

TOWN OF COATS
Board of Commissioners
Thursday, May 11, 2023
Official Minutes

The Town of Coats Board of Commissioners met in regular session on Thursday, May 11, 2023 at 7:00 p.m. in the Board of Commissioners' Meeting Room at Coats Town Hall.

Members Present:

Mayor Chris Coats
Mayor Pro-Tem Jerry Beasley
Commissioner Marc Powell
Commissioner Kelvin Gilbert
Commissioner Shirley Allen

Others Present:

Nick Holcomb, Town Manager
Al Bain, Town Attorney
Connie Lassiter, Finance Director/Town Clerk
Ken Storicks, Chief of Police
Mike Collins, Parks and Recreation Director

Members Absent:

Commissioner Allen Mosby

I. CALL TO ORDER

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

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

Mayor Coats requested to amend the agenda by moving Consent Agenda Item D "Audit Contract" to New Business Item E.

RESOLVED, to approve Agenda as amended.

MOTION BY: Commissioner Kelvin Gilbert, SECOND BY: Commissioner Shirley Allen

APPROVED: 4-0, unanimously approved

II. CONSENT AGENDA

- A. Approval of Minutes – April 13, 2023
- B. Approval of Attorney Bill – Services Rendered April 1-30, 2023
- C. Approval of Payment – WithersRavenel Invoice #164554 (Water System Project)
- D. Removed from Consent Agenda
- E. Approval of Budget Amendment #7 – McKinley Point Revenue

RESOLVED, to approve Consent Agenda as amended.

MOTION BY: Commissioner Marc Powell, SECOND BY: Commissioner Kelvin Gilbert

APPROVED: 4-0, unanimously approved

III. PUBLIC FORUM

Mayor Chris Coats opened the Public Forum; and after hearing no one, Mayor Coats closed the Public Forum.

IV. NEW BUSINESS

A. Library Invoice & Budget Amendment #6

Nick Holcomb, Town Manager, explained that a budget amendment was needed to cover the Library expenses from July 1, 2022 through August 15, 2022 which was the time before the Library consolidation occurred. He noted that he tried to lobby the County to pro-rate the invoice because the Town had only budgeted for the contracted expense of \$36,038 due to expectations of the consolidation taking effect on July 1, 2022 which did not happen. Town Manager Holcomb noted that a copy of the County Attorney's email response rejecting the pro-rated invoice was included in the agenda packet.

RESOLVED, to approve Budget Amendment #6 and payment of Harnett County Library invoice.

**MOTION BY: Mayor Pro Tem Jerry Beasley, SECOND BY: Commissioner Shirley Allen
APPROVED: 4-0, unanimously approved**

B. Amendment of Grant Project Ordinance for ARPA Coronavirus SLFRF

Nick Holcomb, Town Manager, explained that the amendment was to change the timeframe to cover the period of April 1, 2021 through March 30, 2024 to allow the Town to reimburse itself for expenditures more quickly and that this timeframe corresponds to the annual US Treasury reporting requirements. Mr. Holcomb noted that Section 9 was added to provide clear instruction regarding transfers out of the APR revenue fund to satisfy auditing purposes; and he added that representatives from both the League and Mid-Carolina COG recommended proceeding with this strategy.

RESOLVED, to approve the amended grant project ordinance.

**MOTION BY: Commissioner Kelvin Gilbert, SECOND BY: Commissioner Shirley Allen
APPROVED: 4-0, unanimously approved**

C. Interfund Transfer for ARPA Funds

Nick Holcomb, Town Manager, conveyed that it was important to have a separate, clear motion from the Board for a transfer this large since there was no precedent. Mr. Holcomb explained that this transfer would be in the amount of \$665,513.24 for the qualifying law enforcement salaries and benefits expensed from April 1, 2021 through March 31, 2023 to the water fund which would assist with the purchase and installation of the AMI meters. The balance of the ARPA Funds in the amount of \$131,230.76 would be expensed, reported and a request for transfer would be made this time next year.

RESOLVED, to approve interfund transfer of ARPA funds to water fund.

**MOTION BY: Commissioner Kelvin Gilbert, SECOND BY: Commissioner Marc Powell
APPROVED: 4-0, unanimously approved**

D. Repair or Demolish Order – 105 E Washington St

Town Manager Nick Holcomb informed the Board that the timeline had expired on the order to repair at 105 E Washington St and added that the house was not livable as of today but that there had been some work done, i.e., all the windows had been repaired, roof patching and sealing had been done as well as work on the water heater and some of the sub-flooring. Mr. Holcomb asked the Board to consider extending the property repair deadline, with the following conditions:

- Must have building permits
- Property must remain in a state of repair; no stopping of work for more than 10 days
- Final date for all repairs to be completed, conforming to the North Carolina building code and ready for occupancy would be no later than September 1 with no further extensions

Mr. Holcomb made known to the Board that Ben Dixon was present if they desired to hear updates regarding the management of the project at this property. Mayor Chris Coats asked Mr. Dixon to come forward to speak.

Mr. Ben Dixon stated that as of today he had been given permission to start moving forward with taking over the management of the project from his father who is the owner. Mr. Dixon informed the Board that a general contractor would come in, pull the permits for the renovation and proper qualified persons would repair the property in the timeframe that was just discussed. Mr. Dixon said he appreciated the Boards' consideration of the extension.

Commissioner Kelvin Gilbert asked if it would be possible to complete the project if the extension was given, and Mr. Dixon answered it would be possible.

Mayor Pro-Tem Jerry Beasley asked if a certified contractor would be hired, and Mr. Dixon replied yes that a certified contractor would be hired.

RESOLVED, to extend the deadline with the conditions aforementioned by Town Manager Holcomb.

**MOTION BY: Commissioner Marc Powell, SECOND BY: Commissioner Shirley Allen
APPROVED: 4-0, unanimously approved**

E. Approval of Audit Contract – S. Preston Douglas & Associates, LLP for Year Ending June 30, 2023

Town Manager Nick Holcomb informed the Board that an error was found in the audit contract that was in the agenda packet, so the item was moved from consent agenda to give opportunity to explain the discrepancy.

Connie Lassiter, Finance Director, explained that she contacted the auditor to inquire about the price on the original contract because it conflicted with the amount listed on the proposed three-

year contract that was approved last year. The auditor responded that he had forgotten that a proposal was done last year and sent an amended contract. Ms. Lassiter said that the only change to the original contract was on page 7 which was given to the Board before the start of the meeting which showed the revised amount of \$11,400.

RESOLVED, to approve the audit contract as amended to \$11,400.

**MOTION BY: Mayor Pro-Tem Jerry Beasley, SECOND BY: Commissioner Kelvin Gilbert
APPROVED: 4-0, unanimously approved**

V. PROPOSED BUDGET

A. Presentation of Proposed Budget

Nick Holcomb, Town Manager, introduced the proposed budget and highlighted the following:

- Proposed budget is balanced
- Focused on keeping up with inflation and salaries
- No increase in water or solid waste fees
- No tax increases

Mr. Holcomb mentioned that no unappropriated surplus was used to balance the budget and noted that the increased interest revenue was a factor. Mr. Holcomb warned the Board not to get too comfortable with the interest increase because it would probably come back down this time next year, but there would be some expenses coming off next year to offset.

B. Budget Calendar and Setting Public Hearing

Town Manager Nick Holcomb suggested that the Board reconvene to discuss this budget and allow more time for feedback and mentioned that May 25 was listed on the budget calendar for an additional budget workshop if needed.

After discussion amongst the Board with regards to conflicting schedules, it was decided that the Board would reconvene on May 18 at 7:00pm to further discuss the budget and the Public Hearing for the Proposed Budget would be June 8 during the regular monthly meeting.

VI. MANAGER & DEPARTMENT UPDATES

Wesley Blount, Public Works, expressed his appreciation to the Board for allowing the purchase of the Ground Penetrating Radar and mentioned that it had already saved the Town money with recent use in locating a few major water leaks by preventing cuts in the road. Mr. Blount explained how the diagrams that were included the agenda packet were used in locating lines.

A. Review of Financial Statement

There were no questions or comments.

B. Update on Hardcourt Resurfacing Project

Mike Collins, Parks and Recreation Director, presented the Board with a quote from North State Resurfacing in the amount of \$58,000 for the following proposed work:

- \$8,000 – Chip Seal
- \$30,000 – Asphalt 2” overlay
- \$20,000 – Surfacing (AR, Single Coat Color, basketball lines, pickleball lines)

Mr. Collins stated that the cracks in the existing asphalt were the only concern which was the reason for the \$8,000 chip seal that was included in the quote which put the project overbudget. Mr. Collins expressed that the chip seal was necessary to prevent cracking under the overlay.

Police Chief Ken Storicks reported to the Board that he was in the process of hiring an officer to fill the current vacancy and that she would be training over the summer and then serve as the SRO officer when school starts back.

Town Manager Nick Holcomb informed the Board that the engineers are about thirty percent through on the design for the waterline replacement and DOT was going to allow an open cut across Main Street which will save money on the engineering design work and contract work.

VII. ADJOURN

Mayor Chris Coats called for a motion to adjourn.

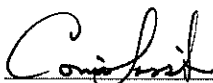
RESOLVED, to adjourn.

MOTION BY: Commissioner Marc Powell, SECOND BY: Commissioner Kelvin Gilbert

APPROVED: 4-0, unanimously approved

Meeting adjourned at 8:02 p.m.

The attached documents of reference are incorporated herewith and are hereby made a part of these minutes.



Connie Lassiter, Town Clerk



Chris Coats, Mayor