

**TOWN OF PLYMOUTH MEETING MINUTES
NOVEMBER 14, 2022 – VIA COUNCIL CHAMBERS AND ZOOM
7:00 p.m.**

I. CALL TO ORDER – Mayor Brian Roth

The Mayor opened the meeting and welcomed all attendees. Councilman Wobbleton led with prayer and Mayor Roth led the Pledge of Allegiance.

PRESENT	ABSENT	COUNCILMEMBER
	X	Mayor Pro-Tempore Brooks
	X	Councilman Boston
X		Councilwoman Byers
X		Councilman Tharps
X		Councilwoman Williams
X		Councilman Wobbleton
X		Mayor Roth

Attorney Isenberg stated that because North Carolina is no longer in a state of emergency, remote attendance for Councilmembers is not explicitly authorized; however, it is acceptable to adopt an attendance policy for Councilmembers and recommended to the Council to formerly adopt a policy that makes it clear for members to attend remotely. Attorney Isenberg passed out a copy of the policy and asked that it be added to the agenda.

II. APPROVAL OF THE AGENDA

Mayor Roth asked to add the Remote Attendance Policy and to move the Announcements before the Closed Session. Mayor Roth asked if there were any other additions or deletions to the Agenda. Finance Officer Wallace stated that Budget Amendment 2022-11 needed to be added and that Interim Town Manager Styons will address the item. A motion to approve the agenda with the changes was made by Councilwoman Byers with a second by Councilman Wobbleton. The motion passed unanimously.

Mayor Roth then gave the floor to Attorney Isenberg who went into detailed explanation regarding the proposed Remote Attendance Policy. She stated that the Councilmember cannot vote and cannot be counted for purposes of quorum. After discussion, a motion to approve the Remote Attendance Policy was made by Councilman Wobbleton with a second by Councilwoman Byers. The motion passed unanimously.

III.A. PUBLIC HEARING – Jessie Walker, The Wooten Company

Mayor Roth opened the Public Hearing for the Close-Out of CDBG 15-I-3047 Water Treatment Improvements Grant. Mayor Roth then invited Ms. Jessie Walker to speak. Ms. Walker gave the purpose of the public hearing and detailed report of the closeout of the grant. Upon finishing her report, Councilwoman Byers asked if Public Works Director Wright had any input. Public Works Director Wright stated that the grant had been completed. Mayor Roth declared the public hearing closed.

III.B. APPROVAL OF MINUTES FOR CLOSE-OUT HEARING FOR PLYMOUTH CDBG 15-I-3047 WATER TREATMENT IMPROVEMENTS

Draft minutes for the public hearing was read by Town Clerk Wallace. A motion was made to approve the public hearing meeting minutes by Councilwoman Byers with a second by Councilman Wobbleton. The motion passed unanimously. Mayor Roth thanked Ms. Walker for coming and closed the public hearing.

IV. PRESENTATIONS TO THE COUNCIL - None

V. PUBLIC COMMENT - None

VI. DEPARTMENT REPORTS (Included in agenda packages)

1. Financial – For the period ending October 31, 2022

Interim Town Manager Styons addressed this item which included amendments that will be addressed later in the meeting.

2. Police Department

Chief Williams gave an update on arrests and active investigations relative to some of the recent negative situations in Plymouth. and arrests related to active investigations. reported the status of new hires. He reported that the Department is working with local law enforcement as well as the SBI, and FBI. Mayor Roth asked about the status of hiring officers. Chief Williams responded that there are two officers that are expected to be brought on.

NOTE: Councilman Boston arrived and joined the meeting.

3. Public Works:

- Streets:
Repaired and paved 17 streets around Town

- Buildings and Grounds
 - Repaired damaged boards on boardwalks and museum decking
- Water
 - Repaired leaks at the following addresses:
 - 106 Poplar court
 - 313 Gold Road
 - 112 Old Roper Road
 - 506 Wilson Street
 - 119 Gold Road
 - 312 East 3rd Street
- Sewer
 - Cleared out sewer blockages at the following addresses:
 - 207 Winsett Circle
 - 115 Logan Avenue
 - 308 General Pettigrew Drive
 - 67 US Hwy 64 E
 - 3 manholes at Plumblee Court
 - 702 East Main Street
 - 203 Brinkley Place
 - 333 West Avenue
 - 527 Jefferson Street
 - 115 Jackson Heights
- WWTP
 - Ran conduit and power to clarifier 2
 - Waiting on new floats for grit removal lift station
- Pump Stations
 - N/A
- Sanitation
 - Picking up trash piles around Town
 - Picking up litter around Town

On-going projects: WWTP Plant Rehabilitation: The project close out is in process. CDBG Construction: The project is closed out. HMGP (FEMA) Generators: Calls and emails have been made and sent to FEMA. \$97,550 has been paid for two generators. There was an overrun of \$8,800 that they approved last April, so follow-up is being made in order to obtain the approved overrun amount. Viable Utility Grant (Water and Sewer) applications were submitted last month, and a notice of funding is not expected until sometime in February. Domtar Restrooms: The Town is still waiting for approval from Domtar Trustees. Wilson Street Park Renovation: Two bids were received on the 8th. One bid was approximately \$379,358.05 and the other was for \$575,000,

which is 200 – 300% over what was budgeted. be rescheduled for October 27th at 2:00 p.m. Public Works Director Wright explained why excessive prices are being bid. Interim Town Manager Styons stated that after discussions, to use two phases so that we can begin to work on the park. Phase one will exclude the walking trail. A motion was made to proceed with Phase One by Councilwoman Williams with a second by Councilman Boston. The motion passed unanimously. A timeline to begin work was discussed.

VII. CONSENT AGENDA

The consent agenda contained:

A. MINUTES FROM THE AUGUST 11, 2022 SPECIAL MEETING

There being no changes, a motion was made by Councilwoman Byers to approve the minutes with a second by Councilman Boston. The motion passed unanimously.

B. MINUTES FROM THE AUGUST 18, 2022 SPECIAL MEETING

There being no changes, a motion was made by Councilwoman Byers to approve the minutes with a second by Councilman Boston. The motion passed unanimously.

C. APPROVAL OF MINUTES FROM THE OCTOBER 10, 2022 REGULAR MEETING

There being no changes, a motion was made by Councilwoman Byers to approve the minutes with a second by Councilman Boston. The motion passed unanimously.

D. APPROVAL OF ORDINANCE 2022-10 – AN ORDINANCE OF THE TOWN OF PLYMOUTH, NORTH CAROLINA AMENDING A GRANT PROJECT ORDINANCE NO. 2022-06 FOR THE TOWN OF PLYMOUTH CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS.

Interim Town Manager explained that funds needed to be moved for police vehicles and the ordinance needs to be updated. A motion was made to approve Ordinance 2022-10 by Councilman Boston with a second by Councilman Wobbleton. The motion passed unanimously.

E. APPROVAL OF RESOLUTION 2022-15 - A RESOLUTION OF THE TOWN OF PLYMOUTH LEASING A PROPERTY FOR A TERM OF UP TO TEN YEARS

Attorney Isenberg stated that Council agreed to lease the museum to Port O' Plymouth, and that this is a matter of housekeeping. A motion was made to approve Resolution 2022-15 by Councilman Boston with a second by Councilman Wobbleton. The motion passed unanimously.

F. REAL ESTATE AND PERSONAL PROPERTY INSOLVENCY REQUEST

Finance Officer Wallace explained that the Interim Health Care office located at 958 US Hwy 64 East was closed January 1, 2021; \$11.94 needs to be released to close the personal property case. A motion was made to approve the insolvency request by Councilman Boston with a second by Councilman Tharps. The motion passed unanimously.

G. BUDGET AMENDMENT 2022-10

Finance Officer Wallace explained that now that Ordinance 2022-10 has passed, a budget amendment needs to take place to move the funds. A motion to approve Budget Amendment 2022-10 was made by Councilman Boston with a second by Councilwoman Byers. The motion passed unanimously.

VIII. OLD BUSINESS

A. SURPLUS OF PROPERTY LOCATED ON SANDHILL ROAD ACCEPTANCE OF BID

Interim Town Manager Styons explained that sealed bids were sent out for a minimum bid of \$5,000.00 and received a bid of \$5,001.00 from Mr. Frankie Arrants. Interim Town Manager Styons asked that the Council agree to issue a deed. A motion was made to accept the Bid on Sandhill Road for \$5,001.00 with a second by Councilwoman Byers. The motion passed unanimously.

B. AWARD OF AIA WASTEWATER VUR-AIA-W-ARP-0012 ENGINEERING CONTRACT

Public Works Director Wright explained that an RFP for engineering services was sent out for the AIA sewer line. One bid was received by the Wooten Company. A motion was made to award the engineering contract to the Wooten Company with a second by Councilman Boston. The motion passed unanimously.

IX. INTERIM TOWN MANAGER'S REPORT

Interim Town Manager Styons discussed the status of the Washington County Regional Hospital in that approximately \$50,000.00 is owed in past-due water bills. He has been in discussion with Attorney Isenberg, who was able to contact

a new CFO. He further explained that Attorney Isenberg will draw up an agreement for repayment of \$4,000.00 per month in addition to the current bill. Interim Town Manager Styons also reported that he contacted the County, and they reported similar issues. Attorney Isenberg reported on the discussion that took place between her and the new CFO. Interim Town Manager Styons stated that he hopes that the situation can be worked out, and that he reported on this for informational purposes.

Interim Town Manager Styons then reported on the status of the Armistead House in regard to moving the project forward. He asked that if the Council would like to see the project move forward, to consider putting plywood over the windows so that the house will not continue to deteriorate due to weather conditions. He further reported that he looked into the budget and identified where money could be used for this while donations are collected. The fund is called Promotions and explained why this line item could be used. A motion was made not to exceed \$7,500.00 to help weatherize the windows by Councilwoman Williams with a second by Councilwoman Byers. Attorney Isenberg asked who owned the home, and it was identified that it was a 501c3. She then stated that it acceptable for the Town to take such action. The motion passed unanimously.

Interim Town Manager then summarized budget amendments and plan that he will recommend to the Council at its December meeting.

X. TOWN ATTORNEY'S REPORT

Attorney Isenberg stated that she has already addressed any issues during the meeting and that she will discuss other matters in closed session.

XI. ANNOUNCEMENTS FROM MAYOR AND COUNCIL

Mayor Roth announced that there will be a ribbon cutting November 15th at the Bird and Bear Shop on E. Water Street. Councilwoman Williams stated that there will be a grand opening and the ribbon cutting will be postponed. Mayor Roth then announced the dates that Town Hall will be closed for Thanksgiving, and the date of the Christmas Parade. The Roper Christmas Parade will be held at 12:00 p.m. on Saturday, December 10th. Discussion took place regarding cars for the Council to ride in for the parades, as well as signs for the cars. The Town employees asked to save the date for its Christmas party, to be held December 15th. The dates for the Laser Light show were announced for 16th – 18th.

XII. CLOSED SESSION

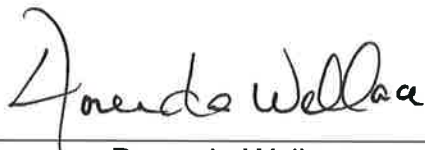
A motion was made to go into closed session under 143-318.11(a)(3) to consult with an attorney in order to preserve the attorney-client privilege between the attorney and the public body and N.C.G.S. 143-318-11(a) (6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or

employee or prospective public officer or employee by Councilman Boston with a second by Councilman Wobbleton. The motion passed unanimously.

ADJOURNMENT

There being no further business, a motion was made by Councilwoman Williams to adjourn the meeting with a second from Councilwoman Byers. The motion passed unanimously.

Respectfully submitted,



Dorenda Wallace
Clerk

Brian Roth
Mayor

