



## REGULAR MONTHLY MEETING MINUTES

December 12<sup>th</sup>, 2023

---

### THESE ARE THE MINUTES FROM THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS FOR THE TOWN OF CONETOE, NORTH CAROLINA DECEMBER 12<sup>TH</sup>, 2023

The Board of Commissioners of the Town of Conetoe met in a Regular Meeting on Tuesday, December 12, 2023 at 6:30 p.m. in the Town Hall Council Room at 204 West Church Street, Conetoe, NC.

#### **PRESENT**

Commissioners: Jenny Staton-Hinnant, Delane Bryant, Clay Webb  
Newly Elected Officials: Cedric Barnes and Monica Worsley

#### **ABSENT**

Commissioner Regina Gray

#### **ALSO PRESENT**

Town Clerk: Kelly Hunter  
NC State Representative Shelly Willingham  
The Honorable Carol White

#### **1. MEETING CALLED TO ORDER AND INVOCATION GIVEN**

Mayor Pro-Tem Bryant called the meeting to order, and Mrs. Caletha Barnes offered the invocation.

#### **2. WELCOME TO CITIZENS**

Mayor Pro-Tem Bryant acknowledged citizens and read through the agenda as presented. Commissioner Hinnant made a motion to approve the agenda without amendment and Commissioner Webb seconded the motion and it carried unanimously.

#### **3. READING OF THE MINUTES**

The minutes from the Regular Monthly Meeting held on November 14, 2023 were read by Town Clerk, Kelly Hunter. Commissioner Webb made a motion to approve the minutes without amendment. Commissioner Hinnant seconded the motion and it carried unanimously.

#### **4. ACCEPTANCE OF CERTIFICATE OF MUNICIPAL ELECTION- Town of Conetoe**

a. Recognition of Outgoing Commissioner Regina Gray

b. Oaths of Office

i. Mayor Delane Bryant and Commissioners Monica Worsley, Jenny Staton-Hinnant, Clay Webb, and Cedric Barnes were sworn into office by State Representative Shelly Willingham and The Honorable Carol White.

Commissioner Clay Webb made a motion to Approve and Close the Acceptance of Certificate of Municipal Election. Commissioner Hinnant seconded the motion and it carried unanimously.

#### **5. OLD BUSINESS**

- a. There was no Old Business
  - i. Commissioner Webb made a motion to close the Old Business portion of the meeting. Commissioner Hinnant seconded the motion and it carried unanimously.

## **6. NEW BUSINESS**

- a. Town Clerk, Kelly Hunter, presented the clerk report and gave an accounting of both completed and upcoming reports for the Town and Bank Totals.
  - i. The Board and Town Clerk continue to look for trainings to assist the town to get off of the Unit Assistance List in the next coming years.
  - ii. We have a meeting scheduled with Natalie Rountree, our coach with the NC State Treasurer's Office to discuss our audit, internal control practices, and our year to date budget, election results, etc. We have also met with a NCLM vendor associated with Black Mountain Software and are receiving two new computers and better cybersecurity at no cost to the town. This goes along with the new municipal software coming in 2024.
  - iii. Bank totals for each account were given along with a list of all bills and invoices paid and deposited for the council to review and approve.
    - 1. Commissioner Hinnant made a motion to approve all bills and invoices paid. Commissioner Webb seconded the motion and it carried unanimously.
- b. The Creation of the Town of Conetoe Advisory Board comprised of four committees: Events/Revitalization, Parks & Recreation, Zoning & Planning, and the Grant Committee was discussed. Commissioner Webb made a motion to approve the creation of the TOC Public Advisory Board. Commissioner Hinnant seconded the motion and it carried unanimously.
- c. Naming and Swearing in of Mayor Pro-Tem. Commissioner Webb made a motion to nominate Commissioner Jenny Staton-Hinnant as the new Mayor-Pro Tem for the Town of Conetoe. Commissioner Worsley seconded the motion and it carried unanimously. Mayor Pro-Tem Hinnant was then sworn in my State Representative Willingham.
- d. The presentation of the \$250,000.00 award from the recent NC State Budget Grant to the Town of Conetoe was presented by NC State Representative, Shelly Willingham.
- e. We have a new Conetoe Loop Newsletter for citizens. This will have information and news about the Conetoe Community. If you would like a newsletter please see us and we will make sure we have your address.
- f. Christmas Caroling will take place on Friday, December 22<sup>nd</sup>. We will also be nominating a first, second, and third place winner for the best Christmas Lights around town.
- g. The Christmas Lights have been put up but the town is looking at a possibility to replace these current lights with more modern energy efficient lights next year. Commissioner Worsley made a motion to approve and close New Business. Commissioner Hinnant seconded the motion and it carried unanimously.

## **7. CITIZEN RECOGNITION**

- a. Jeremiah Humphrey was named Conetoe's Citizen of the Month. Jeremiah has been such a huge help and supporter of the town by volunteering and working multiple events. He has made such an impression on everyone because of his amazing manners and thoughtfulness. He is very proactive and willing to help out wherever it is needed. He is

a junior at South West Edgecombe. Jeremiah plays football, runs track, and does very well in school. His mom wrote that Jeremiah has always helped his family. He cooks dinner, helps clean and maintain his home, and helps with his sisters when his mom has to work late. He is very outgoing and playful. She is very proud of the young man he has grown to be. She said that Jeremiah is going to do great things, and has a good head on his shoulders and we could not agree more. The Board is very appreciative to have such a great young man among our residents and we look forward to watching him succeed in future endeavors.

Commissioner Hinnant made a motion to approve and close the Citizen Recognition portion. Commissioner Barnes seconded the motion and it carried unanimously.

#### **8. PUBLIC COMMENTS**

- a. There was one citizen wishing to address the board, Ms. Fostina Lynch. However, she decided to hold her comment for the next meeting.

Commissioner Hinnant made a motion to close the Public Comments. Commissioner Barnes seconded the motion and it carried unanimously.

#### **9. CLOSING COMMENTS FROM COUNCIL**

- a. Commissioner Webb thanked everyone for coming and is looking forward to working with a new board.
- b. Commissioner Hinnant thanked everyone for voting and let everyone know that we are here for the community.
- c. Commissioner Barnes is very thankful for the opportunity to be a new member of the Board and he is up for the task.
- d. Commissioner Worsley is happy and thankful to be here and is ready to work.
  - i. Commissioner Webb made a motion to approve and close the Council Comments portion and Commissioner Hinnant seconded the motion and it carried unanimously.

#### **10. ADJOURNMENT**

- a. Our next regular monthly meeting is scheduled for January 9<sup>th</sup>, 2024 at 6:30PM in the Town Hall Board Room. A Community Christmas Social is following this meeting and we would love for everyone to stay and enjoy.

Commissioner Hinnant made a motion to adjourn the meeting and Commissioner Worsley seconded the motion and it carried unanimously.

  
\_\_\_\_\_  
Mayor Pro-Tem Delane Bryant

  
\_\_\_\_\_  
Kelly Hunter, Town Clerk