**MILTON NORTH CAROLINA TOWN HALL/TDH**

**TUESDAY: November 09, 2021----7:00 PM. Minutes**

**Town Hall Hours: Tuesdays 9:00 am.-5:00 pm.**

**Thursdays- 4:00 pm.-7:00 pm. Payments Only**

**CALL TO ORDER:**

**Mayor Patricia Williams** called meeting to order at 7:00 pm

This meeting is being recorded and I (Mayor Patricia Williams) would like to remind you for **Public Comments** please call Town Hall at 336-234-0030 by 2:00 p.m. on the Tuesday the day of the Town Meeting and leave your name, address, and your reason for Public Comments.

**PLEDGE OF ALLEGIANCE:**

* **Mayor Patricia Williams** asked everyone to please stand for the Pledge of Allegiance.

**PRESENT**: Mayor Patricia Williams, Shirley Wilson, Town Clerk, Sharon Williams, Finance Officer**,** Commissioner Cathia Stewart, Commissioner Lisa Brandon, Commissioner Valerie Sottile

**Zoom:**

**ABSENT:** Commissioner John Wallace Jr.

* **APPROVALS: Mayor Patricia Williams** called for approval of the**: November 09, 2021,** Agenda with the corrected dates. It was motioned to approve the agenda with the corrected dates for **November 09, 2021,** Agenda**,** by **Commissioner Valerie Sottile**. Second by **Commissioner Cathia Stewart**. All members were in favor. **Mayor Patricia Williams** asked for the approval of the **October 12, 2021,** Minutes. **Commissioner Lisa Brandon** motioned to approve the **October 12, 2021, Minutes with corrected wording, (Commissioner Valerie Sottile** stated the reason for Dewberry continuing with the **PER** is because they will apply for a Grant for **$30,000.00**) second by **Commissioner Valerie Sottile.** All members were in favor of the approval of the agenda with the corrected dates and the Minutes with the corrected wording (Aye).

**GUEST SPEAKER: Dick Hails Professor from UNC Chapel Hill** introduced his students that were zooming and discussed the Comprehensive Plan for the Town of Milton.

Overall Goals:

* Mandated Plan by December 2021
* Summary of Community Engagement Activity
* Survey
* Goals and Policy
* Middle of December 2021 will present the **1st** part of the Plan prior to putting these together
* Tally up results (Survey)
* One Page Data put together-population change-demographics Milton Citizens
* Mark (Prioritize specific, traffic environment-Green Space)
* Kathy (Great Experience-Historical Tourism-Williamsburg-Hillsborough (Theme) Pedestrian Safety
* VIR (probably 100 tracker and comes through a NC road)
* **Infrastructure Issues**
* **Traffic Safety**
* **Mayor Patricia Williams** let **Professor Dick Hails** know the **date** and **time** for **Town Hall Meeting is December 14, 2021 at 7:00 p.m.** and **Planning Board Meeting: December 13, 2021 at 6:00 p.m.**
* **Roger Walden** attended the **Planning Board Meeting by Zoom.**

**MAYORS REPORT: Mayor Patricia Williams:**

* **Update on Milton Post Office:** The Modular will begin to be fabricated when all materials arrive. Manufacturing materials have been delayed due to the pandemic. The Milton Post Office will arrive in early 2022. No official date has been set.
* **High Street Baptist Church Crosswalk Update:** Weather cooperated for the week of October 15, 2021, so the main construction of the Crosswalk Project could be completed. There is a delay in the shipment of the signal light due to the pandemic.
* **COVID PPE** equipment and other office items have been bought with some of the **CARES ACT** monies. After reimbursement from the county, other **COVID** related items will be purchased. If anyone would like to request COVID related items please turn them into Sharon Williams.
* **The Computer Screen** at the **Pump House** has been replaced and is working great.
* **Please fill out the Milton Comprehensive Plan Survey** that was mail out on **October 25**, **2021**. This survey will help direct elected officials on what the Milton residents would like to see in the future. This Plan will be good for **10 years from July 2022**. Please turn the survey into Town Hall by the end of **Thursday, Nov.11, 2021** so your voice can be heard.
* **The Milton Town Hall** will be closed on **Tuesday, and Thursday, November 23 & 25** **2021**, for the week of **Thanksgiving**, and closed on **Tuesday and Thursday, December 21 & 23, 2021** for the week of **Christmas.** **Please be sure to make water bill payments prior to those dates.**
* **Thursday, November 11, 2021,** is **Veterans Day**. This is the day we honor all military veterans still with us, who have served in the US Armed Forces. Thank you to all the veterans for your **sacrifices**, courage, and dedication to keeping us safe.

**STAFF REPORTS: Finance Officer Sharon Williams**: **STAFF REPORT:**

* **Finance Officer Sharon Williams** the first report is **General Fund: Revenue 21%, Target 33%,** a little behind, under Budget due to Property Tax. **Expenses** **25%**. Mayor Patricia Williams asked about the **Dues and Permits** and asked if anything was outstanding. Sharon Williams stated everything has come in. **Commissioner Valerie** **Sottile** asked why the Electric bill was going up. **Sharon Williams** answered air conditioning and phone company change.
* **Water Sewer Fund: Revenue 34%(4months) Expenses 32% (year to date) Repair and Maintenance 44% (five new pumps purchased, 3 Pump Assemblies, Plant Computer replaced**
* **Sharon Williams paid the Auditor, and the Audit was approved.**
* **Recovery Plan: Nothing spent yet**
* **Proposed changes to invoices:** **DELINQUENT BALANCES not paid in full within sixty (60) days of the original bill due date will result in water cut-off WITHOUT FURTHER NOTICE. A $50 reconnection fee will be charged if water has been turned off due to non-payment. A $10 delinquent payment fee will be applied to unpaid invoices. NO PAYMENT PLANS/AGREEMENTS AVAILABLE.** It was motioned by **Commissioner Lisa Brandon** and **Second by Commissioner Cathia Stewart** to make changes to the invoices and include the paragraph for reconnect fees.

**PUBLIC COMMENTS: Mr. Steven Lattime** commented on digitalizing the water bills**.** It would be more beneficial and with the Post Office being delayed emailing would be more beneficial. Mayor Patricia and others stated we send bills via email. Please give your email to Sharon and she will input the data.Stated he was very happy to be here in Milton on Fairview Street.

**OLD BUSINESS: Sharon Williams Finance Officer Reported on** the update on Privatizing the Milton Water/Sewer System. The meeting with Enviro-Link Representatives was on Nov. 04, 2021, they are interested in collaborating with us. We are waiting for testimonials from towns that sold their water systems to Enviro link. More updates at next meeting.

**Mayor Patricia Williams: ARP monies: Mayor Patricia Williams** will talk to an **Engineering Firm** out of **Burlington North Carolina about the cost for the PER Report. It has been recommended we have a PER Report completed** first**. We are putting off Dewberry and seeking other firms about the cost.**

**CARES ACTS MONIES** will go away in **December** and is totally related to **COVID**. $5000.00 has been spent on ordering and the order has been delivered. We are waiting on funds from the County for reimbursement of monies that have been spent. We are spending on a rotating basis. **Commissioner Valerie Sottile** asked about **COVID** related items. **Mayor Patricia** explained and stated it is time consuming ordering on a week-to-week basis. She invited **Commissioner Valerie Sottile** or anyone else to come down and help with the ordering. It was decided that **Sharon Williams, Finance Officer** will email all the **Commissioners** before an order is placed. **Mayor Patricia Williams** stated that she had received an article about the **Green Space** being acceptable for the monies due to fitness, wellness, metal health and it will benefit Milton. She will seek professional opinions. **Commissioner Lisa Brandon** asked if there was enough time to spend all the monies. **Mayor Patricia Williams** stated she would review the documents and figure out what the monies can be spent on. **Food Insecurities** is a large thing, but some other things are on a smaller scale. **Commissioner Valerie Sottile** asked about the **Pump Assemblies** and could they be bought with CARES ACT monies. **Mayor Patricia Williams** reiterated that **CARES ACT** monies are specifically **COVID** Related and there’s a possibility it will cover **Revenue Loss for Businesses.**

**NEW BUSINESS:**

* **Planning Board Appointments: Up for reappointments: Sally Wallace (N/A) Roxanne Palmer-2 year (Yes); Tracy Blaine-1 year (Yes)**
* **It was motioned by Commissioner Valerie Sottile** that we reappoint **Roxanne Palmer and Tracy Blaine and second by Commissioner Cathia Stewart.**
* **DISCUSSION OF MASK AND SOCIAL DISTANCING MANDATES @ Milton Town Meetings. Mayor Patricia Williams stated** that all the employees would like to continue the mandate in **Town Hall/** regular basis**. Commissioner John Wallace** stated he wants to continue the mandate **(courtesy) Commissioner Valerie Sottile (yes) Commissioner Cathia Stewart (yes) and Commissioner Lisa Brandon (yes)** It was motioned to continue the mandate with **no more than fifteen people by Commissioner Lisa Brandon** and second by **Commissioner Valerie Sottile.**
* **SIGNING OF CHECKS: Commissioner Cathia Stewart** suggested that another person be added on to sign checks in case more than one signer is out of town or not available when needed. She suggested **Mayor Patricia Williams**. **Mayor Patricia Williams** stated she feels it should be another Commissioner. It was discussed and Commissioner Valerie Sottile volunteered to be the fourth signer.

**Commissioner Cathia Stewart: EDC Report for October 11, 2021, No Report**

**CLOSE OF MEETING: Mayor Patricia Williams** asked for a motion to adjourn the meeting. **Commissioner Valerie Sottile** motioned to adjourn the meeting and second by **Commissioner Cathia Stewart.** All members were in favor. **Time: 8:25 p.m.**

Next Town Meeting **December 14, 2021**

Submitted by: Shirley Wilson, Town Clerk