



# REGULAR MONTHLY MEETING MINUTES

NOVEMBER 14, 2023

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**THESE ARE THE MINUTES FROM THE REGULAR MEETING OF THE BOARD OF  
COMMISSIONERS FOR THE TOWN OF CONETOE, NORTH CAROLINA  
NOVEMBER 14, 2023.**

The Board of Commissioners of the Town of Conetoe met in a Regular Meeting on Tuesday November 14<sup>th</sup>, 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, Regina Gray, Clay Webb

**ABSENT**

none

**ALSO PRESENT**

Town Clerk: Kelly Hunter

Town Attorney: Laney Ezzell

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

Mayor Pro-Tem Bryant called the meeting to order, and Commissioner Hinnant 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 and Commissioner Webb seconded the motion and it carried unanimously.

**3. READING OF THE MINUTES**

The minutes from the Regular Monthly Meeting held on October 9<sup>th</sup>, 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. OLD BUSINESS**

- a. Commissioner Bryant presented information and gave an update on the status of the CDBG Neighborhood Revitalization Grant. The Town of Conetoe has worked diligently with the UCPCOG to have all grant requirements met before the grant proposal submission date of November 15th. The town is asking for the requested amount of \$698,655.00 for "The Station." The Station is located at the old Conetoe Volunteer Fire Department Building which was previously purchased by the town. Funds awarded to the town through the CDBG Grant will allow for the building and grounds to be updated and renovated. The Station will provide the community with a place for recreational, educational, and wellness activities. If awarded the town will be notified in January or February 2024. Upon approval the town will then need to meet compliance requirements, have an environmental review, and request a release

of funds from Commerce. The town could then expect renovations for The Station to begin the Fall of 2024.

Commissioner Hinnant made a motion to approve and close the Old Business portion. Commissioner Webb 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. This also included where the town is with regards to its audit for FY 2022-2023. The town has been in recent trainings for the Unit Assistance List and Internal Controls. The board is working to update its policies and procedures, as well as, implement new internal controls that are mandated by the State.
  - i. 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 Webb made a motion to approve all bills and invoices paid. Commissioner Hinnant seconded the motion and it carried unanimously.
- b. Commissioner Bryant met with Ben Farmer, Planning & Development Services Director with the UCPCOG and John Sugg, Resilience Project Coordinator whom the Council of Government has hired to assist towns with resilience initiatives including stormwater projects, grant writing, tree inventory, recreation projects, etc.
- c. Commissioner Hinnant presented information on the Disaster Relief Workshop. The town is looking to create a Disaster Project Plan. This would include a vulnerable citizens list, generators for the town residents to utilize, and the ability to provide shelter if necessary. A team from the UCPCOG would come in and work with the board to find ways to best help the community in the case of a natural disaster.

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

## **6. CITIZEN RECOGNITION**

- a. Milton Goff was named Conetoe's Citizen of the Month. Mr. Goff served on the Town's board for thirty-six years. He is the longest term Commissioner on a board in the state of North Carolina. He has been an asset to the town for many years and served in many different capacities, including that of the Town Constable, a title he still holds to this day. Citizens in attendance took a few moments to reflect on Mr. Goff and how generous and thoughtful he has been throughout the years. A man of his word, Mr. Goff has been a fixture in this community for a very long time. Always respectful and ever friendly Mr. Milton Goff could always be found willing to help neighbors and assist the town anyway possible. His community spirit and loyalty was one of the many reasons he was elected to serve all those years until his recent retirement from the board. The board would like to thank Mr. Goff for his patronage and devotion to the Town of Conetoe.

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

## **7. PUBLIC COMMENTS**

- a. There were two citizens wishing to address the board:
  - i. Lewis Summerlin

1. Approached the board with his intentions to clean up and clean out the old convenience store building located on Church Street. He asked residents to please be patient with him while he begins this project. He has plans to renovate the building.
- ii. Todd Forbes
  1. Updated the board with a status on improvements being made to the Conetoe Mobile Home Park. He is working with the Edgecombe County Planning Department. These updates and improvements will be done in stages and he hopes to make things overall more aesthetically pleasing and safe in the future.

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

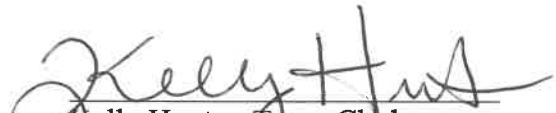
## 8. CLOSING COMMENTS FROM COUNCIL

- a. Commissioner Hinnant thanked everyone for coming and getting information directly from the board meetings. Commissioner Webb thanked everyone for coming out and performing their civic duty on November 7<sup>th</sup>. Commissioner Bryant read through a fact sheet she prepared with information pertaining to the town. She also explained that the transition of newly elected board members will take place at the next board meeting in December and will follow with a Christmas Social for residents.
  - i. Commissioner Webb made a motion to approve and close the Council Comments portion and Commissioner Hinnant seconded the motion and it carried unanimously.

## 9. ADJOURNMENT

- a. Our next regular monthly meeting is scheduled for December 12th, 2023 at 6:30PM in the Town Hall Board Room. Commissioner Webb made a motion to adjourn the meeting and Commissioner Hinnant seconded the motion and it carried unanimously.

  
Mayor Pro-Tem Delane Bryant

  
Kelly Hunter, Town Clerk