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August 8, 2022
Regular Town Council Meeting
Minutes

COUNCIL PRESENT:

Herbert Hales II, Mayor
Mark Smith, Mayor Pro Tem
Lawanda Neal, Council Member
Bobby Peele, Council Member
Trinity Henderson, Council Member
Keith Davis, Council Member

STAFF PRESENT:

Justine Jones, Town Manager
Kimberly Moffett, Interim Town Clerk
Dale Holland, Interim Planning Director
Chip Hewitt, Town Attorney

COUNCIL ABSENT:

1. CALL TO ORDER

- Call to Order – *Mayor Herbert Hales, II*
- Invocation – *Council Member Keith Davis*
- Pledge of Allegiance – *Mayor Herbert Hales, II*

Mayor Hales called the meeting to order at 7:00 p.m. Council Member Davis offered the Invocation and Mayor Hales led everyone in the Pledge of Allegiance.

2. PUBLIC COMMENT

This portion of the meeting is an opportunity for citizens to speak on any issue concerning the Town of Kenly. Please note that each citizen is limited to a total of 3 minutes. Please direct all comments/concerns to the entire council rather than individual members. Further, it should be noted that the Town Council reserves the right to not act on items first presented at this meeting.*

**This time may be adjusted based on the number of citizens who wish to speak*

Rochelle Jones, a resident, was present and stated she was present to show support of new Town Manager. She feels change is good and offered her thanks to the council. She stated that she personally emailed the former Chief of Police.

A local resident from Lucama was present and stated he wished to share his concerns about the loss of the police department. He stated he recently lost his son to addiction and that he had concerns about potential lack of local police presence. He asked that they bring the police chief back.

Ms. Knight a resident offered her appreciation to the council. She stated that change is difficult and there are times that folks with the best resume might not be the right fit. She stated she is not sure about what is currently going on and does not feel it is appropriate to make decisions without all information. She stated she had hoped that council would have requested previous employees to rescind their resignations for an extended period of time. She offered appreciation to town staff for history of good service.

Ms. Woodall was present and stated she was in support of the Police Department.

Mr. Woodall was present and stated Kenly has always been a great place to live. He stated he just wanted to see the town be safe and continue to maintain the good way of life everyone has enjoyed.

Ms. Dance, a resident for 60 years, stated she is concerned about the safety of the town, but further stated that she did not feel the reasons members of the Police Department resigned were sufficient for the mass resignations. She further stated she felt we needed to move forward with change and fill the vacancies.

At 7:15 p.m. Mayor Hales called for a 5-minute recess.

The meeting was called to order at 7:20 p.m.

3. ADJUSTMENT/ADOPTION OF THE AGENDA

a. Adjustments to the Agenda

Ms. Moffett requested that the following amendments be made to the agenda;

Addition of two resolutions under New Business as Items 8a & 8b as well as an additional report under the Town Manager Report.

b. Adoption of the Agenda

ACTION: Motion to Adopt Agenda with Adjustments

Motion: Council Member Davis

Second: Council Member Neal

Vote: Unanimous

4. CONSENT AGENDA

(Items on the consent agenda are considered routine in nature or have been thoroughly discussed at previous meetings. Any member of the Board may request to have an item removed from the consent agenda for further discussion.)

a. Draft Minutes

- July 11, 2022

b. Certificate of Sufficiency - Annexation # 1-2022

- Phase II - Cottonfield Subdivision - Parcel #03Q02010E

c. Set Public Hearing for September 12, 2022 - Rezoning

- Parcel #03RO1032

Set Public Hearing for September 12, 2022 - Consider Revision to Town of Kenly UDO

- Section 159.203 - General Use Districts

ACTION: Motion to Adopt the Consent Agenda as Presented

Motion: Council Member Smith

Second: Council Member Davis

Vote: Unanimous

5. INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a. Issuance of Oath to Interim Town Clerk

Presenter: Mayor Herbert Hales, II

Mayor Hales issued the Oath of Office to Kimberly A. Moffett, who will be serving as the Interim Town Clerk.

7. PUBLIC HEARINGS

- a. Annexation #01-2022

- Phase II – Cottonfield Subdivision – Parcel #03Q02010E

Presenter: Dale Holland, Interim Planning Director

Mr. Holland stated the date of annexation needs to be set. The choice is either immediately or it can be set for June of 2023. It was the recommendation of Mr. Holland that the date be immediate.

ACTION: Motion to Adopt Ordinance #2022-07-01

Motion: Council Member Smith

Second: Council Member Peele

Vote: Unanimous

- b. Zoning – R-11

- Phase II – Cottonfield Subdivision – Parcel #03Q02010E

Presenter: Dale Holland, Interim Planning Director

Mr. Holland was present and stated the requested zoning for this parcel refers to the above annexation. The R-11 district is much more restrictive than the current zoning of Agricultural Zoning which is in effect in Johnston County. It will be single family residential development. The planning board unanimously recommended zoning of R-11.

ACTION: Motion to Adopt Ordinance #2022-07-02

Motion: Council Member Davis

Second: Council Member Smith

Vote: Unanimous

8. NEW BUSINESS

- a. Advertising of Public Hearings Discussion
Presenter: Dale Holland, Interim Planning Director

Mr. Holland shared information about authorizing staff to proceed with the schedule of Public Hearings. This will help to ensure that hearings are scheduled as expeditiously as possible.

Ms. Moffett stated the only deviation would be with regard to setting public hearings for annexations.

There were no questions from council related to this item.

ACTION: Motion for Staff to Set Public Hearings

Motion: Council Member Henderson
Second: Council Member Neal
Vote: Unanimous

- b. Resolution Authorizing Representatives as Designated Finance Officers
Presenter: Justine Jones, Town Manager

A resolution was presented that would designate those able to sign checks for the town. Included on the resolution was Justine Jones, Town Manager and Mayor Hales. There was brief discussion and it was agreed that Mayor Pro Tem and the Interim Town Clerk be added as signatories as well.

ACTION: Motion to Adopt Resolution #2022-01 with added names as noted

Motion: Council Member Davis
Second: Council Member Henderson
Vote: Unanimous

- c. Resolution Accepting FY 21-22 Tax Statement from Wilson County
Presenter: Justine Jones, Town Manager

ACTION: Motion to Adopt Resolution #2022-02

Motion: Council Member Davis
Second: Council Member Peele
Vote: Unanimous

9. OLD BUSINESS

10. TOWN MANAGER / STAFF REPORTS

- a. Town Manager
Presenter: Justine Jones, Town Manager
- Update on Utility Billing Mailing

Ms. Jones stated there were several phone calls regarding utility bills not being received. She did state that all bills were sent on time and further stated she was doing some additional research and would provide an update when available.

- Update of Johnston County Sheriff Office

Ms. Jones reported there were a total of 113 calls for service with 94 being resident/business checks, 2 B&E motor vehicles, 2 disturbances, 2 unknown type calls, 2 burglar alarms, 3 attempts to locate, 5 suspicious person or vehicle, 1 trespass and 1 child custody issue.

Council Member Henderson asked if there were any issues with response time. Ms. Jones stated she did not have that information but would be happy to gather that information.

- Staff Update

Ms. Jones shared information about the interim staff, to include Kimberly Moffett. She also stated that another employee has stepped in to assist as well. Training will be offered shortly.

- Payroll Update

Ms. Stroud, CPA firm, was present and shared details about the team that was assembled to assist with payroll. She shared information about issues, to include password verification, etc. She stated they have worked with local IT and software vendors to obtain required permissions. She shared details about why direct deposit was unable to be processed. She shared background information regarding the need for cashier checks. Ms. Stroud stated that all taxes had been submitted as well as ORBIT and outstanding AP payments.

Mayor Hales stated that it would be prudent to have any paycheck discrepancies for any employee be shared with them. Ms. Stroud asked that any issue be reported to Ms. Jones for correction/explanation.

- Investigation Update

Attorney Hewitt provided an updated and stated the investigation is ongoing and any update would be shared during a closed session.

Council asked if there were any updates regarding Mike McAllister. Ms. Jones stated there was not.

- Powell Bill

Ms. Jones stated all required reports had been completed and filed today. Mayor stated he had previous conversation with state personnel who advised forms needed to be submitted by today. Ms. Jones stated we should be good to go.

- Miscellaneous

There was a question regarding increase in water bills. Mayor Hales stated all water is purchased from the county and the county recently increased rates. The new increase was effective July 1, 2022. It was stated that in the future any type of increase be noted on utility bills. Council Member Davis stated previously the town had absorbed increases previously but they were unable to do so this time.

Citizen stated she was unaware of exemption for filling of pool. Council explained the process and reasons for an exemption on water bills.

Mayor Hales stated he hoped to be able to offer live streaming of council meeting.

b. Town Clerk

Presenter: Kimberly A. Moffett, Interim Town Clerk

- Proposed Utility Billing Adjustments
403 W. Sixth Street – Proposed Adjustment of \$164.32
607 Lincoln Drive – Proposed Adjustment of \$167.71

ACTION: Motion to Approve Adjustments as Presented

Motion: Council Member Davis

Second: Council Member Smith

Vote: Unanimous

d. Town Attorney

11. OTHER BUSINESS

a. Informal Discussion

b. Council Member Comments

12. CLOSED SESSION

Attorney Hewitt requested a Closed Session pursuant to 143-318.11 (a)(6).

ACTION: Motion to Go into Closed Session

Motion: Council Member Smith

Second: Council Member Davis

Vote: Unanimous

13. ADJOURNMENT

- a. Adjourn the Meeting

Council returned from Closed Session at 9:13 p.m.

ACTION: Motion to Return to Open Session

Motion: Council Member Davis
Second: Council Member Smith
Vote: Unanimous

With there being nothing further, the meeting was adjourned at 9:14 p.m.

ACTION: Motion to Adjourn

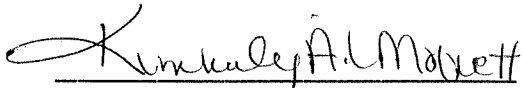
Motion: Council Member Neal
Second: Council Member Henderson
Vote: Unanimous

Duly adopted this the 12th day of September, 2022 while in regular session.



Herbert Hales
Mayor
Town of Kenly

ATTEST:



Kimberly A. Moffett, CMC, NCCMC
Interim Town Clerk
Town of Kenly

