

MINUTES

**THESE ARE THE MINUTES FROM THE MEETING OF
THE BOARD OF COMMISSIONERS FOR THE
TOWN OF CONETOE, NORTH CAROLINA
October 11th, 2022**

Gerry Lynch, Mayor

The Board of Commissioners of the Town of Conetoe met in a regular monthly session on Tuesday, September October 11th, 2022, at 7:30 p.m. in the Town Hall Council Room at 204 West Church Street, Conetoe, NC.

PRESENT

Commissioners: Jenny Staton-Hinnant, Clay Webb, and Delane Bryant
Mayor Gerry Lynch

ABSENT

Commissioner: Milton Goff

ALSO PRESENT

Town Clerk: Kelly Hunter

1. MEETING CALLED TO ORDER AND INVOCATION

Mayor Pro-Tem Bryant called the meeting to order. Mayor Lynch was late due to a working conflict. Commissioner Hinton offered the invocation. Commissioner Webb led the pledge of allegiance.

2. WELCOME TO CITIZENS

Mayor Pro-Tem Bryant acknowledged the citizens present.

3. APPROVAL OF PROPOSED AGENDA BY COUNCIL

Commissioner Hinnant made a motion to approve the agenda as presented. Commissioner Webb seconded the motion and it carried unanimously. Commissioner Webb made a motion to approve the proposed agenda. Commissioner Hinnant seconded the motion and it carried unanimously without amendment.

4. READING OF THE MINUTES

Commissioner Hinnant made a motion to accept the minutes from the regular session that was on September 13th, 2022. The minutes were presented by Town Clerk, Kelly Hunter. Commissioner Webb seconded the motion and it carried unanimously without amendment.

5. DEPARTAMENTAL & ADMINISTRATIVE REPORTS:

a. Town Manager Report-

- i.** Commissioner Bryant presented the Town Manager Report.

1. The Board of Commissioners met and voted to terminate the legal services provided by attorney, Michael Gaynor. The Board also voted to hire new Town Attorney, Dan Hartzog, Jr., out of Raleigh, Attorney Hartzog will be assisting the Town of Conetoe with any future legal services.
 - a. One of the first matters he is to address is the Town Zoning Ordinance. It is in need of updating and Attorney Hartzog will help the Town of Conetoe get all of the general statutes in order and up to date.
2. The safety deposit box was closed at PNC Bank and documents were placed in a fireproof lock box stored at the Town Hall.
3. Several Board Members and the Town Clerk will be attending a training on October 12th for the American Rescue Plan. This training is to assist with the spending and reporting of the federal ARP money given to the town.

b. Buildings & Town Maintenance Report:

- i. Commissioner Webb gave the Buildings & Town Maintenance Report.
 1. All of the 22 reports filed with Dominion Energy have been addressed. Sixteen street lights were repaired, several transformers were checked, and a couple of poles were replaced.
 2. The Railroad Ties have been removed.
 3. We are going to be working with Todd Forbes, owner of the Conetoe Mobile Home Park, on future grants and funds to take care of the dilapidated and condemned trailers.

c. Parks & Recreations Report:

- i. Commissioner Hinnant presented the report for Parks & Recreations.
 1. On Sept 21st she attended the Down East Home Consortium. Only 3 members present were present. Therefore, a quorum was not met and a vote regarding the disbursement of the ARP home funds did not take place.
 2. We will be making a Calender of Events for the Town of Conetoe for the upcoming 2023 year.
 3. Conetoe Community Clean Up had a total of 79 participants including the Conetoe High School Alumni. Together we collected a total of 1160lbs of trash.

d. Clerk/Financial Report:

- i. The Town Clerk presented a record of all of October's deposits, invoices, and bills paid. A list of several town report standings was given. This included: Conetoe's quarterly taxes, the NC Employment Commission, the Powell Bill report, Workers Comp., the LGC-203, and the ARP report. The bank account totals were also presented.
- ii. Conetoe Community Clean-Up Event Financials:
 1. Event Cost Total: \$483.90. The event was paid in full with our License Plates sales.

Commissioner Webb made a motion to conclude and accept the Departmental & Administrative Reports. Commissioner Hinnant seconded the motion and it carried unanimously.

6. OLD BUSINESS

- a. No old business discussed.

7. NEW BUSINESS

- a. A town auction will be held on Nov 12th, 2022 for the town's surplus equipment. We will post pictures and information on the items. We will be utilizing Facebook and the board at the Town Hall for this. We have posted signs and given a 30 day public notice prior to the auction. Therefore, the Town of Conetoe has met the requirements necessary to proceed with a public auction for the disbursement of surplus equipment.
- b. Coinciding with the auction the Town of Conetoe will be selling Brunswick stew for \$8 a quart and allowing vendors to setup to sell goods on the premises for a \$20 booth rental fee.

Commissioner Webb made motion to conclude and accept the new business. Commissioner Bryant seconded the motion and it carried unanimously.

8. PUBLIC COMMENTS

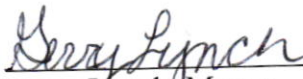
- a. Regina Gray- 316 Factory Street
 - i. Inquired about the abandoned trailers and status of the trailer park. Commissioner Bryant explained that the town has made contact the owner and they are currently looking into some upcoming grants to help deal with the abandoned trailers.

9. COMMISSIONER AND MAYOR COMMENTS

- a. Commissioner Hinnant reminded citizens to register to vote and offered voter registration forms for any persons needing one.
- b. Mayor Lynch wanted to remind citizens that our goal still remains to help make things right, make citizens happy, and to make these necessary corrections the right way.

10. ADJOURNMENT

Commissioner Bryant made a motion to adjourn the meeting. Commissioner Hinnant seconded the motion and it carried unanimously. Mayor Lynch adjourned the meeting until the next regular scheduled meeting for November 1, 2022. This was rescheduled from the original date, November 8th, due to it being an election date.


Gerry Lynch, Mayor


Kelly Hunter, Town Clerk