Town of Micro
Board of Commissioners SPECIAL MEETING
MINUTES
Thursday – August 20, 2026
6:00 p.m.

Elected Officials Present:
Marty Parnell, Mayor
Tim Earp, Mayor Pro Tem
Kevin Worley, Commissioner
Katy Garcia, Commissioner (via phone)

Others Present:
Christy Thomas, Finance Officer
Kimberly Moffett, Town Clerk

1. **CALL TO ORDER**
   - Call to Order
   - Pledge of Allegiance
   - Invocation

   Mayor Parnell called the meeting to order at 6:00 p.m. He led everyone in the Pledge of Allegiance and offered the Invocation

2. **CLOSED SESSION**

   a. Closed Session Pursuant to NCGS 143.318.11(a)(6)

ACTION:	Motion to Go Into Closed Session
Motion:	Commissioner Worley
Second:	Mayor Pro Tem Earp
Vote:	Unanimous

   Council returned from Closed Session at 6:50 p.m. It was stated that Ms. Thomas will continue working with the town on a temporary part-time basis. She will work 3-4 times per month.

3. **OTHER BUSINESS**

   a. Office Coverage/Hours/Staffing/Sewer Regionalization/Park

   It was agreed that office hours will remain Monday – Thursday, with the office being closed on Friday. Ms. Moffett will cover the office on the above days. It was stated that a part-time utility billing clerk has been advertised for. We will continue to accept applications until Friday – September 4, 2026 and after that date, interviews will be set up.

Neal Construction attended the meeting and stated they were available for ORC services. They provided their background information. The company offers consulting to smaller NC municipalities, have been in business since 2009 and they are currently assisting the Town of Sims with their ORC needs. A big positive to Neal Construction would be their ability to provide more staff and are able to provide necessary equipment for issues that may arise. A copy of the RFP will be provided to Neal Construction, and they stated they would provide a quote after receiving the RFP.

It was stated that at this time John Malone from North Carolina Rural Water Association was available for assistance as needed.

The ORC position would be similar to the contract the town currently has with Jason Banks.

Mayor Parnell updated everyone on the Sewer Regionalization Project. As the original application is over a year old, a new application will need to be filed. The cost to each municipality would be $6500.

ACTION:	Approve Cost of $6500 to Proceed
Motion:	Mayor Pro Tem Earp
Second:	Commissioner Worley
Vote:	Unanimous

There was discussion regarding the porta-a-potty in the park. Currently we are paying $170 a month. Mayor Parnell stated he really would like to see a restroom in the park and stated it did not have to be anything fancy. He envisions it being located near playsets and stated we could bust up the pad near the shelter. Additional information about septic would need to be obtained. Discussion continued to include playground equipment. It was stated that a couple of folks on Facebook request that equipment be age appropriate.

There was discussion about the Christmas Lights. Staff recently met with Duke Energy and it was determined a yearly fee would be $00 and they could run off the power pole with streetlight. An outdoor GFI receptable would be required. It would take approximately 5 weeks for Duke Energy to complete work once work order is submitted. It was suggested we put 3 light switches by the shelter and pickle ball court. Decision needs to be made regarding how many Christmas Lights we want. It was agreed that they should be spread out on Main Street from the school to Pittman and on 301 from the Dollar General to Town Hall. It was agreed that Mayor Parnell and Commissioner Worley would decide on these locations. Mayor Parnell will reach out to McClung Electric and plan for the following:

- 3 receptacles on shelter
- Remove current "mess" on pole
- Install 100 amp service
- New Lights on a timer
- Set new pole
- Install outlet by Pickle Ball
- Install lockable breaker box

4. ADJOURNMENT

a. Adjourn the Meeting

With there being nothing further, the meeting was adjourned at 7:55 p.m.

ACTION:	Motion to Adjourn
Motion:	Mayor Pro Tem Earp
Second:	Commissioner Worley
Vote:	Unanimous

Duly adopted this the 13th day of October 2026 while in regular session.

Marty Parnell
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk

TOWN OF MICRO INCORPORATED SEAL EST. 1905 NORTH CAROLINA