

**Town of Pinetops**  
**Board of Commissioners**  
**Special Call Meeting**  
**June 22, 2021; 5:00 PM**  
**Zoom Meeting**

**A. Call Public Hearing to Order**

Mayor Harrell called the Special Meeting to order.

**B. Invocation**

Invocation was given by Phil Webb.

**C. Pledge of Allegiance**

Mayor Harrell led the Pledge of Allegiance.

**D. Proposed Agenda**

The Board made no changes to the proposed agenda.

**E. Consent Agenda – Approve June 1, 2021 Regular Board Meeting Minutes**

Commissioner Sugg made a motion to approve the June 1, 2021 Regular Board Meeting Minutes as written.

Commissioner Webb seconded the motion. The motion passed.

**F. Welcome Guests**

**1. Bruce Naegelen – NC Department of Commerce, Community Economic Development Planner**

**a. Economic Development Plan Update**

Bruce Naegelen came before the Board to present the final draft of the Pinetops Community Economic Development Assessment 2021. He wanted the Board to have the opportunity to review the draft in the hopes that it will be adopted soon. He stated he didn't expect them to adopt the Economic Development Assessment tonight, but he did want the chance to present it. Mr. Naegelen took time to go over the highlights gathered from the survey that was handed out. Commissioner Mabry stated that over 70 citizens/business owners participated in the survey. The survey addressed items such as the overall direction the town is taking, what economic development issues should the town be focusing on, the tops 5 most important issues, and the type of growth you would like to see over the next 10-20 years. He told the Board not to look at the feedback as negative but as areas in which we need to focus on or change. He urged the Board to take the time to review the draft and strongly encouraged them to consider adopting the Economic Positioning/Vision Statement. A copy of the Economic Positioning/Vision

Statement can be found on Page 19 under Section 5. Mayor Harrell thanked Bruce Naegelen for attending the meeting and for the presentation he presented.

2. Robert Hiatt – UCPCOG, Executive Director  
Ben Farmer – UCPCOG, Economic Development Planner
- a. Town Administrator Application Process

Both gentlemen were available viz ZOOM to explain and answer any questions as it pertains to the Town Administrator search process. Robert Hiatt told the Board that advertisements were sent out on June 15<sup>th</sup> for the Town Administrator position. The position is being advertised on the NCLM website as well as through the UNC School of Government and multiple universities. Resumes will be received through July 14<sup>th</sup> and are being sent directly to Robert Hyatt for review and screening. Mr. Hiatt told the Board that he is hoping beginning around July 19<sup>th</sup> they can schedule candidate in-person interviews. The target start date of employment is around September 1<sup>st</sup> but this time frame all depends on the number of qualified candidates. Commissioner Sugg asked if they foresee the town having any issues in filling the position, to which Mr. Hiatt replied no. He thought the town had a very competitive salary/benefit package; the only problem may be that currently there are a lot of other towns looking for the same thing. He did ask the town to think how they wanted to handle in person interviews; just appoint a couple of Commissioners or have them appear before the whole Board. Mayor Harrell thanked both for attending.

Date: 6/25/2021

ATTESTED:

Tammy Keesler  
Finance Officer/Town Clerk Tammy Keesler

Brenda Harrell  
Mayor Brenda Harrell

**Town of Pinetops**  
**Board of Commissioners**  
**Special Call Meeting**  
**Public Hearing for FY 2021-2022 Budget Approval**  
**June 22, 2021; 6.00 PM**  
**Zoom Meeting**

Mayor Harrell called the June 22, 2021 Special Call Meeting on the Public Hearing for FY 2021-2022 budget approval to order at 6.00 p.m. She welcomed anyone who may be attending via ZOOM.

**A. Call Public Hearing to Order**

Mayor Harrell called the Public Hearing on the FY 2021-2022 budget to order.

**B. Present Budget Message & Budget Ordinance**

The Finance Officer, Tammy Keesler gave an update on the budget process. She explained that the proposed budget for FY 2021-2022 was presented to the Board at the June 1<sup>st</sup> meeting. Following that meeting a copy of the proposed budget was made available to the newspaper and public for inspection. A notice of the Public Hearing was also advertised twice in the local newspaper.

The Finance Officer went on to present the Budget Message and Budget Ordinance to the Board. The proposed budget that was presented at the June 1<sup>st</sup> meeting totaled \$4,821,486. She explained that the proposed budget presented tonight was \$5,001,486 due to the ARPA Funds of \$180,000 being included. The proposed budget for 2021-2022 increased over last year's budget by \$151,622 mainly due to two new positions being added as well as a 21% rate increase in medical insurance.

**C. Public Comments**

Mayor Harrell opened the floor to public comments at this time. No public comments were made.

**D. Close Public Hearing**

Mayor Harrell closed the public hearing on the FY 2021-2022 Budget.

**E. Call Special Meeting to Order**

Mayor Harrell called the special meeting to order.

**F. Adoption of FY 2021–2022 Budget & Fee Schedule**

Commissioner Mabry made a motion to adopt the 2021–2022 Budget and Fee Schedule as written and presented. Commissioner Sugg seconded the motion. Motion passed unanimously.

The Finance Officer asked the Board if they were available on Friday, June 28<sup>th</sup> at 3.00 p.m. for a zoom call with Monica from USDA. The meeting is needed so that Monica can go over the funding package for the two police vehicles and one public works vehicle requested by the town. The Board agreed to the date/time of the meeting so notice of the Special Call Meeting will be given within the required 48-hour notice time frame.

Commissioner Webb made a motion to pass the resolution for approving the 2020 Local Water Supply Plan for the Town of Pinetops. Commissioner Taylor seconded the motion. The motion passed.

Commissioner Webb asked if the Board had reconsidered opening the Lion's Club back up for rental. The Lion's Club has been closed since the onset of COVID. The Board agreed that it shouldn't be reopened at this time because it was still in need of repairs.

Commissioner Taylor inquired about when the Board meetings might be open back up to the public. She suggested the Board discuss this in greater detail at the August meeting since there will not be a meeting held in July. The next Board Meeting will be held on August 3, 2021.

**G. Adjournment**

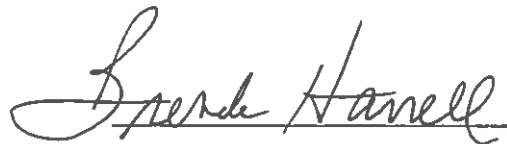
Commissioner Webb made a motion to adjourn. Commissioner Mabry seconded the motion. Motion passed.

Date, 6/25/2021

ATTESTED.



Finance Officer/Town Clerk Tammy Keesler



Mayor Brenda Harrell