

**TOWN OF COATS**  
**Board of Commissioners**  
**Thursday, November 9, 2023**  
**Official Minutes**

The Town of Coats Board of Commissioners met in regular session on Thursday, November 9, 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  
Connie Lassiter, Finance Director/Town Clerk  
Mike Collins, Parks & Rec Director  
Al Bain, Town Attorney

**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 Chris Coats requested to add Item D. Inventory of Lead Service Lines under New Business.

**RESOLVED**, to approve Agenda as amended.

**MOTION BY: Commissioner Marc Powell, SECOND BY: Commissioner Shirley Allen**

**APPROVED: 4-0, unanimously approved**

**II. CONSENT AGENDA**

A. Approval of Minutes – October 12, 2023 Regular Meeting

B. Approval of Attorney Bill – Services Rendered October 1-31, 2023

**RESOLVED**, to approve Consent Agenda.

**MOTION BY: Commissioner Kelvin Gilbert, SECOND BY: Mayor Pro Tem Jerry Beasley**

**APPROVED: 4-0, unanimously approved**

**III. PUBLIC FORUM**

Mayor Chris Coats opened the Public Forum.

Lila Lanier, 144 N McLean St, voiced concern over the impending demolition of 166 E Jay St which would leave the resident with nowhere to live during the winter and asked the Board to wait until next summer to put him out.

Danny Stevens, 3753 Abattior Rd, announced that there would be a United in Love Community Outreach Service at Coats Chapel Freewill Baptist Church on November 18<sup>th</sup> by a group of area churches to pass out food and clothing to the needy. Mr. Stevens requested that E Dooley St be blocked off from N Orange St to Robert Eason Dr during that time.

Gale Spears, 120 Gale Spears Dr, read aloud a letter she had written addressed to the Board asking that the rezoning done on October 13, 2022 on the Hawley property be deleted and mentioned that she would be taking legal action if not. (Reference attached)

Kathleen Parrish, 104 N Railroad St, expressed that Kicking Camel was not abiding by the noise rules. She asked that the Board take this into consideration again because Kicking Camel was not doing what he said he would do.

Mayor Coats closed the Public Forum after hearing no one else.

#### **IV. NEW BUSINESS**

##### **A. Audit Presentation**

Lee Grissom, S. Preston Douglas and Associates, LLP, presented the Fiscal Year 2022-2023 Annual Audit Report remotely. Mr. Grissom informed the Board that a clean audit opinion was issued which is also referred to as an unmodified audit opinion and stated that the audit was submitted prior to the October 31<sup>st</sup> deadline. Mr. Grissom noted that the Board should feel good that Finance Director Connie Lassiter had the books in great shape and that there were no journal entries to be made by the auditors.

Mr. Grissom communicated that there were no difficulties encountered, no uncorrected misstatements and no disagreements with management. Mr. Grissom directed the Board's attention to graphs that indicated financial trends for the Town continued to be positive. Mr. Grissom reviewed the graphs for each fund and explained that the recognition of revenue from the American Rescue Plan monies that was transferred to the Water Fund caused the huge upside in that fund. (Reference attached)

Mr. Grissom pointed out the one internal control finding that continues year after year is segregation of duties due to limited size of the Town's staff.

Mr. Grissom informed the Board that the Local Government Commission (LGC) issued a letter of Financial Performance Indicators of Concern (FPICS) based on the audit information for the Water and Sewer Capital Assets Condition Ratio. He explained that the fixed assets in the Water Fund are depreciated almost 80% which means the value of the fixed assets have been used up at this point in time.

Town Manager Nick Holcomb added that a response to the LGC would be prepared within the next week outlining the AMI Meter Replacement and Waterline Replacement projects and made available to go over at the upcoming work session. These projects should allow the Town to satisfy the LGC FPICS by meeting the minimum threshold of .50 for useful asset value.

B. UDO Text Amendments

Town Manager Nick Holcomb presented slides to illustrate the three amendments to the UDO recommended by the Planning Board as follows: (Amendment Reference attached)

9.2-2(B.)

The amendment would allow entryway to connect to either street/sidewalk or paved parking area

12.3-1

The amendment would allow parking even or behind front porch instead of 3.5' behind front plane of conditioned space.

12.3-2

The amendment would change the current confusing language to 20' front setback required for high density lots less than sixty (60) feet in width, with no alley access by a privately maintained public access and utility easement.

Town Manager Holcomb noted that no one spoke during the UDO Public Hearing held last month.

**RESOLVED**, to approve the text amendments to the UDO.

**MOTION BY: Mayor Pro Tem Jerry Beasley, SECOND BY: Commissioner Shirley Allen**

**APPROVED: 4-0, unanimously approved**

C. Demolition Bid – 166 E Jay St

The Board adopted an ordinance to demolish the property at 166 E Jay St no sooner than October 22, 2023 at the September board meeting. Town Manager Nick Holcomb informed the Board that a bid for \$12,000 from Register's Land Development to demolition of the property at 166 E Jay St had been received. (Reference attached)

Town Manager Holcomb noted that the property at 105 E Washington that was listed on the bid would not be considered for demolition because the Certificate of Occupancy was received on November 2, 2023. (Reference attached)

The recommendation to proceed with demo were based on the factors that the property did not meet minimum housing standards, multiple fires in and around the house caused life safety issues for the property and adjacent properties and neighbors, hoarding generated a miniature landfill in the rear and side yard which caused environmental health safety issues, complaints from neighbors had been received, and the Town had exhausted options for connecting the occupant with mental health resources.

Mayor Pro Tem Jerry Beasley expressed sympathy for the occupant being homeless during the upcoming winter months, but if the Board puts off demolition he was concerned that the house would catch on fire and lives could be lost.

Gale Spears interjected from the audience with a plea to give her time to find help for him.

Mayor Pro Tem Jerry Beasley mentioned the possibility of extending to March.

Commissioner Kelvin Gilbert conveyed the responsibility to take the complaints of the neighboring citizens into consideration.

**RESOLVED**, to approve demolition for March 31 and get bid for that date.

**MOTION BY: Mayor Pro Tem Jerry Beasley, SECOND BY: Commissioner Shirley Allen**

**APPROVED: 4-0, unanimously approved**

#### D. Inventory of Lead Service Lines

Wesley Blount, Public Works, explained the grant opportunity to assist with funding of expenses incurred due to the mandatory inventory of lead service lines by the EPA and NC Department of Environmental Quality. Mr. Blount noted that he had already started and inspected about 700 lines with approximately 500 left. He hasn't found any thus far and expects to only find a few if any. If found, the line would have to be replaced back to the main.

Town Manager Nick Holcomb explained that the Board would need to approve the resolution and give him permission to proceed with application for grant. (Resolution attached)

**RESOLVED**, to approve the Resolution by Governing Body of Applicant and for the Town Manager to proceed.

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

**APPROVED: 4-0, unanimously approved**

### V. MANAGER UPDATES

#### A. Department Updates

Police Chief Ken Storicks addressed the street closing request made during the Public Forum for November 18<sup>th</sup> to close E Dooley St from N Orange St to Robert Eason Dr from 12pm until 2pm.

Chief Storicks emphasized that the noise ordinance was complaint driven and situations should be called in to 911 so officer could be dispatched.

**RESOLVED**, to approve street closure.

**MOTION BY: Mayor Pro Tem Jerry Beasley, SECOND BY: Commissioner Shirley Allen**

**APPROVED: 4-0, unanimously approved**

Parks and Recreation Director Mike Collins presented a slideshow of improvements that had been made at the park and stated that basketball goals would be installed by next Friday and painting of the basketball/pickle ball court would be completed by the end of the month.

Mr. Collins mentioned that an electrician would be coming soon to make some repairs. Commissioner Kelvin Gilbert requested that the gazebo area be addressed for lighting.

B. Additional Updates from Council

None mentioned

C. Boards & Committees

Town Manager Nick Holcomb reported that advertisement for applicants for the Planning Board, Cemetery Committee and Recreation Committee had been placed and would be addressed at the December board meeting.

D. Work Session November 16, 2023, 6:00pm

Town Manager Holcomb reminded the Board of the upcoming Parks and Recreation Work Session and added that the letter of response to the LGC for the FPICS-Water Fund Capital Assets Ratio would be reviewed at the beginning of the work session.

Mayor Pro Tem Jerry Beasley requested to postpone the December 21 work session and move it to January and move the January Work Session to February. Town Manager Nick Holcomb suggested that it could be announced at the regular December board meeting.

**VI. ADJOURN**

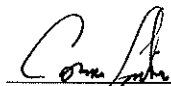
Mayor Chris Coats called for a motion to adjourn.


**RESOLVED**, to adjourn.

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

Meeting adjourned at 8:43 p.m.

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

  
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Connie Lassiter, Town Clerk

  
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Chris Coats, Mayor