

**Town of Pinetops
Board of Commissioners
Regular Monthly Meeting
March 3, 2026
Pinetops Town Hall**

A. Call Meeting to Order

Mayor Harrell called the meeting to Order. Commissioners Sugg & Webb were both absent due to sickness.

B. Invocation

Commissioner Taylor led the Invocation.

C. Pledge of Allegiance

Mayor Harrell led the Pledge of Allegiance.

D. Proposed Agenda

Commissioner Taylor made a motion to approve the proposed agenda as written. Commissioner Bullock seconded the motion. Motion carried unanimously.

E. Consent Agenda

Commissioner Bullock made a motion to approve February 3, 2026, regular minutes as written. Commissioner Taylor seconded the motion. Motion passed unanimously.

F. Guests

1. Will Larsen – Water Improvement Project Update

No bids were received for the bid opening that was held on Thursday, February 26 at 2 p.m. To abide by the formal bid process the town would have been required to receive 3 bids at that time for the bid opening to proceed. The project will be readvertised for bids, and another opening will be scheduled two weeks from the advertising date. Since this is a readvertisement, the town will only be required to receive 1 bid for the opening to proceed.

Mr. Larsen informed the Board that currently we have not officially received authority from the State to bid out the project, but the Wooten Company decided to proceed to try to make the project deadline, which is December 2026.

He went on to explain that if we receive a bid or bids at the next scheduled bid opening the Wooten Company will then review all bids and make a recommendation to the Board. The Board would then vote on a contractor based on Wooten's recommendation. After the Board's vote on a contractor, they would then submit that decision to the State for their final approval to begin the project.

The current deadline for ARPA funded projects is December 31, 2026. The town received a letter back in December 2025 addressing some of the concerns pertaining to what will happen if

a subrecipient is unable to complete their projects prior to the deadline. There has been some talk that DEQ will switch project funding from ARPA SFRF to State General Fund dollars and begin the process of extending project timelines. DEQ strongly urges subrecipients to keep their projects moving forward. Expect additional communications and updates from DEQ in 2026 as we approach the federal expenditure deadline.

After some discussion back and forth, Will told the Board he would welcome their help in pressing the State for more guidance on what happens if the December deadline is not met as well as urging the State to move all required documentation and needed approvals in a speedy forward pace in order for the town to try to comply with the federal ARPA deadline requirement.

G. Public Comments

1. Ronda Williams – Women of Standards

Ronda Williams appeared before the Board to ask if it would be okay for them to hold an event for the community, especially the kids around the 1st week of June. They were hoping to have a band, bouncy house and other entertainment as well as food. They were asking for use of the gazebo/ballfield.

Mayor Harrell requested additional information on the event. Ronda Williams stated she will provide more detailed information at the next meeting.

2. PCDAB update

Stacey Staton asked the Board if it would be okay for her to use part of the town's logo and have it printed on T-shirts to be included in Welcome Packets for new businesses. She went on to explain that she is doing this on her own. The Board had no problem with her doing this since it is not the town's exact logo.

The question was asked if the town's official logo had ever been patented. Mayor Harrell stated she didn't know for sure but would check into it.

H. Departmental Reports

- 1. Police Department:** Chief Harrell read over the police report for the month of February 2026. The police department answered and/or initiated 2260 official police actions during the month. A detailed copy of the report is hereby attached to the minutes.

The police department is allocated for 7 full-time officers, but it is currently down to 6. They are using part-time & reserve officers to fill in until this position is filled.

Commissioner Sugg mentioned at the last meeting of disposing of police vehicles as new ones are purchased and old ones are aged out. Chief Harrell reported that 3 of the older vehicles are being stripped down and will be advertised on the Public Surplus website. One of the three vehicles has been completed and is currently being advertised on the above website.

Commissioner Taylor requested a camera be mounted and faced towards the side door of the community building. Chief Harrell responded this can be done.

- 2. Public Works Department:** Cody Lancaster, Public Works Supervisor presented the water and wastewater totals report for the month of February 2026. The total water produced was 5 million gallons and the total wastewater treated was 3.4 million gallons. A detailed copy of the report is hereby attached to the minutes.

There were 0 electrical outages during the month.

There were 0 water leaks during the month.

The wastewater treatment plant has had excessive water usage which seems to signal a leak, but public works has been unsuccessful in locating the problem. They have reached out to Rural Water to help locate the issue.

Public Works will also continue to change out meters that have aged out (slow down or completely stopped registering).

Status on the ABB Project:

- a) Recently Cody met with contractors for ABB and a few plant officials. There will be an addition in front of the plant, an office. As far as power demands they will need an additional transformer to power the addition as well as EV chargers that will be installed.

The sanitation department is currently experiencing problems with both the Garbage Truck and Knuckle Boom Truck. The old garbage truck has been used for trash pickup while the newly purchased dump trailer is being used to pick up leaves and bulk items.

Stacy Staton asked Cody if he could meet with her concerning the March 21st event. She will need extra garbage cans for the event then will need to know where to place them to have them emptied once the event is over. Cody replied that he will be glad to meet with her at her convenience.

- 3. Fire Department:** Chief Burress was not present for the meeting but did prepare and distribute the fire report for the month of February 2026. There were 10 service calls for the month. A detailed copy of the fire report is hereby attached to these minutes.

There were 2 cemetery lot sold for the month of February 2026. 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 February 2026. The general fund had a gain of \$ 31,912.53. The electric fund had a total gain of \$ 4,590.88 for the month. The water/sewer fund ended the month with a total gain of \$ 18,699.41. As of July 1st, the town has earned \$62,848.81 in interest in its investments. The adjusted end balance for the month of January is \$2,713,763.28. A Paid Check Report and Budget to Actual Report were also provided for the month of February. A detailed copy of the reports is hereby attached to the minutes.

Ms. Keesler reported that for the month of February there have been 4 zoning permits issued for new businesses in town. The new business consists of a climate-controlled storage building, office space, sandwich & coffee shop, and a dance studio. There have been 4 residential zoning permits issued for new homes.

During the last meeting Commissioner Ransome requested a list of the Non-profit organizations in town. In the past the town has made donations to the following Non-profits, Beginning Life Ministries, Men of Standards, Truth Foundational Ministries, and Pinetops Old Sparta Community Improvement Club.

5. **SLT (Senior Leadership Team) Progress report:** Chief Harrell stated that he will defer the SLT report until the upcoming budget meeting on March 10th since the only updates he has at this time are in progress.

I. Items for Discussion

1. Budget Work Session Reminder

The Budget work session has been scheduled for Tuesday, March 10th at 8:00 a.m. at the Pinetops Event Center. Budget packets were presented tonight to the Board and Department Heads for review prior to the work session.

2. Any Other Business.

Nothing to report currently.

J. Action Items/New Business

1. Contract to Audit Accounts FYE 6/30/26

Commissioner Taylor made a motion to approve the audit contract with Rebekah Barr for \$17,850 to contract the towns audit for fiscal year ending 6/30/26. Commissioner Bullock seconded the motion. Motion carried.

2. Any Other Business

Nothing to report currently.

K. Adjournment

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

Date: 4/7/26



Mayor Brenda Harrell

ATTESTED:



Finance Officer/Town Clerk Tammy Keesler