

MILTON NORTH CAROLINA TOWN HALL

Temporary location at JBS Renaissance Center
(JBS for Jean Bradsher Scott)
11928 Academy Street

TUESDAY: February 13, 2024---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 Angela Upchurch called meeting to order at 7:00 pm

This meeting is being recorded and I (Mayor Angela Upchurch) 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 Angela Upchurch asked everyone to please stand for the Pledge of Allegiance.

Mayor Angela Upchurch welcomed everyone to the **March 13, 2024, Town Meeting.**

- Mayor Angela Upchurch introduced a special guest: Tom Poe, with engineering firm WithersRavenel, who will present Milton's Water-Sewer Assessment Report.
- Tom Poe introduced his co-worker Casey Dollen background work ethics at a glance.
- The Report and Study that has been done is just the beginning and a plan. A process of what we can do now and what we can do next to make your situation better. The situation is very challenging because you are small, and the systems are old. Growth is everywhere, some people want growth, and some do not. We want to help you either way you want to exit. How can we help you have clean drinking water and clean wastewater in the area around you?
- Casey presented PowerPoint slides. (attached) AMP (Asset Management Plan)
- What is the current state of my assets?
- What is my required "sustainable" level of service?
- Which assets are critical to sustained performance?
- What are the best CIP and O&M strategies?
- What is my best long-term funding strategy?
- 🚧 Work Completed – Water
- Scope
- GIS Data Review
- Update GIS using scanned as built plans.
- Condition Assessment
- Material Life Expectancy
- Criticality Analysis
- Well and Tank Supply Lines
- Main Trunk Lines
- Capital Improvement Plan
- 🚧 Work Completed – Sewer
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- Well and Tank Supply Lines
- Main Trunk Lines
- Capital Improvement Plan
- Tom Poe: Available Electronic Copies of the report. Questions and answers.

- **Fund and Asset Management**
- A deadline all water systems in the nation are addressing is the **Study on Lead Service Lines**.
- **Capital Improvement Plan-discussion explained Milton needs all items discussed.**
- **The state requires you to have a redundancy. You can go with drinking water for about three days.**
In [engineering](#) and [systems theory](#), **redundancy** is the intentional duplication of critical components or functions of a system with the goal of increasing reliability of the [system](#), usually in the form of a backup or [fail-safe](#), or to improve actual system performance,
- **Can get a replacement well and we have a list with a ten-year plan (we can help the town choose the most needed first.**
- **Tom Poe stated we can give the best advise we can. Explained all items listed.**
- **Water is passing all tests. Milton has a well system and does not have a high level of chlorine.**

PRESENT: Mayor Angela Upchurch, Shirley Wilson, Town Clerk, Sharon Williams, Finance Officer, Commissioner Sherri Garrard, Commissioner Steven Lattime, Mayor Pro Tem. Robert Palmer, Commissioner Jackie Jeffries

Absent:

APPROVALS: Mayor Angela Upchurch called for approval of the **February 13, 2024, Agenda: Mayor Angela Upchurch had a modification to add to New Business at the top choosing a Preliminary Engineering Report.** Commissioner Sherri Garrard motioned to approve the **Agenda for February 13, 2024.** The motion was second by Commissioner Jackie Jeffries. All were in favor. Mayor Angela Upchurch asked for the approval of the **January 09,2024 Minutes.** Commissioner Jackie Jeffries motioned to approve the **January 09,2024, Minutes, as they stand.** Commissioner Bob Palmer second the motion. All were in favor.

MAYOR REPORT: Mayor Angela Upchurch

- ✦ The state assisted in moving the town office to this facility (church) to operate here for maybe three weeks. Then in about three weeks move to the building behind the state bank. In the foreseeable future we will still hold meetings here in the church facility because of space.
- ✦ The Milton Town Board met with Senator Graig Meyer and Representative Renee Price on January 30th. They were very engaged listening to Milton's needs, as a packet had been prepared for them and it included this Capitol Infrastructure Needs Asset Assessment list. This will fix everything and will cost about seven million dollars. Primarily the needs discussed were the aging water-sewer system, the \$389,000 debt still owed on the sewer system, the traffic problem, and areas without safe sidewalk access. We brought to their attention the Thomas Day State Historic Site likely could not be sufficiently supported without infrastructure improvement. State Historic Site Regional Manager Jennifer Farley was on hand to answer their questions, stating annual visitors could number 10-15,000, and possibly 25,000 a year. Milton is not the only small-town needing infrastructure help. The economic benefit of the state historic site will likely be the asset in Milton's favor to receive some help.
- ✦ We are investigating ways, with the assistance of the N.C. League of Municipalities, to encourage abandoned property owners to pay overdue bills, and have the property contribute again. The League tells me that while we have been charging a monthly sewer fee of \$34 to property owners who have had water turned off, it is permissible to charge them monthly for water accessibility. This would encourage owners to have renters or to sell. A water-sewer system must pay for itself. Those who have evaluated Milton's situation have said the Town did not have, and still does not have, enough customers to be self-sufficient from the beginning. We are faced with how to remedy this. The more customers we have allows for healthier incoming revenue.
- ✦ The Commissioners gave permission at the January Town Hall to speak with Sheriff Tony Durden regarding ordinances. Bob and I met with him. The Sheriff's Department cannot intervene regarding town ordinances as noncompliance is not criminal. They can only intervene in the event of a criminal offense. In order to become criminal, ordinance noncompliance must have a fine, accruing monthly if not remedied, and then after a determined amount of time the town must bring civil action against the noncompliant property owner. A judge would then rule the fines be paid and the issue resolved. If the issue is not resolved at this point, the noncompliance becomes criminal, and the Sheriff's Department can intervene. The Sheriff encouraged the Town to go this route as he agreed ordinance enforcement was important.
- ✦ I have applied for the internet domain townofmiltonnc.gov. There is a 20 day wait for processing, which should be complete by the end of February. With the completion of the water-sewer analysis by WithersRavenel, the Board must decide on what project to have the engineering firm prepare a specific plan for. Discussed
- ✦ It would be nice for the town to have a no comment Facebook page. Communicate quickly.
- ✦ With completion of the water sewer analysis from Withers Ravenel the board must decide what project to have the Engineering Firm prepare.

STAFF REPORT: General Fund Revenue through the end of January 2024 \$54,352.00 come in. The Target was **58%** for six months. Our Revenue **55%**, Expenditures **43%** with Expenses through six months \$42,680.00 through the end of January 2024.

Water Sewer Fund: Revenue through six months \$68,000.00. 39% Expenses through seven months are \$105,583.00. Budget

was \$62,225.00.

I (Sharon Williams) Ask the board to approve \$20,000.00 transfer from the General Fund to the Water Fund. It was motioned to approve the transfer of \$20,000.00 to Water Fund from the General Fund. Motioned by Commissioner Steven Lattime and seconded by Mayor Pro Tem Bob Palmer. All were in favor of transferring the \$20,000.00 into the Water Fund account. Bank Reconciliations: General Fund at the end of January 2024, \$45,000.00 and as of last Tuesday, the amount was \$39,800.00 (Outstanding Checks) Water Sewer at the end of January 2024 the amount was \$13,800.00 and as of last week, the amount was \$9,000.00 North Carolina Capital Management Trust the (SCIF Fund) \$52,626.00. The Capital Management Trust Account (does not have interest yet.) Amount in account \$153,874.00 General Fund and Water Fund. Bank Statements: Attached

PUBLIC COMMENTS: Lawrence Smith: Flooding Sidewalk---Discussed

OLD BUSINESS: Mayor Angela Upchurch

✚ Discussed Previously

NEW BUSINESS: Mayor Angela Upchurch

- ✚ Choosing a Preliminary Engineering Report Discussing with Former Mayor Patricia Williams-Commissioner John Wallace
- ✚ Recommending-Lead Service Line Inventory --Deadline to have Inventory done is October 16, 2024
- ✚ 50,000.00 pays for this assessment that they did. (Discussed) Patricia Williams explained about Grants for the Infrastructure.
- ✚ Capital Improvement Plan--- \$155,000.00 for Inventory cost. There is funding for this report. Discussion
- ✚ Withers and Ravenal will not be paid until after they have created a PER, and the town has it in hand. Discussed Grant monies. The 50,000.00 goes away in June 2024.
- ✚ Funding is available now for this Lead Inventory report taking step by step.
- ✚ It was Motioned by Commissioner Bob Palmer to choose the Lead Service Inventory for the first PER. Commissioner Sherri Garrard seconded the motion. All were in favor.
- ✚ The Piedmont Triad Regional Council: The Piedmont Triad Regional Council (PTRC) is a voluntary association of local governments - urban and rural - authorized by state law to:
 - Make and implement joint regional decisions.
 - Provide management, planning and technical services to local governments.
 - Identify and solve short and long-term problems best addressed at the regional level.
 - Bring together local elected officials on a regular basis, giving them an opportunity to form working relationships:
 - Promote regional issues and cooperation among members.
 - The PTRC is one of sixteen regional councils in North Carolina. The State of NC designated them to serve as the lead regional organization for the Piedmont Triad region. They serve seventy-six member governments in a 12-county area. Caswell County is a member so far Milton has not been a member. We have had contact with Jesse Daye prior to us Patricia Williams spoke with him some, and Commissioner Bob and I have met with him through a video conference, and he feels like they can help with some of the issues that we face. We felt encouraged the last time we spoke. There is a \$550.00 annual fee, and someone has spoken up to donate some of this cost so it would not have to come out of the town. I (Mayor Angel Upchurch let mentioned that Milton has had a lot of planning done but not a lot of work. We needed some actual work done. They help search for grants. He is also working with the Department of Commerce contact I have. It is very encouraging with people at higher levels discussing Milton. I want to ask the Board if the town of Milton could join if we found donated funds for the \$550.00 for annual membership. If you agree we will sign the agreement of membership. (Discussion) It was motion for Milton to join the PTRC (Piedmont Triad Region Council by Commissioner Sherri Garrard and seconded by Commissioner Jackie Jeffries. All were in favor. Passed the membership agreement around to be read by the Town Councilmen and to be signed by the Mayor and Town Clerk.
 - Discussed Water Rates Increase: Sharon Williams proposed rate increase. Raise on overages only. (Discussion) Tabled until March 11, 2024.

COUNCIL MEMBERS REPORTS: Shirley Wilson:

- ✚ PCC has an eight-week class that will begin in March up. Enrollment is up 15%.
- ✚ BLAST Program including all Caswell County Elementary Schools.
- ✚ Person County Commissioners purchased a 91,000 sq. ft. facility to help with the Health Technology and Trade Center for Person County
- ✚ Town of Yanceyville will have a joint meeting on Thursday night February 15, 2024 @ 6:00p.m. at the Municipal Building.
- ✚ Amanda Hodges stated she had distributed the final grant from Tourism for this term. Total distribution for this period was \$25,000.00.

CLOSE OF MEETING: Mayor Angela Upchurch asked for a motion to adjourn the meeting. **Commissioner Sherri Garrard** Motion to adjourn the meeting **Commissioner Jackie Jeffries** and seconded by Commissioner Bob Palmer. All members were in

favor. **Time: 8:55 p.m.**

Next Meeting March 11, 2024

Minutes humbly submitted by: Shirley Wilson