

**MILTON NORTH CAROLINA TOWN HALL/TDH**

**TUESDAY: September 14, 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, Shirley Wilson, Town Clerk, Sharon Williams, Finance Officer, Commissioner Cathia Stewart, Commissioner Lisa Brandon, Commissioner Valerie Sottile,

**Zoom:** Commissioner John Wallace Jr.

**ABSENT:**

- **APPROVALS: Mayor Patricia Williams** called for approval of the: **September 14, 2021, Agenda** with the changes Mayor Patricia Williams added: First under **Old Business: Water Policy Revision, Discuss Purchasing Generator for the Pump House, New Business: Dewberry Proposal; Town's Ordinances in accordance with the NC General Statute 160D.** It was motioned to approve the agenda with the changes for **September 14, 2021,** by **Commissioner Lisa Brandon.** Second by **Commissioner Cathia Stewart.** All members were in favor. **Mayor Patricia Williams** asked for the approval of the **August 10, 2021, Minutes.** **Commissioner Valerie Sottile** stated that Tracy Blaine's name was misspelled on pages 3 and the last page. **Commissioner Valerie Sottile** motioned to approve the **August 10, 2021, Minutes with corrections,** second by **Commissioner Lisa Brandon.** All members were in favor of the approval of the agenda with additions and changes to the Minutes as they stand by stating (Aye).
  - **MAYORS REPORT: Mayor Patricia Williams**
  - **Update on Milton Post Office:** The Milton Post Office update: The property designated has been completely cleared off. The final completion date of September 28, 2021 has been delayed due to the supply chain issues with the Modular Building because and that is because of the COVID shutdowns of the warehouses.
  - **High Street Baptist Church Crosswalk Update:** The approval has come in from the **North Carolina Preservation Department.** DOT has received all paperwork from the archeology report and receipt of the Environmental documentation. There is going to be a preconstruction meeting and the timeline will be created at this meeting. The Town of Milton and the High Street Baptist Church will be notified of the dates that construction will begin.
  - **Flushing of the Fire Hydrants** will take place on September 28, 2021. Please mark your calendars.
  - **Commissioner John Wallace, Town Clerk Shirley Wilson, and I (Patricia Williams)** met with **Sam Shumate (District Outreach Specialist for Congressman Ted Budd)** who is a North

Carolina District 13 Representative, Wednesday September 01, 2021. Discussed was what United States Congressman Ted Budd can do to help Milton. Mayor Pro-Tem Lisa Brandon was unable to attend.

- **Please check out the Town of Milton Website located on the** [caswellcountynorthcarolina.gov](http://caswellcountynorthcarolina.gov) website. It is now up and going. Thanks to Shirley Wilson for taking time to download Milton's information on our webpage.
- **Inserted in the August 2021 Water Bill** was contact information for the Milton Planning Board Members. Please contact a Planning Board member if you have any questions.
- **On Thursday September 09, 2021, I (Patricia Williams)** received a phone call from **Mr. Jesse Day** of the **Piedmont Triangle Regional Council** about an opportunity for a **UNC Chapel Hill four-member team** to come to Milton and help with the new **North Carolina General Statute 160D on Milton's Land Development**. This opportunity will greatly benefit the **Milton Planning Board** and the **Town of Milton** if it works out.
- Thanks to the **Town of Milton** and the **TDH** contributors for the wonderful ramp that Michael Behler built for those that need walking assistance.

**STAFF REPORTS: Finance Officer Sharon Williams:** The first report is **General Fund:** Through **August the target is 17%** and our **Income through August 2021 is 12%** but our **Spending is 13%**. Within target on both, they equaled out. In August we had **Income of \$2838.86**. Our **Expenditures \$3499.62**. **In July Dues and Permits we had spent the majority of that and is at 80%**. **Commissioner Valerie Sottile** asked Sharon if she anticipated any more **Dues expenses** and Sharon stated a small amount. This was the bulk of what we usually spend. (Explained and (Discussed Increase Budget Line and will look at this for next year) The **Water Sewer Fund** our **Income through two months is at 16%**, **Target at 17%** and **Expenses 14%**. **We had \$9982.00 come in and spent \$5523.00** and we are well within budget there. **You will see on the Water Sewer Fund the ARPA Funds**. **We received ½ of the monies on August 5<sup>th</sup>, 2021, in the amount of \$23,424.26 for ARPA**. **We have until 2026 to spend this money** and should receive the same amount next year. These funds need to be kept separately, report separately and account for the income separately. It is in the Water Fund; we must spend it out of this fund. We found out we can put this **\$23, 24.26** in an Interest-bearing account but we cannot co-mingle it with other funds. We do have a **Capitol Management Trust Account** that we have **General Funds** in, but the funds cannot be put in that account. If all agree, I can talk to them to see if I (**Sharon Williams**) can open a second account that we can move these funds into and as we need them, we can pull them out. I need the Councils approval. **Explained by Mayor Patricia Williams** that this was recommended. **Mayor Patricia Williams** asked for a motion for **Sharon to American National** to set up a **Capitol Management Reserve Fund Account** specified for the **ARPA Funds**. It was motioned by **Commissioner Cathia Stewart** that **Sharon Williams** goes to **American National** to set up a **Capitol Management Reserve Fund Account** specified for the **ARPA Funds** and second by **Commissioner Valerie Sottile**. All were in favor. **Bank Accounts: General Fund** at the end of **August \$13,944.00**. **Last Tuesday August 7, 2021, we had \$10,494.00**. **Water Sewer Fund** at the end of **August \$44,972.00** and last week **\$43,125.85** of the amount **\$23,424.00** is **ARP monies**. Technically in the **Water Sewer** is **\$19,701.00**. **North Carolina Trust** at the end of **July 2021 is \$105,012.00**.

**OLD BUSINESS: Commissioner John Wallace** the update on Privatizing the Milton Water/Sewer System. Nothing to report this month. No change, only one company interested in the Privatization of the Sewer System.

**Mayor Patricia Williams: Discussion on spending the ARP monies:** I (**Patricia Williams**) given you something to look over and review in order to make a decision on how to spend the ARP monies. After looking through these items what could the Town of Milton use ARP funds for. It looks like under

**Investing in Water / Sewer Infrastructure and Broad Band Infrastructure** we could look at doing something. **Commissioner Cathia Stewart** stated **Essential Workers**. **Mayor Patricia** stated she wants to wait until we discuss the **CARES ACT** monies and talk about how we can give bonuses to our four **Essential Workers** that deal with the public on a regular basis and through the Pandemic and in the future. **Commissioner Cathia Stewart** asked about investing in the **Water Sewer**. **Mayor Patricia Williams** stated that is one of the things they recommended from the Zoom and Webinars meetings looking towards the future and future generations. Making sure we have good water and replacing old infrastructure which we stress over and over. **Maintenance** is one of the highest reasons why we cannot get ahead of the constant problems that we have with our pipes, fire hydrants, pumps, and meters. Looking and seeing what can be done with our **Water Sewer old infrastructure** is certainly something that can be done. We can replace the pipes, we can replace the fire hydrants, meters and look at second water sources which we definitely need here in the Town of Milton. These are things that will help Milton continue to live when we are long gone. As we move forward, if we all are in agreement, then we want to look at the water/sewer infrastructure. Later we are going to be talking about Dewberry's Proposal that will help us by giving us direction on how to move forward. **Commissioner Lisa Brandon** asked about **Public Health Emergency** (**Mayor Patricia Williams** explained). Discussed\*\* First Report for the **ARP Monies** will need to be in by October 31, 2021. We have not seen this report, it has not come out to the individual Municipalities yet as to what must be reported. They want us to have an earmark for these funds. **Mayor Patricia Williams** stated there is a lot of information online that everyone can look at. She also explained about a Public Health Department.

**Mayor Patricia Williams: Cost for making Business Row Safe: I** (**Mayor Patricia Williams** hands this over to **Commissioner Valerie Sottile** so she can fill you in on the cost. **Commissioner Valerie Sottile** stated she went down to **Business Row** and measured from where the last leveled spot was. This could get some conversation going on about the **Light fencing** that would look historic. **I (Valerie Sottile)** was looking at a Lowes fencing named Grand Empire Black Steel Pressed Point Decorative Fence Panel. The cost is **\$34.18 for a 3.37 ft. (H)x4.12 ft (W)** we measured from the point where we will start the fencing to the point at Aunt Millie's where the banisters start and that was **92ft**. If this fencing is used it would cost **\$1000.00 including tax not labor. This fencing does not require a lot of maintenance.** **Mayor Patricia Williams: stated she needs to ask Sharon Williams** what line item the monies would come out of. **Sharon Williams** stated it would come out of **Buildings and Grounds**. **Mayor Patricia Williams** explained that there will be a couple of shops where a rail would not be needed because the walkway runs evenly to the ground. Easy for loading and unloading.

**Siren on the Water Tower: Mayor Patricia Williams** reiterated what **Fire Chief Steve Harris** asked to place a siren on the Water Tower. The siren sounds off to let the town's people know when there is a natural disaster and structural fires. They will test the siren every Saturday at 12:00 noon just to make sure it was still working correctly. He will place it on the tower and keep it in working order. We will need documentation signed by him that he will be held liable for the siren. Town of Milton will be responsible for the electric bill. (**Discussion Commissioners**) It was motioned by **Commissioner Valerie Sottile** that after signing the documentation the Fire Department will install a siren on the Water Tower **Commissioner Lisa Brandon** second. All were in favor. **Mayor Patricia Williams** stated we will study the documentation the Milton Fire Station presents to make sure the Town of Milton is not held liable. **Water Policy Revision: Mayor Patricia Williams: explained the reasoning for the Water Policy Revision. Revisions needs to be made to make it the best policy possible. Under #3 Water will be cut off without notice after two months of non-payment. The revision needs to be when full payment has not been received for two months. There have been quite a few residents paying, but not paying the full amount due, just partial amounts. Therefore, their water bills are increasing because of**

their lacking to pay the full amount. We need to tweak #3 (Explained) Town is lacking Revenue when the water bills are not paid in full, and the Town's bills are still going on. (Discussion) Water will be cut off without notice after two months of non-payment. **PARTIAL PAYMENTS** will not be considered a valid or full monthly payment. A **\$50.00 service charge** will be applied for reconnection of water. Outstanding balance must be paid in full before reconnection of water at the address. Water will be reconnected within 24-hour period. Mayor Patricia Williams: stated that in #7 A **\$10.00 delinquent payment fee** will be applied if the payment is not received on time.

Commissioner Cathia Stewart commented that the late payment (10.00) was too much. Mayor Patricia Williams asked for Commissioners comments. Commissioner Lisa Brandon, Commissioner Valerie Sottile, Commissioner John Wallace **stated \$10.00 is fair**. Mayor Patricia Williams asked for a motion for the additions be made to #3 and become effective immediately. It was motioned by Commissioner Lisa Brandon that the additions be made to the water policy become effective immediately. Commissioner John Wallace second the motion. All were in favor.

**Mayor Patricia Williams: Discussion for Purchasing a generator for the Pump House.** Discussion to see if the Commissioners are interested in purchasing a generator for the Pump House as winter approaches. Approximate cost will be **\$500.00**. You would have it in case you need it. All Commissioners agreed. Mayor Patricia Williams asked for a motion to ask the water supervisor to investigate purchasing a generator. It was motioned by Commissioner Cathia Stewart and second by Commissioner Valerie Sottile to move forward with this decision to purchase a generator. All were in favor.

**NEW BUSINESS: Mayor Patricia Williams: Computer Upgrade at the Pump House**

Reviewed the proposal **\$3, 832.00**. They have assured us that the water supervisor will be trained. Commissioner Lisa Brandon asked will he train a backup person and she volunteered. We need a vote because of this amount. It was motioned by Commissioner Lisa Brandon that the Town will move forward with signing the form for the proposal from Custom Control Unlimited for the computer upgrade at the Pump House. Second by Commissioner Cathia Stewart. All were in favor

**REMAINING MONIES FROM THE CARES ACT: Mayor Patricia Williams stated that in August she was informed that Milton had a remaining balance from the CARES ACT Monies of \$31,033.39. The date has been extended to spend this money by December 30, 2021. Mayor Patricia Williams** had distributed a packet listing items for which the funds could be used. (Discussed ideas for what the money could be used for and eligible for and created a list) Food Insecurities-Essential Workers is especially important, disinfectants, signs for doors, Mask, stand-alone hand sanitizer, Lysol spray, Microband spray, gloves, clean cloths, vacuum, plexiglass at desk, fire resistant filing cabinet, thermometer, projector, Mop, tables, or small desk.

**Mayor Patricia Williams: Dewberry Proposal**

Commissioner Valerie Sottile and I met with three people from Dewberry. The purpose for us meeting with these people was to see what kind of **Preliminary Engineering Report** that we could get to find out where we need to start repairing our old infrastructure. At the meeting with the County Commissioners one of the things they recommended was the Town of Milton needs a Plan. We got a proposal (could be lead service lines) (Discussed the proposal and Grant) Commissioner Valerie Sottile commented on the Dewberry Report stating she was impressed with them offering a Grant. Commissioner John Wallace commented and explained the situation with Dewberry in the past. (Mayor Patricia Williams stated we need a plan in place before the County Commissioners and our Legislature (ARP Funds) will help with monies for the infrastructure. Dewberry has the mapping of Milton and would not have to start from scratch. Commissioner Cathia Stewart made a motion that Dewberry move forward with the Preliminary Engineering Report. Suggestion from Valerie Sottile was to have a Town Attorney look at the

Disclaimers. (Tabled until October, bring back up and contact the Attorney)

**Mayor Patricia Williams: Town's Maintenance Ordinance in accordance with the North Carolina General Statute 160D**

**Mayor Patricia Williams** stated that the Planning Board met last night September 12, 2021, to discuss the Town's Maintenance Ordinance. (handout was distributed by Mayor Patricia Williams) The changes in this Ordinance has been added by the Planning Board one item (1) Grass should not be **higher than 5 inches** added to (A) (2) (C) Disposal be per local county and state directives **North Carolina General Statute 130A-Article 9** is the **Solid Waste Management, North Carolina General Statute 130A-Article 9 Part 2B Scrape Tires, North Carolina General Statute-Chapter 14-399** Home updated items made to this Town Ordinance in accordance with the **North Carolina General Statute 160D**. Discussion with Commissioners. **Take back to the Planning Board to discuss Grass no higher than five inches.**

**Commissioner Cathia Stewart: Co-Square:** Front of building repairs completed. At 40% capacity and have hit the goal of 12 coworking members. Collaborating with SBC and Chamber to offer coworking memberships, made possible through a grant from PEMC Helping Hands Grant. Anyone needing space for co-square contact Cori. County website up and running.

CEAD/Food systems---Regular meetings with PCC, 4P, and others. There is a broader food systems group meeting, started out talking with the Food Council and Farmers Market possible need for transition but some funding has been secured and we will be talking about a more far reaching need to coordinate this work with several other projects going on, including a sliding scale CSA. This is being facilitated by Resourceful Communities and anyone interested should contact Cori or Amanda. Working with PPFC to help them develop their role within the CEAD project.

Transitioning of the EDC Cathia Stewart's term ends December 2022, Gwen McGuire's term ends July 2022, Shirley Wilson's term ends March 2022.

Dr. Senegal resolution presentation next month

Breakfast

Hoe Down cancelled

CEAD working with the mobile food unit

Caswell County is ranking at #1

**PUBLIC COMMENTS:**

**✚ Samantha McCraw:**

- ✚ Request first comment do not go against my 3 mins.
- ✚ I spent the last 2hrs and 50 mins. starring at Shirley's forehead
- ✚ Missed one-third of the meeting because everyone is wearing mask
- ✚ Microphone is directed away from everyone
- ✚ Making Motions and I cannot see who is raising your hand
- ✚ John turned his head away from his computer and was muffled
- ✚ You turned the Chat off
- ✚ Four in view of the camera and Shirley behind and Sharon because I saw her
- ✚ Chat should be enabled
- ✚ Future Generations of this town
- ✚ We have given ideas and you have dismissed every single one of them
- ✚ All you want to do is vote on things before anything gets talked about
- ✚ I have a copy of the agenda for this meeting I heard what you wanted to add at the beginning

- I did not hear you add a water policy change talked about and voted on it
- ✚ Privatizing---I did not hear the name of the water company John was talking about
- ✚ Secondary water source
- ✚ Payment has to be made every 60 days and Partial Payment does not work
- ✚ \$10.00 late charge

Tracy Blaine:

- ✚ Could the Preliminary Engineering Report go forward in conjunction with Comprehensive Plan?
- ✚ Cares Act personally, better spend on other things not hand sanitizer, fireproof file cabinet, Plexiglas not well spent, need things that are more required
- ✚ Sent a link for supplies
- ✚ Signs for blocking Academy Street

**Mayor Patricia Williams: Computer Facing the meeting**

- ✚ **Future Generations: The Commissioners would appreciate any of your ideas**
- ✚ **Water policy Revision was on the Agenda sent out**
- ✚ **CARES ACT and ARP Funds can only be used for certain items per regulations**
- ✚ **Thanks for the Catalog**
- ✚ **Have not been contacted about the Closure of Academy Street**
- ✚ **Will find out from DOT if Holder and Palmer's Alley will be open**

**Michael McGraw:**

- ✚ Like to recognize (John Wallace) Anthony Hearn for replacing the Town Flag
- ✚ Who is paying for everything you guys are voting for? The Town Citizens of Milton NC
- ✚ I am that future Generation and raising the future generation
- ✚ I would like to speak before and after your Town Meetings and be a part
- ✚ Vote on stuff without public interaction
- ✚ Served for nineteen years in the military
- ✚ Lived here for 11 years
- ✚ Do not agree with everything that is going on
- ✚ I will continue to interrupt your meeting
- ✚ Stop adjourning meeting without any public interaction

**CLOSE OF MEETING: Mayor Patricia Williams** asked for a motion to adjourn the meeting. **Commissioner Lisa Brandon** motioned to adjourn the meeting and second by **Commissioner Cathia Stewart**. All members were in favor. Time: 9:07 p.m.

Submitted by: Shirley Wilson, Town Clerk