

**Dunn City Council**  
**Regular Meeting**  
 Tuesday, February 25, 2025  
 6:30 p.m., Dunn Municipal Building

## Minutes

**PRESENT:** Mayor William P. Elmore Jr., Mayor Pro Tem J. Wesley Sills, Council Members Raquel McNeil, Billy N. Tart, Alan Hargis, and Dr. David L. Bradham.

**ABSENT:** Council Member April Gaulden

*Also present: City Manager Steven Neuschafer, Assistant City Manager Billy R. Godwin, Assistant Finance Director Alexa Kallesten, Chief of Police Cary Jackson, Parks and Recreation Director Brian McNeill, Human Resources Director Connie Jernigan, Public Works Director Dwayne Williams, Collections and Distribution Manager Billy Cottle, Water Plant Manager Ian Stroud, Wastewater Plant Manager Donrie Dukes, Administrative Support Specialist Sydney McKoy, City Attorney Tilghman Pope, and City Clerk Melissa R. Matti.*

### CALL TO ORDER AND INVOCATION

Mayor Elmore opened the meeting at 6:30 p.m. and Reverend Jason Williams gave the invocation. Afterwards, Reverend Jason Williams led in the Pledge of Allegiance.

### AGENDA ADJUSTMENT AND APPROVAL

Motion by Council Member Bradham and second by Council Member Tart to approve the February 25, 2025 meeting agenda with the addition of Special Event Permit – Temporary Blocking of Street for the Lucknow Music Festival. **Motion carried unanimously.**

### PRESENTATIONS

#### Reading of Black History Month Proclamation

Council Member McNeil read the proclamation for Black History Month 2025. The proclamation highlighted the origins of Black History Month, its importance in recognizing African American achievements and contributions, and the theme for 2025: "African American and Labor."

Mayor Elmore thanked Council Member McNeil for her service and acknowledged another young Black female member of the council for her service as well. *A copy of the Proclamation (P2025-01) is incorporated into these minutes as Attachment#1.*

#### Bus Drivers Appreciation Proclamation

Mayor Pro Tem Sills presented a proclamation recognizing School Bus Driver Appreciation Week. He invited bus drivers from Dunn Elementary, Dunn Middle School, and Triton High School to the front of the room.

Mr. Sills shared his personal experience with maintaining a commercial bus license and acknowledged the challenges faced by bus drivers. He read the proclamation, which highlighted the importance of school bus drivers in the public school system, the miles traveled, and the unique challenges they face.

The proclamation declared the week of February 24<sup>th</sup> through 28<sup>th</sup>, 2025 as School Bus Driver Appreciation Week in the City of Dunn. *A copy of the Proclamation (P2025-02) is incorporated into these minutes as Attachment #2.*

### PUBLIC COMMENT PERIOD

The Public Comment Period was opened by Mayor Elmore at 6:68 p.m.

Vicky Spears, a resident of 505 East Townsend Street, addressed the council with the following concerns:

- Commended the council for efforts in improving the city's appearance.
- Expressed concern about the road conditions on Townsend Street, which has not been paved in 20 years.
- Brought attention to 604 East Townsend Street, describing it as an eyesore and embarrassment to the community.
- Mentioned issues with sidewalks along the Johnson Street corridor, including grass overgrowth and unrepaired damaged areas.
- Suggested establishing a committee to help designate the area around Harnett Training School as a historically Black neighborhood.

Having no further comments, the Public Comment period was closed.

### CONSENT ITEMS

- Minutes of December 12, 2024 City Council Meeting
- Contract Award for FY25 Audit Services. *A copy of the Resolution Awarding the FY25 Contract for Audit Services (R2025-08) is incorporated into these minutes as Attachment #3.*
- Disposal of Records – Planning & Inspections Department
- Consideration of Resolution Declaring Certain Property to be Surplus. *A copy of the Resolution Declaring Certain Property to be Surplus (R2025-08) is incorporated into these minutes as Attachment #4.*
- Temporary Street Closing – Lucknow Music Festival – Adjustment to Agenda #8a

**Motion by Mayor Pro Tem Sills and second by Council Member McNeil to approve all consent items. Motion carried unanimously.**

### ITEMS FOR DISCUSSION AND/OR DECISION

**Annexation Petition ANX-03-24**

**504 Moon Circle - PIN#1526-39-2104.000**

**Gabrielle Jones**

Mayor Elmore opened the Public Hearing at 6:49 p.m.

City Manager, Steve Neuschafer explained that this is for the consideration to extend the corporate limits of the City of Dunn by the voluntary contiguous annexation of 1.22 acres contained within PIN#1526-39-2104.000 on Moon Circle, Dunn, NC. The contiguous annexation is being considered under NCGS 160A-31.

The Resolution directing Clerk to investigate the voluntary Annexation Petition ANX-03-24 was adopted at the December 10, 2024 meeting; The Clerk certified the sufficiency of the petition and the Resolution fixing the date of the Public Hearing was adopted at the January 28th meeting; and the Public Hearing was published on February 14th in The Daily Record and posted on the principal bulletin board, as required.

Hearing nothing further, the public hearing was closed at 6:50.

**Motion by Mayor Pro Tem Sills and second by Council Member Bradham to adopt the ordinance to extend the corporate limits of the City of Dunn as presented and to assign to ward 2. Motion carried unanimously.** *A copy of Ordinance to Extend the Corporate Limits of the City of Dunn (O2025-02) is incorporated into these minutes as Attachment #5.*

**Annexation Petition ANX-01-25**  
**Arrowhead Road - PIN#1505-97-6372.000**  
**City of Dunn**

Mayor Elmore opened the Public Hearing at 6:52 p.m.

City Manager, Steve Neuschafer explained that this is for the Consideration to extend the corporate limits of the City of Dunn by the voluntary non-contiguous Annexation of 1 acre contained within PIN#1505-97-6372.000 on Arrowhead Road, Dunn, NC. The non-contiguous annexation is being considered under NCGS 160A-58.1.

The Resolution directing Clerk to investigate the voluntary Annexation Petition ANX-01-25 was adopted at the January 14, 2025 meeting; The Clerk certified the sufficiency of the petition and the Resolution fixing the date of the Public Hearing was adopted at the January 28th meeting; and The Public Hearing was published on February 14th in The Daily Record and posted on the principal bulletin board, as required.

Hearing nothing further, the public hearing was closed at 6:53.

**Motion by Council Member Bradham and second by Mayor Pro Tem Sills to adopt the Ordinance to Extend the Corporate Limits of the City of Dunn as presented and to assign to ward 4. Motion carried unanimously.** *A copy of the Ordinance to Extend the Corporate Limits of the City of Dunn (O2025-03 is incorporated into these minutes as Attachment #6.*

**Annexation Petition ANX-02-25**  
**N. Powell Avenue**  
**General Utility Co., Inc.**

City Manager Steve Neuschafer introduced the item and explained that it was to consider the adoption of a Resolution fixing the date for a Public Hearing for March 25, 2025 for the Voluntary Contiguous Annexation Petition ANX-02-25.

The Council adopted a Resolution Directing the Clerk to Investigate the Voluntary Annexation ANX-02-25 and the Certificate of Sufficiency is attached.

**Motion by Council Member Hargis and second by Council Member Tart to adopt the Resolution Fixing Date of Public Hearing as March 25, 2025, at 6:30 p.m. for the Voluntary Contiguous Annexation Petition ANX-02-25. Motion carried unanimously.** *A copy of Resolution Fixing Date of Public Hearing (R2025-09) is incorporated into these minutes as Attachment #7.*

**Consideration to Apply for USDA Loan**  
**Police Cars**

Mayor Elmore opened the Public Hearing at 6:55 p.m.

Assistant Finance Director, Alexa Kallesten presented information on the USDA grant and loan application process for purchasing five new police vehicles. She explained that this was the first step in the process, and based on past experiences, they typically receive \$50,000 in grant money with the rest as a low-interest loan. The closing is expected to be in February, with the first interest and principal payments due a year later. Kallesten mentioned that these loans are typically paid back over a five-year term. She also noted that there was a resolution to approve the capital project ordinance and authorize city staff to submit applications for this financing.

Hearing nothing further, the Public Hearing was closed at 6:57 p.m.

**Motion by Council Member McNeil and second by Mayor Pro Tem Sills to approve City staff to submit applications to USDA for financing FY25 vehicle purchases and approve the attached Capital Project Ordinance and Reimbursement Resolution. Motion carried unanimously.** *A copy of Capital Project Ordinance (O2025-04) and Reimbursement Resolution (R2025-10) are incorporated into these minutes as Attachment #8.*

**Consideration of Accessible Parks Application****Funding Assistance for****C.B. Codrington Park Improvements**

Parks & Recreation Director, Brian McNeill presented a request to submit an application for an Accessible Parks Grant for C.B. Codrington Park. He outlined the following details:

1. The grant request is for a maximum of \$500,000, with a required \$100,000 match from the city.
2. The project improvements include Renovating one existing parking lot; Adding a new parking lot; Adding sidewalks throughout the park to connect all amenities; and reconstructing the bathrooms.
3. McNeil presented a site plan showing the proposed changes, noting that the layout was conceptual and could be altered during development, if awarded.
4. He highlighted a wheelchair ramp at the top of the site plan, providing a connection from the park to the Harnett Training School campus, which could be used for future park-to-park connections.

**Motion by Council Member McNeil and second by Mayor Pro Tem Sills to grant City Manager approval to submit Accessible Parks Grant application on March 2, 2025. Motion carried unanimously.**

**Administrative Reports****Financial Report/Assessment Update**

Assistant Finance Director, Alexa Kallesten presented the financial report for January 2025:

1. Cash balances as of January 31 were \$10,900,000, compared to \$11,800,000 a year ago.
2. General property taxes collected for December totaled \$2,000,000, up from \$1,700,000 the previous year. Year-to-date collections were \$4,400,000.
3. Sales tax receipts through October totaled \$275,000, which was \$17,000 less than the same period last year. November sales tax (received after the report was written) totaled \$300,000, \$5,000 less than the previous year. Year-to-date sales tax revenue was \$1,100,000 or 34% of the budgeted amount.
4. Building permits collected for January were \$14,000. Year-to-date collections were \$80,000 or 50% of the budget.

Ms. Kallesten noted that expense and revenue reports were included in the council's packet and offered to answer any questions.

**Announcements/Information**

Mayor Elmore announced upcoming events and activities.

**Closed Session**

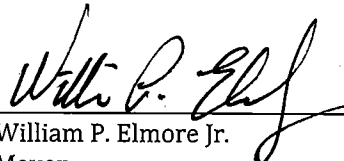
Motion by Council Member Hargis seconded by Council Member Bradham to go into closed session at 7:10 p.m.

**Adjournment**


The council reconvened at 8:15 p.m.

**Motion by Council Member Hargis seconded by Mayor Pro Tem Sills to authorize the City Attorney to file a civil action under Chapter 19 of the North Carolina General Statutes to abate the Public Nuisances located at 400 Ponderosa Drive, Dunn, NC, and to name as defendants those parties determined by the City Attorney to be necessary and proper to prosecute such civil action. Motion carried unanimously.**

The meeting was adjourned at 8:20 p.m.

  
William P. Elmore Jr.  
Mayor

Attest:

  
Melissa R. Matti, SMC, NCCMC  
City Clerk

