

Minutes for Regular Board of Commissioners Meeting  
Pikeville Town Hall  
6:00 pm, Monday, October 9, 2023

Present: Mayor Johnston, Commissioner Hooks, Commissioner Galloway, Commissioner West, Commissioner Thomas, Commissioner Katsenios

Absent: None

Staff Present: Tim Biggerstaff, Town Manager, Harry Lorello, Town Attorney, Rodney Jarman, Police Chief, Wendy Holland, Town Clerk/Finance Officer

Mayor Johnston called the meeting to order at 6:00pm.

Mayor Johnston gave the invocation.

Mayor Johnston led all in attendance in the Pledge of Allegiance.

**Agenda Adoption:** Commissioner Galloway made a motion to adopt the Agenda. Commissioner Hooks seconded. Motion carried 5-0.

**Approval of Minutes:**

Mayor Johnston requested a motion to approve minutes for the regular session September 11, Special Meeting September 5, Closed meeting September 27, and Ordinance meeting September 27, 2023. Commissioner Katsenios made a motion to approve the request. Commissioner Hooks seconded. Motion carried 5-0.

**Presentation  
NC League of Municipalities**

Perry James, Rose Williams, Tracy Chestnut, Ann White, Eric Faust, and Isabella Mormando with the NCLM were present.

Perry James, NCLM commended the Town of Pikeville for the progress made in transitioning to Black Mountain Software. Mr. James presented a power point presentation "Ten Keys".

Rose Williams, Executive Director NCLM, congratulated the town for being first to transition to Black Mountain Software and setting the foundation for other towns.

Tracy Chestnutt, Accounting Specialist NCLM, introduced herself to the board and explained her roll in assisting the town with all financial issues.

## **Old Business:**

### **Contract for Building Transfer**

Contract changes for the property located at 110 SW Railroad Street was presented to the board. Dennis Lewis is requiring the new structure on the property being donated to be completed within four years of transferring the property. If not, the property would revert back to him. The decision was made to negotiate if the town has spent a minimum of \$100K in four years the town would retain ownership.

## **New Business: None**

## **Administrative Reports:**

### **Town Manger**

- Staff Update: We welcomed Cathy Nichols back as Billing Clerk in a part-time role.
- Surplus List Update – Attached is the current surplus list. The only hold up now is finding the titles for the vehicles or applying for missing titles.
- Instead of painting parking lines on a street in need of repaving, I am getting a quote in the coming days for repaving the north side of Railroad Street from Main Street to Vail. The quote will include grinding up the current pavement rather than just paving over so it will last longer. Powell Bill money would be used if the quote is reasonable and responsible and obviously it would need board approval.
- Library interior lights will be replaced Monday, Oct. 16<sup>th</sup>. They will re-lamp all 36 fixtures and repairing bathroom light switch.
- There is a plan in place for 30 American flags and brackets to be purchased to be put up around the Pikeville Business district. It will be a cooperative plan between a citizen of the town, Greater Pikeville Improvement Committee, and the Town to make that purchase. We are just trying to find a solution to hang them along with the banners. I am researching several options.
- I met with the property owner at the end of Booker Street. He seems to be looking for options on what he can do with the property. He asked about the possibility of using town water, sewer, and electricity on the project. I went back to our engineer, Trey, with lots of questions about what's even possible and what's best for the town. There are quite a few variables in regard to connecting our utilities and would come at a steep cost to the developer as they would be responsible for extending lines and such. In terms of sewer capacity, I'm am now receiving the monthly flow reports that are sent to the state from Envirolink. Our average flow rate for 2023 so flow is approximately 66,000 gpd which is well below that 80% of capacity rate of 112,000 gpd we have to stay under. Trey states at that average we could add up to another 124 homes on the system, but the Teachey development is scheduled for 75 homes, and this has been a dry year so that flow

rate could change with a wet winter. The question on how to proceed with further developments is probably a bigger question for the board and/or planning committee to really look at and decide long term planning.

- Eastern Carolina Council of Government has begun the work on updating our Land Use ordinances to comply with NC GS 160D. We will hold off on any land use ordinance adjustments/changes until they complete their work.
- Tomorrow morning we are meeting with Brandon Rummage, Supervisor of Power Delivery to discuss Power Delivery to Pikeville and any issues or updates. While he is here, we are going to look at several meters around town that we've identified as having some questions. I will also ask about any certifications or licensure needed to reset breakers on power lines.
- NC Rural Water came out and did an energy assessment on the treatment plant and the lift stations to make sure we are efficient. Because it is small relative to what they usually see, the only major finding to be more efficient would be to go completely solar at the treatment plant and perhaps the lift station at the assisted living facility, Ridgeline of Pikeville. The solar system needed for the treatment plant would be about \$84,000 to install and save about \$8,300 a year with a return on investment in just under 8 years. Happy to supply anyone with those full assessments upon request.
- We were notified this week that our permit was officially renewed for the treatment plant.
- We are working to select a credit card vendor for our new system. Black Mountain doesn't currently have anything set up for credit cards but they are working towards that. Having said that, we have the option to find whatever vendor works best for us and they will work with Black Mountain to get it set up. We have a demo later this week. Still working towards a goal of online payment.
- NC Rural Water is hosting training sessions for the Lead-Copper Inventory. The state is requiring every water system to have a complete inventory done for all customers of any possible lead-copper items that remain in systems completed by next October. The big worry amongst other towns/cities I have spoken with was finding a contracted service to perform those inventories. Based on what I have been told, our public works staff should be able to accomplish the task so I am sending Bobby Hunt and Gabe Brunson to Washington, NC next week for the training with hopes that it can be completed over the winter months.
- Waylon Gardner who is the local Boy Scout that provided the park with the information board for his Eagle scout project, has invited us to attend his Eagle Ceremony on Nov. 18<sup>th</sup> @ 4pm with a meal to follow located at The Point, Stoney Creek Church in Goldsboro. If anyone would like to attend, I have the number to RSVP.
- Public Works Report – see handouts of Work Orders for the month.

Grass cutting season is dying down so there will be time for the extra attention needed for various projects around town like but not limited to sidewalks,

overhanging limbs, overgrown right-of-ways near intersections, curbs, etc.. If you see an area that could use some attention, please forward me that information.

Fall Clean Up Date has been set for Monday, November 13<sup>th</sup>. A flyer with that information will go out with the next utility bill.

**Wendy Holland: Finance**

Tracy Chestnutt with NCLM is assisting with adding account numbers to the town's general ledger. Once the needed account numbers are in the Black Mountain software, I will present financial statements. In the next few months, the town will receive an increase in property tax income.

**Police Report: Chief Rodney Jarman: See Attached**

**Committee Reports: None**

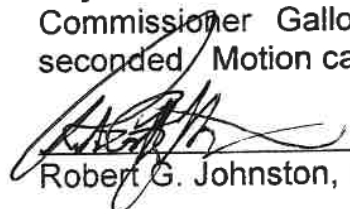
**Public Comments:**

Kellie West, 115 Collingwood Drive, Pikeville  
Mrs. West mentioned the need for mulch in the playground and the amount of trash located on both sides of Washington Street.

**Commissioners Comments: None**

**Adjournment:**

Commissioner Galloway made a motion to adjourn. Commissioner West seconded. Motion carried 4-0. Commissioner Hooks was not present.

  
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Robert G. Johnston, Mayor

  
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Wendy Holland, Town Clerk