

TOWN OF SEAGROVE

MINUTES

REGULAR MEETING DECEMBER 3RD, 2019

The meeting was called to order at 6:02 p.m. by Mayor Fernandez. Those present were, Mayor Pro Tem Cindy Neef, Commissioner Pam Allen, Commissioner Sandra Walker and Commissioner Jason Auman. Commissioner Ed Walker was absent.

Mayor Fernandez took a moment to recognize and thank the outgoing Commissioners and commend them for their service to the town.

A. Swearing in of new Commissioners

The Town Clerk swore in three new commissioners to the Town of Seagrove. They will be replacing outgoing Commissioners Pam Allen, Jason Auman and Sandra Walker.

The new Town Commissioners are:

- Homer Beheler
- Kathy Fernandez
- Carol Kim

B. Election of Mayor Pro Tem

Commissioner Homer Beheler motioned to elect current Mayor Pro Tem Cindy Neef as Mayor Pro Tem for the remaining term.

2nd by Commissioner Kathy Fernandez

The motion passed.

C. Approval of Minutes

The approval of the regular minutes was motioned by Mayor Pro Tem Cindy Neef.

2nd by Commissioner Homer Beheler

The motion passed.

D. Approval of the Financial Report

The approval of the Financial Report was motioned by Commissioner Kathy Fernandez.

2nd by Commissioner Carol Kim

The motion passed.

E. Police Report

Attached.

F. Assignment of Commissioners Oversight

The board agreed to the following committee oversight assignments:

- Commissioner Homer Beheler – Zoning & Events Assist
- Commissioner Cindy Neef – Beautification
- Commissioner Kathy Fernandez – Events
- Commissioner Ed Walker – Streets
- Commissioner Carol Kim – Finance

G. Open Meetings Law/Conflicts of Interest Discussion with Town Attorney

The board heard from the Town Attorney, Lucas Horner, about the laws pertaining to what is considered an official meeting of the board, especially since the board members are all close neighbors and associate in many of the same social circles. This review is to ensure that all members of the board and the public are aware of proper protocol when multiple members of the board are together outside of official town meetings. For example, if multiple Commissioners are in the same building/social gathering/event at the same time it is most likely

OK, as long as they do not discuss town business. The more people on the board and the purpose for getting together will determine whether or not it is official. Another example – if the board members all decide to attend an event with the purpose of fundraising for the Luck's Cannery, then that would be considered an official town meeting. Another example - If the board members are working together on a specific project, like the Christmas event, that would be considered more executory and therefore OK because they are carrying out decisions already voted on by the board and not making any legislative decisions.

They also discussed potential conflicts of interest when hiring outside contractors for the Town. As Seagrove has a population under 15,000, it is OK for members of the board to be hired or have a financial/personal/familial benefit as a contractor under a certain monetary threshold depending on the goods/services provided. It is also best practice to recuse themselves from the vote if they feel that there is a conflict of interest, though not legally required. All newly elected Commissioners are required to take Ethics Training – the course is offered through the UNC School of Government in December.

H. Christmas Event Discussion

Mayor Fernandez had local Scouts clean the Train Depot to prepare for the event. He has also received in numerous donations from local businesses and people around town for the event. We are taking on two families from the school and purchasing gifts for them for Christmas.

Mayor Pro Tem Cindy Neef had a few questions to confirm about the event.

- The town has secured Christmas lights and confirmed that Dennette Lilly coordinates with someone to decorate the tree with ornaments.
- A schedule was confirmed to put the lights on the tree, prepare and decorate for the event and transport all gifts for the event before the parade on Saturday December 7th at 4:00pm.
- Currently have 8 bikes purchased. The Town is planning on purchasing more for the event. Commissioner Kathy Fernandez and Commissioner Homer Beheler agreed to pick up more bikes for the event.

I. Approval of Luck's Advisory Committee Recommendations

Per the meeting on 11/5/19 – the board approved the spending of \$100,000 as needed for renovations and at the meeting on 10/1/19 \$4,000 for Terry's Plumbing was approved to complete the demolition work still needed. The following items are included in this approval:

- The Luck's Advisory board has approved spending of approx.. \$55,000 for The Glass Shop in Lexington, NC to install glass doors for storefronts.
- The Luck's Advisory board has approved spending of approx.. \$41,000 for French Drain, concrete renovation, and the additional work that Terry's Plumbing had not completed (\$4,000); however, the town has decided they would like to wait on contractor decision for an additional bid before moving forward.

The approval of spending for JBDJ LLC/First Line Plumbing for \$40/labor hour (estimated hours 400hrs) and material costs with 12.5% mark up from First Line Plumbing to install plumbing fixtures in lower level was motioned by Commissioner Homer Beheler.

2nd by Commissioner Carol Kim

The motion passed.

J. Committee Reports

Nothing at this time due to new Committee assignments.

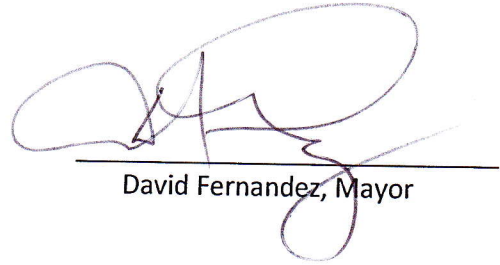
Mayor Fernandez mentioned that the Scouts will be camping at the park this weekend and will facilitate a trash pick-up through out to help keep the park clean.

K. Public Discussion


GroundLion gave an update on their progress so far. They set up their tap room for the Pottery Celebration and had about 50 people visit their tap room during that time. They are still working on construction and still have some demo to become ADA compliant.

Commissioner Kathy Fernandez made the motion to adjourn the meeting and Commissioner Carol Kim 2nd the motion. The motion carried.

TOWN OF SEAGROVE



David Fernandez, Mayor

ATTEST: 
Kathryn Baker, Town Clerk

Town of Seagrove

12/3/2019 4:18 PM

Register: First Bank Gen Fund

From 10/01/2019 through 10/31/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/01/2019		NCOSC	State Sales Tax	Deposit		X	1,321.02	162,586.93
10/01/2019		NC Department of R...	Gas Tax Refund	Deposit		X	40.91	162,627.84
10/01/2019	3508	Jason R. Auman	Building/Grounds Mai...	09/19	125.00	X		162,502.84
10/01/2019	3509	Rex Auman	Park Expenses:Mainten...	VOID: 09/19		X		162,502.84
10/01/2019	3510	Randolph Communic...	Administrative Expens...	Acct # 3314700	193.47	X		162,309.37
10/01/2019	3511	Randolph Communic...	Police Dept Expenses:...	Acct # 3317700	61.95	X		162,247.42
10/01/2019	3512	Rex Auman	Park Expenses:Mainten...		1,492.50	X		160,754.92
10/01/2019	3513	Republic Services	Administrative Expens...	Inv # 0778-000...	130.88	X		160,624.04
10/02/2019		NC Treasurer Retire...	Police Dept Expenses:...		454.72	X		160,169.32
10/07/2019		Intuit/QuickBooks	Miscellaneous Income	Quickbooks Re...		X	2.14	160,171.46
10/08/2019		Randolph County Fi...	Property Tax	Deposit		X	6,521.38	166,692.84
10/09/2019		Randolph County - C...	Officer Fees	Deposit		X	4.50	166,697.34
10/09/2019		Walker, Mike & Sandy	Miscellaneous Income	Deposit		X	150.00	166,847.34
10/09/2019	3514	Duke Energy Progress	-split-		478.51	X		166,368.83
10/09/2019	3515	Republic Services	Administrative Expens...		2,256.66	X		164,112.17
10/09/2019	3516	AAA Portable Toilets	Park Expenses:Mainten...		139.10	X		163,973.07
10/09/2019	3517	First Bank	Police Dept Expenses:...		171.18	X		163,801.89
10/09/2019	3518	Garrett, Walker, Ayc...	Administrative Expens...		675.00	X		163,126.89
10/09/2019	3519	Seagrove Ulah Metro...	Park Expenses:Park Ut...		201.23	X		162,925.66
10/09/2019	3520	Frank Goodson Hauli...	Park Expenses:Mainten...	VOID: GJE, R...		X		162,925.66
10/09/2019	3521	Milestone Computer ...	Administrative Expens...		243.61	X		162,682.05
10/09/2019	15	Frank Goodson Hauli...	Park Expenses:Mainten...	For CHK 3520 ...	8,015.00	X		154,667.05
10/09/2019	15R	Frank Goodson Hauli...	Park Expenses:Mainten...	Reverse of GJE...		X	8,015.00	162,682.05
10/15/2019		NCOSC	State Sales Tax	Deposit		X	4,852.69	167,534.74
10/15/2019	3525	CenturyLink	Administrative Expens...		15.68	X		167,519.06
10/15/2019	3526	United Fuels, LLC	Police Dept Expenses:...		299.02	X		167,220.04
10/15/2019	3527	Verizon Wireless	Police Dept Expenses:...		165.36	X		167,054.68
10/15/2019	3528	NCDMV	Police Dept Expenses:...		6.00			167,048.68
10/15/2019	3529	NCDMV	Police Dept Expenses:...		6.00			167,042.68
10/15/2019	3530	Frank Goodson Hauli...	Park Expenses:Mainten...		1,465.00	X		165,577.68
10/15/2019	10152019	N.C. Dept. of Revenue	Payroll Liabilities	076004260	254.00	X		165,323.68
10/15/2019	10152020	United States Treasury	-split-	56-6146371	1,281.38	X		164,042.30
10/15/2019	3522	Billy J Maness	-split-		498.67	X		163,543.63
10/15/2019	3523	Jason R. Auman	-split-		1,032.53	X		162,511.10
10/15/2019	3524	Kathryn S Baker	-split-		423.75	X		162,087.35
10/16/2019		Intuit/QuickBooks	Administrative Expens...		6.42	X		162,080.93
10/21/2019		Randolph County Fi...	DMV Vehicle Tax Coll...	Deposit		X	373.34	162,454.27
10/23/2019	3531	Safeguard Business S...	Administrative Expens...		260.48	X		162,193.79
10/23/2019	3532	REMC	-split-		146.42	X		162,047.37
10/23/2019	3533	Duke Energy Progress	Utilities:Streetlights		517.97	X		161,529.40

Town of Seagrove

12/3/2019 4:18 PM

Register: First Bank Gen Fund

From 10/01/2019 through 10/31/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/30/2019	3537	Upton Accounting, I...	Administrative Expens...		50.00	X		161,479.40
10/30/2019	3538	Randolph Communic...	Administrative Expens...		193.54	X		161,285.86
10/30/2019	3539	Randolph Communic...	Police Dept Expenses:...		62.04	X		161,223.82
10/30/2019	3540	NC Dept of Comm D...	Administrative Expens...		126.97	X		161,096.85
10/30/2019	3541	Seagrove Fire Depart...	-split-		16,736.91	X		144,359.94
10/30/2019	3542	Seagrove Fire Depart...	-split-		1,880.19	X		142,479.75
10/30/2019	3535	Jason R. Auman	-split-		1,032.53	X		141,447.22
10/30/2019	3536	Kathryn S Baker	-split-		423.75	X		141,023.47
10/30/2019	3534	Billy J Maness	-split-		498.67	X		140,524.80

Town of Seagrove

12/3/2019 4:34 PM

Register: Powell Funds First Bank

From 10/01/2019 through 10/31/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/01/2019	1122	Rex Auman	Park Expenses:Mainten...		382.50	X		23,673.91
10/15/2019	1123	Frank Goodson Hauli...	Park Expenses:Mainten...		6,550.00	X		17,123.91
10/31/2019			Interest Income	Deposit		X	1.96	17,125.87

Town of Seagrove

12/4/2019 10:59 AM

Register: Bank of the Ozarks

From 11/01/2019 through 11/30/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/09/2019	2037	Thompson Roofing S...	Lucks Cannery Project		353.88	X		224,699.03
11/09/2019	2038	BODHI Land & Desi...	Lucks Cannery Project		14,376.37	X		210,322.66
11/19/2019		Thompson Roofing S...	Donations-New Town ...	Deposit		X	2,000.00	212,322.66

Town of Seagrove

12/4/2019 11:00 AM

Register: First Bank Gen Fund

From 11/01/2019 through 11/30/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/01/2019	3543	Rex Auman	Park Expenses:Mainten...		1,492.50	X		139,032.30
11/04/2019		NC Treasurer Retire...	Police Dept Expenses:...		454.72	X		138,577.58
11/09/2019	3544	Duke Energy Progress	-split-		383.63	X		138,193.95
11/09/2019	3545	AAA Portable Toilets	Park Expenses:Mainten...		139.10	X		138,054.85
11/09/2019	3546	Republic Services	Administrative Expens...		131.54	X		137,923.31
11/09/2019	3547	Republic Services	Administrative Expens...		2,239.98	X		135,683.33
11/09/2019	3548	Garrett, Walker, Ayc...	Administrative Expens...		847.50	X		134,835.83
11/09/2019	3549	McNeill Garage	Police Dept Expenses:...		13.60	X		134,822.23
11/09/2019	3550	First Bank	-split-	Statement closi...	209.40	X		134,612.83
11/12/2019		Randolph County Fi...	Property Tax	Deposit		X	2,972.94	137,585.77
11/14/2019		Randolph County - C...	Officer Fees	Deposit		X	9.00	137,594.77
11/14/2019			Miscellaneous Income	Donations from...		X	350.00	137,944.77
11/14/2019			Miscellaneous Income	Donation for C...		X	100.00	138,044.77
11/14/2019	3551	Seagrove Ulah Metro...	Park Expenses:Park Ut...		22.54	X		138,022.23
11/14/2019	3552	United Fuels, LLC	Police Dept Expenses:...		343.43	X		137,678.80
11/14/2019	3553	CenturyLink	Administrative Expens...		15.68			137,663.12
11/14/2019	3554	Village Printing	Police Dept Expenses:...		42.27	X		137,620.85
11/14/2019	3555	Ink 'n Stitches	Police Dept Expenses:...		42.80	X		137,578.05
11/14/2019	3556	Verizon Wireless	Police Dept Expenses:...		165.36	X		137,412.69
11/15/2019		NCOSC	State Sales Tax	Deposit		X	43.31	137,456.00
11/15/2019		NCOSC	State Sales Tax	Deposit		X	4,693.60	142,149.60
11/15/2019	11152019	N.C. Dept. of Revenue	Payroll Liabilities	076004260	254.00	X		141,895.60
11/15/2019	11152020	United States Treasury	-split-	56-6146371	1,281.44	X		140,614.16
11/15/2019	3557	Billy J Maness	-split-		498.67	X		140,115.49
11/15/2019	3558	Jason R. Auman	-split-		1,032.52	X		139,082.97
11/15/2019	3559	Kathryn S Baker	-split-		423.75	X		138,659.22
11/18/2019		Randolph County Fi...	DMV Vehicle Tax Coll...	Deposit		X	677.12	139,336.34
11/18/2019		Intuit/QuickBooks	Administrative Expens...		6.42	X		139,329.92
11/19/2019	3570	REMC	-split-		192.23			139,137.69
11/19/2019	3571	Gardner Heating & A...	Building/Grounds Mai...		69.55			139,068.14
11/20/2019	3560	Duke Energy Progress	Utilities:Streetlights		517.97			138,550.17
11/20/2019	3561	Union Grove Baptist ...	Train Depot Expense		2,719.99	X		135,830.18
11/20/2019	3562	Seagrove Fire Depart...	-split-		995.37			134,834.81
11/20/2019	3563	NC Association of M...	Administrative Expens...		70.00			134,764.81
11/20/2019	3564	Jason R. Auman	Administrative Expens...		700.00	X		134,064.81
11/20/2019	3565	Cindy Neef	Administrative Expens...		128.08	X		133,936.73
11/22/2019			Miscellaneous Income	Christmas Eve...		X	1,900.00	135,836.73
11/29/2019	3567	Billy J Maness	-split-		498.67			135,338.06
11/29/2019	3568	Jason R. Auman	-split-		1,032.54			134,305.52
11/29/2019	3569	Kathryn S Baker	-split-		423.75			133,881.77

Town of Seagrove

12/4/2019 11:01 AM

Register: Powell Funds First Bank
From 11/01/2019 through 11/30/2019
Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/01/2019	1124	Rex Auman	Park Expenses:Mainten...		382.50	X		16,743.37
11/29/2019			Interest Income	Deposit		X	1.38	16,744.75

Dec. 20 19

Seagrove Police Department: Officer _____ Unit Number # _____ Patrol Log
Week Date Start: ____/____/____ Week Date End: ____/____/____

Day	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Miles	945							
Training								
Hours	219							
Court								
Interviews	44							
Warrants Served	6							
Warrants Drawn	1							
On View Arrest								
Criminal Citation								
Involuntary								
DWI								
Traffic Citation	1							
Traffic Warning Citation	19							
Traffic Assist								
Officer Assist	6							
Traffic Accident								
Domestic	3							
Fight								
Alarm	2							
Armed Person	3							
Suspicious Person	8							
Suspicious Vehicle	5							
Citizen Assist	5							
Larceny	1							
B & E								
Trespass	3							
Juvenile	1							
Business Check	111							
Seagrove School	18							
Code # 1	4							
Arrest Report	2							
Found Property								
Misc Report	25							
Misc Call	10							
Drugs Seized								

Additional Notes: Christmas Parade

Armed person Westwood DR. ASSIST RCSD Arrest Made

Armed person Seagrove Exit someone shooting AT CARS

Armed person Burney Rd. ASSIST RCSD Discharging firearm into ground (pistol)

ARREST MADE AT QUIKCHECK FOR RCSD

Signed by: _____
Date: ____/____/____