

**Town of Pinetops  
Board of Commissioners  
Regular Monthly Meeting  
April 7, 2026  
Pinetops Town Hall**

**A. Call Meeting to Order**

Mayor Harrell called the meeting to Order.

**B. Invocation**

Commissioner Taylor led the Invocation.

**C. Pledge of Allegiance**

Mayor Harrell led the Pledge of Allegiance.

**D. Proposed Agenda**

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

**E. Consent Agenda**

Commissioner Sugg made a motion to approve March 3, 2026, regular minutes and March 10, 2026, Budget Session minutes as written. Commissioner Bullock seconded the motion. Motion passed unanimously.

**F. Guests**

**1. Will Larsen – Water Improvement Project Update**

Will Larsen from the Wooten Company appeared before the Board to present a Letter of Recommendation, Certified Bid Tab, Unit Price Summary, Bid Modification, and Memorandum of Negotiation. The Wooten Company is asking the Board to consider contingent award to TA Loving Company in the amount of \$7,925,500 pending approval from the funding agency. Mayor Harrell on behalf of the town would also need to sign the Notice of Award and the Memorandum of Negotiation.

Mr. Larsen explained that we received 3 bids on the project with TA Loving being the lowest bidder at \$7,925,500 with the highest bid coming in at \$8,544,960. The project did have to be rescoped to fit into the bid amount. Approximately 4,000 linear feet of pipe had to be removed from the original scope of work. The project was rescope based on the collaboration of the Wooten Company, TA Loving, and Cody Lancaster.

The town will vote on the recommendation of award later during this meeting under Action Items.

## **2. Desmond Mercer – Media Consultant**

Desmond Mercer provided the Board with a screen presentation showing what he has done for the Town of Farmville as their Media Consultant. He has been Farmville's media consultant for the last three years focusing on tourism through featuring events, restaurants, shops, and activities. He explained that he would love to do the same for the Town of Pinetops.

Commissioner Taylor made a motion to approve hiring Desmond Mercer as the town's media consultant contingent upon the attorney's review of his contract. Commissioner Sugg seconded the motion. Motion carried.

## **3. Ladernick Wiggins – Reopen Tractor Pull**

Ladernick Wiggins appeared before the Board to discuss the possibility of reopening the pulling track in Pinetops. They are part of a pulling circuit, so filling the area will not be an issue. He explained that he would love to keep the dirt track going by offering (mainly kids) the opportunity to pull lawn mowers/tractors. This is done by removing the deck on the apparatus and attaching it to the sled. He does have insurance that covers the pullers and each puller must sign a waiver to participate.

Chief Harrell suggested he sit down with Mr. Wiggins to iron out some of the details such as finances and security that are involved in holding such an event. Once they meet and have a more detailed plan, Mr. Wiggins can bring it back before the Board. He is hoping to hold the event around September so there is plenty of time to iron out the details.

## **G. Public Comments**

### **1. James Mercer – Executive Director with “Just Foods Collaborative”**

James Mercer came to the meeting to introduce himself to the Board and to explain the type of services offered by the “Just Foods Collaborative.” Their mission is to work with and support local farmers, farmers market, food pantry, and community gardens. He went on to say that there could be some grant funding possibilities to help with projects, such as community gardens.

Commissioner Ransome thanked Mr. Mercer for taking the time to attend the meeting and explaining the services offered by the “Just Foods Collaborative.”

### **2. Ronda Williams – Women of Standards**

Ronda Williams appeared before the Board concerning an event the Women of Standards want to hold on the 1<sup>st</sup> weekend in June at the Ballfield. The event would last approximately 4 hours and consists of music, corn-hole, and bouncy houses.

Mayor Harrell explained that the 1<sup>st</sup> weekend in June is graduation for a lot of local schools so it could impact their turnout. She suggested they consider another weekend for the event and asked that she comes back before the Board when a definite date has been finalized.

### **3. Pinetops Community Development Advisory Board – Update**

No member of the PCDAB was present to give an update on the recently held event “Uptown-Get down.” Commissioner Ransome stated he thought the event went well but one of the members could speak about it in greater detail at the next meeting. He also said that the

planning sessions with ECU have been going well. He urged the Board members to attend these sessions to express any suggestions, comments, or concerns they may have.

#### H. Departmental Reports

1. **Police Department:** Chief Harrell read over the police report for the month of March 2026. The police department answered and/or initiated 2473 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 a couple of meetings back 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 (2010 Ford Crown Victoria) has been completed and is currently being advertised on the above website. There have been bids on this and it will be presented to the Board.

The Board asks if Chief Harrell could check to see if Cotton Belt (Ellis Phillips) is willing to donate their property to the town to be used for hosting events. The property is located across from the town's maintenance complex.

2. **Public Works Department:** Cody Lancaster, Public Works Supervisor presented the water and wastewater totals report for the month of March 2026. The total water pumped was 5.70 million gallons and the total wastewater treated was 3.89 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 issue has been resolved. There was a problem with the computer software and how it handled the rollover of the meter. The software issue has been addressed and the overpayment made by the town has been credited towards the account.

Tree trimming has been taking place over the past three weeks. This service has steadily decreased the number of outages we have experienced over the past four years.

3. **Fire Department:** Chief Burress was not present for the meeting but did prepare and distribute the fire report for the month of March 2026. There were 12 service calls for the month. A detailed copy of the fire report is hereby attached to these minutes.

There were 4 cemetery lot sold for the month of March 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 March 2026. The general fund had a gain of \$ 108,819.49. The electric fund had a total loss of \$ 62,596.00 for the month. The water/sewer fund ended the month with a total gain of \$ 28,628.13. As of July 1<sup>st</sup> the town has earned \$68,657.32 in interest in its investments. The adjusted end balance for the month of January is \$ 2,787,851.27. A Paid Check Report and Budget to Actual Report were also provided for the month of March. A detailed copy of the reports is hereby attached to the minutes.

Commissioner Sugg requested the number of commercial and residential accounts be included monthly as part of the financial report.

Ms. Keesler reported that for the month of March there were 0 zoning permits issued for new businesses in town and 0 issued for new homes.

The police vehicle surplus bid/advertisement ran until April 2<sup>nd</sup>. The current highest bid out of 5 bids received is \$2350 with a reserve of \$2500.

Commissioner Webb made a motion to accept the bid of \$2350 for the 2010 Ford Crown Victoria. Commissioner Taylor seconded the motion. Motion carried.

USDA quarterly report has been submitted. The report consists of Income & Expense Statements. ARPA quarterly reports have been submitted. The report consists of project updates for Water Improvement Project, Wastewater AIA, and Water System AIA.

**5. SLT (Senior Leadership Team) Progress report**

Chief Harrell presented the Board with an estimate he had received for removing/replacing/hauling off the side door and front door at the Pinetops Event Center. The estimate was from Casper the Friendly Handyman & Paint Service in the amount of \$4095.66.

The Board asks that this be tabled until the next budget work session, so the vendor has time to submit an itemized invoice.

**I. Items for Discussion**

**1. Schedule 2<sup>nd</sup> Budget Work Session**

The next work session has been scheduled for Monday, May 18<sup>th</sup> from 8:00-12:00 at the Pinetops Event Center.

**2. Any Other Business.**

No other business to report.

**J. Action Items/New Business**

**1. Surplus Fire Department Items (Fire Hoses & Appliances)**

Ms. Keesler received an email from the Fire Department asking that some Fire Hose and Appliances be declared as surplus. They would like to offer these items to any other area departments that can use them. Items range in age from 18-29 years old. New Hose is being purchased through the 2026 State Fire Grant.

Commissioner Webb made a motion to declare the fire hose & appliances as surplus and allow the fire department to donate these items to area departments that can use them. Commissioner Bullock seconded the motion. Motion carried.

**2. Contingent award to TA Loving pending approval from the funding agency**

Commissioner Webb made a motion to contingent award to TA Loving Company for \$7,192,077.50 pending approval from the funding agency. Commissioner Sugg seconded the motion. Motion carried.

**3. Any Other Business**

No other business to report.

**K. Adjournment**

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

Date: 5-5-26

  
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Mayor Brenda Harrell

ATTESTED:

  
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Finance Officer/Town Clerk Tammy Keesler