



Town of Micro
Board of Commissioners Meeting AGENDA
Tuesday - January 6, 2026
7:00 p.m.
Micro Town Hall

Elected Officials Present:

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

Others Present:

Christy Thomas, Finance Officer
Jason Banks, Public Works Director
Kimberly Moffett, Town Clerk

1. CALL TO ORDER

- Call to Order
- Pledge of Allegiance
- Invocation

Mayor Parnell called the meeting to order at 7:03 p.m. He led everyone in the Pledge of Allegiance and Jason Banks offered the Invocation.

2. PUBLIC COMMENT

3. ADJUSTMENT/ADOPTION OF THE AGENDA

- a. Adjustments to the Agenda

It was requested to add the following items to the agenda under Old Business discussion regarding Powell Bill and add under New Business; hours of operation, part time police officer and fence quotes.

- b. Adoption of the Agenda

ACTION: Adoption of Agenda with additions as noted above

Motion: Council Member Garcia
Second: Council Member 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
- *December 17, 2025 – Special Meeting*

ACTION: Adoption of Consent Agenda as Presented

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

5. SPECIAL PRESENTATION/INTRODUCTIONS

6. FINANCIAL & WATER SEWER REPORT

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

Ms. Thomas provided reports and stated there were a total of two requests for water leaks.

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

Ms. Thomas provided a printed report that stated that everything was in good shape and that Mr. Worsley would be in the office on Friday to assist with any outstanding grant reporting. Ms. Thomas stated the check for the sale of the dump truck that was totaled was received. She further stated there would be some budget amendments that would be required. It was requested Mr. Worsley be contacted to obtain 3-4 dates he might be available to begin work on the upcoming FY budget.

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

Mr. Banks reported that all DEQ reports are up to date. He provided an update on Bizzell Grove Subdivision and stated that sewers installed, and they were getting ready to connect to county water. He also reported that we are currently waiting to hear back from DEQ regarding requirement for a separate ORC in town. He stated the dump truck had been sold, the street sweeper was up and running, all repairs to the F-350 had been completed, chemical pumps for wells were purchased (these need to be changed out every two years), and cost of antenna to read meters is approximately \$59,000. He stated all SCADA issues had been addressed and there have been no communication failures recently. He stated that Step Construction had cut the lock on wet well #5. He stated the front of the town building had been pressure washed and all Christmas lights were taken down. He stated letters had been sent out to residents informing them of the Lead & Copper Inventory project.

7. PLANNING BOARD REPORT

- a. Planning Board Report
Presenter: Planning Board Representative

POTENTIAL ACTION: There is no report as no meeting was held in December

8. NEW BUSINESS

- a. Powell Bill Discussion

It was stated there is currently \$137,240.48 available in the Powell Bill Street Fund. There was discussion about speed bumps, and all agreed they were not fans of speed bumps but were willing to consider them as a option for placement at Davis, Fayetteville and Wilson. Ms. Moffett stated she did not believe that Powell Bills could be expended on speed bumps, but research would be done to confirm. Further discussion was had regarding locations needing work and they included RR Street by the Post Office, W. Fayetteville Street, Hinnant Street, RR by Hinnant Outreach and Charles Street.

9 PUBLIC HEARINGS

10. NEW BUSINESS

- a. Ordinance – Amending Fees & Charges

Ms. Moffett stated this ordinance would amend the Comprehensive List of Fees & Charges to indicate that the water meter charge & inspection fee would be \$550. Language will be amended to include the word “installation”

ACTION: Adoption of Ordinance # 2026-01-01 with amendment

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

- b.

Fats, Oil and Grease (FOG) Ordinance & Grease Trap Ordinance Discussion
Presenter: Jason Banks, Public Works Director

Mr. Banks stated he would provide a draft version of an ordinance for consideration at the February regular meeting.

ACTION: Direct Staff to Proceed

- c.

Resolution – Adopting Updated Language in Utility Billing Document
Presenter: Kimberly A. Moffett, Town Clerk

Ms. Moffett stated the proposed language change referred to changing the “disconnect fee” to read as a “non-payment fee”, additional language about sewer was included in the application for service packet and additional detailed information about payment extensions and payment plans.

ACTION: Adoption of Resolution #2026-01

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

- d.

Discussion Regarding Options for Utility Billing Clerk
Presenter: Marty Parnell, Mayor

ACTION: Table to Future Meeting

- e.

Planning Board / Board of Adjustment Potential Appointments
Presenter: Kimberly Moffett, Town Clerk

Ms. Moffett stated that both Gary Wheeler and Chad Holloman agreed to serve another 3-year terms on the Planning Board/Board of Adjustment. As both these positions are ETJ, final appointments are made by the Johnston County Commissioners. Ms. Moffett stated she would forward these recommendations along to the County Commissioners.

ACTION: Approval Appointments to Planning Board/BOA

Motion: Commissioner Garcia
Second: Commissioner Worley
Vote: Unanimous

- f. Discussion Regard Hours of Operation Administrative Offices

ACTION: Table to Future Meeting

- g. Part Time Police Officer
Presenter: Commissioner Kevin Worley

There was discussion regarding possibility of hiring a part-time officer. It was agreed that a discussion would be had with Mr. Worsley to determine if that was possible, financially, as there are additional considerations other than salary.

- h. Fence Quote for Park

Commissioner Worley reported that he had received two quotes for the fence. The first quote was for \$29,000, which would be a refurbished fence and the second quote was for \$39,000 which would include 6' industrial commercial grade fence. Commissioner Garcia stated the quote she received was for an aluminum fence at \$46,000.

ACTION: Approval to Go with \$39,000 quote

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

11. COMMISSIONER REPORTS

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

Commissioner Garcia stated the Ball Drop was an excellent family event and everyone that attended seemed to enjoy themselves. She spoke about possibly looking into holding a Family Game Night at the Community Center in February.

12. CLOSED SESSION

13. ADJOURNMENT

- a. Adjourn the Meeting

With there being nothing further the meeting was adjourned at 9:22 p.m.

ACTION: Motion to Adjourn

Motion: Commissioner Worley

Second:
Vote:

Commissioner Garcia
Unanimous

Duly adopted this the 10th day of March, 2026 while in regular session.

Marty Parnell
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk