

TOWN COUNCIL

Regular Monthly Meeting Minutes

Date: December 8, 2025

Time: 6:00 p.m.

Location: Town Hall

Attendance

Mayor Preston White; Mayor Pro Temp Cynthia Cunningham; Councilwoman Arnetta Ormond; Former Councilwoman Debera Long; Councilwoman Valery McDonald; Town Clerk Valerie Jackson; Town Attorney Crowe.

1. Invocation and Pledge of Allegiance: The Pledge of Allegiance was led by the Winfall Town Council

2. Conflict of Interest: None declared.

3. Approval of Agenda: Councilwoman Debera Long made a motion to approve the agenda. The motion was seconded by Mayor Pro Temp Cunningham and carried unanimously.

4. Approval of Town Council Minutes (November 10, 2025)

Mayor Pro Temp Cunningham made a motion to approve the minutes. Councilwoman Ormond seconded the motion, which carried unanimously.

5. Financial Report

Councilwoman Long made a motion to accept the financial report as presented. Mayor Pro Temp Cunningham seconded the motion, and it carried unanimously.

6. Old Business

A. Audit Presentation

A representative from Thompson, Scott, presented a PowerPoint presentation regarding the town audit. Mayor Pro Temp Cunningham made a motion to accept the presentation as presented. Councilwoman Debera Long seconded the motion, and it carried unanimously.

B. Perquimans County Resource Maps

Mayor Pro Temp Cunningham made a motion to remove this item from the agenda. Councilwoman Arnetta Ormond seconded the motion, which carried unanimously.

C. Personnel Policy / ADP

Councilwoman Valery McDonald made a motion to table this item until it can be reviewed by the Town Attorney. Councilwoman Arnetta Ormond seconded the motion, and it carried unanimously.

D. Capital Improvement Plan Approval

Following review, the Town Attorney approved the Capital Improvement Plan presented by Council. Councilwoman Valery McDonald suggested tabling the item. Councilwoman Debera Long made a motion to move forward with the Capital Improvement Plan. Councilwoman Arnetta Ormond seconded the motion.

Vote:

- Mayor Pro Temp Cunningham – Yes

- Councilwoman Arnetta Ormond – Yes
- Councilwoman Debera Long – Yes
- Councilwoman Valery McDonald – No

Motion carried, 3–1.

E. Acceptance Agreement – Task Order 1 Approval

Mayor Pro Temp Cunningham made a motion to approve and sign the Acceptance Agreement. Councilwoman Debera Long seconded the motion, and it carried unanimously.

All Council members and staff will meet with the AIA Grant team on Monday, December 15, 2025, at 6:00 p.m.

Swearing-In of New Council Members and Recess

At 6:48 p.m., Mayor White recessed the meeting and reconvened for the Organizational Meeting.

New Business

- **A. Christmas Bonuses:** Councilman Robert Valentine made a motion to keep employee bonuses the same as last year: Full-time employees: \$100, Part-time employees: \$50. Councilwoman Ormond seconded the motion, and it carried unanimously

B. Water/Sewer Loss Policy: Councilman Ronald Smirlock made a motion to table this item until the next meeting pending additional information. Councilman Robert Valentine seconded the motion, and it carried unanimously.

Department Reports

Sewer: Mayor White reported that at the Creek Drive pumping station, both pumps failed; one has been refurbished, and the bypass pump is currently operational. At Pump Station #1 near the Middle School, a temporary rental pump was installed while repairs are ongoing. The town is exploring refurbishing all pumps.

Police (Public Safety): An accident involving a trash truck occurred on Winfall Boulevard; no major injuries were reported. There are currently no applications for police officer positions.

Fire: No report.

Administration: Town Clerk Jackson reported no updates. Councilman Valentine requested that the sound system be checked, noting the town has a \$3,500 budget allocated for it.

Roads and Grounds: Mayor White reported that the town is waiting on Mr. Lamb to schedule paving for Albemarle Street and a small portion of Cotton Gin Road near a manhole.

Tourism: The Christmas Parade was reported as successful in both Winfall and Hertford

Zoning: Two permits were reported: one for a wedding venue and an inquiry regarding tiny homes, which will be referred to Mr. Smith, Chairman of the Planning Board.

Councilman Robert Valentine made a motion to nominate Mr. Stephen McDonald to replace him on the Planning and Zoning Board. Councilman Ronald Smirlock seconded the motion, which carried unanimously.

Recreation: Mayor Pro Tempore Cunningham reported a meeting scheduled for December 9, 2025, at 6:00 p.m.

Grants: It was reported that the town was awarded \$150,000 through the AIA Grant for infrastructure improvements in Winfall.

Attorney: No report. Attorney Crowe welcomed the new Council members.

Mayor's Comments: Mayor White congratulated the new Council members

Public Comments: Debera Long addressed the Council.

Adjournment: Councilman Ronald Smirlock made a motion to adjourn the meeting at 7:38 p.m. Councilman Robert Valentine seconded the motion, and it carried unanimously.

Mayor

Date

01-15-2026

Clerk

Date

01-15-2026

Minutes written by Deputy Clerk

Elvin

Organizational Meeting of the Winfall Town Council

Date: December 08,2025

Time: 6:48 p.m.

Call to Order: Mayor Preston White called the meeting to order at 6:48 p.m.

Invocation: The invocation was delivered by Mayor Preston White

Pledge of Allegiance: The Pledge of Allegiance was led by the Winfall Town Council

1. Acceptance of Election Results

Acceptance of the official election results from the Perquimans County Board of Elections and the Town of Winfall Board of Elections for the Municipal Election held on November 4, 2025.

Councilwoman Debera Long made a motion to accept the official election results.
The motion was seconded by Councilwoman Valery McDonald.
Motion carried unanimously, all voting yes.

2. Presentation of Gifts of Appreciation

Mayor Preston White presented gifts of appreciation to the outgoing members of the Town Council, thanking them for their service to the Town of Winfall.

3. Brief Recess

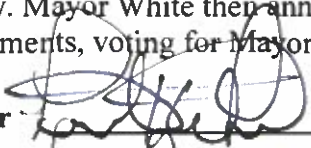
4. Oaths of Office

The Oaths Office for newly elected officials was administered by Clerk of Superior Court Todd Tilley.
Newly elected officials Ronald Smirlock and Robert Valentine were sworn in earlier that day at 3:00 p.m. and were welcomed as members of the Town Council

5. Consideration of the Winfall Town Council Meeting Schedule

Winfall Town Council Meeting Schedule for 2026:

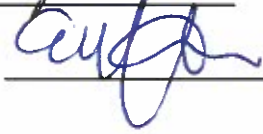
Mayor White distributed the 2026 Town Council meeting schedule to all council members for review. Mayor White then announced to wait until next council meeting to assign Committee assignments, voting for Mayor Pro-temp and resolutions due to the inclement weather outside.

Mayor 

Date 01-15-2026

Clerk 

Date 01/15/2026

Deputy Clerk 

Date 1/15/26