



Town of Haw River Town Council Meeting Monday, March 2, 2020

The Haw River Town Council held its regular meeting on Monday, March 2, 2020 in the Haw River Municipal Building at 6:00 pm.

Council Members Present: Mayor Kelly Allen, Mayor Pro-Tem Lee Lovette, Steve Lineberry & Patty Wilson

Council Members Absent: None

Other Members Present: Town Manager Sean Tencer, Town Clerk Lesley Gonzalez, and Town Attorney Justin Lalor.

Mayor Kelly Allen called the meeting to order and gave the invocation at 6:00 pm.

Consent Agenda

1. Approval of Minutes from February 3, 2020 regular meeting.

Councilmember Lineberry made a motion to approve the February 3, 2020 regular minutes.

Motion carried 4-0

Old Business

1. Town Council will review and approve a contract involving grant money with Motley Studios, Chelsea Dickey, to create a “brand” for the Town of Haw River and provide 5 months of Instagram for the Town as well. Town Council will also need to approve the “branding”

committee members. Chelsea Dickey spoke and informed the Council the Grant was approved for the Town. There will be a committee of chosen members to represent Haw River. Council approved the current list.

Councilmember Lineberry made a motion to approve a contract involving grant money with Motley Studios, Chelsea Dickey, to create a “brand” for the Town of Haw River and provide 5 months of Instagram for the Town as well. Town Council also approves the “branding” committee members.

Motion carried 4-0

Public Hearing

None

New Business

1. The Town Council will be given a summary report and presentation of the 2018-2019 audit by Cobb Ezekiel Loy & Company, P.A. Becky Loy presented the Audit and explained the reason the audit is DRAFT since we are waiting on 2nd approval from Local Government Commission.
 - General Fund is lower than required. Expenditures increased in Public Safety.
 - \$312,362.00 in Revenue under and Fund Balance is low at 12.66%.
 - Water/Sewer expenditures went up almost \$500,000.00
 - 2 more years of the same Water/Sewer balance will deplete the funds
 - Findings show there is a Significant Deficiency due to Separation of Duties however being a small town this is common.
 - Excess of expenditures of Budgeted Funds - Police (due to cars not being budgeted for a Grant that is going to be spent on a Capital Outlay), Others were Year End Journal Entries that need to be done (Accrued Payroll), OPEB amount had not been requested on a timely basis.
 - The Town is out of Compliance with Bond Order.
 - Granite Mill Rehabilitation Project had ineligible cost allocations material weakness: \$657,756.00 was wired money for ineligible cost allocated to Parker, Poe Attorney at Law due to construction expense.
 - Auditor suggested increase Revenue and Decrease Costs, Managing Capital Outlay.

2. Town Council will review and consider a contract with PTRC to revise the Haw River Employee Personnel Manual.

Town Manager Tencer explained the reason to revise this is due to no clear instructions on FMLA, Workplace Violence and the need to update the Policy Manual since it was created in Year 2009.

Councilmember Lovette made motion to accept the revision of the Haw River Employee Personnel Manual by PTRCC. Fee of \$4,500.00 will be split in current budget year of 2019-2020 and remaining half in year 2020-2021.

Motion carried 4-0

3. Town Council will review and consider a revision to the Town Manager's Employment Contract.

Councilmember Wilson made the motion to approve the revision to the Town Manager's Employment contract as presented.

Motion carried 4-0

4. Town Council will need to determine the review process for selecting a new council member and will also need to select a date to conduct interviews.

There were 2 applicants for the Town Council vacancy. The interview process was initially planned to be held a separate meeting although due to having 2 applicants. They can be interviewed at the regular meeting in April 6, 2020.

- Meeting held April 6, 2020
- Candidates will be questioned separately; coin will be flipped on who goes first
- Candidates will be interviewed with 2 questions per councilmember and 3 minutes per question.
- Only 1 candidate can be marked per ballot for winning vote
- Council is not obligated to choose any candidate due to no timeline required

Councilmember Lovette made the motion to approve interview process as stated above.

Motion carried 4-0

Reports

1. Manager's Report

- a. Monthly Reports – (Submitted Police, Fire, Building Inspections, and Animal Services)
- b. Manager’s Update:

- 1. N-Focus - Comprehensive Land-Use Plan – On-going
- 2. 2020-2021 Budget Process – On-going
- 3. Town Attorney Charlie Davis is working on a maintenance/lease agreement between the Town and D3 Development Inc. (Mike Hill) regarding the property deeded to the between the Granite Mill Property and the Haw River.
- 4. The Town is working with D3 Development Inc. and other contractors to help increase the water flow to Granite Mill for the fire suppression system. The Town is currently exploring the options and will update accordingly.
- 5. Request by Mike Hill to turn off fire siren by Granite Mill

Open Forum

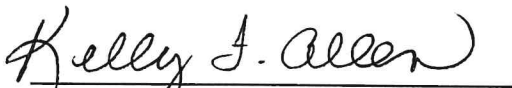
None

Announcements


Councilmember Wilson made the motion to adjourn.

Motion carried 4-0

Council Adjourned at 7:18 p.m.



Kelly Allen, Mayor



Lesley Gonzalez, Town Clerk