

**Dunn City Council**  
**Regular Meeting**  
Tuesday, June 24, 2025  
6:30 p.m., Dunn Municipal Building

**Minutes**

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

*Also present: City Manager Justin Hembree, Assistant City Manager Billy R. Godwin, Finance Director Cary McNallan, 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 Amber Groves, City Attorney Tilghman Pope, and City Clerk Melissa Matti.*

**CALL TO ORDER**

Mayor William P. Elmore, Jr. called the meeting to order at 6:30 PM on Tuesday, June 24, 2025, in the Dunn Municipal Council Chambers. He welcomed those in attendance and those watching online.

He asked attendees to silence their cell phones to avoid interruptions during the meeting.

**INVOCATION**

Reverend Kelly Clark from Gospel Tabernacle delivered the invocation.

**PLEDGE OF ALLEGIANCE**

Council Member Bradham led the Pledge of Allegiance.

**ADJUSTMENT/APPROVAL OF THE JUNE 24, 2025 MEETING AGENDA**

Mayor Elmore asked for any adjustments to the agenda.

City Manager Justin Hembree explained that an addition needed to be made to the agenda as item 12a - a Resolution to Correct the 2025 Regular Meeting Schedule. He noted this was discovered that afternoon and apologized for the late addition. The change would correct the July meeting date and move the November meeting from Veterans Day to November 18th.

**Motion by Council Member McNeil, seconded by Councilmember April Gaulden to approve adding the Resolution Correcting the 2025 Regular Meeting schedule to the agenda as presented. Motion unanimously approved.**

City Attorney Tilghman Pope noted that the agenda itself still needed to be adopted with the added change. Mayor Elmore called for a motion to adopt the agenda with the added change.

**Motion by Council Member Hargis, seconded by Council Member Bradham, to adopt the agenda with the added change. Motion carried unanimously.**

**PRESENTATIONS**

**Advanced Certification  
Officer Nicholas J. Parilla**

Chief of Police Cary Jackson recognized Officer Nicholas Parilla for obtaining the Advanced Law Enforcement Certification from the North Carolina Criminal Justice Education and Training Standards Commission. Chief Jackson explained the purpose of the certification program and highlighted Officer Parilla’s career with the Dunn Police Department since 2008, including his work as a school resource officer and volunteer wrestling coach. She congratulated Officer Parilla on this accomplishment.

Mayor Elmore thanked Officer Parilla on behalf of the board for his continued education and service to the community.

**Recognition of Miss Pre-Teen NC  
North Carolina Governor's Office**

Madison Kilgore from the North Carolina Governor's Office presented a letter from the Governor congratulating Ariana Singleton on being crowned the 2024 National American Miss North Carolina Junior Preteen Queen. The letter commended Ariana for her leadership, talents, and service to the community.

**Codrington Park  
Grant Announcement**

Parks & Recreation Director Brian McNeil announced that the City’s application for the Accessible Parks Grant for Codrington Park scored number one in the state and was awarded the full \$500,000 requested. The project will address ADA accessibility issues, including sidewalks, parking lots, bathrooms, and connection to the adjacent Harnett Training School campus. Mayor Elmore added that the City will contribute an additional \$100,000, making it a \$600,000 project.

**PUBLIC COMMENT PERIOD**

**Dr. Gwen McNeil** expressed concerns about zoning and development in Grove Park, particularly regarding a trailer that was placed there and potential future development. She also voiced concerns about a proposed 147-home development on Johnson Street, citing traffic and flooding concerns.



**Jay Seals** recounted a recent car accident he was involved in at Smithfield's Chicken and Barbecue, expressing frustration with how the responding officers handled the situation, particularly regarding the use of body cameras.

**Carolyn Tally** raised concerns about fees for renting public parks, the condition of Codrington Park compared to other parks in the City, and the need for street paving in certain neighborhoods. She emphasized the importance of fair representation and equal treatment across all areas of the city.

**Philip Newton** thanked the council for their quick response to a concern he and his wife had raised at the previous meeting regarding a hazardous dead tree.

#### CONSENT ITEMS

- Correction of Minutes – May 13, 2025 – Work Session
- Approval of Minutes – May 14, 2025 Recessed Meeting from May 13, 2025
- Approval of Minutes – May 27, 2025 – Regular
- Approval of Minutes – June 10, 2025 – Work Session
- Funding Acceptance – NCDEQ Funding – Juniper Creek Area Stormwater
- Appointment of Designated Agent for Division of Emergency Management
- Contract for Bond Counsel – USDA Public Works Facility Grant
- Resolution to Correct the 2025 Regular Meeting Schedule

**Motion by Mayor Pro Tem Sills, seconded by Council Member Gaulden to approve consent items 6 through 12a. Motion carried unanimously.** *Attachment #1 is incorporated as a part of these minutes and includes the following: Resolution Accepting the NCDEQ State Revolving Fund proceeds (R2025-34), the Capital Project Ordinance Amendment (O2025-14), Appointment of Designated Agent for Division of Emergency Management, and the Resolution to Correct the 2025 Regular Meeting Schedule (R2025-35).*

#### ITEMS FOR DISCUSSION AND/OR DECISION

##### Appointments

##### Mayor Pro Tem

Mayor Elmore announced his recommendation to appoint April Gaulden as the new Mayor Pro Tem, thanking Wesley Sills for his previous service in the role. He praised Gaulden's work within her district and across the city.

**Motion by Council Member Hargis, seconded by Council Member Bradham, to elect April Gaulden as the new Mayor Pro Tem. Motion carried unanimously.**

##### Advisory Boards

Mayor Elmore then presented a list of appointments to various boards:

- Dunn ABC Board: Laura Warren, new appointment
- Parks and Recreation Advisory Board: Chip Mangun, re-appointment; Vincent Pressley, re-appointment; and Keith Williams, re-appointment.
- Community Appearance Advisory Board: Renee Elmers, re-appointment; Vicky Spears, new appointment; Joy Henderson, new appointment; and Stuart Padgett, new appointment.
- Planning Board/Board of Adjustment: Andrew Currin, re-appointment and Mia Johnson, new appointment.

Mayor Elmore also announced his appointment of Sharon Gant to the Dunn Housing Authority, noting that this appointment does not require board approval.

**Motion by Council Member Sills, seconded by Council Member Bradham to approve the board appointments for the ABC Board, Parks & Recreation Advisory Board, Community Appearance Advisory Board, and Planning Board/Board of Adjustment. Motion carried unanimously.**

##### Voluntary Annexation–ANX-04-25

##### Arrowhead Road & US 301 S

##### Sam Harnett, LLC (Step #3)

City Manager Justin Hembree explained the Voluntary Annexation of approximately 13.47 acres located at US Highway 301 South and Arrowhead Road. He detailed the process and timeline of the annexation steps taken so far.

Mayor Elmore opened a Public Hearing on the matter at 7:00 p.m. Josh Dry, representing the ownership, spoke in favor of the annexation and offered to answer any questions. No one spoke against the annexation.

Mayor Elmore closed the Public Hearing and called for a decision on the matter.

**Motion by Council Member Bradham, seconded by Council Member Hargis, to adopt the Ordinance to Extend the Corporate Limits of the City of Dunn as presented and assigned to Ward 4. Motion carried unanimously.** *A copy of the Ordinance to Extend the Corporate Limits of the City of Dunn (O2025-12) is incorporated into these minutes as Attachment #2.*

##### Voluntary Annexation–ANX-05-25

##### Arrowhead Road & US 301 S

##### Harnett County (Step #3)

City Manager Justin Hembree presented details on the Voluntary Annexation of approximately 50.3 acres adjacent to the previously discussed property. He explained the process and timeline of the annexation steps.



Mayor Elmore opened a Public Hearing on the matter at 7:04 p.m. Angie Stewart from Harnett County Economic Development spoke in favor of the annexation, expressing appreciation for the city's consideration. No one spoke against the annexation.

Mayor Elmore closed the Public Hearing and called for a decision on the matter.

**Motion by Council Member Hargis, seconded by Mayor Pro Tem Gaulden to adopt the Ordinance to Extend the Corporate Limits of the City of Dunn as presented and assigned to Ward 4. Motion carried unanimously.** *A copy of the Ordinance to Extend the Corporate Limits of the City of Dunn (O2025-13) is incorporated into these minutes as Attachment #3.*

Mayor Elmore emphasized the importance of these annexations, totaling approximately 65 acres, for future development and job creation in the city.

#### **CDBG-1 Closeout Public Hearing**

Mayor Elmore introduced Assistant City Manager Billy Ray Godwin for the Public Hearing.

Assistant City Manager Godwin spoke about the FY16/20 Community Development Block Grant – Infrastructure (CDBG-I grant. The purpose of the Public Hearing is to program accomplishments and performance for the project and allow residents an opportunity to express their views. **Mr. Godwin read aloud the memorandum from the Grant Administrator, which are embedded into the City's Council minutes.**

In summary, in early 2021, the City was awarded \$1,999,129 in CDBG-I funds from the North Carolina Department of Environmental Quality (DEQ) Division of Water Infrastructure (DWI) to conduct CCTV and subsequent rehab/replacement of up to approx. 13,625 linear feet (LF) of deteriorated/aged gravity sewer line, along with associated manholes, point repairs, service reconnections, and related appurtenances.

The \$108,360 planning grant (DWI Number 16-I-3156) was used to establish finance management, adopt compliance plans and policies, complete a fair housing assessment, conduct the engineering report and environmental review and applicable public notices; and complete semi-annual, quarterly, and annual reports as required. The planning grant was monitored once and was completed in summer 2022. 100% of planning grant funds were expended and no local funds were utilized.

The \$1,890,469 construction grant (DWI Number 20-I-3606) was used for the remaining grant administration (reporting, financial management, procurement and contracting compliance, public hearing amendments, Section 3 and Davis-Bacon compliance, DWI monitoring, etc.), engineering services (survey, design, permitting, bidding, construction administration and observation), and construction itself. CCTV of 13,325 LF of sewer line was accomplished. The construction base bid included rehab/replacement of approx. 8,806 LF of sewerline with 13 bid alternates within the original project area. After four rounds of advertising for construction bids and negotiation with the sole lowest responsive and responsible bidder, the amended construction scope included rehab/replacement of approx. 2,707 LF of 6-12" sewerline along with associated manholes, point repairs, service reconnections, and related appurtenances. There was one change order which included final adjustments for quantities installed. The project area completed is the same project area as the amended scope when the construction contract. The reduced construction scope occurs in the following areas: 308 W Barrington St, 1008-1102 N Fayetteville Ave, 1009-1010 N King Ave, 209-410 Burke St, 310-601 E Carr St, 105-112 Caswell St, 507-603 N Clinton Ave, 402-670 E Johnson St, 700 Lincoln St, 504-700 N Magnolia Ave, 310-605 E Townsend St, 510-1007 E Harnett St, Clayton St, E Surles St, 213 N Lee Ave, N Sampson Ave, 210 N Washington Ave, 213 N Wilmington Ave, 301-404 McNeil Cir, 1000-1019 Culbreth St. Specifically, linework is occurring on portions of W Barrington St (between N Fayetteville St and N Railroad St), E Johnson St (between N Magnolia Ave and E Townsend St), E Harnett St (between N Sampson Ave and McNeil Cir), and McNeil Circle and Culbreth streets (including the public housing authority). All manholes from the base bid remained in the project for rehabilitation.

While some funds remain in the construction grant, eligible CDBG-I activities were maximized with this project. Exhausting all remaining funds would require new bidding documents, new construction bidding procurement and contracting, additional public hearings, additional extension requests, and commitment of city funds to pay for additional engineering and grant administration. Considering the economic landscape and extensive compliance requirements, there is not enough time prior to the 7-year national deadline to construct additional work. Because not all sewer funds were used, administrative funds also need to be de-obligated. A total of \$349,004.06 unexpended funds is being deobligated.

This project provided area-wide benefit, with people benefiting from improved access to public sewer. Based on ACS 2011-2015 data that HUD uses, the original project scope and completed scope helps 9,415 people, with LMI benefit of 52.52%. No new sewer service connections took place. A combination of City Administration Staff and Elected Officials provided oversight of all contracted parties required to complete this project. The City has not received any complaints or requests for assistance regarding the CDBG grant. The construction grant was monitored twice, most recently in April 2025, with minor findings addressed. While there have been a few bumps in the road and extensions, largely attributed to construction bidding challenges, this project generally remained in compliance with the required federal regulations associated with funding.

For additional information or to submit written comments, please contact City Hall. Comments should be postmarked no later than **June 27, 2025**, and a written response will be made within 10 business days. Public grant documents are available at City Hall upon request.

Mayor Elmore opened the opportunity for Council and staff discussion.



The mayor opened the floor for public comment at 7:07 p.m.

During the public hearing, concerns were raised by council members and citizens about the incomplete nature of the project and the fairness of infrastructure improvements across different areas of the city.

Finance Director Cary McNallan clarified that unused grant funds would be deobligated and returned to the granting agency.

**Motion by Council Member Sills, seconded by Council Member Bradham to close the Public Hearing and close out the CDBG project. Motion carried unanimously.**

#### **Budget Amendments**

##### **FY25 Operating Budgets**

Finance Director Cary McNallan presented budget amendments for various operating accounts in the general fund, power bill street resurfacing fund, and water and sewer fund. He explained that these adjustments were necessary to ensure proper budgeting for actual expenditures as the fiscal year comes to a close.

**Motion by Council Member Bradham, seconded by Council Member Tart to approve the attached Budget Amendment for the General Fund, Street Resurfacing Fund, and Water and Sewer Fund. Motion carried unanimously.** *A copy of the Budget Amendment (BA2025-47) is incorporated into these minutes as Attachment #4.*

#### **Approval of Traffic Signage**

**E. Morris Cir. @ W. Granville St./Guy Ave.**

**Tabled May 27, 2025**

City Manager Justin Hembree, Assistant City Manager Billy Godwin, and Chief of Police Cary Jackson presented their recommendation for addressing traffic concerns at the intersection of East Morris Circle, West Granville Street, and Guy Avenue. They proposed installing a yield sign on the north side of East Granville Street where it intersects Guy Avenue, rather than implementing a three-way stop as previously discussed.

Council members discussed the proposal and requested that the effectiveness of the yield sign be monitored over time. Chief Jackson assured the council that the police department would enforce the new signage and monitor truck activity in the area.

**Motion by Mayor Pro Tem Gaulden, seconded by Council Member Bradham, to direct installation and compliance with North Carolina DOT specifications of a yield sign on the north side of West Granville Street in the city of Dunn at its intersection with East Morris Circle and Guy Avenue. Motion carried unanimously.**

#### **Adoption of FY26 Budget**

Finance Director Cary McNallan presented the various ordinances and resolutions as part of the final budget for adoption, including several associated resolutions. The following documents were adopted as part of the Budget.

- A. Budget Ordinance O2025-15
- B. Designation of Fund Balance Resolution R2025-36
- C. Contract Services for City Attorney Resolution R2025-37
- D. City Employee Position Classification and Pay Grade Resolution R2025-38
- D1. City Wage Chart
- E. Salary and Wage Adjustment Resolution R2025-39
- F. Miscellaneous Fees and Charges Schedule Resolution R2025-40
- G. Capital Project Ordinance for FY26 Equipment Purchases O2025-16
- G1 Reimbursement Resolution for Equipment and Vehicles R2025-41

**Motion by Council Member Sills, seconded by Mayor Pro Tem Gaulden, to adopt Amendments A through G1 related to the Fiscal Year 2026 Budget Ordinance and Resolutions pertaining to the 2026 Fiscal Year. Motion carried unanimously.** *Attachment #5 is incorporated as a part of these minutes and includes the following: Budget Ordinance (O2025-15) and Ordinance (O2025-16) Resolutions (R2025-36), (R2025-37), (R2025-38), (R2025-39), (R2025-40), and (R2025-41).*

#### **ADMINISTRATIVE REPORTS, ANNOUNCEMENTS, INFORMATION & CLOSED SESSION**

##### **Administrative Reports**

City Manager Justin Hembree provided updates on several ongoing projects:

- Paving project: Engineers are preparing bid documents for a comprehensive paving project, with work expected to begin in late summer or early fall.
- Probation office relocation: Hembree reported on discussions with the county manager regarding finding a new location for the probation office currently situated downtown.
- Wayfinding project: Installation of new wayfinding signs is scheduled to begin on July 1st.

Finance Director Cary McNallan presented the financial report for the end of May, highlighting cash balances, property tax collections, sales tax receipts, and building permit revenues.

Assistant City Manager Billy Godwin provided updates on several utility projects, including:

- Highway 301 water tank project
- Machine welding outfall project

- Champion gravity sewer line project
- East side pump station rehabilitation

Mr. Godwin also announced that the city received a 2025 Excellence Award from the Design Build Institute of America Southeast region for improvements made to the Wastewater Treatment Plant.

Parks & Recreation Director Brian McNeil gave an update on preparations for the upcoming World Series Baseball Tournament, discussing volunteer recruitment, facility improvements, and beautification efforts throughout the City.

#### **Announcements**

Mayor Elmore made the following announcements:

- City offices will be closed on Friday, July 4<sup>th</sup> for the holiday.
- There will be no work session in July. The next regular council meeting will be held on July 22<sup>nd</sup> at 6:30 PM.
- The next work session will be on Tuesday, August 12<sup>th</sup> at 6:30 PM.

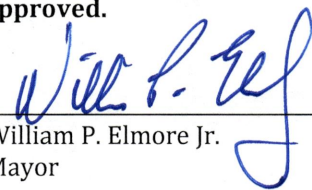
Council Member McNeil provided a report on the recent Juneteenth Celebration, noting its success with over 200 attendees. She thanked City departments for their support and encouraged greater participation in future years.

#### **CLOSED SESSION**

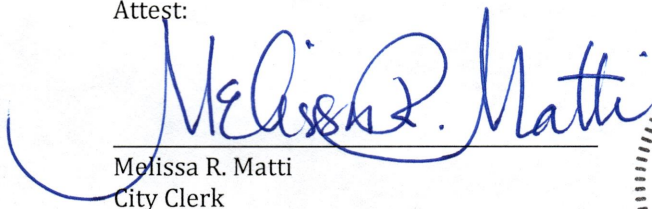
**Motion by Council Member Sills, seconded by Mayor Pro Tem Gaulden, to go into closed session to consult the City Attorney for a pending judicial matter. Motion carried unanimously.**

#### **ADJOURNMENT:**

With no further business to discuss, Motion by Council Member Bradham and second by Council Member Sills to adjourn the meeting at 8:30 p.m. **Motion unanimously approved.**

  
 William P. Elmore Jr.  
 Mayor

Attest:

  
 Melissa R. Matti  
 City Clerk

