

## TOWN OF WINFALL AMENDED

October 23, 2023 - 6:00 p.m.

### WINFALL TOWN HALL

The regular monthly meeting of Winfall Town Council was called to order by Mayor Fred Yates at 6:00 pm /at Winfall Town Hall.

Those in Attendance were as follows Mayor Fred Yates, Mayor Pro – temp White, Councilman Christopher Richardson, Councilwoman Valery McDonald, Councilwoman Cynthia Cunningham, Attorney Crowe, Town Clerk Valerie Jackson, and CPA Richard Arnold.

*Citizen's* attending were Jason Peck, Ronald Smirlock, Robert Valentine, Don Reasoner, Brenda Dillard, Debra Long, Lucretia Washington, Lewis Smith, Steve McDonald, Steve and Kathleen Congdon, and Tammy Miller White.

1. **Invocation and Pledge of Allegiance:** Mayor Pro-Temp Preston White
2. **Conflict of Interest:** Mayor Pro-Temp Preston White ask if there was a conflict of Interest, Councilwoman Valery McDonald made a motion that here was no conflict of interest and Councilman Christopher Richardson seconded and was so carried.
3. **Approval of the Agenda:** A motion was made to approve the agenda for October 23,2023 by Mayor Pro- Temp White. That motion was second by Councilman Christopher Richardson and was so carried.
4. **Approval of the Minutes: Corrections to prior Town Council Minutes:** Councilwoman Cunningham made a motion to adopt the minutes with one necessary correction. Mayor Pro-Temp White second the motion and was so carried.
5. **Financial Report:** CPA Richard Arnold mention he had to increase the budget for Zoning permits Acct# {336.01} by \$500 to balance that increase we had to decrease the budget for mowing Acct# {334.01} by \$500.

He had to increase the Budget for Roads and Grounds for Outside labor Acct: {711.02} by \$5000 and to balance that he had to decrease \$5000 from the Capital Outlay Acct# {738.01}.

This past month we got our first Installment for the Powell Bill \$9,618.32.

Councilman Richardson made a motion to accept the Financial Report. Mayor Pro-Temp White second the motion and was so carried.

6. **Old Business:**
  - A. **Zoning/ Planning Board:** Councilman Richardson made a motion to nominate Robert Valentine to the Zoning and Planning Board along with any other members or council continuing the planning board. Mayor Pro – temp White stated he would like to see the planning board to stay as is before adding himself to it. Mayor pro-temp White second the motion to add Robert Valentine to the planning board. Mayor Yates then asks if Mr. Valentine was present and would he accept to be a new member of the zoning and planning board and Mr. Valentine accepted.
  - B. **Roberts Rules of Order:** Councilman Richardson Stated before he moves forward, he would like to run it across by the lawyer with approval so he would like to place this on hold until Novembers Meeting.
7. **New Business.**
  - A. **Zoning and Planning Board:** Chairman Mr. Lewis Smith stated he didn't have anything to report but was not aware that he was short a member realizing he only had six members but needed seven. Mayor Pro- Temp White stated that someone had a question about getting a permit for the tower on Miller Street they wanted to do some upgrades to the tower. Mayor Pro- temp White mentioned he talked with someone from the county. Also, the county agreed that they should have a permit being that the value of the upgrade will be over \$500 so they would need a permit from the Town of Winfall and Perquimans County to do the upgrades to the tower.
  - B. **Town Zoning Ordinance:** Councilwoman Valery McDonald stated during the September 25<sup>th</sup> town hall meeting. It was a discussion about the existing Zoning ordinance plan. During the discussion a date was amended on January 10<sup>-2006</sup>. Referring to the townofWinfall.org website the current version shows the most recent amended date is June 14,2021. Approved town ordinance. Councilwoman then ask Is the June 14,2021 the correct date? Town Clerk Valerie Jackson then

answers her question and states yes, it is the correct and most recently approved ordinance.

- C. **Board of Adjustment:** Councilwoman Valery McDonald also stated under section 8.03 of the current town zoning ordinance Section 3 states that the pursuant to NCGS160D-309 all members appointed to the board of Adjustment shall before entering their duties qualify by taking an oath of office as required by the NCGS160A-61. (NCGS160D-309)? Question has all current council members taking a oath of office for this position or role? Attorney Crowe then answered. They were just appointed tonight. Mayor pro-temp White then states. The Oath is taking place before the meeting at the public Hearing on October 30, 2023.at 6:00p.m.
- D. **Town Email System** Councilwoman Valery McDonald made a motion that the town Solicits a cost effect bid from a local Winfall business preferably to purchase all council members and mayor a cost-effective laptop or tablet, which will already be reconfigured and setup and installed with client and official Town of Winfall email addresses. Once all town members are using approved equipment, every town employee and council member and mayor will cease and desist from using personal email addresses and computers to conduct town business. Mayor pro -temp White mentioned we had iPads before, and that they were not justifiable for the purposes of the Town Hall or the meetings that were being held, and the information we needed so we stopped using and went back to the paper trail. Mayor Yates then ask the CPA do we have enough funds to do it. CPA response was NO. Councilman Richardson states he sees pros and cons. Pros it will be good to ultimate accountability because it will be town property so that anything that is done on it will be town property. The con is how much is being spent on it. Mayor Pro-temp White mentioned he is okay to getting bids on it to see how much it will cost if it were feasible versus the price range of what it would cost to do it. Councilman Richardson second and was so carried.
- E. **Committees Oversight** Councilwoman Valery McDonald stated she would like to step down from the Grant Committee to focus more time on sewer, she offered it to Councilwoman Cynthia Cunningham. Councilwoman Cunningham politely declined the offer, she stated she is not familiar with anything dealing with grants. Mayor Yates then suggested to wait until after the election before making switches and changes because someone coming on may disagree so he asked Councilwoman McDonald if she could wait one more month, and she replied she would still do it until then.

**Other Information:**

**Departments:**

**Police:** Mayor Pro- temp White mentioned him, and Councilwoman McDonald had a meeting with EMS and SBI they were questioning the status of the Town Police officer because they have an audit coming up December 8,2023 and they wanted to make sure they have things in place with the Town of Winfall and the County and where it stands with our Police Department was at right now. They wanted to make sure once the Town decides what they will do with the police officer or police department, that they be made aware of what we are doing, to make sure everything is in place.

**Fire:** Councilman Richardson stated they have tried to purchase a fire truck, but we are still waiting on the state for prior approval because of the Towns probation status. He also stated the Fire Department misplaced \$50,000, it was put in the Fire Department budget and should have been in the Towns' budget. The money has not been spent or mishandled. It was just put into the wrong account. That is being moved into the Town funds instead of the Fire Department funds.

**Committee Reports**

**Administration:** Councilman Richardson stated the town got a New Copier contract that will save the town money.

**Public Safety** Mayor Pro-Temp White stated the Sheriff Department and state troopers have been patrolling Winfall no more than usual they are sitting out throughout the town. Roads and Ditches. The ditch on River Street where the pipes were replaced by Mr. Felton was cleaned out today. Mayor Pro-Temp White stated how does the Council wants to move forward with paying Mr. Felton back from what they talked about at the workshop. Councilman Richardson stated he agrees to paying Mr. Felton back. Mayor Pro-temp White seconded it and was so carried.

**Tourism:** Mayor Pro-Temp White mentioned they are preparing for Perquimans parade in Hertford December 3,2023.

**Zoning:** Mayor Pro-Temp White stated that there was 1 permit about the Light at the Tower on Miller Street they wanted to do upgrades to it. They were asking if they needed a permit, and the answer is yes, they will need a permit to upgrade.

**Recreation:** Councilwoman McDonald stated she did get in touch with Amanda from the Rec department, and she sent over the Grant writer information they use to get their grant.

**Sewer:** Councilwoman McDonald stated Andy station should have been done but she has not heard anything back from Melvin.

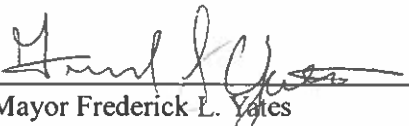
**Roads & Grounds:** Employee Mr. Andre Nixon stated that he needs tools to do his job as of right now he is using his personal tools from home to get things done on the job. Councilman Richardson mention that Andre should get a list of things needed and get an estimate of everything. Everyone agreed that he would get a list and estimate, and they will go from there.

**Attorney:** Attorney Crowe stated enlighten of the earlier motion things regarding ditches should come before the town council before things are done.

**Mayor Yates:** Stated he had nothing to update.

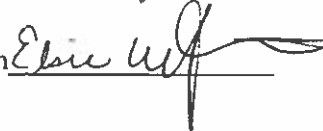
**Other Business and Public Comments:** There were public comments from Ronald Smirlock, Jason Peck, Arthur Stewart, Debra Long, and Robert Valentine.

**Mayor Fred Yates made a motion to adjourn the meeting. Mayor Pro-Tem Preston White made a motion to adjourn around 7:15 p.m. and was seconded by Councilman Christopher Richardson and so carried.**

  
\_\_\_\_\_  
Mayor Frederick L. Yates

  
\_\_\_\_\_  
Town Clerk Valerie Jackson

\*\* Minutes by Deputy Clerk: Elisha Washington

  
\_\_\_\_\_  
Deputy Clerk Elisha Washington