

**November 12, 2019**

**Town Board Meeting**

**7:00 pm**

Mayor Carol Sykes said I want to welcome everyone to the town board meeting. Mayor Sykes asked Commissioner Mike Hill if he would lead us all in saying the Pledge of Allegiance. Mayor Sykes said we need to make an amendment to the agenda but first I also need an approval of the agenda and amendment. Commissioner Mike Hill said I make a motion to approve the agenda and any amendments that need to be taken care of. Commissioner Penny Murphy said and I will second that motion. Mayor Sykes said thank you, any discussion on that? If not all in favor say "aye". All said "aye" and the motion carried unanimously.

Mayor Sykes said I'd like to introduce to all of you Michael James, he is the Lenoir County Manager now. Mayor Sykes said Michael this is Penny Murphy one of our commissioners, next is James Quinn who is also a commissioner, and Mike Hill also a Commissioner. Commissioner Mike Hill said I know your daddy Michael James but I will tell you later how I know him. Michael James laughed and said this I want to hear. Mayor Sykes said this is Crystal, I think you've already met her, but this is Crystal Heath our Town Clerk. I think you know George Jenkins, he is our town attorney. George said it's a pleasure to meet you. Michael James said same to you. Mayor Sykes saying oh I am sorry you two haven't met yet, I was thinking you had. Also this is Timmy Kennedy, he is our Public Works Director. Mayor Sykes said alright you guys, talking to the attendees, introduce yourself. Hi, I am Randy Byrd with Pink Hill Volunteer Fire Department. Timmy said our Chief Tony Heath couldn't be with us tonight, he is out of town. I am Joey Thigpen Chief of Police. Hi, I am Sam Burdick, I am a community planner with Eastern Carolina Council. My name is Katie Dunning, I am with North Carolina Rural Water Association.

Mayor Sykes said Michael James came by to see me the other day, and I want to keep calling him James so I think his name should be James, she says laughing. Lenoir County Manager Michael James said that's OK I get called James a lot. Mayor Sykes says Him and Linda Sutton was going to come by but Linda

couldn't come by but anyways, we talked about our town, how he wants to be a part of us, support our town, and we talked about the library. We didn't 100% agree on it but anyways I have invited myself to go to the next county meeting and talk about the Pink Hill Public Library. Commissioner Penny Murphy I would like for you to go with me, don't you want to go? Mayor Sykes said I would like to go and present our case that we need help with fixing the deck at the back door of the library. Penny said well I'm already on the friends with the library board. Mayor Sykes said well I'm going to that county meeting so I can present myself asking for help from the county with fixing the back of the library. We just need it because we already have spent a lot on the library. I think it is right that they help us. We pay monthly utilities and such for the library. I feel like the county can help us once in a while. I feel like the county should help us because we never asked for help. I think we have one time in all the years we have been here. I've been here a lot longer than you Michael James. Mayor Sykes said I appreciate you coming Michael James, you're welcome to stay and listen to our meeting and see what goes on. Or if you don't you can just exit, mayor Sykes says laughing. But thank you for coming. Commissioner Mike Hill said now I'll tell you how I know your daddy Michael James. I also work for NC Rural Water, he works in Wallace, I've helped him with technology issues they have had there and I go down to Wallace to see him every now and then.

Mayor Sykes said alright you are next on the agenda Samantha Burdick with Eastern Carolina Council. Yep, hello everyone I am Sam the community planner for Eastern Carolina Council. I am also the disaster recovery coordinator. So I work with the regional government also. The reason I am here tonight is I wanted to talk to you about storm water mapping. There's a grant that we are applying for through the economic development administration. To do a series of storm water maps for communities that may have been affected. Any town or community that is interested we're going to put in one single application for all of us to receive storm water mapping. I was actually prepared to present this but there is no projector in here so just bear with me. But I did print some up I have enough for one for every two people, if you would just share. So I'm sure it's not any news to y'all what the concerns are about storm water in eastern North Carolina that's just something we face very frequently and very significantly during storms and hurricanes. Flooding in our communities have a lot of repercussions including public housing, safety related. So we all know why storm water is an issue and we want to do something about it. Trying to figure out where to start is most of the time the most difficult task. So this grant that I mention is a disaster supplemental

grant from hurricane Florence awarded 358 million I believe, I didn't write that down on here. That is quite a big chunk of money that is put on it on a recurring basis and its first come first serve for folks that want to apply. I will also let y'all know it's something that also local communities can apply for, just keep in mind you may have to apply for it, but that's something I'm happy to help you with. We have a few interested from a couple of communities. So, I'm not for sure who in this room was involved when we conducted an assessment with you guys and other communities. We asked what your major impacts was during hurricane Florence and what things you see as really big priorities. So, one thing that was prominent and most of our region was concern over storm water. So what we have done in the past and what we are capable of doing now is to do Storm water mapping to basically identify all the infrastructures in your town, map it, and have a brief assessment. We did calculate what it would cost your town. What I forgot to mention is this grant is 80% coverage and 20% match. So it does require you to provide 20% of the cost to match. And we did figure the cost for you guys and it comes up to about \$7,500. And 20% of that, that is if you're interested in it, the cost is roughly \$1500 for the town. So that is obviously what y'all will have to consider if you have or want to upfront \$1500. I would just need to know whether or not you want to move forward. I have some copies of a storm water map that we've used. I would like to go through it with you all. We actually go through with GPS and map out all your infrastructures, pipes, drains, culverts. Timmy Kennedy said I just want to put in that when I talk to her I did let her know that most of our storm drains are covered by DOT, the town did not actually put in the curving gutter and the storm drains. Sam said of course, like I said we would calculate all the infrastructures of the town that are in the city limits and of course some of it is DOT. And you're not responsible for maintaining their infrastructure. But in addition to just locating all the pieces we also do a brief assessment, structural assessment as best we can with the equipment that we have. So we can take note of whether it's blocked, partially blocked, or certain issues other than drain or whatever it is that we're looking at, the functionality of it. It is not an engineer report, I want to make that very clear. It is an initial assessment to define the problem areas which I'm sure y'all know of some already, it is to confirm which infrastructures need to be addressed. And how to kind of tackle that. So we will produce two maps for y'all one that will have the infrastructures and the second map will show the problem areas. Public works and the community can kind of get an idea of where to start. We know that unfortunately rainfall has increased and flooding has increased. We just want to do what's best for the community.

Knowing where your infrastructure is, is the best way to start. Mayor Sykes said Tammy do we not know where our infrastructures are? Timmy said yes we know where the majority of our stuff is but the majority of what is around us is owned by DOT, so I don't know where DOT stuff is. Mayor Sykes said but we know where they are right, the lines have been located and all that stuff. Timmy said I don't know where all of them are but most of them. Sam said just to clarify we are only doing storm water distinction it would not be drinking water or working water infrastructure. Also you may have that knowledge of where most of your lines, culverts, etc. are but again it was found as a need for your community, for your town, they need the assessment. Your town doesn't have storm water mapping. Mayor Sykes asked, this is not an engineer's drawing? Sam says no ma'am it's not. Mayor Sykes asked well who does the maps. Sam said who did? We did. We went through a questionnaire to assess what towns need the assessment and again the needs for storm water maps, is that one of the questions was specifically about the storm water mapping then you guys are in need of that according to the questionnaire. I will go ahead and pull out the examples now and stop talking about it so you can look and see what type of map I'm talking about. I wanted to put this on the projector for y'all so you could see it better but there's not one here so I'm so sorry about that. So this map is the standard of kind of what we put on there an Ariel photo. I'm happy to leave these with you to let you look at it and see. Essentially it has the town limits, the infrastructures, pipes, culverts, and such. So it basically pinpoints whether there is any blockages, any infrastructures or anything or partially blocked. Illustrates areas that may be in the danger zone. This is one of the two maps and this is the problem area map the red areas are the problem areas and they would be priority to tackle first. And the second map is just illustrated a little differently it just has all of the infrastructures and things listed that's in your town. There's anything else that may be of use for your town and you won't listed just let us know and we can do that also. We also do a book map that is useful for repairs. Works department folks can take it out into the field with them to use and this is an example of a map book. So those are the products and we also create a list of areas problem areas for you and we do out reach for the town it may be beneficial for y'all. Which would put a pamphlet out for the community so they can be aware of the storm water mapping. Generally what we provide as the maps themselves. Anyone have any questions at this point? Commissioner Mike Hill said my question is most of our creeks are the blue line section or land stream but it is now mainly filled up with debris and sand. I think if I'm not mistaken Commissioner Mike Hill said, there's been some talk in

Raleigh about coming and cleaning out these creeks in town's. Sam said it is necessary, it needs to be done ASAP. We also notate clogged creaks from debris because it's essential to flow of water to keep creeks cleaned out. I know this is the first step and it seems unnecessary but this is the first step and it needs to be done. An engineer can go out and do the same thing but they would charge a lot more than this. You also don't need an engineer study necessarily to get grant funding. Storm mapping will just illustrate and point out problematic areas. Commissioner Mike Hill asked so how long do we have before we have to let you know our answer. We need to meet on this and make a decision. Our internal deadline Sam said is December 5, so really what we need is some sort of letter that states that the town of pink Hill would like to move forward but now if something happens and you don't have the money in your budget you can pull out later. We can just re-organize with the communities that we already have on board. Yes I say if you don't have time to get board approval before December 5 deadline if you could at least illustrate in a letter that you're interested then we can move forward. I think that was suffice as far as putting you guys in the application but we do want to get the application in as soon as possible. I'm happy to leave all of this with y'all so that way you all can look at the maps help you make a decision. Mayor Sykes said we need to discuss this first before we can make a decision. Commissioner Mike Hill said we got a find the money first. Sam said OK I understand, thank you for your time.

Mayor Sykes said OK Katie it's your turn. Well hello everyone I appreciate you for having me today. My name is Katie, I'm with NCRWA, I'm one of their source water specialist. And I'm here today to present the certificate of achievement for well head protection to the town of Pink Hill. Now the well Head protection plan is a non-regulatory program to help protect the ground water. I thank you through awareness and education Mr. Tammy Kennedy who helped with communication and getting me all the information I needed to help finish up this plan for the town of pink hill. So congratulations and you all will have this beautiful framed certificate to hang in your office. I really appreciate it.

Mayor Sykes said OK the next item on the agenda is discussing the Christmas parade and it is December 1 at 2 o'clock. Our town Christmas party we need to discuss so Crystal will you tell them about it? Crystal said I contacted the Country Squire and she said that it would be the same package that you guys got last year. She said she has December 13 available if December 13 works for

everybody and it is \$34.50 a person. You will get your choice of chicken, steak, salad, and a potato also a drink for that price. I will send out an email to everybody and they can decide what they're going to eat, so I can let her know ahead of time. She said that she wanted to have the food ready for us when we got there. Mayor Sykes said you want us to send our order through email to you? We might not know what we won't eat until we get there. Penny Murphy said we ordered ahead of time last year. Mayor Sykes said I don't remember that. Mayor Sykes said well why are we ordering ahead of time, are we in a hurry when we get there everybody said no. Crystal said no ma'am I think it was just the way the restaurant wanted to do it so they won't feel so rushed trying to cook 24 people's food at one time. Everyone agreed that December 13<sup>th</sup> at 7:00 will work for everybody.

Randy Byrd stood up next to give the fire departments call report for the month. Randy said that in the month we have had 17 EMS calls, 2 structure fires, 5 vehicle accidents, and 1 service assignment for a total of 25 calls this month for Pink Hill Volunteer Fire Department. Randy said December 14<sup>th</sup> at the cafeteria we are going to have our Pink Hill Volunteer Fire Department Christmas party all of you are invited to attend to join us and eat it will be at 6:30.

Thank you Crystal and Randy Mayor Sykes said. OK commissioners I guess we're all good with the parade with a car to ride on and everything taken care of. All said yes, they had it taken care of.

OK Joey you're Up Next. Joey said since the last meeting we have had 172 calls. I will be glad to read through every one of them if that's what you want. The board said no that's alright. Thank you for what you've done, it sounds like you've been really busy. Mayor Sykes said I wish we could change the Police Departments work schedule somehow when we don't have coverage on nights that we can have coverage during nights, instead of all day. Joey said there's somebody here every night till 12 o'clock. Mayor Sykes said really even on the weekends? Mayor Sykes said and who I haven't seen anybody? Joey said so I can go pull the schedules if that's what you need me to do to show you the coverage we work. Mayor Sykes said no that is not necessary but I would just like to make sure our town has enough coverage during the nights also. Maybe I looked at the schedule, I just noticed that there was a couple nights there wasn't no coverage.

Chief Joey said well we normally have coverage from 4:00pm until 12:00am or either 3:00 until 11:00pm. Mayor Sykes said I'd rather have somebody work nights then I had all day. Chief Joey said well we've been just as busy on days shift as we can be on night shift so that don't make no difference. Mayor Sykes said well I don't doubt that I had just rather have coverage at night time. And I thought I saw some weekends where there's not any coverage. Chief Joey said well there might be some days were there might be no coverage because we don't have the hours. Mayor Sykes said the weekends, I'm saying that there's not coverage on the weekends I'd rather have coverage on the weekends covered for our town Mayor Sykes told Chief Joey. She said can't we have a day or two during week day someone can take off and that person work weekend days to cover our town. Chief Joey said part times can't work the weekends. Mayor Sykes asked Joey what about the full-time employees can't they work the weekends? Mayor Sykes said can't you and Hoffman like skip a day or something so the weekends will have coverage? Joey said is there a problem here? Mayor Sykes said no I didn't say there is a problem I would just like my town covered on the weekend, more traffic comes through our town then and I am just concerned about our citizens. Chief Joey said well Carol we may be just as busy during the week days or week nights days as we are the weekends, what's the difference? I can pull the call log and show you if that's what you want Joey replied. Mayor Sykes said no I'm not asked you to pull any calls.

Mayor Sykes said Timmy you're next. Timmy said this coming Friday I'm going to lose my part-time help. He's got a full-time job somewhere else. I just wanted everyone to know that. The Lynwood Avenue culvert, hopefully the money is in the way. The Central Avenue culvert we are still going through the process with FEMA. Mayor Sykes asked has it been approved. Timmy said yes ma'am it has. Timmy said the big news that I have is the meters that we've had since 2014 I believe, the laptop for it has gone bad and we need to purchase a new one. I've got a bid and it should be in each of you members packets. If you look at the bid it looks like a high price I bet, we have to have it to get readings off the meters. And Badger Meters advised us that within the next year we would have to update our software to what's called beacon. So I was trying to get it all done at one time, go ahead and get the new laptop and the software at the same time so we are learning it all at one time instead of relearning how to work a new

software program and deal with setting up new laptop to old software. Mayor Sykes asked are we having to do something with the program every month that we read the meters. Timmy replied yes ma'am, hopefully this will make Crystal's job easier because sometimes the readings just don't go through or she has to reload it a couple of times to get new readings for our customers. Crystal spoke up and said it was explained to me that when we got Windows 10 installed in our computers, which is mandatory for every computer by January, badgers software is not compatible with Windows 10. David who is with badger meters said that there shouldn't be a problem once we switch to Beacon that we won't have to spend that money again. The price for the Toughbook is \$9700. The tough book that we have now we have sent it off several times already to have repairs and it's now not repairable. We are being told that all of the ports are bad. Commissioner Mike Hill says so it's \$18,000 to get the laptop and the program installed. Timmy says yes and I've already went and talked with Connie she says that she can crunch the numbers and help us figure out which line item to take it out of. Phillip said last month when I read meters I had to spend an hour and a half on the phone with technical support to get our readings to go through Tech support advised all the ports have gone out and we couldn't get the thumb drive to move the readings over to Readcenter to put in Citipak. Normally it takes 2 hours to get reading on meters, I spent over four hours getting new readings that day. If we get the go ahead we have to send a letter of intent, sign some type of form on town letterhead and send into Badger Meter to say were on board and ready to move forward. Commissioner Mike Hill said I make a motion that we go ahead and update the software and a new laptop for water department. Commissioner Penny Murphy second the motion. Mayor Sykes said any discussion on this topic. If not all in favor say 'aye'. All was in favor the motion carried unanimously. Timmy said my next item is the dump trailer that we discussed in last meeting. The problem now is the used trailer is no longer available. Mayor Sykes asked well I thought we decided last month to just get a new one anyways and you come back with a price. The one I presented last month Timmy said that one is gone but I've got a price on another one that is a little wider. And I think we got a good price on it, it is \$8,075.00 that's with the tags and title fees. That quote is with semi-permanent tags but it may be just a little more because it also has a one-year warranty that comes with it. We want to get permanent tags. Commissioner Mike Hill said that I make a motion that we buy the new dump trailer from H and

H Farm supply at \$8,700.00. Commissioner James Quinn said I second that motion. Mayor Sykes asked is there any discussion on this? No discussion on the floor then all in favor say "aye" The motion carried unanimously. The last couple of days we have all been working on the Christmas lights. They are all snowflakes this year and hopefully they will be up by the week of the 25th in time for our Christmas parade. Mayor Sykes asked how many new Christmas lights did we get. Phillip said 20 new snowflake Christmas lights are being hung on the utility poles. Mayor Sykes said everyone remember the Christmas parade is December 1 at 2 o'clock. Timmy asked is the traffic for the parade going to be handled as it has been in the past. Because in the application Crystal had to send to DOT it stated we were responsible for blocking and closing streets. It said whoever is in charge of it which is the town is in charge of the streets. Mayor Sykes said who handled it last time? Timmy said that would be the Police department. Chief Joey said well we talked about this in the last meeting. Mayor Carol said we are talking about it again, we need to know what you need to have. Chief Joey said well it just depends on how you want it done. For the past 12 years I've done it the same way. The town of Beulaville helps me out with blocking traffic on Front St. / Hwy241, Stop traffic on Broadway St. and Kinston Blvd. Only problem here Chief Joey said is with big trucks because they can't make the turns on the side street so they just sit there and wait until the parade is over but in the past we've not had any complaints or problems out of the truck drivers. Mayor Sykes said well we have been having this parade for 50 years and have never had a problem with traffic. We need to get it taken care of. Chief Joey said I've got detour signs to put out and 3 officers from Town of Beulaville. Chief Joey said we've never had a problem until the DOT form had to be signed last year and I don't know where that came from but I was just going to do the traffic as normal. Chief Joey said if the town wants me to do it any differently y'all need to let me know. Commissioner Mike Hill asked attorney George if we needed to make a motion to continue doing the traffic as we've been doing it in the past. Georgia replied no. Mayor Sykes said just continue doing what you been doing I don't think we're going to have any trouble and thank you for what you do.

Mayor Sykes said I don't see anyone one signed up for public comments so anyone else got anything else to say? Commissioner Mike Hill said I'm just glad to be here and I'm glad that you're our mayor again Carol thank you and everybody

for what you do. Mayor Sykes said does anyone need to go in close session for anything? No one needed to so she said if there's nothing else to discuss I want to call this meeting adjourned. Thank You all for coming and all that you do.