

TOWN OF COATS
Board of Commissioners
Thursday, December 12, 2024
Official Minutes

The Town of Coats Board of Commissioners met in regular session on Thursday, December 12, 2024 at 7:00 p.m. in the Board of Commissioners' Meeting Room at Coats Town Hall.

Members Present:

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

Staff Present:

Nick Holcomb, Town Manager
Connie Lassiter, Finance Director/Town Clerk

Others Present:

Brian Taylor, Town Attorney Representative

I. CALL TO ORDER

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

A. Invocation & Pledge

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

B. Approval of Agenda

Mayor Chris Coats asked that the agenda be amended to add to Section IV. New Business an Item E. "Mid Carolina Council of Government Proposal for Manager Search".

RESOLVED, to approve the agenda as amended.

MOTION BY: Mayor Pro Tem Marc Powell

SECOND BY: Commissioner Shirley Allen

APPROVED: Unanimously Approved

II. CONSENT AGENDA

A. Approval of Minutes – November 14, 2024

B. Approval of Attorney Bill – Services Rendered November 1-30, 2024 (letter of rate increase)

C. Approval of Resolution Prohibiting Viewing of Pornography on Town Networks & Devices

RESOLVED, to approve Consent Agenda.

MOTION BY: Commissioner Kelvin Gilbert

SECOND BY: Commissioner Monique Clegg-Warren

APPROVED: Unanimously Approved

III. PRESENTATION

A proclamation recognizing the 104th birthday of Iva Lee Stone was read aloud by a family member of Ms. Stone. Pat Godwin presented a history of events in the time of Ms. Stone's life thus far.

IV. NEW BUSINESS

A. Cemetery Committee Appointments

Town Manager Nick Holcomb requested that the Board appoint 5 to 7 volunteers to serve on the Cemetery Committee. Four current committee members (Sondra Smith, Michelle Godwin, Margaret House, Andrea Watkins) had expressed desire to continue to serve and Kathy Weeks offered to continue serving if she was needed. Jean Powell, Carletta Ivey Ennis and Joan Ivey Patterson applied for consideration of appointment.

RESOLVED, to approve Kathy Weeks as an alternate and accept all others on the committee.

MOTION BY: Commissioner Shirley Allen

SECOND BY: Commissioner Jerry Beasley

APPROVED: Unanimously Approved

B. Planning Board Appointments

Town Manager Nick Holcomb announced that the terms for In-Town Planning Board Member Don Plessinger and ETJ members Misty Gil and Alan Pope were expiring. Don Plessinger seeks reappointment as an In-Town member, and LaShannon Boozer applied to be considered for the In-Town appointment. Misty Gil seeks reappointment as an ETJ member. Alan Pope offered to serve as an ETJ member if the Board desired. Mitchell Pope and Nicholas Pope applied to be ETJ members.

RESOLVED, to appoint Don Plessinger as the In-Town member and to appoint Misty Gil and Mitchell Pope as the ETJ members.

MOTION BY: Commissioner Jerry Beasley

SECOND BY: Mayor Pro Tem Marc Powell

APPROVED: Unanimously Approved

Town Manager Holcomb noted that the appointments for the Planning Board would mean that Don Plessinger would stay as the In-Town member on the Board of Adjustment and Mitchell Pope would replace Alan Pope as the ETJ member on the Board of Adjustment.

C. LGC Financial Performance Indicator of Concern Response

Finance Director Connie Lassiter informed the Board that a letter of response signed by the Board, Town Manager and Finance Director was needed regarding a Financial Performance Indicator of Concern (FPIC) for the Water and Sewer Capital Asset Condition Ratio similar to last year. The FPIC was triggered by the fact that the Town's Water Fund assets were almost fully depreciated, indicating they will need to be replaced to avoid a deferred maintenance issue, etc. Fortunately, the Town has ongoing improvement projects that are improving the capital assets of the Water system which should help resolve the FPIC for the next audit.

RESOLVED, to approve signing of the Financial Performance Indicator of Concern Response letter.

MOTION BY: Commissioner Kelvin Gilbert

SECOND BY: Commissioner Shirley Allen

APPROVED: Unanimously Approved

D. Reduction in Umbrella Liability for Sanitation Contractor

Town Manager Nick Holcomb presented a request from Carolina Trash to consider adjusting the requirement of Excess Umbrella Liability Insurance from \$5,000,000 to \$2,000,000 in return for Carolina Trash lowering the CPI increase cap from 5.0% to 2.5% which would provide a cost savings for the Town next fiscal. Mr. Holcomb noted that the Harnett County School System and the Towns of Angier, Garner, Clayton and Knightdale only have a \$2,000,000 umbrella requirement. Lillington and Dunn have a \$3,000,000 requirement.

The town attorney has reviewed the request and feels that the \$2,000,000 liability coverage would be sufficient.

RESOLVED, to approve the reduction in Umbrella Liability for the sanitation contractor.

MOTION BY: Commissioner Kelvin Gilbert

SECOND BY: Commissioner Jerry Beasley

APPROVED: Unanimously Approved

E. Mid-Carolina Council of Government Proposal for Manager Search

Justin Hembree, Executive Director of Mid-Carolina Regional Council (MCRC), presented the Board with a proposal for the Town Manager Search for a cost of \$5,000 that would be all-inclusive other than the advertising costs and background check costs as well as other potential cost as outlined in the written proposal. Mr. Hembree summarized the purpose and mission of the Mid-Carolina Regional Council, described key team members of MCRC that would be involved with the search and outlined the proposed scope for the search process. He gave a project outline for the Town Manager Recruitment and Selection should the Board approve the proposal which would consist of the following steps:

- Develop Candidate Profile
- Design and Implement Advertising Campaign
- Recruit Candidates
- Screen Applicants
- Interview Candidates
- Search Public Records
- Recommend Finalists
- Interview Finalists
- Check Backgrounds/References
- Negotiate

He added that MCRC would provide the Board with updates throughout the recruitment and selection process.

Board members inquired about the anticipated length of time it would take to fill the position and the cost of advertising. Mr. Hembree responded that the quickest possible time to fill the position

would be three to four months with the potential to take up to six months. He noted that sometimes the search could take longer than expected. The cost of advertising was typically a couple of hundred dollars for a thirty day advertisement on the NCLM job board.

The consensus of the Board was to follow the recommendation by Mr. Hembree that the Board allow him to come up with a profile for the position that he would send to the Board for feedback should the proposal be accepted.

V. PUBLIC FORUM

Mayor Chris Coats opened the Public Forum.

Kathleen Parrish, 104 N Railroad, Coats NC, expressed dissatisfaction with TA Loving crews causing damage to her fence and leaving behind trash during the waterline project. She thanked Town Manager Nick Holcomb for his help in handling the issue.

Vicki Ingersoll, 30 N Railroad, Coats NC, announced that coatschamber.org was the new website address for the Coats Chamber of Commerce.

Mayor Coats closed the Public Hearing after hearing no one else.

VI. MANAGER UPDATE

Town Manager Nick Holcomb and Public Works employee Wes Blount updated the Board on the current status of the waterline project.

VII. CLOSED SESSION

Mayor Chris Coats called for motion to enter into closed session pursuant to NCGS 143-318.11(6)

RESOLVED, to go into closed session.

MOTION BY: Commissioner Jerry Beasley

SECOND BY: Mayor Pro Tem Marc Powell

APPROVED: Unanimously Approved

Board of Commissioners entered closed session at 8:11 p.m.

RESOLVED, to reconvene in open session.

MOTION BY: Mayor Pro Tem Marc Powell

SECOND BY: Commissioner Shirley Allen

APPROVED: Unanimously Approved

Board of Commissioners reconvened in open session at 9:06 p.m.

RESOLVED, to hire Kenny Cole as Interim Town Manager.

MOTION BY: Commissioner Jerry Beasley

SECOND BY: Commissioner Kelvin Gilbert

APPROVED: Unanimously Approved

RESOLVED, to let Mid Carolina Council of Government move forward with search for Town Manager.

MOTION BY: Commissioner Kelvin Gilbert

SECOND BY: Commissioner Shirley Allen

APPROVED: Unanimously Approved

Attorney Brian Taylor instructed the board that a motion to approve the contract was needed as well.

RESOLVED, to approve the contract with the adjustment to the days of week.

MOTION BY: Mayor Pro Tem Marc Powell

SECOND BY: Commissioner Monique Warren-Clegg

APPROVED: Unanimously Approved

VIII. ADJOURNMENT

Mayor Chris Coats called for a motion to adjourn.

RESOLVED, to adjourn the meeting.

MOTION BY: Commissioner Shirley Allen

SECOND BY: Commissioner Monique Warren-Clegg

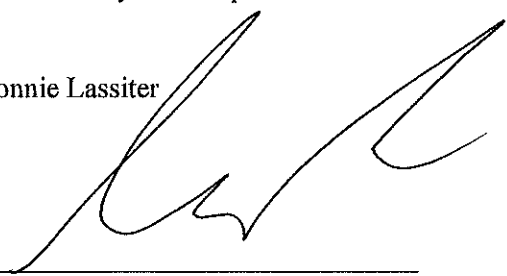
APPROVED: Unanimously Approved

Meeting adjourned at 9:13 p.m.

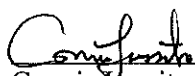
The attached documents of reference are incorporated herewith and are hereby made a part of these minutes.

Minutes recorded and prepared by Finance Director/Town Clerk Connie Lassiter

ATTEST:



Chris Coats
Mayor



Connie Lassiter
Finance Director/Town Clerk