



Town of Micro
Board of Commissioners Meeting AGENDA
Tuesday – October 8, 2024
7:00 p.m.
Micro Town Hall

1. CALL TO ORDER

- Call to Order
- Pledge of Allegiance
- Invocation

2. PUBLIC COMMENT

3. ADJUSTMENT/ADOPTION OF THE AGENDA

- a. Adjustments to the Agenda
- b. Adoption of the Agenda

POTENTIAL ACTION:

Adoption of Agenda

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
 - *September 10, 2024*

POTENTIAL ACTION:

Adoption of Consent Agenda as Presented

5. SPECIAL PRESENTATION/INTRODUCTIONS

6. FINANCIAL REPORT

7. PLANNING BOARD REPORT

- a. Planning Board/BOA Report
Presenter: Garrett Mitchell, Planning Board Chair

There was no Planning Board/BOA meeting held in September, therefore, no report is being provided.

8. OLD BUSINESS

- a. Landlord Agreement for Utility Billing Update
Presenter: Yiecenia Joyner, Deputy Town Clerk /Utility Billing

9. PUBLIC HEARINGS

10. NEW BUSINESS

- a. Operation Green Light Proclamation
Presenter: Marty Parnell, Mayor
 - *Proclamation*

POTENTIAL ACTION:

Adoption of Proclamation

- b. Resolution Directing Clerk to Certify Sufficiency Annexation Application #2024- -ANX

Presenter: Kimberly A. Moffett, Interim Town Clerk

- [Resolution #2024-03](#)

POTENTIAL ACTION: Adoption of Resolution #2024-03

- c. Certificate of Sufficiency – 2024-34- ANX
Presenter: Kimberly A. Moffett, Interim Town Clerk

- d. Resolution Setting Public Hearing – 2024-34-ANX
Presenter: Kimberly A. Moffett, Interim Town Clerk

- [Resolution #2024-04](#)

POTENTIAL ACTION: Adoption of Resolution #2024-04

11. COMMISSIONER REPORTS

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

POTENTIAL ACTION: None - Informational Only

- b. Community Center Update
Presenter: Marty Parnell, Mayor

12. CLOSED SESSION

13. ADJOURNMENT

- a. Adjourn the Meeting

POTENTIAL ACTION: Motion to Adjourn



Town of Micro
Board of Commissioners Meeting MINUTES
Tuesday –September 10, 2024
7:00 p.m.
Micro Town Hall

Elected Officials Present:

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

Others Present:

Yiecenia Joyner, Deputy Clerk
Lisa Lee, Deputy Clerk
Joshua Banks, Public Works Director
Kimberly Moffett, Interim Town Clerk

1. CALL TO ORDER

- Call to Order
- Pledge of Allegiance
- Invocation
-

Mayor Parnell called the meeting to order at 7:05 p.m. and led everyone in the Pledge of Allegiance. Joshua Banks offered the Invocation.

2. PUBLIC COMMENT

Commissioner Godwin was present and shared information regarding the Green Light Project, which asks folks to replace their front porch light with a green light bulb in support of veterans.

A resident was present and shared information about an incident she recently had with a dog that was loose. The dog attacked both her dog and herself. There was length discussion about this issue and it was agreed that staff would do additional research and prepare an informational sheet to be provided to all residents with reference to the current code as it relates to animal control.

3. ADJUSTMENT/ADOPTION OF THE AGENDA

- a. Adjustments to the Agenda

It was requested that item 10G be added to the agenda to amend the Code with reference to Chapter 9.

- b. Adoption of the Agenda

ACTION: Motion to Adopt of Agenda

Motion: Mayor Pro Tem Worley

Second: Commissioner Garcia

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

- [August 13, 2024 – Special Session](#)
- [August 13, 2024 – Regular Meeting](#)

ACTION: Motion to Adopt Consent Agenda as Presented

Motion: Commissioner Earp

Second: Mayor Pro Tem Worley
Vote: Unanimous

5. SPECIAL PRESENTATION/INTRODUCTIONS

6. FINANCIAL REPORT

7. PLANNING BOARD REPORT

- a. Planning Board/BOA Report
Presenter: Garrett Mitchell, Planning Board Chair

8. OLD BUSINESS

9. PUBLIC HEARINGS

10. NEW BUSINESS

- a. Resolution – 2025 Holiday Schedule
Presenter: Kimberly A. Moffett, Interim Town Clerk

Ms. Moffett shared a copy of the 2025 Holiday Schedule, which aligns with the 2025 NC State Employee Holiday Schedule.

ACTION: Adoption of Resolution #2024-03

Motion: Commissioner Garcia
Second: Commissioner Earp
Vote: Unanimous

- b. Resolution – 2025 Board of Commissioners Meeting Schedule
Presenter: Kimberly A. Moffett, Interim Town Clerk

Ms. Moffett shared information regarding the 2025 meeting schedule.

ACTION: Adoption of Resolution #2024-04

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

- c. Emergency Notification System Availability via FMS
Presenter: Yiecenia Joyner, Deputy Town Clerk

Ms. Joyner provided information about this notification system, that would allow for a mass phone call to go out to all residents should the need arise. Council asked that Ms. Joyner continue research on this project and report back to council at a later date with additional information.

- d. Revert to Landlord Agreement for Utility Billing
Presenter: Yiecenia Joyner, Deputy Town Clerk

Ms. Joyner shared information about this agreement that would be a voluntary agreement for landlords to sign. This agreement would allow landlords to permanently maintain a standing deposit for each property. Council asked that Ms. Joyner to adjust some language that would ensure landlords were responsible for notification when a tenant leaves the premises.

Request for P/T Public Works Employee

- e. *Presenter:* Jason Banks, Public Works Director

There was discussion and it was asked that Mr. Banks provide a job description for a part time position.

Community Center Rental Agreement DRAFT

- f. *Presenter:* Kimberly Moffett, Interim Town Clerk

There was discussion about the draft application and it was asked that language be added to allow the use of outside grills. Ms. Moffett stated that the agreement is currently being reviewed by the town attorney.

Code of Ordinance Amendment

- g. *Presenter:* Kimberly A. Moffett, Interim Town Clerk

Ms. Moffett provided information about the current code and some language amendments that were required to insure the NCGS was correct.

ACTION: Adoption of Ordinance #2024-09-01

Motion: Commissioner Garcia

Second: Commissioner Earp

Vote: Unanimous

11. COMMISSIONER REPORTS

- a. Special Events Report

Presenter: Katy Garcia, Commissioner

12. CLOSED SESSION

13. ADJOURNMENT

- a. Adjourn the Meeting

With there being nothing further, the meeting was adjourned at 8:45 p.m.

ACTION: Motion to Adjourn

Motion:

Second:

Vote:

Duly adopted this the 8th day of October 2024 while in regular session.

Marty Parnell
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Interim Town Clerk

Proclamation

Supporting **Operation Green Light** for Veterans

WHEREAS, the residents of the Town of Micro have great respect, admiration, and the utmost gratitude for all the men and women who have selflessly served our country and this community in the Armed Forces; and

WHEREAS, the contributions and sacrifices of those who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS, along with Johnston County Board of Commissioners, the Town of Micro seeks to honor individuals who have made countless sacrifices for freedom by placing themselves in harm's way for the good of all; and

WHEREAS, veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veterans Service Officers in 29 states to help fellow former service members access more than \$52 billion in federal health, disability and compensation benefits each year; and

WHEREAS, Approximately 200,000 service members transition to civilian communities annually; and

WHEREAS, an estimated 20 percent increase of service members will transition to civilian life in the near future; and

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS, active military service members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS, the Town of Micro appreciates the sacrifices of our United States military personnel and believes specific recognition should be granted; therefore be it

RESOLVED, that in observance of Operation Green Light, The Town of Micro encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by **displaying green lights** in a window of their place of business or residence from now through November 11, 2024.

With gratitude and appreciation, duly adopted this the 8th day of October 2024 while in regular session.

Marty Parnell
Mayor

ANNEXATION PETITION 2024-33-ANX

4570 US 301 South

Owners: Donald Martin and Patrice Martin

Contiguous; 1 acre

**TOWN OF MICRO
RESOLUTION DIRECTING THE CLERK TO INVESTIGATE
A PETITION RECEIVED UNDER G.S. 160A-31**

WHEREAS, a petition requesting annexation of an area described in said petition was received on October 1, 2024 by the Town of Micro; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

WHEREAS, the Board of Commissioners of the Town of Micro deems it advisable to proceed in response to this request for annexation:

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Micro that:

The Town Clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify as soon as possible to the Board of Commissioners the results of her investigation.

Duly adopted this the 8th day of October, 2024 while in regular session.

Marty Parnell
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Interim Town Clerk