

MILTON NORTH CAROLINA TOWN HALL/TDH

TUESDAY: April 13, 2021---7:00 PM. Minutes

Town Hall Hours: Tuesdays 9:00 am.-5:00 pm.

Thursdays- 4:00 pm.-7:00 pm. Payments Only

CALL TO ORDER:

Mayor Patricia Williams called meeting to order at 7:00 pm

This meeting is being recorded and I (Mayor Patricia Williams) would like to remind you for **Public Comments** please call Town Hall at 336-234-0030 by 2:00 p.m. on the Tuesday the day of the Town Meeting and leave your name, address, and your reason for Public Comments.

PLEDGE OF ALLEGIANCE:

- **Mayor Patricia Williams** asked everyone to please stand for the Pledge of Allegiance.

PRESENT: Mayor Patricia Williams, Commissioner Lisa Brandon, Town Clerk, Sharon Williams, Finance Officer, Commissioner Cathia Stewart, **Zoom:** Commissioner Valerie Sottile, Commissioner John Wallace Jr.,

ABSENT: Shirley Wilson, Town Clerk

- **APPROVALS:** **Mayor Patricia Williams** called for approval of the **April 13, 2021**, Agenda. **Commissioner Cathia Stewart** will be giving the EDC report for April 12, 2021 and will give March 8, 2021, at a later time. **Commissioner Valerie Sottile** asked to place under New Business Residence Accountability for Town Ordinances. **Mayor Patricia Williams** made changes to the Agenda inserting under New Business: Norma's Deli Application for New Business Owner, Ordinance's cost of copies, updating water Policy, Green Space Committee, it was motioned to approve the Agenda with the amendments for April 13, 2021, by **Commissioner Cathia Stewart**. Second by **Commissioner Valerie Sottile**. All members were in favor. **Mayor Patricia Williams** asked for the approval of the **March 09, 2021**, Minutes. Commissioner Lisa Brandon motioned to approve the **March 09, 2021**, Minutes as they stand and second by Commissioner Cathia Stewart. All members were in favor of the Minutes by stating (I).

MAYORS REPORT: Mayor Patricia Williams

- **Update on Milton Post Office:** Notice of Contractor on premises dated March 31, 2021. This notice was put up at the Semora Post Office according to this notice the starting date for the Milton Post Office is April 01, 2021, and the completion date will be September 28, 2021.
- **High Street Baptist Church Crosswalk Funding** has not come through to the DOT at this time. DOT is waiting for the funding to be approved before the work starts on the Crosswalk Project.
- **The 25 M.P.H. Speed Limit Signs:** for Holder Street and Palmers Alley has been submitted for Regional and State approval. As soon as the approval comes through the installation of the signs will commence.
- **COVID 19 Update: Caswell County** now has 159 confirmed cases down from 349 reported last month; **Milton Zip Code** has 154 confirmed cases up from 149 reported in March with (1) death in our zip code.
- **Maderno Vaccine** is being given out you can call the Caswell Health Department at 336 -694-4129 to put your name on a list to be contacted when you qualify for a vaccine. Please be diligent in practicing wearing a face covering, social distancing, and washing your hands. If you have any flu like symptoms you need to go and get tested to rule out COVID-19.
- **A letter addressing the serious financial concerns of the Milton Water Sewer Fund** was emailed to the North Carolina Department of State Treasury Department on March 31, 2021.
- **Purchasing of a new generator:** to be used at the Pump House during Ice Storms will be discussed after the Budget has been presented.

- **Caswell County will host a Blood Drive:** on April 28, 2021, from 9:30 a.m. to 3:30 p.m. at the Senior Center on Fire Tower Road. All donors will receive a Tie Dye T-Shirt, \$10.00 e-gift card, and a Wellness Check.
- **The Milton Town Board has been invited to the Caswell Chamber of Commerce Annual Banquet:** to be held on Tuesday April 20th at 6:00 p.m. located at the Yanceyville Pavilion. This outdoor event will feature Keynote Speaker **PCC President Dr. Pamela Senegal**. Dinner will be served, and tickets are \$10.00 for the Town Board. **Reservations are required.**
- **The Annual 2020 Annual Drinking Water Quality Report for the Town of Milton:** was received on Tuesday April 6, 2021, and it will be mailed out in the next invoice mailing on April 20,2021. A copy will also be left here at Town Hall if you do not receive one in mail.

🚩 **STAFF REPORTS:**

Sharon Williams: Presented the General Fund: March 2021 Target is 75% the Revenue at the end of March 2021 58%; Expenditures at the end of March 2021 are at 70%. We received our State Funding for the last three months today April 13, 2021. This will be on the report for next month. Water/ Sewer Fund our Revenue at the end of March is at 83%. Expenditures at the end of March is at 63%. We have a big expense coming up in May the USDA loan. Bank Reconciliations: General Fund Bank Account: Updated through April 06, 2021 --\$11,097.60 Water Sewer Fund we have \$33,152.25. Our North Carolina Capital Management Trust is \$78,409.08. You have a copy of each Bank Statement to verify this information. No Water Relief Applications.

Town Clerk: Shirley Wilson had death in her family she is not here and had nothing to report.

OLD BUSINESS: Commissioner John Wallace: Update on Privatizing the Milton Water/Sewer System

Commissioner John Wallace stated we have a new prospect for purchasing the Water System, The Output of North Carolina Company but have not been able to get them to return a phone call yet. Lisa Brandon got hold of a person and they wanted to talk to Sharon Williams about the finances of the Water System. They are a good prospect; they do business with a number of Municipalities in North Carolina. I think they would be a better prospect than Public Service Company of North Carolina. It would be nice to see the comparison between the two. It is going to take a lot of time. John explained the application and we will have to get technical information from Mike Behler. Get the Pros and Cons. We will have to keep our citizens in mind as we review and compare the prospects.

Mayor Patricia Williams: Discussion of the Budget **Mayor Patricia Williams** stated she has a few things for the Budget Committee to take under consideration as you are creating the Budget. This has been an extremely hard year for everyone through the Pandemic. We have four dedicated staff members that have not stopped working. They have been dealing with this pandemic, having been quarantine several times, but not ever contracting COVID. They have been here dealing with the public throughout this entire time.

- 🚩 **One thing I want you to look at and consider as you look at the budget if there is any way if we can raise their salaries 1% -5%** if there is something by looking at that it would allow them to have a small increase. We have these dedicated staff members working with us, for us for three or four years and this has been a hard year. It would be nice to show how much we appreciate them by whatever we can afford by a percentage raise.
- 🚩 **Second thing is a donation to the Volunteer Fire Department:** There has never been to my knowledge in the past administrations a donation given to the Milton Volunteer Fire Department. That group of men and women are very dedicated, they meet Mondays, they answer calls, even if there is not a fire, they are First Responders and if we could make just a one-time donation of \$100.00 if we can afford it. Again, we are dealing with the Budget, and these are just Budget Line Items I thought we can consider as you are going over the Budget for 2022.
- 🚩 **The Generator (Texas Scenario)** the storms are getting worse, the hurricanes are getting worse. Everything is getting worse over the entire United States. I want us to be prepared. It is just a small preparation to keep the Pump House warm for four days so at least people would have water for four days. They would have to turn off water in their houses and only turn back on to flush toilets, heat water over a fire, we hate for something to happen and people not have any water. Mike Behler had talked to us about the cost to heat that particular Pump House, so would it be worth it or not worth it to purchase a generator. I would like for you to think about as you move forward with the Budget. John Wallace asked how much Mike Behler said the Generator would cost. Mayor Patricia Williams explained and stated he said approximately \$1200.00. He gave us the size of the generator that

would be needed for the Pump House. It will be fueled by gasoline.

- ✚ **Mike Behler gave me his reports:** Update on the computer screen the person has been contacted and is willing to come and will try to trace the power failure in the motor control panel at the Milton Wastewater Treatment Facility and the total will come to \$650.50. Mike Behler is trying to get them as soon as possible. This will start the process of finding out if the computer screen can or cannot be repaired. This system has been in place since 2006-2007. It may be outdated and needs replacing.
- ✚ **The Municipal Water Flushing Schedule: Mayor Patricia Williams** stated everyone should have a copy. The 1st date is June 25th, 2021, and the schedule goes all the way through 2022. If it is inclement weather, the Flushing of the Pipes and Fire Hydrants will be flushed out the next clear day. This schedule was created so the Town's citizens would know when the flushing would take place. In the past no one knew about it. **Mayor Patricia Williams** stated this schedule will be mailed out in the May invoice mailings so the residents will know about it and place on their calendars. We will pre warn all residents. It will start in the morning and may take an entire day but will make the people aware.

NEW BUSINESS: Commissioner Valerie Sottile: Accountability for Town Ordinances

Wants to bring to the Commissioners what options we want to use to enforce compliance to the Town Ordinances. Every town has a way to enforce the compliance to the Ordinances. I would like for the Commissioners to think about what we need to do to help people comply with the Ordinances. Possibly looking at fines after notifications of noncompliance to the Town's Ordinances. Commissioner John Wallace stated he likes the idea of a fine if the residents do not comply with the Ordinances as opposed to a police force. Explained Any certain Ordinances. Valerie stated looking at all of them. **Mayor Patricia Williams** stated we need to get with the Town attorney to see how we should go about writing something down for fines for the purpose of holding people accountable to the Ordinances. Getting with the Town Attorney would be one of the first steps. **Commissioner Valerie Sottile** will take this information forward to the Planning Board.

- ✚ **Norma's Deli: Mayor Patricia Williams** stated that **Norma's Deli** will be in the Old Post Office and has filled out a New Business Application, has put all the information in it, looks fine and Sharon Williams went through it. The deli will be open Sunday and Monday from 9:00am- 8:00 pm and Tuesday -Saturday 8:00 a.m. to 8:00 p.m. She is looking at 7 days a week 8 hours or longer. She plans to apply for a beer license permit and plans for a starting date of May 1st, 2021. She will sale food as well as make food. This must be approved by the Town's Commissioners before operation begins. **Mayor Patricia Williams** stated she will have a few booths, staples, ice cream and carry out. (Explained) **Mayor Patricia Williams** asked for a motion to approve this **New Business Application for Norma's Deli**. **Commissioner Cathia Stewart** motioned to approve the New Business Application for Norm's Deli and second by **Commissioner Valerie Sottile**.
- ✚ **Ordinances: Mayor Patricia Williams** stated there is a Planning Board member that has been working diligently to transfer all our Ordinances electronically. (Explained) They will be ready by June 2021.
- ✚ **The Cost of Copies: Explained.** Single Page per Copy-Agenda- Minutes Finance Officer stated per black and white .05 per copy and the color copy .25 per copy. Mayor Patricia Williams explained ink is very expenses. Commissioner Valerie Sottile suggested only Town Business copies. **(Discussion)**
- ✚ **Updating Water Policy: On our Water Policy** currently we have the **North Carolina General Statue**, and we need to add to that it will be prohibited to block the meter, to impede the Milton Water Department from access to the meter. There has been an incident that the meter was blocked. One of our employees could not access the meter. #8 on the policy and after getting advice from the Town's Attorney we need to include that on the water policy. **(There will be no impeding** of Milton Water Department from accessing the water meter.) **(Discussion)** **Commissioner Lisa Brandon** stated we had talked about that before. Mayor Patricia Williams stated she will send the corrected wording to each Commissioner for approval. **Commissioner John Wallace** stated we cannot have people blocking access to the Town's Meters. **(discussion)**
- ✚ **Green Space:** It was brought to my attention that a group of people has formed a committee and wants to create a Green Space, Walking Trails, Picnic Area and is looking at using the Old Alley Ways or Old Streets that have been closed but is Town Property. This committee wants members, wants the public to know about it, that it would be a wonderful thing for people to come to town to go on a walking trail. People like to walk the town. If homeowners want a sign the Beautification committee is responsible **(Explained)** We will have a report from this committee next month.

COUNCIL MEMBERS REPORTS:

Commissioner Cathia Stewart EDC Report from April 12, 2021: Commissioner Cathia Stewart read information from the EDC Meeting and left copies for the Commissioners to keep. From Pamela Senegal, PCC President:

- ✚ Designer/architect for the CEAD project has been selected - IHR out of Durham, partnered with Dewberry won the bid.

PCC will be one of ten colleges across the state selected to pilot restarting face to face training in our prisons. We will begin that this summer at Dan River Prison.

Shannon Moretz was able to get an audience with the CEO of TROSA regarding the recent donation to the town of Yanceyville. Strong interest in having it function as a residential drug treatment center. His concern was around capacity, but there did seem to be interest in a **planning study** that could help his board/our community better understand the overall costs and time frame of such an expansion. Next step - pull together steering committee with Cori's help to work on proposal and identify funder.

In conversation with Vance-Granville, Durham Tech and RTRP's Ag Tech cluster regarding an Ag Bio works track (short term training) that would meet the needs of ag research organizations with high end greenhouse needs.

Roof project bids currently under review for building K.

VISTA worker for the coming year secured to focus on food insecurity needs of students and community. This person will report to Emily.

Reached out to Danville regarding workforce needs for casino operations.

- Working with Telamon for event on May 1st, 2021, at the Caswell campus where items returned to Amazon will be given away to the public. Details forthcoming from Emily.
- **Commissioner Lisa Brandon** stated they went around Friday for the trash pick up no one participated. Went down Doll Branch and picked up on the side roads other than that no one participated.

PUBLIC COMMENTS: Tracy Blaine: How to enforce the Ordinances is already written out. Article 15. The Commissioners just need to do is sit down read it, send them out, and enforce what is written. Office Max cost. It cost .50 per color copy and straight copy.

- **Samantha McCraw:**
- **Speed Signs on Holder Street and Palmers Alley:** Is there anything we can do about any other street, especially our street. I realize we are the only people on the street that have children, but we are very close to the road. (Explained) about 55-60 mph. While we are doing for Holder and Palmers Alley, we may can do for Academy Street also. Kids playing on the sidewalks and God forbid if someone wreck in that curve.
- **Generator:** I think that is a Great, great idea. I would suggest a propane generator. (Explained) I do not know if anyone had thought about Codes, it is not like you can just come in and put a generator in, you must go by codes in order to put a generator for the town. With you talking about running the Pump House, I am not understanding why you would run the Pump House if the Green tanks were not running? If you are talking about a four-day period and the green tanks are not running, then things are going to get backed up.
- **Tracy Blaine was talking about the Ordinances:** They should be available I could not really hear whether it was June or July. I have actually asked for a copy of the Ordinances. I have given you the General Statue that says I am allowed that in a timely matter. I do not feel it has been a timely matter it has been a few months. I am okay with paying.
- **Copies:** When I get medical record copies, they are \$.10 per copy, and I would be more than willing to pay \$.10 per copy I think \$.05 is a little low. I have asked for those copies and still have not gotten them yet.
- **Enforcing the Ordinances:** The people in the Town do not know what the Ordinances are. Are you going to send a copy of all the Ordinances to every person in this town? We cannot follow an Ordinance that we do not know about. We cannot fix a problem if we do not know it is there. Nobody knows what the Ordinances are because no one has ever had a copy. If you do fine someone. Where does that money go; into the General Fund, into the Water Fund where would it go and how would you fine us. Do not pay going to take you to court kind of thing, getting the town attorney involved. I just need more information that I am sure will come.
- **Water Meter:** Brought up the incident about water meter being blocked. I tried to handle the situation with Sharon personally today and it got brought up in the town meeting today so I guess I will bring it up too. My water meter was blocked because we have street side parking. That is the only place we must park. It was blocked because the letter you guys sent out to me stated I had not made a payment in 2-month period, and I explained to Sharon today a payment is a payment it does not matter if it is by the resident or whatever. My mom can come

make a payment for me. It goes to my account. But I still got a letter stating that my water was going to be turned off when I knew it should not have. Because according to the Ordinance that you sent me two-month period of nonpayment. That is way the meter was blocked because it was not 60 days of nonpayment.

Mayor Patricia Williams:

- **First, I would like to thank Tracy for looking at that Article 15 and we will pull that and make sure all the Commissioners are aware of that and we can have a discussion on that. Thanks for the information for copies from Office Max we are not trying to make a profit.**
- **The monies collected for the copies will go into the General Funds where Office Supplies are purchased under the Budget Line Item**
- **Speaking about the signs it was mentioned to me by a homeowner that lives on Holder and Palmers Alley about the speed limit signs and there are 30 mph speed limit signs on Academy. We can certainly see if DOT is willing to look at a 25mph speed limit sign for Academy Street. On certain roads they can only go to a certain speed limit. We can check into.**
- **The point someone brought up about the green tanks of being frozen and that is something we may need to question even more with Mike Behler and making sure if we purchase the generator for the Pump House were the pipes are above ground this will keep the pipe from freezing and the circulation flowing. This is the location where the pipes will freeze to keep the water from flowing to the town. Everything else is underground a good distance and the pressure of the water will keep those pipes warm for circulation. If other things are frozen solid, then if everything is frozen solid, we would have to look at the purpose for purchasing a generator. Sharon Williams Finance Officer will look at the cost.**
- **Fines: We will address into where the money will go; if it will be applicable and that is when we will call in the Town's Attorney to find out how to go about fining and how it will be collected, could we apply it to the water bill, those are things we can question.**
- **Letter to be shut off after two months and that is what the Town follows. That is in our Ordinance, the situation of getting a letter is done individually. We do not discuss that widely. If a person should get a letter I suggest to please call immediately on Tuesdays. Sharon Williams is here from 9:00 am-5:00 pm unless it is a meeting. You can leave a message. Someone will get the message when they come in.**

CLOSE OF MEETING: Mayor Patricia Williams asked for a motion to adjourn the meeting. Commissioner Cathia Stewart motioned to adjourn the meeting and second by Commissioner John Wallace. All members were in favor.

Time: