

# TOWN COUNCIL MEETING MINUTES

December 20, 2023

The Clarksville Town Council met in regular session on Wednesday, December 20<sup>th</sup>, 2023 at 6:30 p.m. Council members present were Mayor Bruce Woerner, Vice-Mayor Danny Pittard, Rick Buchanan, Robert Dennis, and Alexander Rawles. Council member Chris Clarke and Tammy Mulchi were absent. Staff members present were Town Manager Jeff Jones, AP/Payroll Clerk Lori Humphries, Public Utilities Director William Leonard, and Police Chief Ricky Wilkinson.

## Call to Order

Mayor Bruce Woerner called the meeting to order and provided the invocation.

## Officer Stockings

Town Manager Jones stated that there was a special visitor at the meeting. He introduced Santa Claus, Mary Lou Jenkins, and Angie and Sidney Williamson. Mary Lou informed everyone that she was approached by various merchants about wanting to give the Police Officers stockings for Christmas. Each officer received a gift bag and a stocking.

## Approval of Minutes

The minutes of the November 21<sup>st</sup>, 2023 regular meeting were approved with no additions, deletions, or corrections with a motion by Vice-Mayor Pittard, seconded by Council member Dennis, and approved by all.

## Presentation of the List of Vendors

The list of vendors paid for November 2023 was presented to Council. Council member Rawles motioned to approve the list of vendors paid for November 2023, seconded by Council member Buchanan, and approved by all.

## Presentation of Financial Statements

The financial statements for September 2023 were presented to Council. Vice-Mayor Pittard motioned to approve the September 2023 financial statements, seconded by Council member Rawles, and approved by all.

The financial statements for October 2023 were represented to Council. Council member Buchanan motioned to approve the October 2023 financial statements, seconded by Council member Dennis, and approved by all.

## Opportunity for Public Comment

There was no public comment.

## Presentation of Town Operation Reports

The Town Operations report was presented to Council.

Public Utilities Director William Leonard informed Council that the ballpark water tank has been cleaned and put back online. He stated that the crew has done maintenance on Rose Hill and Forest Hill lift stations. He informed the Council that the first piece of the lead and copper inventory data update has been finished.

Director Leonard stated that the new employee has been hired and is being trained and one employee is out on medical leave. He stated that the Public Works crew has made three full sweeps of leaf pickup around town and some brush pickup as well. He stated that the staff repaired three leaks. Director Leonard stated that the leaves in the cemetery is the next project.

## Presentation of the Police Activity Report

The Police Activity Report was presented to Council.

Police Chief Ricky Wilkinson stated that the Christmas parade was larger than normal. Chief Wilkinson stated that he attended CIT training from 12/4 to 12/8, Officer Wootton attended Intoxilizer training 12/13-12/15 and Officer Dillon and Wax graduated from K9 training school December 8<sup>th</sup>. He stated that Officer Wootton participated in the Shop with a Cop program December 9<sup>th</sup> and Sergeant Jenkins held the Adopt a Child program again this year.

## Economic Development Update

Town Manager Jones stated that the Economic Development Coordinator Tara Tuck was out of town today and could not attend the meeting. He stated that the town received many façade grant applications and the funds are getting low, but they are continuing to take applications in case there is a need. He stated that Mrs. Tuck is working on the project management for phase I of the Wayfinding grant process in which a consultant will come into Town and evaluate the area and see where the Town needs signage.

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## UNFINISHED BUSINESS

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### Marina Lease Update

Town Manager Jones stated that the architect is still working on the design and developing the RFP for the engineering consultant and hope to bid this in January.

### Sewer Plant Improvement Project Update

Town Manager Jones stated that the contractors are mobilizing equipment but they are not on site to begin construction yet. He stated that WACO, Inc. has received approval from Rural Development to begin construction. He stated that J. Harman Saunders has to correct the forms for the payment bond for Rural Developments approval.

### Update – Water Plant Expansion

Town Manager Jones stated that Dewberry, the Utilities Committee, Microsoft, and Mecklenburg County continue to work on the engineering and plans for the water plant expansion and the water and sewer line replacement projects that include pump station upgrades and the construction of the water tank farms. He stated that the design for Lakeside and Boyd's corner pump stations is complete and they are still working to finalize the easement with 7Eleven and the property owners at Boyd's Corner. He stated that Mecklenburg County received 2 bids on this part of the project December 8, 2023 and awarded the bid to WACO, Inc at their regular meeting. Town Manager Jones stated that the bid was awarded to Phoenix Fabricators & Erectors, LLC for the elevated tanks and the tank farm. He stated that the bid process for the ground storage tanks will begin in January. He stated that there is nothing new to report for the Hwy 58 Bridge utilities or the plant expansion at this time.

## Financial Software Implementation Update

Town Manager Jones stated that Treasurer Murphy provided a statement in her report that there is an issue with the personal property tax receivables and she is working with Edmunds to get this resolved.

## Upcoming Events

Town Manager Jones presented the schedule of events. Town Manager Jones stated that the offices will be closed on December 25<sup>th</sup> and 26<sup>th</sup> and the residential garbage schedule is not affected by the closing. He stated that the offices will also be closed on January 1<sup>st</sup> and the residential garbage schedule is not affected by this closing either.

## Planters Warehouse Update

Town Manager Jones stated that the contractor continues to make progress on the construction. He stated that other than working with the contractor to not block the road between the buildings, things are going well.

## Cove Project Update

Town Manager Jones stated that the Town received one bid for the engineering services for the Cove Project Phase I from Dewberry for the amount not to exceed \$76,500. He stated that the staff recommends awarding the bid to Dewberry for the engineering services for the Cove Project Phase I. Council member Dennis motioned to award the bid for engineering services to Dewberry not to exceed \$76,500, seconded by Council member Rawles, and approved by all.

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## NEW BUSINESS

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## Supplemental Bonus

Town Manager Jones stated that a supplemental bonus proposal is presented to Council. He stated that this bonus is a one-time bonus to award the employees for years of service and also for their hard work over the past few years. Council member Buchanan motioned to approve the one-time supplemental bonus for the Town employees, seconded by Council member Dennis and approved by all.

## Rails To Trails

Mayor Woerner stated that he was approached by the Roanoke River Rails to Trails and asked for Council to consider attending the meets and they meet four times per year. Council member Buchanan stated that he would volunteer to attend the meetings.

## Adjournment

With no further business, the meeting was adjourned.

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Bruce F. Woerner, Mayor

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Tara Murphy, Treasurer/Clerk