



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:

Yicenia 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: Yicenia 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.

- e. Request for P/T Public Works Employee
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.

- f. Community Center Rental Agreement DRAFT
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.

- g. Code of Ordinance Amendment
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

