

Dunn City Council
Regular Meeting
Tuesday, December 12, 2023
6:30 p.m., Dunn Municipal Building

Minutes

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

Also present: City Manager Steven Neuschafer, Assistant City Manager Billy R. Godwin, Finance Director Cary McNallan, Chief of Police Cary Jackson, Planning Director George Adler, Human Resources Director Connie Jernigan, Public Works Director Dwayne Williams, Assistant Public Utilities Billy Cottle, Administrative Support Specialist Amber Groves, City Attorney Tilghman Pope, and City Clerk Tammy Williams.

CALL TO ORDER AND INVOCATION

Mayor Elmore opened the meeting at 6:30 p.m. and Rev. Dennis Manuel, Pastor at East Granville Street Church of God of Prophecy, gave the invocation. Afterwards, Council Member Turnage led in the Pledge of Allegiance. Mayor Elmore shared that Council Member Gaulden is on a planned vacation trip and Council Member McLean is out sick.

AGENDA ADJUSTMENT AND APPROVAL

Motion by Council Member Turnage and second by Council Member Sills to adopt the December 12, 2023 meeting agenda as presented. **Motion unanimously approved.**

PRESENTATIONS

North Carolina Senator Jim Burgin and Representative Howard Penny made a check presentation to the City of Dunn for \$7,100,000 allocated from the North Carolina General Assembly for infrastructure projects. Mayor Elmore expressed the City's appreciation for their help in bringing over \$40,000,000 to the City of Dunn over the past three years.

PUBLIC COMMENT PERIOD

The Public Comment Period was opened by Mayor Elmore at 6:50 p.m. Having no comments, the Public Comment period was closed.

CONSENT ITEMS

- Purchase of Real Property at 705 E Duke St
- Budget Amendments - *A copy of Budget Amendment (BA2024-09) is incorporated into these minutes as Attachment #1.*
- Personnel Policy Amendments. *A copy of the Personnel Policy has been filed with the City Clerk.*
- Pearsall St Culvert Project, Grant Acceptance of \$400,000 NCDWI LASII, Approval of Capital Project Ordinance and Budget Amendment. *A copy of the Ordinance (O2023-24) and Budget Amendment (BA2024-10) are incorporated into these minutes as Attachment #2.*

Motion by Council Member Bradham and second by Council Member Tart to approve all consent items. **Motion unanimously approved.**

ITEMS FOR DISCUSSION AND/OR DECISION

CZ-03-23, Conditional Zoning – Susan Tart Rd

Motion by Council Member Bradham and second by Council Member Sills to table until the January meeting. **Motion unanimously approved.**

Voluntary Annexation Petition ANX-02-23, Corner of Longbranch Rd and US 301S, owned by EC Edgerton LLC

Mayor Elmore opened the Public Hearing at 6:53 p.m. City Manager Neuschafer presented for consideration to extend the corporate limits of the City of Dunn by the voluntary non-contiguous annexation of 3.5 acres contained within PIN# 1515-16-0072.000 on the corner of Longbranch Rd and US301S, Dunn. The non-contiguous annexation is being considered under NCGS 160A-31. Resolution directing the Clerk to investigate the voluntary Annexation Petition ANX-02-23 was adopted at the October 17 meeting. The Clerk certified the sufficiency of the petition and the Resolution fixing the date of the Public Hearing was adopted at the November 14 meeting. With no additional comments, the Public Hearing was closed.

Motion by Council Member Turnage and second by Council Member Tart to adopt the ordinance to extend the corporate limits of the City of Dunn as requested and to assign property to ward four effective January 1, 2024. **Motion unanimously approved.** *A copy of the Ordinance (O2023-25) is incorporated into these minutes as Attachment #3.*

USDA Loans for Police Cars and other City Equipment

Mayor Elmore opened the Public Hearing at 6:54 p.m. Finance Director McNallan presented the public hearing as the first step in acquiring loans through the USDA Community Development program. The City of Dunn is requesting financing for the following purchases:

- \$304,861 for five police vehicles.
- \$162,000 for three Public Works trucks.
- \$416,000 for various Public Utility equipment including a backhoe, trailer jetter, utility vehicle, and three trucks.
- \$266,000 for a brush mower for the Stormwater Fund.

These items were included in the FY24 budget and are expected to be delivered by the spring of 2024. Funding to repay the USDA loan will be budgeted starting in the FY25 budget. The estimated annual principal and interest payments for the police vehicles is \$56,500 for five years, for the public works vehicles is \$24,800 for five years, for the Public Utility equipment is \$55,800 for seven years, and for the Stormwater equipment is \$40,200 for seven years. With no additional comments, the Public Hearing was closed.

Motion by Council Member Tart and second by Council Member Sills to approve for City staff to submit applications to USDA for financing FY24 vehicle and equipment purchases. **Motion unanimously approved.**

Outgoing Council Member Chuck Turnage made special remarks. Mayor Elmore, Council Members, City Manager Neuschafer and City Attorney Pope made remarks in commending Turnage for his service to the City as a Council Member.

Mayor Elmore recessed the meeting at 7:12 p.m.

ADMINISTERING THE OATH OF OFFICE

City Attorney Pope presided over the swearing in ceremony for the new Mayor and Council.

Oath of office for Mayor William P. Elmore Jr. was administered by North Carolina Representative, The Honorable Howard Penny. *A copy of this oath is incorporated into these minutes as attachment #4.*

Oath of office for Council Member J. Wesley Sills was administered by District Court Judge – The Honorable O. Henry Willis, Jr. *A copy of this oath is incorporated into these minutes as attachment #5.*

Oath of office for Council Member Raquel McNeil was administered by City Clerk, Tammy Williams. *A copy of this oath is incorporated into these minutes as attachment #6.*

Oath of office for Council Member Billy N. Tart was administered by North Carolina Senator, The Honorable Jim Burgin. *A copy of this oath is incorporated into these minutes as attachment #7.*

Oath of office for Council Member Alan Hargis was administered by North Carolina Senator, The Honorable Jim Burgin. *A copy of this oath is incorporated into these minutes as attachment #8.*

Oath of office for Council Member Dr. David L. Bradham was administered by City Clerk Tammy Williams. *A copy of this oath is incorporated into these minutes as attachment #9.*

SPECIAL NOTE: Council Member April Gaulden was sworn in on December 22, 2023 by Notary Public Mary Dafford in Council Chambers. *A copy of this oath is incorporated into these minutes for recording purposes as attachment #10.*

Mayor Elmore reconvened the meeting.

Present: Mayor William Elmore, Council Members J. Wesley Sills, Raquel McNeil, Billy Tart, Alan Hargis, and Dr. David L. Bradham. **ABSENT:** April Gaulden

CONSENT ITEMS

- Resolution of Appreciation – Frank McLean. *A copy of the Resolution (R2023-48) is incorporated into these minutes as Attachment #11.*
- Resolution of Appreciation – Chuck Turnage - *A copy of the Resolution (R2023-49) is incorporated into these minutes as Attachment #12.*
- Set Meeting for Special Called Orientation Meeting for January 3, 2024 at 4:00 p.m., Council Chambers.

Motion by Council Member Sills and second by Council Member Bradham to approve all consent items. **Motion unanimously approved.**

PRESENTATION

Mayor Elmore presented Resolution of Appreciation to Chuck Turnage for Sixteen Years of Outstanding Service and Leadership on the Dunn City Council.

Election of Mayor Pro Tem

Motion by Council Member Bradham and second by Council Member Hargis to elect Council Member Sills as the Mayor Pro Tem. **Motion unanimously approved.**

2024 Regular Meeting Schedule for the Dunn City Council

Motion by Council Member Sills and second by Council Member McNeil to approve the Resolution adopting the 2024 Regular Meeting Schedule and Budget Planning Retreat for the Dunn City Council as presented. **Motion unanimously approved.** *A copy of the Resolution (R2023-50) is incorporated into these minutes as Attachment #13.*

Resolution of Intent to Consider Permanently Closing Public Right of Way AC-01-23

City Manager Neuschafer presented request to consider permanently closing the public street between 801 S King Ave and 707 S King Ave. Property owner has already prepared a map to show the sewer easement between these properties.

Motion by Council Member Bradham and second by Council Member Sills to adopt the Resolution of Intent to Consider Permanently Closing the Street as identified and to set the Public Hearing for February 20, 2024 at 6:30 p.m. at the Dunn Municipal Building. **Motion unanimously approved.** *A copy of the Resolution (R2023-51) is incorporated into these minutes as Attachment #14.*

Administrative Reports

City Manager Neuschafer reported that the Park to Park Trail is approximately 80% complete.

Finance Director McNallan provided the following financial report for the period ending November 30, 2023:

- The City has \$4,080,438 cash, compared to \$9,306,369 last year.
- Water and Sewer Revenues for the month were \$630,962 with total collected year to-date at \$2,947,982 or 36.8% of budget, compared to \$2,917,667 in 2022.
- Property Taxes collected to date are \$1,018,631.
- Sales Tax receipts were \$308,497, which was \$42,682 more than in the same period last year.
- Building Permit Fees collected a total of \$80,107 or 50.1% of budget compared to total collected last year of \$46,449.
- General Fund expenditures for month are \$865,667, with total expensed to-date at \$5,123,688 or 37.5% of Budget, compared to \$5,578,152 in 2022. Revenues to-date are \$3,141,605.
- Water and Sewer fund expenditures for the month are \$587,013, with total expenses to-date at \$2,745,596, or 25.4% of budget, compared to \$3,012,695 last year. Revenues to-date are \$3,149,348.
- Stormwater fund expenditures for the month were \$113,415, with total expenses to-date of \$178,101, or 44.4% of budget. Revenues to-date are \$100,163.
- The benchmark for this period is 41.7% of the budget.
- McNallan also updated on debt service and liens and assessments.

Reports were also received as follows: Planning and Inspections Report, Public Works Report, Public Utilities Report, Parks and Recreation Report and Police Report.

All Council Members and Mayor Elmore made comments.

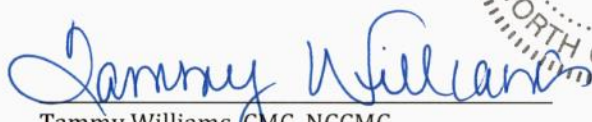
Announcements/Information

Mayor Elmore announced upcoming events and activities. He further invited everyone in attendance to attend the reception following the meeting.

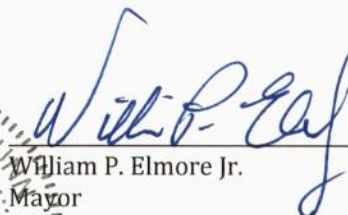
With no further business to discuss, Mayor Elmore adjourned the meeting at 8:14 p.m. with no objections.

Motion unanimously approved.

Attest


 Tammy Williams, CMC, NCCMC
 City Clerk




 William P. Elmore Jr.
 Mayor