

**TOWN OF COATS**  
**Board of Commissioners**  
**Thursday, December 11, 2025**

The Town of Coats Board of Commissioners met in regular session on Thursday, December 11, 2025 at 7:00 p.m. in the Board of Commissioners' Meeting Room at Coats Town Hall.

**Members Present:**

Mayor Chris Coats  
Mayor Pro Tem Kelvin Gilbert  
Commissioner Marc Powell  
Commissioner Shirley Allen  
Commissioner Monique Warren-Clegg  
Commissioner Todd Pope

**Staff Present:**

Barbara Hollerand, Town Manager  
Connie Lassiter, Finance Director/Town Clerk  
Ken Storicks, Police Chief  
Wesley Blount, Public Works Director  
Sarah Goldsmith, Parks & Recreation Director

**Others Present:** Alton Bain, Town Attorney

**CALL TO ORDER**

A quorum being present, Mayor Chris Coats called the meeting to order at 7:00 p.m.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Mayor Chris Coats delivered the invocation and led those in attendance in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Mayor Chris Coats called for a motion to add Budget Amendment for Municipal Elections as Item 3 under Business Items.

**RESOLVED**, to approve the amended agenda.

**MOTION BY:** Mayor Pro Tem Powell

**SECOND BY:** Commissioner Warren-Clegg

**APPROVED:** Unanimously Approved

**CONSENT AGENDA**

1. Approval of Minutes – November 13, 2025 Regular Meeting
2. Approval of Attorney Bill for Services Rendered November 1-30, 2025

**RESOLVED**, to approve the consent agenda.

**MOTION BY:** Commissioner Gilbert

**SECOND BY:** Mayor Pro Tem Powell

**APPROVED:** Unanimously Approved

**PRESENTATION**

Outgoing Commissioner Jerry Beasley was absent from the meeting but his time on the Board was acknowledged by Mayor Chris Coats reading a plaque to be given to Mr. Beasley honoring his years of service.

#### **ORGANIZATIONAL MEETING:**

1. Oath of Office was administered to Mayor Chris Coats and Commissioners Shirley Allen, Monique Warren-Clegg and Todd Pope by Whitney Pearce, Harnett County Assistant Clerk of Court.
2. Selection of Mayor Pro-Tempore

Mayor Chris Coats asked if there were any recommendations for Mayor Pro Tem to serve for the next two years. Commissioner Shirley Allen nominated Commissioner Marc Powell. Commissioner Powell declined nomination and nominated Commissioner Kelvin Gilbert.

Mayor Coats tallied ballots cast by the Commissioners and announced that Commissioner Kelvin Gilbert would serve as Mayor Pro-Tempore. Three votes for Commissioner Gilbert were from Commissioners Powell, Warren-Clegg and Gilbert. Two votes for Commissioner Powell from Commissioners Allen and Pope.

3. Adoption of 2026 Commission Meeting Schedule

The schedule for 2026 Board of Commissioner meetings was presented for adoption with regular meeting dates on the second Thursday of each month. There were no known holidays interfering with regular meeting dates.

**RESOLVED**, to approve the meeting schedule.

**MOTION BY:** Commissioner Powell

**SECOND BY:** Commissioner Warren-Clegg

**APPROVED:** Unanimously Approved

4. Committee Appointments

##### **A. Planning Board**

The commissioners voted by ballot to fill the two expired In-Town Planning Board seats. Mayor Coats tallied ballots and announced that Clint Latham and Angela Postma had been appointed to fill the expired seats. Applicants received votes as follows:

<b>Applicant</b>	<b>Commissioner Vote</b>
Clint Latham	Gilbert, Allen, Pope, Powell
Angela Postma	Warren-Clegg, Allen, Pope, Powell
Lawrence Denning	Gilbert, Warren-Clegg

##### **B. Board of Adjustment**

The commissioners made appointments for the Board of Adjustment from the updated list of Planning Board members. Clint Latham, Angela Postma, Hazel Stephenson and Don Plessinger will serve as In-Town members, and Ally Fouts will serve as In-Town alternate. Misty Gil will serve as the ETJ member, and Mitchell Pope will serve as ETJ alternate.

Appointments were made by written ballot with Mayor Coats tallying the votes. Votes were as follows:

In-Town Member	Commissioner Vote
Clint Latham	Warren-Clegg, Pope, Gilbert, Allen
Angela Postma	Warren-Clegg, Powell, Pope, Gilbert, Allen
Hazel Stephenson	Warren-Clegg, Powell, Pope, Gilbert, Allen
Don Plessinger	Powell, Pope, Gilbert, Allen
Ally Fouts	Warren-Clegg, Powell

ETJ Member	Commissioner Vote
Misty Gil	Powell, Pope, Gilbert
Mitchell Pope	Warren-Clegg, Allen

C. Cemetery Committee

Commissioners voted by ballot to appoint applicants to the Cemetery Committee. Mayor Coats tallied ballots and announced Sondra Smith, Margaret House, Jean Powell, Michelle Godwin, Andrea Watkins, Carletta Ennis and Joan Patterson would serve on the Cemetery Committee. Votes were as follows:

Applicant	Commissioner Vote
Sondra Smith	Gilbert, Warren-Clegg, Allen, Powell, Pope
Michelle Godwin	Gilbert, Warren-Clegg, Allen, Powell, Pope
Margaret House	Gilbert, Warren-Clegg, Allen, Powell, Pope
Andrea Walker	Gilbert, Warren-Clegg, Allen, Powell, Pope
Jean Powell	Gilbert, Warren-Clegg, Allen, Powell, Pope
Carletta Ennis	Warren-Clegg, Allen, Powell, Pope
Joan Patterson	Gilbert, Warren-Clegg, Allen, Powell, Pope
Angela Postma	
Jillian Billot	Gilbert

D. Recreation Committee

Commissioners voted by ballot to appoint a Commissioner representative and applicants to the Recreation Committee. Mayor Coats tallied ballots and announced that Drew Bryant, Jessica Fisher, Tony (TJ) Morrison, Christina Martin, and Angela Postma would serve on the Recreation Committee, and Commissioner Shirley Allen would serve as Commissioner Representative. Votes were as follows:

Applicant	Commissioner Vote
Drew Bryant	Gilbert, Warren-Clegg, Allen, Powell, Pope
Jessica Fisher	Gilbert, Warren-Clegg, Allen, Powell, Pope
Tony (TJ) Morrison	Gilbert, Warren-Clegg, Allen, Powell, Pope
Christina Martin	Gilbert, Warren-Clegg, Allen, Powell, Pope
Angela Postma	Gilbert, Warren-Clegg, Allen, Powell, Pope

Representative	Commissioner Vote
Shirley Allen	Allen, Powell, Pope
Monique Warren-Clegg	Gilbert, Warren-Clegg

## **PUBLIC COMMENTS**

Vikki Ingersoll, 30 N Railroad St, thanked the Board for collaborating with the Chamber throughout the year. She mentioned an upcoming ribbon cutting ceremony for a new business, Three Sons Hauling.

Lila Lanier, 144 N McLean St, discussed the right-of-way policy and said it was directly Cary's policy.

Gale Spears, 120 Gale Spears Dr, expressed her plan to file a complaint against the Town for discrimination, elderly abuse, and damages. She also expressed dissatisfaction with right-of-ways not being mowed.

## **NEW BUSINESS**

### **1. Carolina Trash & Septic – Leaf Collection**

The Board had previously authorized the Town Manager to temporarily add leaf collection to the existing agreement with Carolina Trash & Septic for trash and recycling at a cost of \$215 per hour until Town truck could be repaired. Town Manager Barbara Hollerand informed the Commissioners that the Leaf Truck was still down and likely couldn't be fixed. Staff explored other options at the request of the Board. Public Works Director Wes Blount discovered that many municipalities had moved away from leaf pickup and were using a private hauler. Staff recommended continuing agreement with Carolina Trash & Septic for the remainder of the season for an estimated cost of \$12,954.

Commissioner Powell questioned how many hours a week it would take Carolina Trash to complete the leaf pickup, and Mr. Blount responded eight hours every two weeks. Commissioner Allen asked if this would be continued next year and Ms. Hollerand said there was no commitment past the current season, and this could be a test run to see how things go. Mayor Pro Tem Gilbert expressed that he would like to know from a professional what needed to be repaired, and if it was more than what the Board wanted to spend he didn't want to see the vehicle sitting for years. Commissioner Powell asked about looking into providing bags for customers, but it had been established that the landfill would not accept biodegradable bags.

Mr. Blount said he would be getting the vehicle looked at after the first of the year but definitely before the next season.

#### **A. Request Approval of Quote for \$215 per hour**

**RESOLVED**, to approve the \$215 an hour quote for the duration of the time needed.

**MOTION BY:** Commissioner Allen

**SECOND BY:** Commissioner Powell

**APPROVED:** Unanimously Approved

#### **B. Request Approval of Budget Amendment for \$12,954.**

**RESOLVED**, to approve the budget amendment in the amount of \$12,954 for leaf collection services by Carolina Trash.

**MOTION BY:** Commissioner Powell

**SECOND BY:** Mayor Pro Tem Gilbert

**APPROVED:** Unanimously Approved

2. Request Approval of Budget Amendment for Meter & Tap Materials \$7,838

Town Manager Hollerand discussed active construction that would require meters prior to July 1 as well as broken meters that needed to be replaced. Public Works Director Blount mentioned the \$1 equipment fee charged per month to customers would be need revisited in the next year because it was not covering the cost of damaged meters. Ms. Hollerand also mentioned several water fund related fees and policies that would be brought before the Board in January or February.

**RESOLVED**, to approve the budget amendment for \$7,838 for meter and tap materials.

**MOTION BY:** Mayor Pro Tem Gilbert

**SECOND BY:** Commissioner Allen

**APPROVED:** Unanimously Approved

3. Budget Amendment for Municipal Elections

Finance Director Connie Lassiter explained that the invoice for election was higher than anticipated. She called the Board of Elections to see if there was a billing error and was made aware that election site workers had to be hired through a temp agency this year which increased cost by 23-24%. Also, facility rent for voting sites was an added expense. Ms. Lassiter mentioned a possible option given by the Board of Elections to lower cost for future elections was to not offer early voting. There was a possibility that the Town of Erwin would be moving to the same election cycle and decrease the shared amount of other towns.

**RESOLVED**, to approve the budget amendment for \$4,411.

**MOTION BY:** Commissioner Powell

**SECOND BY:** Commissioner Allen

**APPROVED:** Unanimously Approved

4. Memorandum of Understanding for School Resource Officer

Town Manager Hollerand explained that the School Board had drafted some language changes in the MOU for SRO allowing the School District to address performance issues with the individual SRO actively. All other terms would remain the same until June 30, 2026.

**RESOLVED**, to adopt the amendment to SRO contract.

**MOTION BY:** Commissioner Allen

**SECOND BY:** Mayor Pro Tem Kelvin Gilbert

**APPROVED:** Approved 4-1; Ayes (4) Mayor Pro Tem Gilbert, Commissioners Warren-Clegg, Allen, and Pope; Noes (1) Commissioner Powell

5. Fee Schedule Amendment

Ms. Hollerand discussed the following two changes/clarifications in the Fee Schedule under Planning and Zoning.

- Add “Review” to the wording for Inspection Fees to include development reviews
- Change Recreation Fee to be due at final plat approval for subdivisions or at zoning permit approval for individual lots

**RESOLVED**, to approve the amendment to Town Fee Schedule to reflect clarifications to Planning/Zoning Fees.

**MOTION BY:** Mayor Pro Tem Gilbert

**SECOND BY:** Commissioner Pope

**APPROVED:** Unanimously Approved

6. On-Call Professional Services Agreement Extension – WithersRavenel

Ms. Hollerand informed the Board that the agreement put in place in 2022 for on-call services from WithersRavenel had lapsed. An amendment to extend the agreement for two more years was submitted by WithersRavenel.

**RESOLVED**, to approve contingent upon review by Town Attorney.

**MOTION BY:** Commissioner Powell

**SECOND BY:** Commissioner Allen

**APPROVED:** Unanimously Approved

7. Request Approval of Resolution Adopting the Cape Fear Regional Hazard Mitigation Plan

Ms. Hollerand explained that the adoption of the Cape Fear Regional Hazard Mitigation Plan would preserve the ability for the Town to apply for FEMA funding. Mayor Pro Tem Gilbert asked if there was a cost, and Ms. Hollerand confirmed there was no cost.

**RESOLVED**, to approve resolution adopting the Cape Fear Regional Hazard Mitigation Plan.

**MOTION BY:** Mayor Pro Tem Gilbert

**SECOND BY:** Commissioner Warren-Clegg

**APPROVED:** Unanimously Approved

## MANAGER UPDATE

Ms. Hollerand gave the following updates:

- Grants obtained by Parks and Recreation Director Sarah Goldsmith to purchase blue bird house for the park and assist in purchasing soccer uniforms/supplies for next season
- Neighborhood meeting led by Bruce Naegelen at Coats Chapel Fellowship Hall on December 16
- December 17 - last work group meeting
- Bid award recommendation – January 8<sup>th</sup> meeting

## COMMISSIONERS COMMENTS

Mayor Pro Tem Kelvin Gilbert asked Ms. Hollerand to look into whether or not the Town of Coats adopted a Cary policy verbatim for the Town of Coats Right-Of-Way Policy.

## CLOSED SESSION:

Mayor Chris Coats called for motion to enter closed session pursuant to §143-318.11 (3) and §143-318.11 (6)

**RESOLVED**, to enter into closed session.

**MOTION BY:** Commissioner Powell

**SECOND BY:** Commissioner Warren-Clegg

**APPROVED:** Unanimously Approved

Board of Commissioners entered into closed session at 8:35 .pm.

Board of Commissioners reconvened in open session at 10:48 p.m.

**RESOLVED**, to instruct the Town Manager to contact State Representative to include the Town of Coats among the towns exempt from state statute 160A-58.1.

**MOTION BY:** Commissioner Marc Powell

**SECOND BY:** Commissioner Shirley Allen

**APPROVED:** Approved 3-2; Ayes (3) Commissioners Allen, Powell and Pope; Noes (2) Mayor Pro-Tem Gilbert, Commissioner Warren-Clegg

#### **ADJOURNMENT**

Mayor Chris Coats called for a motion to adjourn.

**RESOLVED**, to adjourn the meeting.

**MOTION BY:** Commissioner Shirley Allen

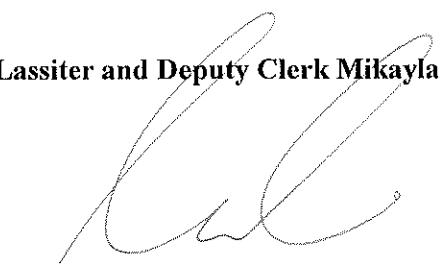
**SECOND BY:** Commissioner Marc Powell

**APPROVED:** Unanimously Approved

Meeting adjourned at 10:49 p.m.

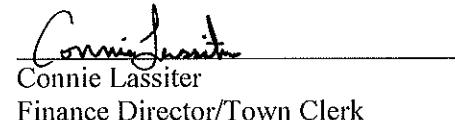
The attached documents of reference are incorporated herewith and are hereby made a part of these minutes.

**Minutes prepared by Finance Director/Town Clerk Connie Lassiter and Deputy Clerk Mikayla Johnson.**



Chris Coats  
Mayor

ATTEST:



Connie Lassiter  
Finance Director/Town Clerk