

Town of Winfall
Town Council Regular Monthly Meeting Minutes

Date: April 13, 2026

Time: 6:00 p.m.

Location: Winfall Town Hall

Attendees

- Mayor Preston White
- Mayor Pro Tempore Cynthia Cunningham
- Councilwoman Arnetta Ormond
- Councilman Robert Valentine
- Councilman Ronald Smirlock
- Town Clerk Valerie Jackson
- Deputy Clerk Elisha Washington
- Town Attorney Will Crowe

Call to Order

Mayor Preston White called the meeting to order at 6:00 p.m., delivered the invocation, and led the Pledge of Allegiance.

Conflict of Interest

No conflicts of interest were declared.

Approval of Agenda

Councilman Valentine moved to approve the agenda as presented. Councilman Smirlock seconded the motion carried unanimously.

Approval of Minutes

Councilman Smirlock moved to approve the March 9, 2026 Regular Meeting Minutes and the March 23, 2026 Workshop Minutes. Mayor Pro Temp Cunningham seconded the motion. The motion carried unanimously.

Financial Report

Councilman Valentine moved to approve the financial report ending March 31, 2026. Councilman Smirlock seconded the motion. The motion carried unanimously.

Public Comments: None

Old Business

A. Sewer Issues

Mayor White reported the following updates:

- Pump replacements were completed at Pump Stations 1(Middle School) and 2 (Bembury).
- Floats have been previously replaced at Pump Stations 3 (DOT), 4 (Croft Drive), and 5 (Creek Drive).
- A bypass pump remains in use at Pump Station 1 at a monthly rental cost of \$5,000; purchasing a pump was suggested.
- A contractor damaged church property while accessing a pump station; repairs have since been completed by company, but church has also stated that their land has been driven on previously from other sources dealing with the pump station.
- System performance has improved following float replacements.

B. Hiring Flyers (Sewer; Roads and Grounds)

Councilman Smirlock motion to approve the corrected hiring flyers and to post them on the Town website. Councilwoman Ormond seconded the motion. The motion carried unanimously.

C. Communication System (TextMyGov)

Discussion was held regarding a potential three-year contract. Council agreed to table the matter until a future workshop pending further review and demonstration. Councilman Smirlock made the motion; Councilwoman Ormond seconded. Motion carried unanimously.

New Business

A. Sewer Budget Amendment

Councilman Smirlock motion to approve a budget amendment transferring \$40,000 from Fund Balance to Sewer Maintenance and Repairs. Councilwoman Ormond seconded the motion. The motion carried unanimously.

B. Formal Complaint and Zoning Inquiry

Councilman Valentine raised concerns regarding zoning procedures related to the New Harvest Community Center on River Street. The Town Attorney advised that the matter is beyond the statute of limitations, as challenges must be filed within 30 days of approval. Guidance was provided for future compliance.

C. Ordinances on Town Website

Councilman Valentine expressed concern about public access to updated ordinances. Mayor White stated that ordinances are available at Town Hall and that online updates are in progress.

D. Roads and Grounds Projects

- Road repairs are expected to begin on Albemarle Street and Cotton Gin Road.
- Residents will be encouraged to report roadway issues.
- Council reviewed proposed replacement of street signs (estimated \$5,000–\$6,000 total).
- Councilman Valentine moved to table further discussion until the next workshop; seconded by Councilman Smirlock. Motion carried unanimously.

E. Fireworks Contribution

Councilman Smirlock motion to donate \$1,500 toward Perquimans County fireworks. Councilwoman Ormond seconded the motion. Motion carried unanimously.

F. Finance Officer Support / Committee

Councilman Valentine motion to establish a Finance Committee consisting of Councilman Smirlock and Town Clerk/Finance Officer Valerie Jackson, with additional members subject to Council approval. Councilwoman Ormond seconded the motion. Motion carried unanimously.

G. Combined Workshop Meeting

Councilman Smirlock motion to combine the Council and Budget Workshops on April 20, 2026, at 5:30 p.m. Councilman Valentine seconded. Motion carried unanimously.

H. Resolution of Support – Waterfront Access Grant

Council discussed a grant application requiring a 3:1 match to fund park improvements. The Town proposes an \$80,000 contribution over two fiscal years. Mayor Pro Temp Cunningham motion to approve submission of the grant application; Councilman Smirlock seconded. Motion carried unanimously.

I. Property at 410 Louise Street

Councilman Valentine motion to place the Town-owned property at 410 Louise Street for sale via the upset bid process at a value of \$6,000. Councilman Smirlock seconded. Motion carried unanimously.

Department Reports

- **Sewer:** No additional comments.

Town of Winfall
Town Council Closed Session Minutes

Date: April 13, 2026

Time: 7:40 p.m.

Location: Winfall Town Hall

Call to Order (Closed Session)

Councilman Smirlock made a motion to enter closed session at 7:40 p.m. Councilman Valentine seconded the motion. The motion carried unanimously.

Discussion

Town Clerk Valerie Jackson addressed the Council regarding the handling of closed session minutes. She noted that the minutes had been inadvertently distributed electronically, which is not permitted. Closed session minutes are to be reviewed in person, approved by the Council, returned to the Clerk, and properly destroyed after review. Official copies are maintained securely for recordkeeping and may only be reviewed in the office.

The Clerk also reminded Council that closed sessions should not be conducted without the presence of the Town Attorney.

Adjournment (Closed Session)

Mayor Pro Temp Cynthia Cunningham made a motion to exit closed session at 7:44 p.m. Councilman Smirlock seconded the motion. The motion carried unanimously.

- **Public Safety:** Domestic calls reported; speeding concerns noted from resident Mayor Pro-temp Cunningham about Traffic concerns on Main Street due to business activity were discussed; possible coordination with NCDOT suggested.
- **Fire:** 12 mutual aid calls reported. Burn ban remains in effect. A contract amendment discussion was requested before new fiscal year.
- **Administration:** No report.
- **Roads and Grounds:** Updates provided earlier in the meeting.
- **Tourism:** Ongoing search for a County Tourism Director. Unity Day planning continues with minor delays.
- **Zoning:**
 - o Request to expand Hollowell Park by 17 manufactured homes was denied.
 - o Noise complaint regarding kennel activity on Bembury Road under review; ordinance updates needed.
- **Recreation:** Mayor Pro -temp attended meeting and asked if The Town would be included in County Grant. Town will not to be included in a county grant after attending meetings.

Closed Session

Councilman Smirlock motion to enter closed session at 7:40 p.m. pursuant to N.C. General Statute §143-318. Councilman Valentine seconded. Motion carried unanimously.

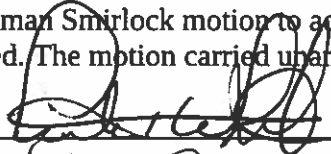
Upon return, Councilman Smirlock motion to approve the March 23, 2026 closed session minutes. Councilman Valentine seconded. Motion carried unanimously.

Additional Business

- **Attorney:** Guidance provided regarding court notification procedures; no changes made.
- **Mayor:** Mayor White addressed livestock ordinance fines. Councilman Smirlock motion to allow the resident to pay \$475 within 30 days (half of the \$950 fine), with the full amount due if unpaid within that timeframe. Councilman Valentine seconded. Motion carried unanimously.

Adjournment

Councilman Smirlock motion to adjourn the meeting at 7:55 p.m. Mayor Pro Temp Cunningham seconded. The motion carried unanimously.

Mayor  Date 5-19-26

Clerk Valerie Jackson Date _____

Deputy Clerk Elisha Washington Date 5-19-26

Minutes prepared by Deputy Clerk Elisha Washington

Town of Winfall Workshop & Budget Draft Minutes

Minutes of the Workshop Held on April 20, 2026

Meeting Information

Date	04/20/2026
Time	5:30 PM
Location	Town of Winfall Municipal Building
Type	Workshop/ Draft Budget Meeting

Attendance

Mayor Preston White

Council Members: Cynthia Cunningham, Ronald Smirlock, Robert Valentine, Arnetta Ormond

Town Office Assistant Manager: Debbie Parker, Clerk/ Finance Officer Valerie Jackson

Other Attendees from Community: Valery McDonald, Teresa Sawyer, Sara Sawyer

Call to Order

The workshop was called to order by Mayor Preston White with prayer & pledge of Allegiance at 5:30 PM.

No conflict of interest

***Agenda motion to be approved agenda as is by Mayor Pro-Tem Cunningham, seconded by Councilman Valentine, voted on unanimously and approved.**

Agenda Items Discussed:

Old Business

- A. TextMyGov-** Council would like to have demonstration (trail run) of how this program works, before approving it to go into contract with the company.
- B. Resident Complaint (Request Hearing Letter)** – Resident Sara Sawyer emailed Councils board request a hearing to appeal the settlement and fine issued to her regarding violations of the town ordinance related to chickens.
***Motion** put forth by Councilman Valentines, to allow Sara Sawyer to address Town Board with her concerns due to the fines that she received because of violation of ordinance due to roaming chickens, second by Mayor Pro-Tem Cunningham, voted on unanimously and approved

New Business

- A. Adding 3% Upcharge for credit card usage:** Discussion of concerns was made by Mayor White that it was brought to his attention that the town was paying over \$4000 yearly for credit card fees. Most businesses charge a convenience fee for credit card usage to customers who choses to pay with their credit card, and the town should consider doing it as well.
***Motion** was put forth to add a convenience fee to credit card users beginning in the next fascial year by Councilman Smirlock, second by Councilman Valentine, **voted on unanimously and approved.**

B. Roads and Ground/ New Street Signs:

Clarification that power bill funds cannot be used for street signs. But the funds from beautification in Roads & Ground can be used.

***Motion** was put forth to used \$3500 from Beautification budget to purchase some street signs in this current budget, and \$3500 will be used to purchase the remaining signs in next fascial year budget by Councilman Smirlock, second by Councilman Valentine, voted on unanimously and approved.

C. Finance/ Banking Relationship with PNC:

FYI- Councilman Smirlock stated that he had spoken with someone at PNC for Mrs. Jackson and himself to come in and talk to them about the relationship between the two and their bank, want assurance that the town is getting the benefits form banking with them. A date will be set soon.

D. Nuisance Ordinance/grass/weed/debris: Debbie stated that a concerned citizen has called about their neighbor next door to them has grown up grass and trash build up around their house and it's creating rats and snakes that have migrated onto their property. The current Ordinance was given for review and Mayor ask to send a notification letter to residents about the town ordinance, also ask councils to please review the ordinance because it need to be updated, Mrs. Jackson Stated that State Enforcement will update town ordinance if the town desire them to do so. A letter will be sent owner of 127 Winfal blvd notify them of the town's ordinances and they need to cut their grass, and trash needs to be removed.

Budget Worksheet Review Presented by Councilman Smirlock/ with Beverly Stroud on Phone (see attached documents)

General Funds:

- Property Tax - \$.39 on every \$100

Admin:

- 3% Salary increase for staff & Mayor & Councils
- Professional Fees increased from 40,080.49 to 41,600.00
- Training increased to \$3,000; it was suggested that training be increased more due to travel costs, travel expenses and cost of classes.
- Website fees \$600, it was suggested that website be increased to at least \$1500 to cover all expenses.

Police:

- Police Budget set for \$50,000.00 – It was noted that Councilman Smirlock has spoken too Sheriff White, and he said the Sheriff department will offer to serve the Town of Winfall with 17 1/2 hours per week, those hours can be used for the town of discretions for the \$50,000.00 a year.

Fire Department:

- Fire Grant – goes directly to Fire Department – Councils must decide what the town will give them yearly. This fiscal year they were given \$18,500
- Brush Truck for fire department has 1 more payment by the Town, it was noticed that this cost is on the town to cover.

Roads & Grounds:

- 3% Salary increase for staff
- Beautification Committee increased from \$8000 to \$10,500 this is replacing street signs for the town.
- It was requested that Dante create a wish list for equipment items that he may need for roads & ground.

Sewer:

- Sewer needs to add a 3 Tier rate for those that have over 10,000-gals usage
- Suggestion is that the town should investigate purchasing a bypass pump and it could be set up to rent it out to sewer to repay the cost.
- Statement was made that the town must consider transferring funds now to cover the sewer cost now.

Councilman Smirlock stated that this was just a presentation for council board to look at the proposed 2026-2027 budget.

Adjournment

No other business conducted/ motion to adjourn by Councilman Smirlock, second by Councilman Valentine, voted on, unanimously approved.

Meeting adjourned at 6:45pm.

Action Items & Next Steps

- Council will hear Resident concern about fines due to violation of ordinance of chicken during next board meeting on May 11, 2026. Residents will be notified of agreement of hearing through email and letter sent to home address.
- Councilman Smirlock and Clerk Valerie Jackson will set up an appointment with PNC bank to discuss relationship with town and bank to learn benefits for town.
- Letter will be sent to owner at 127 Winfall blvd notifying them of town ordinances with overgrown yard, weeds and trash on property.
- Debbie Parker will contact Textmygov to request a demonstration of how their product will work before council consider accepting their proposal.

Minutes Prepared By

Debbie Parker,

Date

Preston White, Mayor

Date

Valerie Jackson, Clerk

Date

Town of Winfall