

## MINUTES

The Rural Hall Town Council held their agenda briefing and action meeting on September 7, 2022, at 3:00 PM in Town Hall Council Chambers. The following members were present: Mayor Timothy M. Flinchum - presiding; Mayor Pro Tem Susan H. Gordon; Councilman Terry M. Bennett; Councilman Eddie Horn; Councilwoman Janet M. Carithers; Town Manager Misty A. Meadows; Finance Manager Wade Gilley; Town Clerk Lynette E. Hendrick.

Pledge of Allegiance to the flag was led by Town Clerk Lynette E. Hendrick.

A moment of silence was held.

### **Adoption of Amended Agenda:**

Councilman Terry Bennett made the motion, seconded by Councilman Eddie Horn, to adopt the agenda, and motion passed unanimously.

### **Announcements and Meeting Updates:**

September 12, 7:00 pm Regular Council Meeting

September 13, 11:30 am – 2:00 pm Food Truck Tuesday (Kona Ice & Sliders)

September 24, 5:30-7:30 pm (Vandergrift Band and food trucks)

### **Old Business**

Fire Department - Jason Hill, Public Works Director, Misty Meadows, Town Manager, Mike Simone, Fire Chief and Ron Niland will be meeting after the briefing. The options are to rebuild or remodel. The first step is to get an engineer/appraiser. NC Department of Administration will come out and help with the cost evaluation of a new fire department. Chief Simone will also be calling the Fire Chief of Winston-Salem to discuss what they have done in the past. Ron Niland will help with these decisions and funding.

Council Key Policy- The council voted in May for staff to gather information and create a key policy for Council getting a key to the exterior doors of Town Hall. Manager Meadows solicited for examples from other municipalities and received no examples, but lots of caution against it. She asked the NCLM for guidance and was advised against council members having keys. Mayor and Interim Attorney James told Manager Meadows to table. Councilman Bennett requested the Key Policy be put back on the agenda. Staff decided no policy was needed and created guidelines for Town Hall key use. All staff and council will receive the guidelines and be required to sign and return back to Town Clerk to file in the personnel files.

### **New Business/ Items of Discussion:**

Ron Niland –He commended the Council for the discussion and decision regarding the Key Guidelines. Council and Manager worked together to come up with what was needed.

Moving forward to a plan to rebuild the Fire Department needs to be in place by January 2023 for him to apply for funding.

Ron wants with have several meetings with Council and Manager to guide them in their roles. The first meeting was scheduled for September 27, 2022 5:00 to 7:00 pm at the Rural Hall Fire Department. Councilmember Horn made the motion to accept the meeting schedule, seconded by Councilman Bennett, and motion passed unanimously.

Ron's new contract will be on the September 12, 2022, agenda. The scope of services has also changed.

Department Reports:

- Finance - Monthly financial reports have been saved in the Dropbox. The second portion of the ARPA funds has been deposited into the Town's savings account. The Town's audit will be moving forward once the State Auditor completes their report.
- Fire Department – Josh Wright and Ryan Key received positive feedback for assistance to a citizen.

Manager Meadows will be presenting a new personnel policy for Fire Department applicants', a requirement to have a criminal history record check (CHRC). Manager Meadows mentioned all applicants will pay for their own CHRC and if they are hired, the Town will reimburse them.

- Public Works – Staff was commended on consistently keeping the cemetery looking great. Manager Meadows also announced Jason Hill Public Works Director saved the Town thousands of dollars by purchasing a refurbished gator instead of a new one as budgeted.

Councilman Horn was approached by citizens to see if it would be possible to organize a contest for the "Best Decorated House" for Halloween. Staff will create a flyer and guidelines for this event and get back to the Council.

Manager Meadows updated the Council on the Woodbriar Apartment Complex meeting. Key suggestions were

- Add extra lighting.
- Flock cameras
- RTIC surveillance cameras (Real Time Intelligence Center)
- Have events to partner with the Woodbriar community& offer resources.

Councilman Horn made a motion to adjourn at 4:29 PM.

Lynette E. Hendrick  
Town Clerk