

**Dunn City Council**  
**Special Meeting**  
**Tuesday, March 27, 2023**  
**5:30 p.m., Dunn Municipal Building**

## Minutes

**PRESENT:** Mayor William P. Elmore Jr., Mayor Pro Tem Dr. David L. Bradham, Council Members J. Wesley Sills, April Gaulden, Frank McLean, Billy N. Tart and Chuck Turnage.

*Also present: City Manager Steven Neuschafer, Assistant City Manager Mathew Boone, Finance Director Cary McNallan, Public Utilities Director Heather Adams, Chief of Police Cary Jackson, Human Resources Director Connie Jernigan, Administrative Support Specialist II Debra Creighton, City Attorney Tilghman Pope, and City Clerk Tammy Williams.*

### CALL TO ORDER AND INVOCATION

Mayor Elmore opened the meeting at 5:30 p.m. and gave the invocation. Afterwards, Council Member McLean led in the Pledge of Allegiance.

Council Member Turnage was not in attendance at the beginning of the meeting.

### AGENDA ADJUSTMENT AND APPROVAL

Motion by Council Member Sills and second by Council Member Gaulden to adopt the February 8, 2023 meeting agenda as presented. **Motion unanimously approved.**

### ITEMS FOR DISCUSSION AND/OR DECISION

#### Finalize FY2022 Audit Approval

Finance Director McNallan presented an update to the Financial Audit as presented by Bernard Robinson & Company (BRC), LLP. He reviewed his recommendations, which included two major changes: moving \$1.5M in ARPA funds from General Fund to Sewer Fund and restricted \$650K of unspent SCIF grant funds and reported as a Non-Major Fund (project). He also reviewed the minor changes affecting the General Fund: adding a \$100K USDA loan and \$50K grant proceeds, moving \$85K capital costs to WS project, Statement 2 – adding the SCIF grant project of \$650K. For the Water and Sewer Fund: Statement 7 – adjusted current year figures and Statement 9 – deleted project information and replaced with an unreported project. He also added that there are also various other minor amount adjustments and cosmetic changes. His recommendation was to approve with his revisions, so that the audit could be sent to the LGC.

After discussion, motion by Council Member Tart and second by Mayor Pro Tem Bradham to accept the Audit Report with the revisions presented by staff. **Motion unanimously approved.**

#### Discussion on Hiring Process for City Manager

Human Resources Director Jernigan presented information about the hiring process. Council could use the Mid-Carolina Council of Governments, North Carolina League of Municipalities or hire a professional firm to hire the manager. She recommended having NCLM to make presentation and provide guidance on the hiring process. Mayor Elmore agreed with her recommendation.

Council Member Turnage entered the meeting at 5:48 p.m.

After discussion, motion by Council Member Sills and second by Council Member McLean to move forward with the North Carolina League of Municipalities to make a presentation at a special meeting and to assist with the hiring process for a manager. **Motion unanimously approved.**

### ADDITION TO THE AGENDA

Motion by Council Member Tart and second by Council Member Gaulden to add Body Worn Camera Grant to the agenda. **Motion unanimously approved.**

#### Body Worn Camera Grant

Chief Jackson presented request to apply for body cameras, which will need an upgrade due to the current service provider, WatchGuard, selling out to another company which will no longer make the product currently used by the Department. A grant is available through U.S. Department of Justice with a 50% match of the cost to be required by the City.

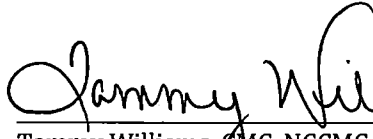
Total cost for 45 body cameras is \$349,654.70 that will be paid over a three-year period at \$116,551.57. If the grant is awarded, it will pay 50% of the cost and the City will pay three installments of \$58,275.79 over the three-year period.

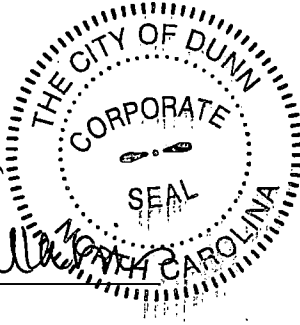
After discussion, motion by Council Member Sills and second by Council Member Gaulden to authorize Chief Jackson to apply for a grant to receive funding that will pay 50% of the cost to purchase new body worn

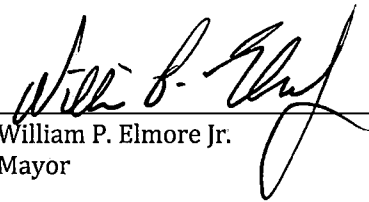
Mayor Elmore recessed the meeting at 6:00 p.m.

The meeting was reconvened and with no further business to discuss, motion by Council Member Gaulden and second by Council Member Sills to adjourn the meeting at 7:27 p.m. **Motion unanimously approved.**

Attest:

  
 Tammy Williams, CMC, NCCMC  
 City Clerk



  
 William P. Elmore Jr.  
 Mayor