

MINUTES

**THESE ARE THE MINUTES FROM THE MEETING OF
THE BOARD OF COMMISSIONERS FOR THE
TOWN OF CONETOE, NORTH CAROLINA
September 13th, 2022**

Gerry Lynch, Mayor

The Board of Commissioners of the Town of Conetoe met in a regular monthly session on Tuesday, September 13th, 2022, at 7:30 p.m. in the Town Hall Council Room at 102 West Church Street, Conetoe, NC.

PRESENT

Commissioners: Mayor Pro-Tem Delane Bryant, Jenny Staton-Hinnant, and Clay Webb

ABSENT

Mayor: Gerry Lynch
Commissioner: Milton Goff

ALSO PRESENT

Town Clerk: Kelly Hunter

1. MEETING CALLED TO ORDER AND INVOCATION

The Mayor Pro-Tem called the meeting to order. Commissioner Hinton offered the invocation. Commissioner Webb led the pledge of allegiance.

2. WELCOME TO CITIZENS

Mayor Pro-Tem Bryant acknowledged the citizens present. She

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 Webb made a motion to accept the minutes from the regular session that was on Aug 23rd, 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 & Mayor's Report-

i. Commissioner Bryant presented both the Town Manager and the Mayor's Report.

1. The safety deposit box at PNC Bank has not been accessed since 2004 and we pay a yearly fee of \$65 to keep the box open. The board met and decided to cancel the safety deposit box in lieu of a fireproof safety box to be housed at the Town Hall to hold important documents.
2. The NC Down East Home Consortium have not had a quorum in past four months. Therefore, they have been unable to vote on the allocations of the ARP home money for the county. It has been discussed that the Town of Conetoe is eligible for a portion of that money.
3. Commissioner Bryant will attend the Upper Coastal Plain Counsel of Government meeting to discuss possible municipal grants and funding for the town.

4. Future town business and citizen complaints need to come through the town hall office. You may call anytime and leave a message, stop into the office during business hours, or message us via email or Facebook messenger.
5. Until recently there was not a zoning ordinance for the Town of Conetoe in the Town Hall building. We did have a citizen come forward, who was on the previous planning board, and gave us the zoning ordinance from 1991. That we know of this is most current copy the town has, along with the 2 amendments that accompanied it. Commissioner Bryant has been in contact with the county concerning the ordinance. Edgecombe county is in the process updating their zoning ordinance as well. The board met and decided that the Town of Conetoe will be following the same guidelines as the county going forward. This will make inquiries regarding zoning and permits as seamless as possible.
6. Conetoe's Emergency Management Plan. Commissioner Bryant reported that the board voted to follow the Edgecombe County Emergency Management Guidelines already in place. The town will be coordinating with both Edgecombe County and the Conetoe Volunteer Fire Department prior to, during, and after any major disasters.
7. Both Commissioner Webb and Commissioner Bryant checked for street light outages and noted transformers that were rusted and in need of repair. Dominion Energy was contacted and a report of 16 lights and transformers that needed addressing was filed. In the future it is requested that citizens call Dominion directly. The property owner would need to give their address and the number on the pole with the outage.

b. Buildings & Town Maintenance Report:

i. Commissioner Webb gave the Buildings & Town Maintenance Report.

1. The Department of Transportation is scheduled to work on several projects in Conetoe. Commissioner Webb reported that the work being done on Factory Street by the DOT is completely done. A new drainpipe was put in and ditches were created on both sides of the street. The next road scheduled for maintenance is Thigpin Road. It was requested that citizens on Thigpin Road stop burning leaves and putting debris in the ditches so the DOT can get started. Highway 64 and Highway 42 are also scheduled for maintenance and will have the drains under the streets cleaned out.
2. The railroad ties on Railroad street are scheduled to be removed on September 17th.
3. A large limb fell and blocked South Railroad Street. The board has decided to have the pine tree evaluated for possible removal due to future safety concerns on the roadway.
4. The disposal of the equipment and surplus items. The board met and determined that the town could take open bids, have a silent auction, or have the items sold through a website called govhub.com. The board voted to use the website, govhub.com to sell the equipment. An inventory of all items is being gathered now to send to the website.

c. Parks & Recreations Report:

i. Commissioner Hinnant presented the report for Parks & Recreations.

1. The Conetoe Community Cleanup Day was scheduled for Saturday, September 17th. The Conetoe High School Alumni Association will be coinciding with us for their quarterly cleanup of Thigpen Road.
2. Ideas for new park equipment are encouraged and any input from local children would be greatly appreciated.

d. Clerk/Financial Report:

- i.** The Town Clerk presented a record of all of September'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.

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. The details of the upcoming Conetoe Community Cleanup were discussed.

7. NEW BUSINESS

a. Permits

i. Janet Webb and Dan Leggett requesting building permit

1. Commissioner Hinnant made a motion to agreed to go forth with building permit. Commissioner Bryant seconded the motion and it carried unanimously.

ii. Paul Wilkins requesting a building permit.

1. The permit was denied due to the property being zoned as business at this time.

iii. Fostina Lynch

1. The permit was denied due to the property being registered in another person's name at this time.

b.

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

8. PUBLIC COMMENTS

a. Regina Gray- 316 Factory Street

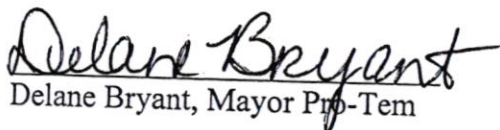
- i. Inquired about the abandoned trailers and status of the trailer park. Commissioner Bryant explained that the town has attempted to contact the owner and has

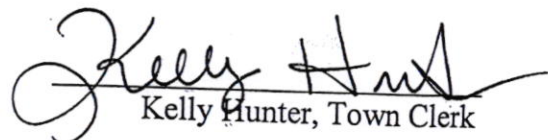
9. COMMISSIONER AND MAYOR COMMENTS

- a. Commissioner Hinnant wanted to ask citizens to continue to be patient with us. We will continue to try our best to answer all questions and concerns that come in.
b. Commissioner Webb thanked everyone for attending this month's meeting.
c. Commissioner Bryant appreciates everyone coming and sharing information. Any suggestions and recommendations are appreciated.

10. ADJOURNMENT

Commissioner Webb made a motion to adjourn the meeting. Commissioner Hinnant seconded the motion and it carried unanimously. Mayor Pro-Tem Bryant adjourned the meeting until the next regular scheduled meeting for October 11th, 2022.


Delane Bryant, Mayor Pro-Tem


Kelly Hunter, Town Clerk