

207 West Second Street  
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**August 14, 2023 – 7:00 p.m.  
Regular Town Council Meeting  
Minutes**

**COUNCIL PRESENT:**

Herbert Hales II, Mayor  
Mark Smith, Mayor Pro Tem  
Bobby Peele, Council Member  
LaWanda Neal, Council Member

**STAFF PRESENT:**

Tony Sears, Interim, Town Manager  
Tymeeka Williams, Town Clerk  
Chip Hewett, Town Attorney  
Dana Youst, Parks and Recreation Director

**COUNCIL ABSENT:**

Keith Davis

**1. CALL TO ORDER**

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

Mayor Hales called the meeting to order at 7:00 p.m. Council Member Neal 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.*

1. Linda Simon: 200 S Wilson Street; Citizen wanted to inform council of the great job that the Town of Kenly code enforcement officer is doing. She is making sure that the stray cats are removed from the streets in a timely manner.

**3. ADJUSTMENT/ADOPTION OF THE AGENDA**

1. Adjustments to the Agenda
  - a. Closed session G.S. 143-318.11(a)(3)
2. Adoption of the Agenda

**ACTION:** Motion to adopt the Agenda as Presented

Motion: Council Member Peele

Second: Council Member Smith

Vote: Unanimous 3-0

**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.)*

1. Draft Minutes
  - August 14, 2023 – Regular Session

*\*Closed Session DRAFT minutes will be provided to council in a sealed envelope and following the meeting they will be returned to the Town Clerk for destruction.*

**ACTION:** Adoption of Consent Agenda as Presented  
Motion: Council Member Smith  
Second: Council Member Peele  
Vote: Unanimous 3-0

## **5. INTRODUCTIONS AND SPECIAL PRESENTATIONS**

1. **NONE**

## **6. PUBLIC HEARINGS**

a **NONE**

## **7. NEW BUSINESS**

a RESOLUTION -Tax Reconciliation of the 2022-2023 FY Tax Settlement for Town of Kenly

*Presenter: Tony Sears, Interim Town Manager*

- Wilson County sent the Tax Reconciliation for the Town of Kenly for FY23.

**ACTION:** Adoption of Resolution #2023-06

Motion: Council Member Smith

Second: Council Member Neal

Vote: Unanimous 3-0

b. Salary Options for TOK Employees

*Presenter: Tony Sears, Interim Town Manager*

- Tony Sears presented the options to increase salaries for Full Time employees as there hasn't been a salary increase in recent years. The council can vote between a 3-7% increase.

**ACTION:** Adoption of Salary Increase for Full Time Town of Kenly Employees

Motion: Council Member Smith

Second: Council Member Neal

Vote: Unanimous 3-0

c. Purchase of New Police Vehicle

*Presenter: Tony Sears, Interim Town Manager/ James Ayers; Chief Kenly PD*

- Dodge is no longer making the Chargers. Ford is no longer making police vehicles. There is a Dodge Durango for sale at ILDERTON that is for sale. There is 34K allotted for the purchase of a vehicle and the KPD will get the other 4K from the current KPD budget. Councilmen Smith: How many vehicles in the KPD fleet. There are 6 working vehicles and one with the ignition switch not working. Councilmen Peele: Sale Two and Buy One. Durango vs Ford (Interceptor) Industry headed to street cars and Police Package. Cooling system important for Police. Brake continuous braking. Will warranty cover local dealership to fix and maintain vehicle.

**ACTION:** Approval of LEO Vehicle Purchase

Motion: Council Member Peele  
Second: Council Member Neal  
Vote: Unanimous 3-0

## 8. OLD BUSINESS

### a TOK Utility Customer Service Policy

*Presenter: Tony Sears, Interim Town Manager*

- Recommended by LGC to have one on file, Codify implementations for policies and procedures.

**ACTION:** Adoption of TOK Utility Service Policy

Motion: Council Member Smith  
Second: Council Member Peele  
Vote: Unanimous 3-0

## 9. TOWN MANAGER / STAFF REPORTS

### a. Town Manager: Utility Adjustments

**ACTION:** Approval of Adjustment(s) as requested

Motion: Council Member Peele  
Second: Council Member Neal  
Vote: Unanimous 3-0

- 406 W Second Street, Kenly NC 27542 adjusted for 185.43

- Authorizations of Disposal of Property: §160A-266

Wastewater Plant has some equipment that can be sold and permanent authorization for this process is necessary for all property under 30K

**ACTION:** Approval of Disposal of Property

Motion: Council Member Neal  
Second: Council Member Peele  
Vote: Unanimous 3-0

### b. Town Clerk

NONE

### c. Town Attorney

NONE

### d. Department Directors

#### 1. Dana Youst- Parks and Recreation Director

Opportunities for grants for Town of Kenly Parks and Receptions Department. Johnston County has plenty of money left for projects. The town has to get 3 quotes- Major to speak with counterparts at county. Lights at ballfield need to be replaced. Pickleball, upgrade playground and renovations at gym. PARDF Park Grant- NCSU Parks and Recreation project fringe on non-compliance. 2028 \$400K-500K. Back to standard and apply later or apply and fix in transit. Workout Equipment, Inclusive playground and a recreation center. LED lights for the baseball field.

## 10. OTHER BUSINESS

### 1. Informal Discussion

NO INFORMAL DISCUSSION AT THIS TIME

2. Council Member Comments

- Beverly Knight is running unopposed in the municipal election. Ms. Knight will be voted into Trinity Henderson's vacated seat and will serve on council until term ends.

**11. CLOSED SESSION**

Closed session G.S. 143-318.11(a)(3)

Council Entered into Closed Session at 7:55pm

**ACTION:** Motion to Enter into Closed Session

Motion: Council Member Neal

Second: Council Member Peele

Vote: Unanimous 3-0

Council exited Closed Session at 8:00pm

**ACTION:** Motion to Adjourn

Motion: Council Member Peele

Second: Council Member Smith

Vote: Unanimous 3-0

**12. ADJOURNMENT**

a. Adjourn the Meeting

With there being nothing further, the meeting was adjourned at 8:03 p.m.

**ACTION:** Motion to Adjourn

Motion: Council Member Neal

Second: Council Member Peele

Vote: Unanimous 3-0

Duly adopted this the 11th day of September, 2023 while in regular session.

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Herbert L Hales II  
Mayor: Town of Kenly