

TOWN OF COATS
Board of Commissioners
Budget Work Session
Thursday, March 27, 2025

The Town of Coats Board of Commissioners met in a scheduled budget work session on Thursday, March 27, 2025 at 7:00 p.m. in the Board of Commissioners' Meeting Room at Coats Town Hall.

Members Present:

Mayor Chris Coats
Mayor Pro Tem Marc Powell
Commissioner Kelvin Gilbert
Commissioner Shirley Allen
Commissioner Monique Warren-Clegg

Staff Present:

Barbara Hollerand, Town Manager
Connie Lassiter, Finance Director/Town Clerk
Ken Storicks, Police Chief

Members Absent:

Commissioner Jerry Beasley

CALL TO ORDER

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

INVOCATION AND PLEDGE OF ALLEGIANCE

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

BUDGET WORK SESSION

Town Manager Barbara Hollerand reviewed the job description for Parks and Recreation Director and asked Board to verify that the position should be advertised as a full time position. The Board confirmed that it should be a full time position.

Ms. Hollerand notified the Board that the SRO position would be vacant at the end of the school year. She inquired if the Board desired to have a Coats Police Officer at the school or turn it over to the County to replace the SRO. Mayor Chris Coats responded with concern that the County may not have a deputy at the school at all times and suggested that the position be advertised now.

Ms. Hollerand relayed that a part-time position was needed in Administration noting that the Finance Director/Town Clerk was working too many hours every week. The part-time position would also be a start in helping to address the recurring lack of separation of duties audit finding that the town receives every year. The consensus of the Board was to budget for the part-time position.

Ms. Hollerand mentioned that the current contract with N-Focus for code enforcement could also include zoning permit needs. Permits are being delayed due to lack of time available to review and approve because of other matters that require the Town Manager's attention. Mayor Coats suggested that Mid Carolina COG might possibly be able to assist with services.

Ms. Hollerand asked Board's intentions on contributions to the Chamber, Museum, and Senior Center. Consensus of Board was to increase the Chamber contribution to help with events that citizens have come to expect each year and to keep the others at the same amount as current year.

Ms. Hollerand asked if the Board would like to consider exploring options for in-person card payments that would mimic online card payments in order to lessen fees incurred by the Town. Consensus of Board was to pursue it.

Ms. Hollerand suggested getting Town emails for the Commissioners so that their personal emails didn't have to be used for Town business. This would be best option for retention requirements as well as public records requests.

Ms. Hollerand asked Board for Capital Project ideas. Commissioner Gilbert stated that he would like to see something done at McKinley Point. Commissioner Allen mentioned coming up with a project that would use the old theater building that was previously used as the Public Works building. Mayor Coats suggested the possibility of a digital sign.

CLOSED SESSION

Mayor Chris Coats called for a motion to enter into closed session pursuant to NCGS 143-318.11(6)

RESOLVED, to go into closed session.

MOTION BY: Mayor Pro Tem Marc Powell

SECOND BY: Commissioner Shirley Allen

APPROVED: Unanimously Approved

Board of Commissioners entered closed session at 8:00 p.m.

The Board of Commissioners reconvened in open session at 8:40 p.m.

ADJOURNMENT

Mayor Chris Coats called for a motion to adjourn.

RESOLVED, to adjourn the work session.

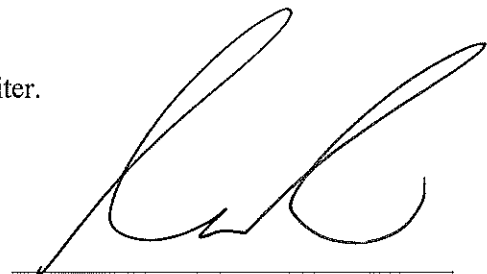
MOTION BY: Commissioner Kelvin Gilbert

SECOND BY: Mayor Pro Tem Marc Powell

APPROVED: Unanimously Approved

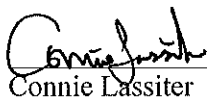
Meeting adjourned at 8:40 p.m.

Minutes prepared by Finance Director/Town Clerk Connie Lassiter.

A handwritten signature in black ink, appearing to be 'CC', written over a horizontal line.

Chris Coats
Mayor

ATTEST:

A handwritten signature in black ink, appearing to be 'Connie Lassiter', written over a horizontal line.

Connie Lassiter
Finance Director/Town Clerk