



**Town of Micro  
Board of Commissioners Meeting MINUTES  
Tuesday -March 10, 2026  
7:00 p.m.  
Micro Town Hall**

**Elected Officials Present:**

Marty Parnell, Mayor  
Tim Earp, Mayor Pro Tem  
Kevin Worley, Commissioner  
Katy Garcia, Commissioner

**Others Present:**

Kimberly Moffett, Town Clerk

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**1. CALL TO ORDER**

- Call to Order
- Pledge of Allegiance
- Invocation

Mayor Parnell called the meeting to order at 7:00 p.m. He led everyone in the Pledge of Allegiance and offered the Invocation.

**2. PUBLIC COMMENT**

A representative from Johnston County Health Department was present and shared information about meals and stated those people born prior to 1957 may have immunity but it is possible others may need an immunization booster. It was stated a blood draw could provide more detailed information. Also shared was information regarding Narcan, which is used for an opioid overdose. A supply of Narcan was left with town staff.

Johnston County Commissioner Godwin was present and stated he had recently attended a meeting in Kenly with reference to the proposed shared cost fire tax and it was stated that Kenly would most likely be requesting that the County take over the fire district, as the town would not be able to afford the proposed increase. Additional discussion was held regarding options of more than a 5-year phase in period. It was stated that paid staff vs. volunteers have been main cause of such a significant increase in budgets. It was stated that Micro would be holding a meeting with Ryan Parker and others to discuss Micro's concerns about proposed increase for the town.

**3. ADJUSTMENT/ADOPTION OF THE AGENDA**

a. Adjustments to the Agenda

It was requested that Item 8a be added to the agenda, with reference to acceptance of funding for the Lead/Copper Project.

b. Adoption of the Agenda

**ACTION:** Adoption of Agenda with amendment as stated above

Motion: Commissioner Worley

Second: Mayor Pro Tem Earp

Vote: Unanimous

**4. CONSENT AGENDA**

*(Items on the consent agenda are considered routine in nature or have been thoroughly discussed at previous meetings. Any member of the Board may request to have an item removed from the consent agenda for further discussion.)*

- a. Draft Minutes
  - January 6, 2026
  - February 10, 2026
- b. Resolution Directing Clerk to Certify Sufficiency #2026-14-ANX - Bizzell Grove Tract
  - Certificate of Sufficiency

**ACTION:** Adoption of Consent Agenda as Presented

Motion: Commissioner Worley

Second: Commissioner Garcia

Vote: Unanimous

**5. SPECIAL PRESENTATION/INTRODUCTIONS**

**6. FINANCIAL & WATER SEWER REPORT**

- a. Billing Adjustment Report  
*Presenter: Christy Thomas, Finance Officer*

Ms. Moffett stated there were a total of 3 sewer adjustments requested due to leaks. Applications were completed and reviewed for a approval.

- b. Monthly Financial Report Update  
*Presenter: Christy Thomas, Finance Officer*

Ms. Moffett stated copies of both the general ledger and the budget to actual were included in the agenda packet that was sent out last week. She stated there was an increase in revenues for rental of the Community Building, interest income, administrative fees, non-payment fees, returned check fees and late fees.

- c. Water Sewer Report  
*Presenter: Jason Banks, Public Works Director*

Mayor Parnell stated there was a massive leak off of Railroad that was repaired and is now in good shape. Mayor Pro Tem Earp mentioned that it appeared there was an issue with a missing water meter at 202 W. Main Street.

**7. PLANNING BOARD REPORT**

- a. Planning Board Report  
*Presenter: Planning Board Representative*

Ms. Moffett stated there was no report as there was no meeting held during the month of February.

**8. OLD BUSINESS**

Acceptance of Funding for Copper Lead Project - Resolution #2026-06  
*Presenter: Kimberly A. Moffett, Town Clerk*

Ms. Moffett stated this Resolution would accept the funding for the Copper Lead Service Line Replacement Program. The funding is in the amount of \$ 289,400. The total cost to the town will be 2% closing costs in the amount of \$5,788.

**ACTION:** Adoption of Resolution #2026-06

Motion: Commissioner Garcia  
Second: Mayor Pro Tem Earp  
Vote: Unanimous

**9. PUBLIC HEARINGS**

**10. NEW BUSINESS**

- a. FY '26-'27 Budget Session #1 – March 26, 2026 @ 4:00 p.m.  
*Presenter:* Kimberly Moffett, Town Clerk

Ms. Moffett stated the first budget work session would be held on March 26, 2026 at 4:00 p.m. The public is invited to attend.

- b. Website ADA Compliance  
*Presenter:* Kimberly Moffett, Town Clerk

Ms. Moffett stated she recently attended a webinar regarding website ADA compliance. Municipalities with a population under 5,000 to ensure they are complying.

- c. Resolution Adopting Procurement Policy in Compliance with ARPA Requirements  
*Presenter:* Kimberly Moffett, Town Clerk

Ms. Moffett stated this procurement policy was required for ARPA projects.

**ACTION:** Adoption of Resolution #2026-02

Motion: Commissioner Worley  
Second: Mayor Pro Tem Earp  
Vote: Unanimous

- d. Resolution Adopting Record Retention Policy in Compliance with ARPA Requirements  
*Presenter:* Kimberly Moffett, Town Clerk

Ms. Moffett stated this record retention policy was required for ARPA projects.

**ACTION:** Adoption of Resolution #2026-03

Motion: Mayor Pro Tem Earp  
Second: Commissioner Garcia  
Vote: Unanimous

- e. Resolution Adopting Internal Control Policy in Compliance with ARPA Requirements  
*Presenter:* Kimberly Moffett, Town Clerk

Ms. Moffett stated this internal control policy was required for ARPA projects.

**ACTION:** Adoption of Resolution #2026-04

Motion: Commissioner Garcia  
Second: Commissioner Worley  
Vote: Unanimous

**11. COMMISSIONER REPORTS**

- a. Special Events Report  
*Presenter:* Katy Garcia, Commissioner

Commissioner Garcia reported there would be no Easter Egg Hunt Celebration this year, due to the park being closed for renovation. The Community Building was offered as an alternative location; however, it was decided outdoors was a better choice for this event. Everyone looks forward to the event in 2027.

Mayor Parnell stated the fence is back up. He stated there were some issues with ditches and the tennis courts including cracks and washouts. These issues will be addressed shortly. He stated the concrete needs to be repaired prior to the fence going up in those areas. He also stated that Jason and Vernon are working on cleaning up trees and roots. It was stated the entire project will start to come together quickly.

**12. CLOSED SESSION**

**13. ADJOURNMENT**

- a. Adjourn the Meeting

With there being nothing further, the meeting was adjourned at 7:42 p.m.

**ACTION:** Motion to Adjourn

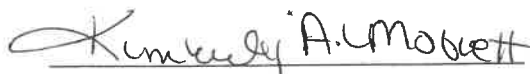
Motion: Commissioner Garcia  
Second: Commissioner Worley  
Vote: Unanimous

Duly adopted this the 14<sup>th</sup> day of April 2026, while in regular session.



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Tim Earp  
Mayor Pro Tem

ATTEST:

  
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Kimberly A. Moffett, CMC, NCCMC  
Town Clerk

