officer/Town Clerk Kim Wells, Police Chief Jeff Hobson, and Public Works Director Tim Collins. Attorney James Freeman attended via Zoom. Mayor Pro-Tem Tim Driver and Commissioner Craver were absent.

- I. Call to Order and Welcome:** Mayor Benton called the 3/5/24 meeting to order at 6:59 p.m.
- II. Conflict of Interest Issues and Approval of Agenda:** Commissioner Wagoner motioned to approve the agenda as presented. Commissioner Cox 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 Cox motioned to approve the 2/6/24 regular meeting and 2/6/24 closed session minutes. Commissioner Wagoner seconded, and the motion passed unanimously.

**V. Public Comments:** None were voiced.

**VI. Old Town Business:**

- A. American Rescue Plan Act (ARPA) Fund Projects:** Ethan Gartin, Draper and Associates, updated the Board members on the status of current and upcoming projects. He informed the Board members that the AIA grants had been awarded in the amount of \$150,000 for the water project and \$150,000 for the sewer project. He suggested potential projects for the next round of funds.

**VII. New Town Business:**

- A. Ratify the Consensus to Pay Mike's General Repair Statement Dated 2/13/24 in the Amount of \$2,470.58:** Commissioner Wagoner motioned to ratify the consensus to pay Mike's General Repair statement dated 2/13/24 in the amount of \$2,470.58. Commissioner Cox seconded, and the motion passed unanimously.
- B. Ratify the Consensus to Terminate Stephen Hutchens as of 2/14/24:** Commissioner Wagoner motioned to ratify the consensus to terminate Stephen Hutchens effective 2/14/24. Commissioner Dobbins seconded, and the motion passed unanimously.
- C. Ratify the Consensus to Increase Kim Wells' Salary by \$5,000 Annually as of 2/19/24:** Commissioner Wagoner motioned to ratify the consensus to increase Kim Wells' salary by \$5,000 annually. Commissioner Cox seconded, and the motion passed unanimously.
- D. Motion to Terminate Shane White as of 2/20/24:** Commissioner Cox motioned to terminate Shane White as of 2/20/24. Commissioner Wagoner seconded, and the motion passed unanimously.
- E. Approval to Pay Springbrook Invoice #P009763 in the Amount of \$2,483.94:** Commissioner Cox motioned to approve the payment of Springbrook invoice #P009763 in the amount of \$2,483.94. Commissioner Dobbins seconded, and the motion passed unanimously.

**VIII. Reports and Announcements:**

- A. Mayor's Report:** Mayor Benton had nothing to report.
- B. Finance Officer's Report:** Finance Officer/Town Clerk Wells updated the Board members on the daily operations in Town Hall and reviewed the Budget vs. Actual report for February. She stated that she anticipated the auditors will finish the audit in March and present the audit at the next meeting if approval is received from the the Local Government Commission (LGC). If not, the auditors may be able to present the audit during
- C.** the first budget workshop in April.
- D. Zoning Officer's Report:** Finance Officer/Town Clerk Wells informed the Board members that in February Commissioner Craver issued two zoning permits for outbuildings: one in town and one in the ETJ.
- E. Public Works Director's Report:** Public Works Director Tim Collins gave an update on work accomplished by Public Works Department employees.
- F. Police Chief's Report:** Police Chief Hobson stated that the speed sign had been installed and the Police Department employees were becoming familiar with its operation.
- G. Fire Department Report:** There was no report from the Fire Department.

**H. Departmental Commissioner's Reports:**

Commissioner Wagoner complimented the Public Works Department employees indicating that they perform a lot of work with few employees. He also indicated it was time to identify future paving needs.

Commissioner Cox had nothing to report.

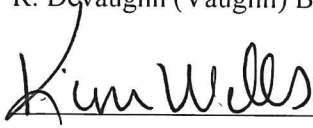
Commissioner Dobbins had nothing to report.

**I. Committee Reports as Needed:** Jeannie Bumgarner, Boonville Improvement Group (B.I.G.) President, informed the Board members of upcoming Easter/Spring activities.

**IX. Adjourn/Recess:** Commissioner Dobbins motioned to adjourn. Commissioner Cox seconded, and the motion passed unanimously. The meeting ended at 7:29 p.m.



R. Devaughn (Vaughn) Benton, Mayor



Kim Wells, Finance Officer/Town Clerk



# INVOICE



Invoice # INV-P009763  
Invoice Date 02/09/2024  
Invoice Date Due 03/10/2024  
Invoice Description 4/1/24-6/30/24  
Payment Terms Net 30  
PO No.  
Customer ID C-1932

**Bill To:**

Boonville, NC - Town of  
Kim Wells  
110 Carolina Ave. North  
Boonville, North Carolina, 27011

**Ship To:**

Boonville, NC - Town of  
Steve Hutchens  
110 Carolina Ave. North  
Boonville, North Carolina, 27011

Description	Qty.	Ext. Price
Accounting Suite Software - Hosted	1	\$555.46
Centralized Collections Internet/IVR Payment Interface Software - Hosted	1	\$260.37
Centralized Collections Software - Hosted	1	\$260.37
Payroll Software - Hosted	1	\$486.03
Utility Billing Software - Hosted	1	\$781.11

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Subtotal	\$2,343.34
TAX	\$140.60
Total	\$2,483.94

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Wells Fargo  
For credit to: PUBLIQ, LLC  
Account: 4133982777  
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