

TOWN OF COATS
Board of Commissioners
December 10, 2020
OFFICIAL MINUTES

I. ABSTRACT:

A scheduled meeting of the Board of Commissioners held on December 10, 2020 in the Board of Commissioners' Meeting Room at Coats Town Hall. The Board exercised social distancing, with five Board members, Town Manager Nick Holcomb and Town Clerk Karen Wooten.

II. ROLL CALL:

Mayor Chris Coats, Mayor Pro-Tem Jerry Beasley, Commissioner Kelvin Gilbert, Commissioner Allen Mosby and Commissioner Marc Powell were present.

Commissioner John Raynor was absent.

Town Attorney Alton Bain was present.

III. CALL TO ORDER:

A quorum being present, Mayor Coats called the meeting to order at 7:00 p.m.

Mayor Coats delivered the invocation and a moment of silence was in memory of Officer Clay Meadows. Mayor Coats led those in attendance in the Pledge of Allegiance.

RESOLVED, to approve Agenda as presented.

**MOTION BY: COMMISSIONER MARC POWELL: SECOND BY: COMMISSIONER KELVIN GILBERT
APPROVED, AYES (4), MAYOR PRO-TEM JERRY BEASLEY, COMMISSIONERS POWELL, MOSBY AND GILBERT
NOES (0)**

IV. APPROVAL OF CONSENT AGENDA:

RESOLVED, to approve Consent Agenda.

**MOTION BY: COMMISSIONER ALLEN MOSBY: SECOND BY: COMMISSIONER MARC POWELL
APPROVED, AYES (4), MAYOR PRO-TEM JERRY BEASLEY, COMMISSIONERS POWELL, MOSBY AND GILBERT
NOES (0)**

IV. NEW BUSINESS:

A. Assessment of Committee Appointments

Nick Holcomb Town Manager requested that the Board approve to continue with the Cemetery and Recreation Committee as appointed last year due to the disruption in meetings because of Covid-19. Mr. Holcomb added that these committees have not met on their normal quarterly meetings. (Reference #1)

RESOLVED, to approve to continue the Parks & Recreation and Cemetery Committee for one (1) extended year.

MOTION BY: MAYOR PRO-TEM JERRY BEASLEY: SECOND BY: COMMISSIONER ALLEN MOSBY APPROVED, AYES (4), MAYOR PRO-TEM JERRY BEASLEY, COMMISSIONERS POWELL, MOSBY AND GILBERT NOES (0)

V. MANAGER'S UPDATE

Nick Holcomb Town Manager updated on the following items:

1. Rural Development Grant at 100% - Due March 1, 2020 – Present to Board
2. Radio Read Meters – Harnett County transitioning to Radio Read Meters next year, which we are trying to piggyback off Harnett County and work with the same company due to our intertwined operation with Harnett County. Mr. Holcomb stated that this company would work to give us the same options as the County. Meter SYS will present to the Board in March 2021.
3. Town Christmas lunch– Planned at the Public Works building to have room for social distancing. December 23, 2020 at 1:00 p.m. Mr. Holcomb informed the Board that the staff would be donating to Officer Meadow's family.

Jeanette Elkins Library Assistance presented the Library report for the month of November. (Reference #2)

Mike Collins Recreation Director updated the Board of activity at the park. Busy summer and fall with adult softball with all practicing social distancing. Participants were five hundred sixty seven (567) with twenty-seven teams (27), which should bring in around thirty thousand (\$30,000) to the Town with the contribution from the County. Mr. Collins stated that due to the restrictions the decision made to not offer basketball this year and focus on an earlier spring season. Mr. Collins shared the progress of the walking trail and expressed his appreciation to Troop 125 for all the work they have done. The following items were items of need for the Park.

1. Adult softball is in demand
2. Completion of the Natural Trail and rocks for the path
3. Picnic Tables
4. Ditch Work
5. Funding for Tennis Courts to repair cracks, seal and one side fencing down as requested by the Board
6. Top field repairs

Commissioner Gilbert questioned Mr. Collins concerning problems or issues with the basketball courts at Campbell which Mr. Collins commented none.

Commissioner Gilbert asked about applications for vacant Police Officers.

Mr. Holcomb Town Manager stated that the positions have been advertised and working to fill the positions. Mr. Holcomb stated that we are presently operating with four (4) officers short from seven (7).

VI. PUBLIC FORUM:

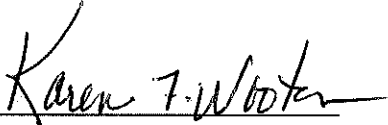
Mayor Coats opened Public Forum and hearing none Public Forum closed.

VII. ADJOURN:

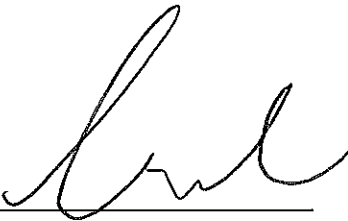
RESOLVED, to adjourn meeting.

**MOTION BY: COMMISSIONER ALLEN MOSBY: SECOND BY: COMMISSIONER KELVIN GILBERT
APPROVED, AYES (4), MAYOR PRO-TEM JERRY BEASLEY, COMMISSIONERS POWELL, MOSBY AND GILBERT
NOES (0)**

Meeting adjourned at 7:35 p.m.



Karen F. Wooten, Town Clerk



Chris Coats, Mayor

TOWN OF COATS
Board of Commissioners
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I. ABSTRACT:

A Budget Work Session of the Board of Commissioners held on December 10, 2020 in the Board of Commissioners' Meeting Room at Coats Town Hall. The Board exercised social distancing, with five Board members, Town Manager Nick Holcomb and Town Clerk Karen Wooten.

II. ROLL CALL:

Mayor Chris Coats, Mayor Pro-Tem Jerry Beasley, Commissioner Kelvin Gilbert, Commissioner Allen Mosby and Commissioner Marc Powell were present.

Commissioner John Raynor was absent.

III. CALL TO ORDER:

A quorum being present, Mayor Coats called the meeting to order at 6:00 p.m.

Mayor Coats delivered the invocation and led those in attendance in the Pledge of Allegiance.

RESOLVED, to approve Agenda as presented.

**MOTION BY: COMMISSIONER ALLEN MOSBY: SECOND BY: COMMISSIONER MARC POWELL
APPROVED, AYES (4), MAYOR PRO-TEM JERRY BEASLEY, COMMISSIONERS POWELL, MOSBY AND
GILBERT
NOES (0)**

IV. DISCUSSION OF TOWN FINANCIAL POSITION:

A. Update on Revenue / B. Explanation of Salaries

Nick Holcomb Town Manager presented a mid-year review of the financial outlook for the Town. Mr. Holcomb expressed the uncertainty of revenue projection for the 2020/2021 budget, which was the reason for estimating the sales tax revenues as a thirteen percent (13%) decrease and with the Executive Order knowing there would be loss of revenue due to no cutoffs and no late fees for the Water Fund. Mr. Holcomb updated the Board that for the first quarter revenues, the trend is at an eighteen percent (18%) increase over last year and only six (6) customers remain on the payment plan. Mr. Holcomb commented on the unexpected revenue of one hundred and nineteen thousand dollars (\$119,000) received from the CARES relief fund. Mr. Holcomb shared the negative unforeseen effects of the pandemic, which has shown in the low interest receiving from the NCCMT monies and the Police

Department payout. Mr. Holcomb expressed his primary recommendation is to consider a five percent (5%) salary increase for the staff. This would increase salary expense around twelve thousand dollars (\$12,000) expensed between General Fund, Water Fund, Solid Waste Fund and Powell Bill. Mr. Holcomb stated that the increase does not include the Town Manager nor the Town Clerk. Mr. Holcomb asked the Board to discuss the possibilities of making a budget amendment for the following:

1. Debt Service for the Town Hall Building - \$170,000
2. Building Repairs – Mold issue, Board Room Flooring, Signage on window, Camera System, Generator, painting old Public Works building - \$36,000
3. Town Park Upgrades – Resurface Tennis Court area, Grad and Gravel for Trail - \$10,000
4. Planning and Zoning – Increase Demolition - \$10,000

Mr. Holcomb reiterated that we are expecting an increase in our tax revenues of thirty seven thousand dollars (\$37,000) which would offset the increase in salary, reducing the budgeted interest and the expense for a HVAC unit and walls in the Police Department. Possible increase of thirty three thousand dollars (\$33,000) for expenditures would include:

1. \$10,000 Demolition
2. \$10,000 Park Trail & Court
3. \$13,000 Repairs – Camera, signage, PW painting, flooring or Generator.

After presentation, Nick Holcomb Town Manager asked the Board to discuss and give directions for any Budget amendments.

V. DISCUSSION OF BUDGET AMENDMENTS:

A. Commissioners Desired Improvements/ B. Direction on Budget Amendments

Discussion and agreement among the Board’s direction for Budget Amendments to present in January 2021’s meeting listed below:

1. 5% pay increase for the Staff
2. Pay Debt off to USDA for the Town Hall Building
3. Flooring for Board room
4. Repair walls in the Police Department
5. Increase Demolition expenditure - \$10,000
6. Funds for the approved HVAC

The Board expressed concerns to be address in the 2021/2022 Budget as listed:

1. Park Roads
2. Cemetery Streets
3. Streets in the Town – priority number one
4. Tennis Court Repair
5. Signage
6. Camera

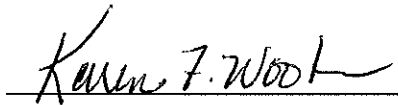
7. Generator

VI. ADJOURN:

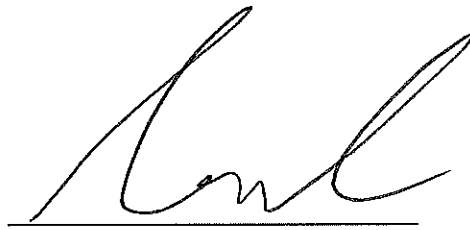
RESOLVED, to adjourn meeting.

**MOTION BY: COMMISSIONER ALLEN MOSBY: SECOND BY: COMMISSIONER KELVIN GILBERT
APPROVED, AYES (4), MAYOR PRO-TEM JERRY BEASLEY, COMMISSIONERS POWELL, MOSBY AND
GILBERT
NOES (0)**

Meeting adjourned at 6:58 p.m.

Handwritten signature of Karen F. Wooten in black ink, written over a horizontal line.

Karen F. Wooten, Town Clerk

Handwritten signature of Chris Coats in black ink, written over a horizontal line.

Chris Coats, Mayor