

MINUTES

**THESE ARE THE MINUTES FROM THE REGULAR MEETING OF
THE BOARD OF COMMISSIONERS FOR THE
TOWN OF CONETOE, NORTH CAROLINA
November 1, 2022**

Gerry Lynch, Mayor

The Board of Commissioners of the Town of Conetoe met in a regular monthly session on Tuesday, November 1, 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 Lynch called the meeting to order, offered the invocation and led the pledge of allegiance.

2. WELCOME TO CITIZENS

Mayor Lynch acknowledged the citizens present and explained that the change in the regular monthly meeting date was due to the election taking place on Tuesday, November 8th.

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.

4. READING OF THE MINUTES

Commissioner Bryant made a motion to accept the minutes from the regular session that was on October 11th, 2022. The minutes were presented by Town Clerk, Kelly Hunter. Commissioner Hinnant seconded the motion and it carried unanimously without amendment.

5. DEPARTMENTAL & ADMINISTRATIVE REPORTS:

a. Town Manager Report-

i. Commissioner Bryant presented the Town Manager Report.

1. We have Todd Forbes that will be presenting tonight. Commissioner Bryant has met with Mr. Forbes to discuss the

Conetoe Trailer Park. They are looking into some different grants to help with the removal of condemned trailers.

2. We have a Planning Meeting with the Upper Coastal Plain Council of Government scheduled for Thursday, November 3rd.

b. Buildings & Town Maintenance Report:

- i. Commissioner Webb gave the Buildings & Town Maintenance Report.
 1. The streetlights have now all been addressed
 2. There is one small pile of railroad ties remaining. They have been notified to pick up.
 3. The Surplus Equipment Auction & Stew Sale is scheduled for Saturday, November 12th starts at 10:30am.

c. Parks & Recreations Report:

- i. Commissioner Hinnant presented the report for Parks & Recreations.
 1. A Calendar of Events for the upcoming 2023 year is in the works and we hope to have that available to the public soon.
 2. We are also compiling a list of Veterans from Conetoe. If anyone has a veteran they would like to honor please let us know.

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.
 1. 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.

e. Mayors Report:

- i. The Town Hall office will be closed on, Thursday, November 3rd. We will be having a Planning Meeting with Greg Redman, Mike Hartzog, Ben Farmer, and Betsy Kane. Greg Redman, our accountant, will be going over our audit from FY2020-2021. Mike Hartzog, our new Town Attorney, will be present to meet the board, review documents, and answer any questions of legality. Ben Farmer and Betsy Kane, both with the Upper Coastal Plain Counsel of Government, will meet with board to answer any questions pertaining to the ARPA funds available to the town and how best to account for them. Mr. Farmer will also tour the town and see what are its areas of strength and weakness and how the COG can help with grants for the community.

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

6. OLD BUSINESS

- a. No old business discussed.

Commissioner Hinnant made a motion to conclude the accept no old business. Commissioner Webb seconded the motion and it carried unanimously.

7. NEW BUSINESS

- a. No new business to be discussed

Commissioner Hinnant made motion to conclude and accept no new business. Commissioner Webb seconded the motion and it carried unanimously.

8. GUEST SPEAKER / PUBLIC COMMENTS

- a. Guest Speaker: Todd Forbes- Owner of the Conetoe Trailer Park

- i. He spoke in regards to the trailer park and future plans to fix it up and revitalize it. Mr. Forbes did appoint a resident inside of the park to look after things and keep it clean. He is also on board with adding cameras to help with safety concerns surrounding the park. Going forward Mr. Forbes will be working with the Town and applying for different grants and funds available to help get the Park looking good again.

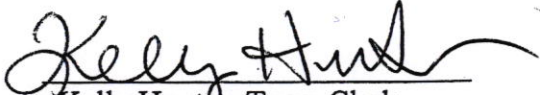
9. COMMISSIONER AND MAYOR COMMENTS

- a. Mayor Lynch thanked everyone for coming and for all the progress that is taking place in Conetoe.
- b. Commissioner Webb thanked Mr. Forbes for coming and addressing the board.
- c. Commissioner Hinnant thanked the board and citizens for coming.

10. ADJOURNMENT

Commissioner Webb 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 meeting scheduled for December 13th, 2022. This meeting will be a year-end review. It will start at 6:30pm due to the small Christmas social immediately following it.


Gerry Lynch, Mayor


Kelly Hunter, Town Clerk