

TOWN OF BAILEY MEETING MINUTES
REGULAR MEETING – 1/17/2023

The Regular Meeting of the Bailey Town Board was held in the Bailey Town Hall on January 17, 2023, at 7:00 PM.

The following members of the Bailey Town Board were present: Mayor Thomas Richards, Mayor Pro Tem/Commissioner Allen Daniels, and Commissioners Richard Wilson, Dillon Bissette, Ervin Powell and Walter Wells.

Also in attendance were Town Administrator Joel Killion and Town Attorney Ryan King.

Called the meeting to order & Welcome Guest:

Mayor Pro Tem Daniels called the meeting to order and welcomed the guests.

Commissioner Powell delivered the invocation.

Approval of financial statements and meeting minutes:

Commissioner Bissette made a motion to approve the financial statements and meeting minutes and Commissioner Wilson seconded the motion.

Agenda:

McDavid & Associates: Mr. Joe McKemey presented the Resolution for Plan Approval and Authorization to Receive Bids for Project VUR-W-ARP-0026 (Brock Circle).

Commissioner Bissette moved to approve this Resolution. Commissioner Wilson seconded. Motion carried.

Vote: Mayor Pro Tem Daniels: N/A, Commissioners Bissette: Aye, Wilson: Aye, Wells: Aye, Powell: Aye.

Mr. McKemey then presented a second Resolution for the Town of Bailey Capital Project Ordinance for the ARPA (formerly CSWRF) sewer replacement project.

While Mr. McKemey presented this second Resolution, Mayor Richards joined the meeting.

Commissioner Wells moved to approve this second Resolution. Commissioner Wilson seconded. Motion carried.

Vote: Mayor Richards: N/A, Commissioners Wells: Aye, Wilson: Aye, Daniels: Aye, Powell: Aye, Bissette: Aye.

Bailey Chamber of Commerce: No one from the Chamber was available to provide an update.

Planning Board: Zoning Administrator Shawn Lucas was not available to provide an update.

EnviroLink: Mr. Josh Powers (Area Manager) was not present to provide an update. However, he provided the Monthly Activity Report for December 2022 for the Board to review, along with a written statement providing an explanation for why the meter readings and re-readings were delayed in December that was read by Town Administrator Killion.

Old Business:

N/A

New Business:

Town Administrator Killion reminded the Board of the email he sent them on January 10, 2023 with the “Leaf & Limb RFP” (Request For Proposal) and asked them for feedback, reminding them that we need to move forward on this since EnviroLink is no longer picking up leaf and limb piles around them as of the end of 2022.

Commissioner Daniels provided feedback regarding pricing. He mentioned that it would be best to have the quotes based on per-load/tonnage and also discussed measurements of limbs. He then said he would get with Administrator Killion on Thursday (1/19/2023) to finalize the details on the RFP before it goes out for bids.

Public Comments:

Mr. John Thompson, Owner and Operator Top Notch Lawn Care, spoke regarding his appreciation to the Town for having the opportunity to work with the Town of Bailey. He also apologized for when Top Notch accidentally recently picked up flowers prematurely the first of the month instead of the first Monday of the month. He mentioned what all they did to try and make it right, including writing \$5,200 of checks to reimburse people for their flowers. He also offered to keep the current contract pricing the same – even though costs have increased dramatically with inflation and all – if the Town would consider renewing the existing contract without putting out RFPs, thereby saving the people’s money.

Department Head Comments:

Zoning Administrator/Code Enforcer, Shawn Lucas: Mr. Lucas was not present to speak.

Town Administrator, Joel Killion: Mr. Killion re-addressed the Water Rate Study done by the Rural Water Association but said he would put it off a month in order to gather more research. He also spoke regarding the Overman & Parks CPA contract for bookkeeping included in the Commissioner packets. He reminded the Board that he asked the Commissioners during December Board meeting to please review the contract in preparation for a vote. He also explained that the Town needs an outside/third-party bookkeeper/accountant for the following

reasons: (1) To maintain current and accurate financial information; (2) To protect the Town's interests; (3) To aid the identification of mistakes and possible fraud; (4) It is also a lot less expensive than hiring a CFO, and (4) To improve accountability by having someone independent of us, of our unit of government, involved in the Town's financial affairs. This is what CPAs and auditors call "separation of duties." And, according to the recent Municipal Finance class he took through Wilson Community College, auditors like the separation of duties because it shortens and simplifies the auditing process.

Commissioner Wells asked if there is any estimate on ongoing cost as it relates to the hours that would be worked by the bookkeeper on a monthly and quarterly basis. Mayor Richards then asked for a general breakdown of how many hours it would be for them to do the work on a month and quarterly basis. Mr. Killion promised to handle this and provide answer at the next Board meeting.

Commissioner Comments:

Walter Wells: He asked Officer DeShawn Taylor to provide the policing stats for December 2022. He then mentioned that Officers Taylor and Urban are doing a great job for the Town, as well as communicating well with him on daily matters. He also mentioned that there is a need for motion lighting and cameras to be installed behind the Police Department since there are reports of activity back there at night. Then, finally, he handed out copies of the Mutual Assistance Agreement (MAA) with Nash County Sheriff's Department and mentioned that Town Attorney Ryan King has reviewed the document and found no issues with it. This is an agreement that many other municipalities use as well.

Mayor Richards then read the MAA.

Commissioner Wells made a motion that the Town accept the MAA as presented between the Town of Bailey and Nash Count Sheriff's Department. Commissioner Daniels seconded the motion. Motion carried.

Vote: Mayor Richards: N/A, Commissioners Wells: Aye, Daniels: Aye, Powell: Aye, Wilson: Aye, Bisette: Aye.

Richard Wilson: He mentioned that the Town has 8 (eight) plots available in the Cemetery to purchase and said he needed to know if it's okay to offer the owners \$1,200 per plot. He said that what he needs to address would have to be discussed in closed session.

Commissioner Wells made a motion that we agree to pay up to \$1,200 [Note: The current rate for a plot is \$1,200 for in-town residents.]. Commissioner Powell seconded the motion. Motion carried.

Vote: Mayor Richards: N/A, Commissioners Wells: Aye, Powell: Aye, Wilson: Aye, Bisette: Aye, Daniels: Recused himself.

Dillon Bisette: No comment

Ervin Powell: No comment

Allen Daniels: Made a motion that the Town remain with Top Notch Lawn Care for at least one more year. Commissioner Wilson seconded the motion. Motion carried.

Vote: Mayor Richards: N/A, Commissioners Daniels: Aye, Wilson: Aye, Powell: Aye, Wells: Aye, Bissette: Aye.

Commissioner Daniels then commented on the recent bidding requests the Town had for the Town Hall roof. He spoke on the drastic increases in pricing in the roofing industry overall (as has been noticed in every industry), as well as on the current dangerous condition of the Town Hall roof and how it needs to be addressed as soon as possible. Daniels then mentioned how the Town received only one sealed bid from both the first and second rounds of bidding requests and how the bid price, from what he researched, is in line with current market pricing. He also said that the company that submitted the one bid (BM Roofing) has a solid reputation. And so he made the motion to accept the bid from BM Roofing for \$67,778 (that includes a 15-Year Warranty), along with the furnishing and installation of new gutters and downspouts to both roofs for \$2,643. Commissioner Bissette seconded the motion. Motion carried.

Vote: Mayor Richards: N/A, Commissioners Daniels: Aye, Bissette: Aye, Powell: Aye, Wells: Aye, Wilson: Aye.

Then, Commissioner Wells asked the Mayor if he could speak since he forgot to mention something during his time to comment. He mentioned that a citizen asked him about the Citizen Advisory Committees application form currently provided on the home page of the Town's website. He stated that since there has been no movement on that initiative, the Town needs to decide what to do if, of course, it is still interested in proceeding with these committees. Otherwise, he suggested that the listing and form on the website be removed.

Mayor's Remarks:

No comment

Closed Session:

G.S. 143-318.11(a)(3) Attorney/Client Privileges
G.S. 143-318.11(a)(6) for Personnel Matters.

Commissioner Daniels made a motion for the Board to go into Closed Session for Attorney/Client Privilege [G.S. 143-318.11(a)(3)] and Personnel Matters [G.S. 143-318.11(a)(6)]. Commissioner Powell seconded. Motion carried.

Vote: Mayor Richards: N/A, Commissioners Daniels: Aye, Powell: Aye, Wells: Aye, Bissette: Aye, Wilson: Aye

Commissioner Bisette moved the Board to return to Open Session. Commissioner Wilson seconded. Motion carried.

Vote: Mayor Richards: N/A, Commissioners Bisette: Aye, Wilson: Aye, Powell: Aye, Wilson: Aye


Commissioner Wilson made a motion to raise Ms. Melissa Hayman's part-time hourly wage to \$20.00 an hour. Commissioner Powell seconded. Motion carried.

Vote: Mayor Richards: N/A, Commissioners Wilson: Aye, Powell: Aye, Wilson: Aye, Wells: Aye, Daniels: Present

Commissioner Powell moved to adjourn the meeting. Commissioner Wilson seconded. Motion carried.

Vote: Mayor Richards: N/A, Commissioners Powell: Aye, Wilson: Aye, Daniels: Aye, Bisette: Aye, Wells: Aye

Meeting adjourned.



Thomas Richards, Mayor



Joel Killion, Town Administrator