



REGULAR MONTHLY MEETING

MINUTES

April 9th, 2024

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

April 9th, 2024

The Board of Commissioners of the Town of Conetoe met in a Regular Meeting on Tuesday, April 9th, 2024 at 6:30 p.m. at the Conetoe Volunteer Fire Department located at 115 S. Canal St., Conetoe, NC 27819.

PRESENT

Mayor Delane Bryant

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

ABSENT

none

ALSO PRESENT

Town Clerk: Kelly Hunter

1. MEETING CALLED TO ORDER AND INVOCATION GIVEN

Mayor Bryant called the meeting to order, and Mrs. Linda Meeks offered the invocation.

2. WELCOME TO CITIZENS

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

3. READING OF THE MINUTES

The minutes from the Regular Monthly Meeting held on March 12th were read by Town Clerk, Kelly Hunter. Commissioner Worsley made a motion to amend and approve the minutes for the March 12th Regular Town Meeting to reflect the change of location from the Conetoe Town Hall to the Conetoe Volunteer Fire Department. Commissioner Hinnant seconded the motion to approve and amend the minutes and it carried unanimously.

4. OLD BUSINESS

- a. Commissioner Barnes gave an update on yard waste pickup. Everything has been running smoothly.
- b. Commissioner Worsley spoke about the Easter Egg Hunt that took place on March 31st. There was a great turn out and she hopes to have more participation from the community next year.
- c. Commissioner Hinnant presented information on the Mobile Mammogram Unit that is going to be at the Town Hall on May 29th.
- d. Commissioner Webb discussed Powell Bill expenditures with regards to the right of ways. He also presented the board with an amended Work Order for the ongoing renovations at the Town Hall. Specifically, to the garage space that is being converted into a new board room.

- e. Town Hall office hours will continue to vary due to the ongoing construction and the driveway may be blocked off at times.
- f. Mayor Bryant presented information on both the State Grant Fund Project and the CDBG Grant. The remodeling of the Town Hall is underway and the board is entering the planning stages required by the CDBG Grant.
- g. We are still collecting books through donations to begin our town's library.
- h. Both our town and zoning ordinances are under review and are in the process of being updated by the Mid-East Commission's Model Ordinance Approach Overview, through the Upper Coastal Plains Council of Governments.

Commissioner Barnes 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 required 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 Barnes made a motion to approve all bills and invoices paid. Commissioner Webb seconded the motion and it carried unanimously.
 - 2. The Town Clerk also gave notice of a Budget Workshop Meeting scheduled for April 14th and a meeting scheduled on April 23rd with Black Mountain Municipal Software. They will be asking questions and assessing where we are with our accounting and financials overall.
 - 3. The FY 22-23 Audit status for the town was given and our CPA, Greg Redman plans to have it submitted to the state by April 15th.
- b. Budget Officer, Commissioner Webb presented the monthly budget review.
 - i. He stated that we are working on getting the Budget Draft ready and have an upcoming Budget Workshop planned to discuss this further.
 - ii. He presented an amended Work Order for board for review and approval. This order covers the proposed renovations taking place inside the garage area that will become the new Board Room, the concrete slab and walkway connecting the front and back of the building, the parking area, 2 bathrooms, and a new small office area.
 - 1. Commissioner Hinnant made a motion to approve the amended work order presented. Commissioner Worsley seconded the motion and it carried unanimously.
 - 2. Commissioner Hinnant approved the Monthly Budget Report and Commissioner Worsley seconded the motion and it carried unanimously.
 - iii. Mayor Bryant spoke about a meeting she had with Ben Farmer, Planning and Development Services Director and John Sugg, TRAQ Certified Arborist and Resilience Project Coordinator with the Upper Coastal Plain Council of Government. They performed a needs evaluation and are working on a comprehensive site plan for the town.

- c. The Town of Conetoe was awarded the \$3,000.00 Mini-Grant through the county. Funds will be focused on recreations, educational, and wellness activities that involve seniors and their families.
- d. There is another grant opportunity for the town from Edgecombe County. This grant is a part of their "Get Off the Lists" initiative. If awarded this grant money will allow the Town of Conetoe to enhance the new Town Library with books, laptops, furniture, workshops, and education resources to promote literacy in our community.
- e. Mayor Bryant met with Carla Norwood, Executive Director and Jenni Rogan, Climate and Community Coordinator with Working Landscapes for a tour around town. They will be assisting the town with community-based environmental management, community development, small town revitalization, regional food systems, regenerative agriculture, etc. Their findings will enable us reach sustainable development goals for our community.

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

6. PUBLIC COMMENTS

a. Senator Kandie Smith

- i. She introduced herself to the board and spoke briefly on her desire to partner and serve the town any way she can. Senator Smith gave everyone a flyer with various committees that she is on. She is interested in helping with the library and reiterated that if there is any way she could further support the town in other areas to please reach out to her.

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

7. CLOSING COMMENTS FROM COUNCIL

- a. The commissioners each thanked everyone for coming and supporting the board.
- b. Mayor Bryant also thanked everyone for their attendance and mentioned the various committees that citizens are able to join.
 - i. Commissioner Hinnant made a motion to approve and close the Council Comments portion and Commissioner Worsley seconded the motion and it carried unanimously.

8. ADJOURNMENT

- a. Commissioner Barnes made a motion for the next Regular Monthly Meeting to be held at the Conetoe Volunteer Fire Department again due the second Republican Primary Election taking place at the Town Hall on May 14th. Commissioner Hinnant seconded the motion and it carried unanimously. Commissioner Hinnant made a motion to adjourn the meeting and Commissioner Worsley seconded the motion and it carried unanimously. Our next regular monthly meeting is scheduled for May 14th, 2024 at 6:30PM at the Conetoe Volunteer Fire Department


Mayor Delane Bryant


Kelly Hunter, Town Clerk