



REGULAR MONTHLY MEETING MINUTES

February 13th, 2024

THESE ARE THE MINUTES FROM THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS FOR THE TOWN OF CONETOE, NORTH CAROLINA FEBRUARY 13TH, 2024

The Board of Commissioners of the Town of Conetoe met in a Regular Meeting on Tuesday, February 13, 2024 at 6:30 p.m. in the Town Hall Council Room at 204 West Church Street, Conetoe, NC.

PRESENT

Mayor Delane Bryant

Commissioners: Jenny Staton-Hinnant, Clay Webb, and Monica Worsley

ABSENT

Commissioner Cedric Barnes

ALSO PRESENT

Town Clerk: Kelly Hunter

1. MEETING CALLED TO ORDER AND INVOCATION GIVEN

Mayor Pro-Tem Bryant called the meeting to order, and Commissioner Jenny Hinnant offered the invocation.

2. WELCOME TO CITIZENS

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

3. READING OF THE MINUTES

The minutes from the Regular Monthly Meeting held on February 13th were read by Town Clerk, Kelly Hunter. Commissioner Hinnant made a motion to approve the minutes with the amendment. Commissioner Worsley seconded the motion and it carried unanimously without amendment.

4. OLD BUSINESS

- a. Commissioner Worsley spoke on the last Conetoe Market that was held on Saturday, February 10th. It was very successful with many vendors.
- b. Commissioner Webb presented information on Powell Bill funds and work that the DOT will be starting soon. The town is making a plan to begin improvements on streets, drainage issues, right of ways, and greenways. spending P work pay back with interest spend funds
- c. Commissioner Hinnant spoke about the NC Mayors Association Meeting that she and Mayor Bryant attended in Greensboro on February 7th and 8th. This gathering of local Mayors and May Pro-Tems included networking, education, and a preview of the 2024 Legislative Short Session of the NC General Assembly Mayor Bryant presented the Town Administration report. This is included the following:

- i. **Grant Information:** The State Budget Grant in the amount of \$250,000.00 was deposited into a new checking account on Monday, January 29th at Truist. We were also notified on January 30th that the Town of Conetoe has been awarded \$698,665.00 from the Community Development Block Grant (also known as CDBG Grant). The town is eligible to receive the 2024 Edgecombe County Mini Grant opportunity in the amount of \$5,000.00. We were awarded funds in the amount of \$2,000.00 last year from this Grant Fund. The new 2024 Mini Grand Proposal was hand delivered, by Mayor Bryant, to the Edgecombe County Administration Building on January 29th.
- ii. **Around Town Information:** The town is now mailing out a new monthly newsletter. If you have not received on please contact the office. We are also accepting book donations for the town library.
- iii. **Service Information:** The NCLM is offering Grant Services, for up to \$30,000.00, paid for by the League, which equals about 200 service hours to assist us with writing a Capital Improvement Plan and looking for more grant opportunities to meet the needs of the town and its citizens. Mayor Bryant was also offered a training process, through the Council of Government, with the Mid-East Council Region to assist with updating both our town and zoning ordinances. This collaboration will cover combining all ordinances into a singular, all-encompassing document that is organized and up to date with requirements set out by North Carolina General Statues. She asked for the Board's approval to proceed with the process to have these ordinances updated by paying a flat fee of around \$7,500.00 to the Mid-East Council of Government. This administration fee includes their time and travel and participation in up to five meetings with the town.
 - 1. Commissioner Webb made a motion to pay the flat fee of \$7,500 to proceed with the process with the Mid-East Council. These funds are to come out of the \$175,00.00 State Budget Grant Fund in account number ending in -2067. Commissioner Hinnant seconded the motion and it carried unanimously.

Commissioner Hinnant made a motion to approve and close the Old Business portion of the meeting. Commissioner Worsley seconded the motion and it carried unanimously.

5. 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 its Bank Totals.
 - i. A list of all bills and invoices paid and deposited were giving to the Council to review and approve.
 - 1. Commissioner Hinnant made a motion to approve all bills and invoices paid. Commissioner Worsley seconded the motion and it carried unanimously.
 - 2. The Town Clerk also gave notice that her bond may need to increase due to the amount of grant funds being made available to the town.
- b. **Budget Officer, Commissioner Webb** presented the monthly budget review. He also mentioned he will be contacting Gray Keeter with the DOT to discuss the plan for how the town plans to implement the Powell Bills funds that are available for the town.

1. Commissioner Hinnant approved the Monthly Budget Report and Commissioner Worsley seconded the motion and it carried unanimously.
 - ii. Commissioner Worsley made a motion to approve the Monthly Budget Report and Commissioner Hinnant seconded the motion and it carried unanimously.
- c. Commissioner Hinnant also gave notice of the US Primary Elections that will be held on Tuesday, March 5th from 6:30am through 7:30pm. The Conetoe Town Hall will be a voting site.
- d. Mayor Bryant brought before the board the recommendations of Jerry Sprull, with the Board of Elections office, to move the voting area from our current board room to our conference room.
 - i. Commissioner Webb made a motion to deny the request of Mr. Jerry Sprull to move the location of the voting booths. Commissioner Hinnant seconded the motion and it carried unanimously.
- e. Commissioner Worsley gave notice of the Spaghetti Plate Sale taking place at the Conetoe Community Church Building and presented a packet to the board with information on the details of the sale.
- f. Mayor Bryant mentioned that Terry Webb purchased the property located on the corner of HWY 42 and HWY 64. He has plans to update the building and place a business there.

Commissioner Webb made a motion to approve and close New Business. Commissioner Hinnant seconded the motion and it carried unanimously.

6. CITIZEN RECOGNITION

- a. Former Mayor Linda Ingram was recognized as Conetoe's Citizen of the month. She was the first African American Mayor for the town and served from 2005 until retirement, in 2020. Ms. Ingram had two children, Margaret and Kelly and four grandchildren. She had resided in Conetoe for 23 years. Ms. Ingram had great ideas for the town and played a huge part in getting the North Carolina Parks and Recreation Trust Fund Grant. This was huge for the town and the park. Ms. Ingram was also involved with the Down East Partnership and helped start of the computer lab at the Conetoe Chapel Missionary Baptist Church. She was well-regarded by both citizens and the town as a whole. She brought much joy to those around her and she will be missed very much by this community. To honor and recognize her legacy the Town of Conetoe will be adding a bench and planting a tree in her memory.

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

7. PUBLIC COMMENTS

- a. Todd Forbes: Conetoe Mobile Home Park
 - i. He spoke briefly on the ongoing trash pickup issues with David's Trash Service. They did not pick up the trash again. He did mention that he had been in contact with Dominion Energy and they brought an engineer out to look at all of the poles and begin work on the broken lights.

Commissioner Webb made a motion to close the Public Comments. Commissioner Worsley seconded the motion and it carried unanimously.

8. CLOSING COMMENTS FROM COUNCIL

- a. Commissioner Hinnant and Webb thanked everyone for taking the time to come to the meetings.
- b. Commissioner Worsley encouraged everyone to buy a Spaghetti Plate.
- c. Mayor Bryant thanked everyone for hanging in there with the board while we gather our plans and begin working on these projects.
 - i. Commissioner Webb made a motion to approve and close the Council Comments portion and Commissioner Worsley seconded the motion and it carried unanimously.

9. ADJOURNMENT

- a. Our next regular monthly meeting is scheduled for March 12th, 2024 at 6:30PM in the Town Hall Board Room. Commissioner Hinnant made a motion to adjourn the meeting and Commissioner Worsley seconded the motion and it carried unanimously.


Mayor Delane Bryant


Kelly Hunter, Town Clerk