



Town of Micro
Board of Commissioners Meeting AGENDA
Tuesday - June 10, 2025
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
 - *April 8, 2025 – Regular Meeting*
 - *May 13, 2025 – Regular Meeting*
 - *May 14, 2025 – Regular Meeting*
 - *May 22, 2025 – Regular Meeting*

POTENTIAL ACTION:

Adoption of Consent Agenda as Presented

5. SPECIAL PRESENTATION/INTRODUCTIONS

6. FINANCIAL REPORT

- a. Billing Adjustment Report

7. PLANNING BOARD REPORT

- a. Planning Board/BOA Report
Presenter: Chad Holloman, Planning Board Chair

8. OLD BUSINESS

9. PUBLIC HEARINGS

- a. FY '25-'26 Budget
Presenter: Marty Parnell, Mayor
 - *Ordinance*

POTENTIAL ACTION:

Adoption of Ordinance #2025-06-01

10. NEW BUSINESS

- a. Discussion of Possible Sale of Police Department Building

Presenter: Marty Parnell, Mayor

11. COMMISSIONER REPORTS

- a. Special Events Report

Presenter: Katy Garcia, Commissioner

12. CLOSED SESSION

13. ADJOURNMENT

- a. Adjourn the Meeting

POTENTIAL ACTION:

Motion to Adjourn



Town of Micro
Board of Commissioners Meeting MINUTES
Tuesday - May 13, 2025
7:00 p.m.
Micro Town Hall

Elected Officials Present:

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

Others Present:

Kimberly Moffett, Interim Town Clerk

Elected Officials Absent:

Katy Garcia, Commissioner

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, as well as offering the Invocation.

2. PUBLIC COMMENT

Resident Karen Bowley was present. She shared concerns about delay and process to receive an adjustment to her water bill when she recently had a leak. She shared her thoughts about cycle vs. bill arrival and how that may affect when someone requests an adjustment as current policy only allows for one adjustment.

Johnston County Commissioner was present and provided an update regarding the naming of bridge in honor of Dr. Batten. Mr. Holloman stated that he would request a letter of support from the 4H Club.

Residents were present and shared their concerns about continued issues with speeding on their street. There was discussion regarding a contract with the JC Sheriff Department but unfortunately, as they are short staffed, that was not possible at this time. However, the town is patrolled by the Sheriff's Department.

3. ADJUSTMENT/ADOPTION OF THE AGENDA

- a. Adjustments to the Agenda

It was requested that the April 8, 2025 minutes be removed and that minutes from the April 14, 2025 Special meeting be added.

- b. Adoption of the Agenda

ACTION:

Adoption of Agenda with amendments as listed above

Motion:

Council Member Earp

Second:

Mayor Pro Tem Worley

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
 - *April 14, 2025 – Special Meeting*

ACTION: Adoption of Consent Agenda as Presented

Motion: Council Member Earp
Second: Mayor Pro Tem Worley
Vote: Unanimous

5. SPECIAL PRESENTATION/INTRODUCTIONS

- a. Employee Introduction

Mayor Parnell introduced Mr. Vernon Massengill as the town’s newest employee. He was recently hired as a Property Maintenance Technician and is doing an amazing job! Mr. Massengill stated he was happy to be here in Micro and offered his thanks and appreciation for the opportunity. The council welcomed him.

6. FINANCIAL REPORT

- a. Financial Report

Mayor Parnell stated there was no financial report this event and reminded there would be a Budget Work Session held tomorrow evening.

7. PLANNING BOARD REPORT

- a. Planning Board/BOA Report
Presenter: Chad Holloman, Planning Board Chair

Mr. Holloman was present and provided an update regarding the April 2025 Planning Board meeting. He stated the board began discussion about a Food Truck Ordinance for the town. Additionally, information was requested, and Ms. Moffett will research and provide that information to the board at their May 2025 meeting.

8. OLD BUSINESS

9. PUBLIC HEARINGS

10. NEW BUSINESS

- a. Resolution in Opposition to HB 765
Presenter: Kimberly A. Moffett, Interim Town Clerk

Ms. Moffett provided information about HB 765, which is a bill that would change various laws related to local government development. It would reduce, limit or remove government authority to regulate land use and development activities. It was requested that the council adopt a Resolution in Opposition to this bill.

ACTION: Adoption of Resolution #2025-15

Motion: Mayor Pro Tem Worley
Second: Council Member Earp
Vote: Unanimous

- b. FY '25-'26 Budget Public Hearing – Set for June 10, 2025

Ms. Moffett stated the required newspaper advertisement had been placed and reminded everyone the public hearing of the FY '25-'26 budget would be held on June 10, 2025.

11. COMMISSIONER REPORTS

- a. Special Events Report

There was discussion regarding the upcoming 301 Endless Yard Sale and the Mayor stated he had received an inquiry about a group wanting to rent all the area by the Police Department building.

Mayor Parnell stated the Community Center Building was close to being able to be fully operational and he would provide an update as soon as it was available.

12. CLOSED SESSION

13. ADJOURNMENT

- a. Adjourn the Meeting

With there being nothing further, the meeting was adjourned at 7:30 p.m.

| | |
|-----------------------|----------------------|
| <u>ACTION:</u> | Motion to Adjourn |
| Motion: | Council Member Earp |
| Second: | Mayor Pro Tem Worley |
| Vote: | Unanimous |

Duly adopted this the 10th day of June, 2025 while in regular session.

Marty Parnell
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Interim Town Clerk



Town of Micro
Board of Commissioners SPECIAL Budget Work Session
MINUTES
Monday – May 14, 2025
6:00 p.m.
Micro Town Hall

Elected Officials Present:

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

Others Present:

Lee Worsley, Central Pines COG
Kimberly Moffett, Interim 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. and led everyone in the Pledge as well as offering the Invocation.

2. NEW BUSINESS

- a. The Board of Commissioners will continue discussion/work on creation of the 2025-2026 Fiscal Year Budget

Mr. Worsley was present and led a lengthy discussion regarding the 2025-2026 budget. Discussion included current tax of .62 versus a revenue neutral rate which would be .38. Mr. Worsley reminded that a recent budget ordinance required the town to take \$23,000 from the current contingency fund due to large bills from Kenly. A lengthy and involved discussion took place regarding the need to increase water and sewer rates and how that may look. Mr. Worsley provided scenarios of what an increase in bills may look like based on many different options. There was a discussion about a CD that is at Truist (formerly BB&T). There was lengthy discussion about what the new fire tax may look like. There seems to be a lot of confusion surrounding that issue. Mr. Worsley stated he would reach out to Mr. Hester to clarify the issue. There was discussion regarding current staffing and how salaries would be divided in the budget. There was discussion regarding Powell Bill funds. It was agreed that the tax rate would be reduced to possibly .39 - .42, discussion will continue, and water sewer rates will be looked at with a 4.5% increase for in-town residential service, and a 9% increase for out of town. There was also discussion regarding what base rate for water/sewer should and should not include. It was agreed that discussion would continue to be decided if water should be billed as a per gallon usage charge vs. how currently 2000 gallons are included in the base rate. Mr. Worsley and Ms. Medlin will work on water sewer rates.

It was agreed that another meeting would be held on May 22, 2025 to continue work and discussion.

b. Utility Billing Policy Amendment

There was discussion regarding amendments to the current policy for bill adjustments. Amendment would remove language that only allows for an adjustment every 6 months and would add language that would allow for sewer adjustments at the discretion of the board.

ACTION: Adoption of Resolution #2025-16

Motion: Council Member Garcia

Second: Council Member Earp

Vote: Unanimous

3. ADJOURNMENT

a. Adjourn the Meeting

With there being nothing further, the meeting was adjourned at 8:00 p.m.

ACTION: Motion to Adjourn

Motion: Council Member Garcia

Second: Council Member Earp

Vote: Unanimous

Duly adopted this the 10th day of June 2025 while in regular session.

Marty Parnell
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Interim Town Clerk

**TOWN OF MICRO
PROPOSED BUDGET ORDINANCE
FOR THE FISCAL YEAR ENDING JUNE 30, 2026
PRESENTED FOR ADOPTION ON JUNE 10, 2025**

BE IT ORDAINED BY THE Town Board of the Town of Micro, North Carolina, pursuant to North Carolina General Statute 159-181(c):

Section 1. The following amounts are hereby appropriated in the Town's General Fund for the operation of the Town and its activities for the fiscal year beginning July 1, 2025, and ending June 30, 2026:

| | |
|---------------------------|--------------------------|
| Governing Board | \$ 9,565 |
| Administration | 192,327 |
| Police | 7,150 |
| Fire | 39,827 |
| Streets | 92,670 |
| Sanitation | 41,160 |
| Recreation | <u>6,950</u> |
| Total General Fund | <u>\$ 389,649</u> |

Section 2. The following revenues are estimated to be available in the Town's General Fund for the operation of the Town and its activities for the fiscal year beginning July 1, 2025, and ending June 30, 2026:

Taxes:

| | |
|-------------------------------|-----------------------|
| Property Taxes- Current Year | \$ 185,024 |
| Property Taxes- Prior Years | 0 |
| Vehicle Taxes | 20,800 |
| Penalties & Interest on Taxes | 150 |
| Beer & Wine Taxes | 1,900 |
| Sales Taxes | 69,300 |
| Utility Franchise Taxes | 20,000 |
| Video Taxes | 0 |
| Telecommunication Sales Taxes | 700 |
| Solid Waste Disposal Taxes | 400 |
| Powell Bill (Street Aide) | <u>12,000</u> |
| Total Taxes | <u>310,274</u> |

User Fees:

| | |
|----------------------------|----------------------|
| Garbage Collection Fees | 52,965 |
| Court Facility Fees | 50 |
| Zoning Permits | 800 |
| US Cellular Tower Lot Rent | <u>12,000</u> |
| Total User Fees | <u>65,815</u> |

Other Revenues:

| | |
|------------------------------------|--------------------------|
| Interest Earnings | 200 |
| ABC Board Distributions | 4,595 |
| Miscellaneous Revenues | 1,000 |
| Parks and Recreation | 265 |
| Appropriated Fund Balance | <u>\$7,500</u> |
| Total Other Revenues | <u>13,560</u> |
| Total General Fund Revenues | \$ <u>389,649</u> |

Section 3. The following amounts are hereby appropriated in the Town's Water and Sewer Utilities Fund for the operation of the Town and its activities for the fiscal year beginning July 1, 2025 and ending June 30, 2026:

| | |
|---|-------------------------|
| Water and Sewer Administration | \$ 122,602 |
| Water Operations | 169,990 |
| Sewer Operations | <u>266,685</u> |
| Total Water and Sewer Utilities Fund | <u>\$559,277</u> |

Section 4. The following revenues are estimated to be available in the Town's Water and Sewer Utilities Fund for the operation of the Town and its activities for the fiscal year beginning July 1, 2025 and ending June 30, 2026:

| | |
|------------------------------|------------|
| Charges for Services - Water | \$ 244,227 |
| Charges for Services - Sewer | 306,450 |
| Connection Fees - Water | 1,500 |

| | |
|---|--------------------------|
| Connection Fees - Sewer | 0 |
| Water Administration | 1.200 |
| Interest Earnings | 300 |
| Late and Reconnect Fees | <u>5.600</u> |
| Total Water and Sewer Utilities Fund | <u>\$ 559.277</u> |

DRAFT

Section 5. The Town has budgeted the following debt service payments, the amounts of which are included in the indicated fund's operations appropriations.

| | |
|---------------------------|-------------------------|
| Principal | \$ 30,000 |
| Interest | <u>24,347</u> |
| Total Debt Service | \$ <u>54,347</u> |

Section 6. There is hereby levied a tax at the rate of thirty nine cents (\$0.3900) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2025, for the purpose of raising the revenue listed "Current Year's Property Taxes" in the General Fund in Section 2 of this ordinance. The property value is listed as \$48,479,495. This rate is based on an estimated rate of collection of 97.86% for the 2022 fiscal year.

Section 7. The Budget Officer is authorized to make line-item transfers, not to exceed \$1,000, within a single division.

Section 8. the following Comprehensive Lists of Fees and Charges, Schedule A, which follows, will be effective July 1, 2025. Rates, fees, and charges for Fiscal Year 2025-2026 shall remain as indicated in the Town of Micro Comprehensive List of Fees and Charges for FY 2025-2026 unless the subject of another action.

Section 9. Copies of this Budget Ordinance shall be furnished to the Town Clerk/Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Duly adopted the 10th day of June 2025 while in regular session.

Marty Parnell
Mayor

ATTEST:

Kimberly A Moffett CMC, NCCMC