**TOWN OF COATS**
**Board of Commissioners**
**Thursday, August 13, 2026**

The Town of Coats Board of Commissioners met in special session on Thursday, August 13, 2026, at 7:00 p.m. in the Board of Commissioners' Meeting Room at Coats Town Hall.

**Members Present:**
Mayor Chris Coats
Commissioner Shirley Allen
Commissioner Monique Warren-Clegg
Commissioner Marc Powell
Mayor Pro Tem Kelvin Gilbert

**Staff Present:**
Barbara Hollerand, Town Manager
Wesley Blount, Public Works Director
Jade Stone, Town Clerk / Human Resources
Sarah Goldsmith, Parks & Recreation Director
David Register, Acting Police Chief

**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**

**RESOLVED,** to approve the agenda as presented.
**MOTION BY:** Commissioner Marc Powell
**SECOND BY:** Mayor Pro Tem Kelvin Gilbert
**APPROVED:** Motion carried unanimously.

**PUBLIC COMMENT**

Carolyn Barnes of 87 Derek Drive, Coats, wished to thank the Board for funds provided by the Town for the Beautification Committee. She stated the committee is made up of 10 members and their goal is to replace the Town's Christmas decorations. They are actively collecting donations at this time and have raised about $5,900.00 not including the Town's contribution. Their goal is to also decorate the 27 & 55 intersection. She requested the Town's approval to allow the committee to meet in the theater building in order to work on the preparation of decorations. She advised their next fundraiser would be during the Farmers Day festivities. The committee also has plans to purchase even more decorations in January when holiday decorations are discounted for the following year.

Luann Bumgardner of 111 Wild Winds Drive, Coats, introduced herself as a member of the Coats Area Chamber of Commerce. She requested sunshades be put up in the Town's new Downtown Square. She advised that the Gospel Sing held on Sunday from 2 p.m. – 4 p.m. to kick off Farmers Day ends up being very hot and turnout is usually lower due to the extreme sun at that time of day.

Vikki Ingersoll of 30 N. Railroad Street, Coats, advised the Board that she had stepped down as Chamber Director but still plans to focus on downtown revitalization. She introduced the new Director, Stephanie Carpenter.

Stephanie Carpenter of 3584 NC 27 East, Coats, introduced herself to the Board. Stated she is retired from Harnett County, is a hometown native, and wants the Board to know her door is always open should anyone need anything she can assist with.

Clay Stephenson of 676 Maple Road, Angier, introduced himself as President of the Coats Lions Club; requested permission from the Board to place organization's signs up at 55 & 27 with their logo/emblem and dates and location of meetings as well as a Code of Conduct sign at the Town Park also displaying their logo/emblem. He provided an example of their signs for the Board to look at. Hopes these signs will help in their recruitment efforts for new members.

**BUSINESS ITEMS**

1. Consideration and Approval of Contract with S. Preston Douglas & Associates, LLP, for annual audit.

Presented by Town Manager Barbara Hollerand who stated this was in preparation of the annual audit which would begin in September. Requested Board approval. States price is slightly lower than last year as the audit would not be an intensive.

**RESOLVED,** to approve the contract with S. Preston Douglas & Associates, LLP.
**MOTION BY:** Mayor Pro Tem Kelvin Gilbert
**SECOND BY:** Commissioner Marc Powell
**APPROVED:** Motion carried unanimously.

2. Consideration and Approval of Renewal of Memorandum of Understanding (MOU) with Harnett County for the School Resource Officer Program.

Presented by Town Manager Barbara Hollerand who stated this was a continuation of the agreement and memorandum of understanding with Harnett County which allows for partial reimbursement from the County for the cost associated with the employment of an SRO. She advised that position was vacant last year but had hopes of getting someone to fill the position.

Mayor Chris Coats questioned the salary of $66,340.00 referenced on the contract for the position. Ms. Hollerand advised it was her understanding that there was some flexibility in that amount, but it was her understanding that the amount varied based off location. Acting Chief David Register stated it was his understanding that what Ms. Hollerand stated was accurate.

Commissioner Marc Powell stated he wants a person to be hired with the understanding that they are specifically being hired for the purpose of being an SRO and not as a patrol officer. Chief Register stated that since schools are closed during the summer the Town could allow for a flexible schedule to allow for patrol during the summer.

**RESOLVED,** to approve the renewal of MOU with Harnett County for the SRO Program and authorize the Town Manager to execute the MOU.
**MOTION BY:** Commissioner Marc Powell
**SECOND BY:** Commissioner Shirley Allen

**APPROVED:** Motion carried unanimously.

3. Consideration and Approval of Budget Amendment to the FY 2026-2027 Annual Budget Ordinance.

Presented by Town Manager Barbara Hollerand who stated some fees had changed and revenue was not properly listed on the original budget necessitating an adjustment.

**RESOLVED,** to approve the proposed Budget Amendment to the FY 2026-2027 Annual Budget Ordinance as presented.
**MOTION BY:** Commissioner Shirley Allen
**SECOND BY:** Commissioner Marc Powell
**APPROVED:** 3 to 1:
Ayes (3): Commissioner Shirley Allen, Commissioner Marc Powell, Mayor Pro Tem Kelvin Gilbert;
Noes (1): Commissioner Monique Warren-Clegg.

4. Consideration and Approval of Golf Cart Inspection and Registration Fees.

Presented by Town Clerk Jade Stone who advised the Board that the current rate schedule and the Golf Cart Ordinance currently contradict each other. The Ordinance only allows for $15 for Inspection and $5 for Re-Inspection and the Rate Schedule shows $40 for Inspection and $40 for Permit. Ms. Stone advised that the ordinance supercedes the rate schedule so either the ordinance needs to be changed or the rate schedule needs to reflect the ordinance as written. Mayor Coats asked for confirmation that the Ordinance had not been changed since 2010; Ms. Stone confirmed that information.

**RESOLVED,** to amend the FY2026-2027 Rate Schedule to reflect the inspection fees as currently established in the Town's Ordinance.
**MOTION BY:** Commissioner Marc Powell
**SECOND BY:** Mayor Pro Tem Kelvin Gilbert
**APPROVED:** Motion carried unanimously.

5. Consideration and Approval of Parks and Recreation Trail Rehabilitation Project and Selection of Contractor for Trail Resurfacing.

Presented by Parks and Recreation Director Sarah Goldsmith who stated she requested quotes from 12 companies but only received 3 back. Ms. Goldsmith went over the three companies and the specifics of their quotes; stated this is to re-gravel the trail at the Park from the shelter to the lower concession stand. Ms. Goldsmith made a recommendation to go with Lee's Grading who provided the best price with the most services and gravel. Ms. Goldsmith confirmed there was money allocated for this project under the Park Improvement line in the budget.

**RESOLVED,** to approve the Parks and Recreation Trail Rehabilitation Project and authorize the selection of Lee's Grading for the trail resurfacing work as proposed by the Department Manager.
**MOTION BY:** Commissioner Shirley Allen
**SECOND BY:** Commissioner Marc Powell
**APPROVED:** Motion carried unanimously.

6. Consideration and Approval to Authorize Town Staff to submit an application for the NCLM RMS Safety Grant.

Presented by Town Manager Barbara Hollerand who was requesting a consensus from the board to apply for the grant that would require a 50/50 match; project would total approximately $5000 with 50% being reimbursable; NCLM has preferred partners or town may choose their own vendor under certain stipulations; would be for the purposes of revising town policies, reduce liabilities; 3-6 months for completion; town would have to adopt policy before seeking reimbursement.

**RESOLVED,** to table matter until next board meeting.
**MOTION BY:** Commissioner Monique Warren-Clegg
**SECOND BY:** Mayor Pro Tem Kelvin Gilbert
**APPROVED:** Motion carried unanimously.

**TOWN MANAGER'S REPORT**

Town Manager Barbara Hollerand advised the board that the HVAC unit repair cost came in at $10,340.00 and requested $10,000.00 be moved from contingency to the building repair line item as line was depleted with this expense. Mayor Pro Tem Kelvin Gilbert asked if $10,000.00 was enough. Ms. Hollerand stated it was hard to determine.

Ms. Hollerand informed the Board that Willdan has been doing a System Development Study and would like to provide a presentation at the September meeting; would include a 5-year paired down Capital Improvement Plan to address Public Utilities CIPs.

Ms. Hollerand advised that N-Focus has been working on an hourly basis providing code enforcement; requests to use Mid-Carolina COG for these services moving forward along with the COG who would also be on an hourly rate. Ms. Hollerand confirmed that Public Utilities employees do some code enforcement as well as herself. Ms. Hollerand believes utilizing the two services would provide better coverage and services.

Mayor Coats asked for an approximation of time spent on these efforts by N-Focus and Ms. Hollerand reported they spend approximately 2/3 of their time on Planning/Permitting and 1/3 on Code Enforcement but that varies at time. Ms. Hollerand advised that code enforcement involves mainly responding to complaints from the public.

Mayor Coats asked how much time Public Works was spending dealing with code enforcement complaints. Commissioner Powell then asked what is done if someone does not comply with a request to address code violations. Ms. Hollerand advised that it varies but that they haven't been able to settle on the right combination of services in order to address the issues.

Ms. Hollerand informed the Board that a resident within the ETJ on Crawford Road has expressed interest in connecting to town water; resident is currently on well water; quote to connect to town water would be approximately $3500-$4000 which he stated was higher than when he was first quoted for the connection; Ms. Hollerand stated this resident would like to pay in installments with an upfront payment of $1500 and the remainder due in October. Town Attorney Al Bain advised that this may be hard to enforce collection after the fact. Mayor Pro Tem said he would not want water to be turned on until all fees have been collected.

**RESOLVED,** to approve a payment plan with the resident to include a $1500 first installment payment and a signed contract drafted by the Town Attorney which is to be signed by the Town and the Property Owner(s) and water to not be cut on until after final payment has been received.
**MOTION BY:** Mayor Pro Tem Kelvin Gilbert
**SECOND BY:** Commissioner Monique Warren-Clegg
**APPROVED:** Motion carried unanimously.

Ms. Hollerand then addressed the Downtown Project and purchase of shade sails as mentioned during public comments. Advised approximately $20,000.00 remaining on the SKIF grant, having spent $480,000.00 thus far; she advised $32,000.00 was budgeted this fiscal year for downtown projects. Cost for shade sails and string lights would cost $66,238.00. Ms. Hollerand inquired of the board if staff should add to the next agenda a proposal pulling the money from the Recreation Fees collected to cover the remaining $14,238.00 needed to purchase the shade sails. Acknowledged the shade sails and string lights were a later addition to the project and not originally included in the project.

Ms. Hollerand provided a further breakdown of costs as such:

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| **Grant Awarded:** $500,000.00 | **Shade Sails:** $40,438.00 | | |
| **Amount Spent:** $480,000.00 | **Installation:** $19,600.00 | | |
| | **String Lights:** $6,200.00 | | |
| **AMOUNT REMAINING FROM GRANT:** $20,000.00 | **TOTAL COST:** $66,238.00 | **Amount Included in FY27 Budget:** $32,000.00 | **AMOUNT NEEDED:** $14,238.00 |

Ms. Hollerand stated the Recreation Fee covers $500 per home at final plat. Mayor Pro Tem Gilbert stated benches and trash receptacles were included in the original plan and had anticipated that those were still included in the final plan and was disappointed they're not being accounted for at this time.

The Board further discussed the proposed shade sails, string lights, benches, and trash receptacles; expressed concerns regarding the project's scope and available funding; requested additional cost and scope information for consideration at the next regular meeting.

**COMMISSIONERS COMMENTS**

Commissioner Powell thanks everyone from the Town for helping him through a really tough time and states he appreciates it from the bottom of his heart.

Mayor Pro Tem Gilbert wanted to re-address the sun sails and asked if they could be installed by October and Ms. Hollerand confirmed that was unlikely.

Mayor Pro Tem Gilbert requested to further explore the matter with the Lions Club and wanted to know what they do for the community. Mr. Stephenson re-addressed the Board and stated their organization is a volunteer organization dedicated to improving lives through humanitarian projects, health initiatives and local community support – mainly focusing on assisting the blind including surgeries and providing glasses for underprivileged kids; they also provide the Lion's Pride Award at the elementary school every grading period – giving a t-shirt out to a great student who may not receive awards for academics. They also assist with Farmers Day events by serving plates for the Chamber. They meet on the 1st and 3rd Monday of every month at Ron's Barn. Mr. Stephenson said they had funds set aside to assist the community and they are there to help as needed; would also like to contribute to refurbishing the park and ball fields. He also confirmed they are hosting bingo fundraisers and bake sales as well. Mayor Pro Tem Gilbert confirmed that the Lions Club signs would not cost the town any money and Mr. Stephenson confirmed that the organization would pay for all signs and posts that were necessary. The Board agreed to allow the Lions Club to proceed with working with staff to put up the requested signs.

Mayor Pro Tem Gilbert thanked the Beautification Committee for their hard work and enthusiasm; stated that he does not have an issue with the committee using the theatre for short-term storage and set-up purposes as long as there is no liability on behalf of the town.

Attorney Al Bain stated there was always liability when having people on town-owned property. Mayor Pro Tem Gilbert asked if a waiver can be signed by the Committee members and Mr. Bain stated yes. Ms. Barnes stated they would need to meet several times up until the end of November but would be as flexible as possible with the town. Mayor Coats asked if a waiver needed to be drafted by an attorney. Mr. Bain stated it would be best.

Mr. Bain was instructed by board to provide a waiver. The board agreed to allow the Beautification Committee to use the theater for meetings and short-term storage upon signing the waiver.

**CLOSED SESSION**

Mayor Coats called for a motion to enter into closed session pursuant to N.C.G.S. § 143-318.11(a)(6) - *To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.*

**RESOLVED,** to enter into closed session.
**MOTION BY:** Commissioner Marc Powell
**SECOND BY:** Mayor Pro Tem Kelvin Gilbert
**APPROVED:** Motion carried unanimously.

The Board of Commissioners entered into Closed Session at 8:35 p.m.

**RESOLVED,** to adjourn meeting.
**MOTION BY:** Commissioner Marc Powell
**SECOND BY:** Commissioner Monique Warren-Clegg
**APPROVED:** Motion carried unanimously.

The Board of Commissioners reconvened in open session at 9:18 p.m.

Mayor Pro Tem Gilbert wanted to explore a one-time retroactive bonus to employees for July-August 9th. Town Clerk/Human Resources Administrator was instructed by the Board to work with Interim Finance Director Paula Stewart to determine bonus amounts for staff reflecting the 8% raise without the inclusion of benefits for the time of July 1st through August 9th and determine what amount remains in contingency after these funds are allocated to salary.

Mayor Chris Coats stated there was some confusion pertaining to the minimum salary for police officers. No formal motion was ever made. A request for a formal motion was requested.

**RESOLVED,** to approve raising of the police officer position minimum pay from $45,000.00 to $50,000.00.
**MOTION BY:** Mayor Pro Tem Kelvin Gilbert
**SECOND BY:** Commissioner Shirley Allen
**APPROVED:** Motion carried unanimously.

With no further comments, Mayor Chris Coats called for a motion to adjourn the meeting.

**RESOLVED**, to adjourn meeting.
**MOTION BY:** Mayor Pro Tem Kelvin Gilbert
**SECOND BY:** Commissioner Shirley Allen
**APPROVED:** Motion carried unanimously.

The meeting was adjourned at 9:36 p.m.

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

Chris Coats, Mayor

ATTEST:

Jade Stone

Jade Stone, Town Clerk