



# REGULAR MONTHLY MEETING MINUTES

June 11th, 2024

---

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

June 11th, 2024

The Board of Commissioners of the Town of Conetoe met in a Regular Meeting on Tuesday, June 11th, 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-Pro Tem Hinnant called the meeting to order and gave notice that she would be running the meeting due to Mayor Bryant being unable to speak. Commissioner Barnes offered the invocation.

#### 2. WELCOME TO CITIZENS

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

#### 3. READING OF THE MINUTES

The minutes from the Regular Monthly Meeting held on May 14, 2024 were read by Town Clerk, Kelly Hunter. Commissioner Webb made a motion to approve the minutes for the May 14<sup>th</sup> meeting. Commissioner Worsley seconded the motion and it carried unanimously.

#### 4. OLD BUSINESS

##### a. Commissioner Hinnant

- i. Commissioner Hinnant gave an update on the Town T-Shirt Sale. Today is the last day to get your order in with this first order.
- ii. Commissioner Hinnant also gave notice of the safety hazards associated with riding ATVs and dirt bikes on the streets. Anyone caught riding these recreational vehicles through town, without the proper tags, will be turned over to the proper authorities.

##### b. Commissioner Webb

- i. Commissioner Webb reminded citizens of the rules associated with yard waste removal. Again, items are to be placed at the curb every other Wednesday and loose items are to be bagged.

- ii. He gave an update on the remodeling taking place at the Town Hall.
- iii. Commissioner Webb presented the site plan for the grounds around the Town Hall. Contractor, Terry Webb, and John Sugg, Resilience Project Coordinator with the Upper Coastal Plain Council of Government met about the landscaping and addition of various trees and bushes around the grounds. The Site Plan is available for viewing tonight or at the Town Hall.
- iv. An update was given on the CDBG Grant status and our previous meeting with Tyra Hines, with the Upper Coastal Plain Council of Government. Work will hopefully begin on that project towards the end of December or the first of January.
- v. Zoning & Town Ordinances are currently being updated/ We are scheduled to have the final draft by the end of July and be ready to present to the public in the August Board Meeting.
- c. Commissioner Worsley
  - i. Reminded citizens that the town park is available for rent. It is required for residents to complete a park reservation form at the Town Hall and pay a rental fee.
  - ii. The Town Library is in the works and we are still accepting donations. We are excited about this and look forward to having both kids and adults come check out some books.

Commissioner Worsley made a motion to approve and close the Old Business portion of the meeting. 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 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 Worsley made a motion to approve all bills and invoices paid. Commissioner Webb seconded the motion and it carried unanimously.
    - 2. The Clerk presented the bill for the audit services for the 23-24FY in the amount of \$6,000.00 from CPA, Greg Redman. She also presented the contract for audit services for the upcoming 24-25 FY.
      - a. Commissioner Webb made a motion to approve the \$6,000.00 payment for services and approve the contract for audit services for the 24-25FY. Commissioner Worsley seconded the motion and it carried unanimously.
    - 3. The bill from the Board of Elections for the Municipal election in the amount of \$2,608.75 was presented to the board for review. Commissioner Webb made a motion to pay the bill from the Board of Elections in the full amount. Commissioner Worsley seconded the motion and it carried unanimously.

Commissioner Worsley made a motion to approve the Clerk Report. Commissioner Webb seconded the motion and it carried unanimously.

- b. Budget Officer, Commissioner Webb presented the monthly budget review.
  - i. He stated that current fiscal year is coming to a close and we will need to have a board meeting to take a final look at the budget and make any

amendments. There are a few areas that we have gone over in costs and these will need to be looked at and the budget amended.

Commissioner Barnes made a motion to approve the Budget Report. Commissioner Worsley seconded the motion and it carried unanimously.

- c. Commissioner Hinnant asked citizens to please not cut the grass on any town property. While the gesture is appreciated due to risk and liability we are asking that you refrain and allow the grass to be cut with whom we are in contract with.
- d. Commissioner Hinnant updated everyone on the success of the Mobile Mammogram Unit. We surpassed our goal and had 18 participants. We are hoping to make this an annual event that we can provide for town and county.
- e. Commissioner Worsley informed everyone that the Town Newsletters will be handed out door to door to save on the cost of mailing them out. It also gives Commissioners a chance to see and interact with citizens.
- f. Commissioner Worsley also mentioned that the town has two new businesses coming. One is the Conetoe Grocery & Grill and the other is EZ Trees.
- g. Commissioner Webb brought before the Board a request from business owner, Mike Sarah, regarding the gas pumps at the new Conetoe Grocery & Grill. He has to either fix the gas pumps above ground or get new ground pumps. He is asking the Board for approval to have gas pumps at the new store and get them certified by the State.
  - i. Commissioner Worsley made a motion to approve Mike Sarah moving forward with gas pumps at the new business and getting certification through the state. Commissioner Webb seconded the motion and it carried unanimously.

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

## 6. PUBLIC COMMENTS

- a. There were no public comments.

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

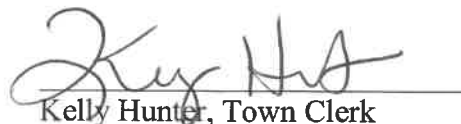
## 7. CLOSING COMMENTS FROM COUNCIL

- a. Mayor Bryant also thanked everyone for their attendance and apologized for her illness and inability to speak.
- b. All of the Commissioners thanked everyone for coming.
  - i. Commissioner Webb 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 Webb 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 July 9<sup>th</sup>, 2024 at 6:30PM at the Conetoe Volunteer Fire Department.

  
Mayor Delane Bryant

  
Kelly Hunter, Town Clerk