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**July 10, 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. NO PUBLIC COMMENTS AT THIS TIME

3. ADJUSTMENT/ADOPTION OF THE AGENDA

1. Adjustments to the Agenda

8b. Audit Presentation Information
8c. Downtown Subdivision

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

- July 12, 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 Current Land Use Plan
- Town of Kenly's UDO; NCGS 160D
- Presenter: Dale Holland; Interim Planning Director*

ACTION: Council entered into Public Hearing at 7:09pm
Motion: Council Member Neal
Second: Council Member Peele
Vote: Unanimous 3-0

ACTION: Council exited Public Hearing at 7:13pm
Motion: Council Member Smith
Second: Council Member Peele
Vote: Unanimous 3-0

Draft future land use map; 2 different layers; merge; ETJ/ in town; inconsistent; legend merged. small step towards complying to 160D CHAPTER 160D - LOCAL PLANNING AND DEVELOPMENT REGULATION. The land use UDO needs to be updated and filed with Johnston County by July 2023. Future land use plan and rid everything outside of the ETJ. Industrial land/rural/residential; railroad track. TSR/no change consistent with JOCO economic development proposed. Living Plan that can be altered.

Dale Moore- JOCO economic committee/Kenly economic committee. Compliance; good place to start. County offices, bring to board for development consideration. Adopt basic plan to start. Definitions for zoning/economic development.

Josie Jackson- ETJ up to a mile but no further, SE one-mile NE not quite a mile. 301S towards Micro. Bay Valley Road- stops at truck stop. Does map change property taxes? Planning and zoning map.

62 mandates/15 categories/UDO-forces reorganization. September 2023 meeting RFP compliance.

ACTION: Adoption of Current Land Use Plan
Motion: Council Member Smith
Second: Council Member Neal
Vote: Unanimous 3-0

7. NEW BUSINESS

a. Fire Hydrant Replacement Project

Presenter: Tony Sears, Interim Town Manager; Michael McCallister, Municipal Engineering

\$728K- replace fire hydrants in town- 2 bids; \$1.7M- Stuckey's Backhoe Service and \$2.2M Ralph Hodge Construction Company. Prioritize hydrants in town. 45-60 days; no deadline but ARPA funds should be spent by 2026.

ACTION: Adoption of Bid Award Recommendation

Motion: Council Member Smith

Second: Council Member Peele

Vote: Unanimous 3-0

b. Demolition estimate for TOK Civic Center Building

Presenter: Tony Sears, Interim Town Manager

There's money in the fund balance for this project. Council will table this discussion after proposals has been viewed thoroughly.

ACTION: Informational Only

c. TOK Utility Customer Service Policy

Presenter: Tony Sears, Interim Town Manager

Once policy is completed and properly edited; council will review and adopt or deny policy.

ACTION: Informational Only

8. OLD BUSINESS

a. July: Parks and Recreation Month

Presenter: Tony Sears, Interim Town Manager/

Senior Club meets on Wednesdays, Back to school bash on August 19th. Yearly programs to engage community with Parks and Recreations.

b. Audit Info: FY21: January 27th- January 31st. Late audit. Shortage of auditors, no issues; significant and tremendous internal control, Minor budget issue (Debt) under expenditure. Internal Control – outsourcing, audit out ASAP, Full access; no legal acts; staff responded quickly to tasks. Favorable. General Fund doubled; Positive as well as grants and Utility funds.

ACTION: Informational Only

c. Downtown Subdivision Plat

Presenter: Dale Holland, Tony Sears and Michael McCallister

Open space, Provisions UDO; reservation of open space. Donate to Town of Kenly- 37K square feet around lift station of Yukon Street. Donation/dedication to Town of Kenly. Plat straight forward. Drainage flow reversed; design of subdivision Planning board voted unanimously, every lot 500 feet within fire hydrant. 25 lots 12K sq. ft. Gravity

sewer main. Yukon Lot 18; Chelsea, Wilson and Yukon Street. Re gradient Lot 25 Drainage Plan- 1 feet deep ditches. Sewer capacity NC DEQ approval. ARPA funds for land acquisitions. State reimburses the Town of Kenly

ACTION: Council to adopt contract for Land Acquisition

Motion: Council Member Smith

Second: Council Member Neal

Vote: Unanimous 3-0

9. TOWN MANAGER / STAFF REPORTS

1. Town Manager

- *Utility Bill Adjustment Document (NONE)*

2. Town Clerk

- Municipal Election Filing for Office-November 7, 2023

Last day to file for office is July 21, 2023; information located at Johnston County Board of Elections.

ACTION: INFORMATIONAL ONLY

3. Town Attorney

NO COMMENTS AT THIS TIME

10. OTHER BUSINESS

1. Informal Discussion

NO INFORMAL DISCUSSION AT THIS TIME

2. Council Member Comments

NO COUNCIL MEMBER COMMENTS AT THIS TIME

11. CLOSED SESSION

NONE

12. ADJOURNMENT

a. Adjourn the Meeting

With there being nothing further, the meeting was adjourned at 8:15 p.m.

ACTION: Motion to Adjourn

Motion: Council Member Neal

Second: Council Member Smith

Vote: Unanimous 3-0

Duly adopted this the 14th day of August, 2023 while in regular session.

Herbert L Hales II
Mayor: Town of Kenly