

207 West Second Street
Post Office Box 519
Kenly, North Carolina 27542



Telephone: (919) 284-2116
Fax: (919) 284-5229
Website: www.townofkenly.com

February 12, 2024 – 7:00 p.m.
Regular Town Council Meeting
Minutes

COUNCIL PRESENT:

Herbert Hales II, Mayor
LaWanda Neal, Council Member
Keith Davis, Council Member
Garrett Stancil, Council Member
Beverly Knight, Council Member

COUNCIL ABSENT:

Mark Smith, Mayor Pro Tem

STAFF PRESENT:

Tony Sears, Interim Town Manager
Tymeeka Williams, Town Clerk
Mike Wilbur, Attorney Partner

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.*

NO PUBLIC COMMENTS

3. ADJUSTMENT/ADOPTION OF THE AGENDA

- a. Adjustments to the Agenda
ACTION: Add Billboard Discussion
Motion: Council Member Smith
Second: Council Member Davis
Vote: Unanimous 5-0
- b. Adoption of the Agenda
ACTION: Motion to adopt the Agenda as Presented
Motion: Council Member Davis
Second: Council Member Stancil
Vote: Unanimous 5-0

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.)

- a. Draft Minutes
 - January 8, 2024 – Regular Session

ACTION: Adoption of Consent Agenda as Presented

Motion: Council Member Knight
Second: Council Member Davis
Vote: Unanimous 5-0

5. INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a. NONE

6. PUBLIC HEARINGS

- a. NONE

7. NEW BUSINESS

- a. Planning Board Appointment
Presenter: Tony Sears: Interim Town Manager

Manager Sears informed the Council that there are two Planning Board Members who are up for reappointment. These seats are up after one year due to the restricting of the Planning Board last year and creating staggering seating. The Planning Board recommended reappointment of Chris Manning and Jamey Wilkinson. Jamey Wilkinson seat is the ETJ representative and will need to be approved by the County Commissioners.

ACTION: Approval of Both Positions

Motion: Council Member Knight
Second: Council Member Neal
Vote: Unanimous 5-0

- b. State Grants
Presenter: Tony Sears: Interim Town Manager

Manager Sears informed the Council that the Town of Kenly was awarded three grants during the last session of the General Assembly.

- a. Town of Kenly – Stormwater Improvements – DPS \$200,00
- b. Town of Kenly – Water Infrastructure Fund – DEQ \$860,275
- c. Town of Kenly – Economic Development – OSMB \$312,158

Stormwater Improvement – is a \$200,000 grant. Manager Sears has been in contact with WithersRavenel regarding putting in a GoldenLeaf application. Manager Sears wanted to try and find a way to maximize the monies to get a greater benefit.

Water Infrastructure Fund – will be used for not only water but sewer. Manager stated that he and PW Director Pitts had met with representative from WithersRavenel to assist with grant. Initial thoughts would be to complete the USDA project that is ongoing on six, seventh, and Lincoln St.

Economic Development – Manager Sears looked into what these monies could be used for. It appears to him after talking with representatives from the State that it is a loose interpretation and the state provided examples of allowable expenditures. Discussion between the Manager and the Council involved demolition of the old civic center and construction of pickle ball courts. If funds were still available maybe the consideration of a shelter to house something like a farmer’s market.

ACTION: None

c. Billboards on 95

Presenter: Tony Sears: Interim Town Manager

Johnston County Visitor Bureau is looking to replace the visitKenly.org signs on Hwy 95. Manager Sears presented Council with pictures of the examples the JCVB submitted. The Council stated they were interested in alternatives to the ones presented and where were the locations of the billboards. Manager Sears stated that he was not exactly familiar of their locations. Manager Sears stated he would get more information.

ACTION: None

8. OLD BUSINESS

a.

9. TOWN MANAGER / STAFF REPORTS

a. Town Manager

1. Utility Adjustment – Tammy Zapper 5-0

b. Town Clerk – Clerk Certification Institute UNC-CH SOG

c. Town Attorney

d. Department Directors – Dana Youst (Dylan Pollock) presents his Capstone Project for his Senior Project of ECU – (Pickleball)

10. OTHER BUSINESS

a. Informal Discussion

NONE

b. Council Member Comment

NONE

11. CLOSED SESSION

NONE

12. ADJOURNMENT

a. Adjourn the Meeting

With there being nothing further, the meeting was Recessed until February 29th at 3pm at 7:47pm

ACTION: Motion to Recess

Motion: Councilman Knight

Second: Councilwoman Neal

Vote: 5-0

13. RECONVENED- February 29, 2024

COUNCIL PRESENT:

Herbert Hales II, Mayor
Mark Smith, Mayor Pro Tem
Keith Davis, Council Member
LaWanda Neal, Council Member
Beverly Knight, Council Member
Garrett Stancil Council Member

STAFF PRESENT:

Tony Sears, Interim Town Manager
Tymeeka Williams, Town Clerk

Mayor Hales called the meeting to order at 3:00 p.m.

Motion: Council Member Smith
Second: Council Member Davis
Vote: Unanimous 5-0

14. NEW BUSINESS CONTINUED

a. Update on Budget: Specific Questions: Engineering Projects/Grants

Golden Leaf Grant Submission- awaiting response to information submitted

Municipal Engineering- Michael McAllister: reorganize & restructure the grant (AIA) pricing and material shortage. 12/26 deadline not to be extended of expending funds. \$728K- Fire hydrant project \$3200~\$9800. water side/rest sewer. rehab all pump stations/adding generators. Mark Hubbard (DWI supervisor) Project out to bid for generator. about a year back up to receive one. Fence, replace pumps, generators. Slip lining: Add more valves (Water) Enhance water system \$16M.. price not set until bids are sent. Material bids end of October 2024. Tremendous amount of work affects pricing for labor/material. ISO Rating increase for Kenly Fire Department. (AIA study grant~ construction grant) CDBG- audit not complete, holding up projects. Surveyor on site in Kenly (2-3 days)

FY 22- Audit Gary Pittman (Anthony Tabb) Audits not up to date- state is able to withhold sales tax. 6/30/2022- nothing to audit; recreate water tank project. Came up a few thousand dollars short. Bank statements/bills not spending money in timely manner. Reconstruction books, preparing financial statements for auditor to audit. Turnover caused much of the problem. Sabotage could be an issue. Massive turnover, equipment/knowledgeable staff in office. Restructure administration/staffing. Provide oversight Logics/Financials. Financial Statements to be completed after April 15, 2024

Police department: Requires more resources for uniforms, salaries and maintenance for equipment and vehicles.

Library: Increase salaries for staff and updated software and more space for books and conference rooms and more computers for residents.

Parks and Recreation: Increase salary for staff and allot Director position to Full Time. More playground equipment and more staff positions created for parks. Upgrade Sports Equipment and software and computer equipment and replace trailer if possible.

Wastewater Treatment Plant: Increase budget for extra help when necessary or training for current employees. Better software and computer/telephone system.

Adjourn the Meeting

With there being nothing further, the meeting was Adjourned until February 29th at 5:35pm

ACTION: Motion to Adjourn
Motion: Councilman Knight
Second: Councilwoman Davis
Vote: 5-0

Duly adopted this the 29th day of February 2024 while in regular session.

Herbert L Hales II
Mayor: Town of Kenly