

**Town of Pinetops  
Board of Commissioners  
Regular Monthly Meeting  
January 7, 2025  
Pinetops Town Hall**

**A. Call Meeting to Order**

Mayor Harrell called the meeting to Order. All Board Members were present.

**B. Invocation**

Commissioner Taylor led the Invocation.

**C. Pledge of Allegiance**

Mayor Harrell led the Pledge of Allegiance.

**D. Proposed Agenda**

Commissioner Taylor wanted to discuss a proposal on behalf of a customer. The Town Attorney requested that an Executive Session to discuss Legal Matters be added to the agenda. Commissioner Webb made a motion to approve the proposed agenda as amended. Commissioner Sugg seconded the motion. Motion carried unanimously.

**E. Consent Agenda**

Commissioner Sugg made a motion to approve December 3, 2024, minutes as written. Commissioner Bullock seconded the motion. Motion passed unanimously.

**F. Public Comments**

Bernice Anderson – 214 N. Martin Luther King St.

Mrs. Anderson inquired as to whether the town has a vision statement for Pinetops.

Commissioner Sugg answered that the town does have a 10-year strategic plan for Pinetops, and we could make a copy available to her if she would like.

Mrs. Anderson wanted to know how long the town has been without a Town Administrator, and if the town is currently looking to fill the position. Mayor Harrell replied that the position has been vacant since last March and no we are not currently looking to fill the position. Commissioner Sugg added that this is one of the items that will be discussed at the upcoming budget workshop.

**G. Departmental Reports**

- 1. Police Department:** Chief Harrell read over the police report for the month of December 2024. The police department answered and/or initiated 1091 official police actions during the month. A detailed copy of the report is hereby attached to the minutes.

- 2. Public Works Department:** Cody Lancaster, Public Works Supervisor presented the water and wastewater totals report for the month of December 2024. The total water produced was 6.11 million gallons and the total wastewater treated was 3.82 million gallons. The totals for the year 2024 were 61.51 mg of water produced, and 69.46 mg wastewater treaded. A detailed copy of the report is hereby attached to the minutes.

There were 0 electrical outages for the month of December 2024.

There was 1 water leak during the month of December 2024. 6" water main on the 400 block of W. Lashley Street. Two customers were without water for an hour.

There was a sewer repair at 202 N. 3<sup>rd</sup> Street. Twelve feet of 4" cast line was replaced with PVC. The customer was affected about 3 hours.

The Public Works is currently down 1 employee, applications are being taken for the open position.

The Public Works Supervisor presented the Board with a quote he received from the Town of Tarboro for Phase 1 of ABB's expansion project. Phase 1 involves moving a primary line to the back of their property. The total projected cost for Phase 1 is \$43,134.66. He wanted to get the town's input on how they thought the cost of the project should be managed (share cost, %, etc.). The Board advised him to schedule a meeting with Tom (ABB) to discuss this along with getting the projected costs and time frame of all phases 1-3 to see what type of impact it will have on the budget.

Commissioner Taylor asked Mr. Lancaster to check the thermostat at the event center because it is not registering any numbers on it. She did state however that the temperature of the building felt comfortable. He stated that he thought it was battery operated but it would check on it tomorrow morning.

- 3. Fire Department:** Chief Burress presented a copy of the fire report for the month of December 2024. There were 4 service calls for the month. Total calls for 2024 were 99. A detailed copy of the fire report is hereby attached to these minutes. There were 0 cemetery lots sold for the month of December 2024. A detailed copy of the cemetery report is hereby attached to the minutes.
- 4. Finance Department:** Ms. Keesler presented the financial report for the month of December 2024. The general fund had a gain of \$ 37,419.76. The electric fund had a total gain of \$ 48,609.19 for the month. The water/sewer fund ended the month with a total gain of \$ 39,683.65. The adjusted end balance for the month of December is \$2,149,390.74. A Paid Check Report and Budget to Actual Report was also provided for the month of December. A detailed copy of the reports is hereby attached to the minutes.

Commissioner Sugg asked the Finance Officer to see if The Wooten Company would come to the Board meetings on at least a quarterly basis to give updates on the water project. She replied she would contact them tomorrow with the request.

## **H. Items for Discussion.**

### **1. Any Other Business**

The Finance Officer told the Board that the Fire Chief had requested that she mention the cost of mounting the equipment needed on the new engine. He received two quotes which are as follows: (1) Fire Connections \$145.00 hr. (2) C.W. Williams Co. \$60.00 hr. The installation will take 2-3 days to complete. Chief Burress stated he could do it for \$25.00 hr./not to exceed \$600. Commissioner Sugg made a motion to hire Chief Burress to mount the equipment needed on the new fire engine at a cost of \$25.00 hour / not to exceed \$ 600.00. Commissioner Webb seconded the motion. Motion carried.

Commissioner Taylor spoke on behalf of a citizen who inquired about using the Pinetops Public Event Center to teach music. The gentleman is a music teacher and told her he would be interested in providing this service for our residents if there are enough interests. Board Members had a couple of questions concerning this request so they asked Commissioner Taylor to see if he would be available to appear at the February meeting.

## **I. Action Items/New Business.**

### **1. Resolution prohibiting viewing of pornography on town networks & devices.**

This was the new legislation briefly mentioned by the town attorney at the last meeting. The new legislation references HB 971/ NCGS 143-805. The policy needs to be adopted by the Town Board with a retroactive effective date of January 1, 2025. All employees & elected officials should be provided with a copy of the adopted policy. A copy of the Resolution is hereby attached to the minutes. Commissioner Webb made a motion to adopt the resolution prohibiting viewing of pornography on town networks & devices. Commissioner Sugg seconded the motion. Motion carried unanimously.

## **J. Executive Session.**

Commissioner Webb made a motion to go into the Executive Session to discuss legal matters. Commissioner Sugg seconded the motion. Motion carried.

Commissioner Webb made a motion to come out of the Executive Session and back into the Regular Session. Commissioner Bullock seconded the motion. Motion carried.

Commissioner Webb made a motion to approve the pole attachment agreement with Bright speed and accepts full ownership of the poles as outlined in the agreement. Commissioner Sugg seconded the motion. Motion carried.

Commissioner Taylor made a motion to sign a conflict waiver for the law firm Cauley Pridgen as it pertains to the Electric Contract since the firm represents both parties, The City of Wilson, and the Town of Pinetops. Commissioner Webb seconded the motion. Motion carried.

## **K. Adjournment**

Commissioner Webb made a motion to adjourn. Commissioner Bullock seconded the motion. Motion passed unanimously.

Date: 2/4/2025

  
\_\_\_\_\_  
Mayor Brenda Harrell

ATTESTED:

  
\_\_\_\_\_  
Finance Officer/Town Clerk Tammy Keesler