TOWN OF WINFALL

TOWN COUNCIL WORKSHOP MEETING MINUTES

September 28, 2026 – 5:30 p.m.
Winfall Town Hall

ATTENDEES

Mayor Preston White; Mayor Pro Tem Cynthia Cunningham; Councilwoman Arnetta Ormond; Councilman Ronal Smirlock; Councilman Bob Valentine; Town Clerk Valerie Jackson; and Deputy Clerk Elisha Washington.

CALL TO ORDER

Mayor Preston White called the Workshop Meeting to order at 5:30 p.m. The meeting opened with the invocation, followed by the Pledge of Allegiance.

APPROVAL OF AGENDA

Councilman Valentine requested that an item be added to the agenda under New Business as **Item C – Sewer**.

Councilman Valentine made a motion to approve the agenda with the addition of Item C, Sewer. Councilman Smirlock seconded the motion. The motion carried with all members voting in favor.

OLD BUSINESS

A. Financial Report

Town Clerk Valerie Jackson explained that the year-to-date (YTD) figures and budget were affected by the timing of the July bills, which were applied to the following fiscal year. Therefore, the month of August represented the beginning of the new budget year, and the YTD figures reflected the same.

Councilman Smirlock made a motion to accept the **August 31, 2026, Financial Report**. Councilwoman Ormond seconded the motion. The motion carried with all members voting in favor.

B. Perquimans County Sheriff's Office Agreement

Councilman Smirlock stated that the proposed document was not a formal contract but rather an outline of the services and responsibilities to be provided.

The Council agreed to meet with representatives from the Perquimans County Sheriff's Office to establish a clear understanding of the officer's duties, hours of service, and work schedule.

Councilman Smirlock made a motion to remove the item from the table from the previous meeting, with the addition of a **17-hour-per-month cap** to the agreement. Councilwoman Ormond seconded the motion. The motion carried with all members voting in favor.

C. Sewer – Increase in Mayor's Compensation

Councilman Smirlock suggested that the mayor receive separate compensation for sewer-related duties, in addition to the mayor's regular salary, since the Mayor is performing work related to the sewer system on an hourly basis.

Mayor White stated that, to be fair to the Town and minimize additional expenses, an additional **$200 per month** would be sufficient compensation for his sewer-related duties. The mayor noted that he has spent several hours working on the sewer system, including on holidays, and stated that he does not want to place an unnecessary financial burden on the Town.

Councilman Valentine made a motion to approve an invoice from Mayor Preston White and Councilman Valentine for sewer operator services in the amount of **$200.00 per month**, to be paid from **Account 810.02 – Outside Labor for Sewer**. Councilwoman Ormond seconded the motion. The motion carried with all members voting in favor.

NEW BUSINESS

A. Business Permits

Mayor White introduced a proposal for the Town of Winfall to implement business permits. The purpose of the permits would be to ensure that businesses are in compliance with applicable Town ordinances prior to opening, thereby helping to prevent potential issues in the future.

The Council decided to table the matter by pending further research into applicable state statutes and requirements regarding business permits.

B. Rates for Non-Profit Organizations

Mayor White raised the issue of whether the Town could establish different sewer rates for non-profit organizations, including churches, which generally have limited sewer usage.

Staff will provide a list of non-profit organizations to the Council for review so that the Town may consider an arrangement or agreement that more appropriately reflects their sewer usage.

C. Sewer

Councilman Valentine reported that he had been checking the Town's pumping stations to monitor flow and determine how much wastewater was being pumped. He presented a chart

showing the amount of wastewater being pumped and identifying which pumps were operating at the highest levels.

Councilman Valentine asked whether the Council considered his monitoring of the pumping stations and preparation of reports at least three times per week to be sufficient and whether he could be reimbursed for performing these duties.

Under sewer maintenance, Mayor White suggested that additional monitoring could cease once an individual is hired to handle sewer maintenance responsibilities.

Councilman Smirlock suggested that **$200** would be sufficient compensation for the work for both Mayor Predton White and Councilman Valentine. The matter will be brought back for further consideration at a future meeting.

NEXT MEETING

The Council agreed to change the date of the next Council meeting because **Monday, October 12, 2026, is a federal holiday**.

Councilman Smirlock made a motion to move the regular Council meeting from **Monday, October 12, 2026, to Wednesday, October 14, 2026, at 6:00 p.m.** Councilman Valentine seconded the motion.

ADJOURNMENT

Councilman Valentine made a motion to adjourn the meeting at **6:33 p.m.** Councilwoman Ormond seconded the motion. The motion carried with all members voting in favor.

Mayor: _____ **Date:** 10-22-2026

Clerk: Valerie Jackson **Date:** 10-22-2026

Deputy Clerk: _____ **Date:** 10/22/26

Minutes prepared by Deputy Clerk Elisha Washington