



**COUNCIL MEETING
OCTOBER 20, 2025
6:30 P.M.**

ORDER OF BUSINESS

1. PLEDGE TO FLAG
2. INVOCATION
3. APPROVAL OF AGENDA
4. CONSENT AGENDA ITEMS
5. PUBLIC HEARINGS
 - i. ORDINANCE to Extend Corporate Limits - Gordon Road - Parcel ID 05I05021E (continuing until November 17, 2025)
 - ii. ORDINANCE to Amend Zoning - Gordon Road - Parcel ID 05I05021E (continuing until November 17, 2025)
6. 1st OPEN FORUM
7. REGULAR BUSINESS:
 - a. MAYOR FLETA BYRD
 - i. PROCLAMATION In Honor of Wilson's Mills Christian Church 150th Anniversary
 - b. TOWN ADMINISTRATOR'S REPORT - Leighanna Worley
 - i. CALL PUBLIC HEARING - Discussion of Strategic Plan
 - c. COUNCILMEMBER COMMENTS
8. 2nd OPEN FORUM
9. ADJOURNMENT

TOWN OF WILSON'S MILLS
WORK SESSION MEETING
July 28, 2025

PRESENT: Mayor Fleta Byrd, Mayor Pro-tem JC Triplett, Councilmembers David McGowan, and Carolyn Dobbin.

OTHERS PRESENT: Town Administrator Leighanna Worley, Town Clerk Emily Matthews, Public Works Director Patrick Moore, Planning Director Wendy Oldham, and Police Chief AZ Williams.

ABSENT: Councilmember Randy Jernigan

CONVOCATION: Mayor Byrd declared a quorum present and called the meeting to order at 5:07pm.

Departmental Reports: Mayor said she likes the graphics promoting upcoming events as well as the recent Facebook posts. Ms. Worley said Events Coordinator Peter Vantine has been interviewing entertainment and vendors for the upcoming Community Day event and posting about it on Facebook.

Councilmember McGowan asked about the unforeseen credit card purchases listed in the finance report. Finance Officer Sherry Hudson said there were more credit card purchases in June than budgeted for and the totals for the credit card payments were applied after the budget amendment was done last month but all line items are correct at this time.

Councilmember McGowan asked about the flood plain development permits mentioned in the Planning Department report and Planning Director Oldham said a couple houses that have been recently built are built on the edge of a floodplain area. She said it will be listed on the deed for the houses that they are on the edge of the area so the homeowner will be aware. She said this will also allow the homeowners to be allowed to get insurance through FEMA. Councilmember McGowan said citizens may want to check where their property is and if it is close to a floodplain area. Mrs. Oldham said the Planning Department will be at Community Day next month and they can hand out information about the floodplain areas in town.

Arrival of Councilmember: Councilmember Tim Brown arrived at 5:17pm.

Departmental Reports Continued: Mayor Byrd asked if Main Street still floods and Public Works Director Patrick Moore said it doesn't flood as badly as it used to.

Councilmember McGowan mentioned the high grass in the Cottages subdivision and expressed concerns. He said he understands that the current process is to send a letter to the homeowner and allow them a certain amount of time to cut the grass and then a second notice is sent. He said by the time both letters are sent there could be close to 2 months of growth. He said if the process is up to us rather than the state we should be able to shorten the process. Mrs. Oldham said our ordinances states we will send the homeowner a letter giving them 15 days from the date of the letter. She said then a second letter is sent if it is not resolved. Councilmember McGowan said we should look into changing the ordinances in order to change the process.

Councilmember McGowan asked who is decorating the fire hydrants for the

new Dog Park and Ms. Worley said we have 4 hydrants and have had 2 people volunteer so far. Councilmember McGowan asked if there have been any updates from Town Engineer Brian Leonard regarding the drainage issues in town and Public Works Director Moore said he is waiting on an email from Mr. Leonard about possible solutions.

Councilmember David McGowan asked for there to be less details in the Police Department monthly report and Chief said he would take note of what to leave out of the report in the future. Councilmember Brown said we now have 12 full time officers and asked how many more officers we would need to be fully staffed. Chief said we have lost 3 fulltime officers recently but we have 4 currently going through BLET. Councilmember McGowan asked about recent promotions within the department and Chief explained we have recently promoted 2 officers, one to Sergeant and one to Corporal. Chief also said a part-time officer recently received an accreditation which will bring us up to standards with policy and procedure. Councilmember McGowan asked if the recent promotion within the department were part of this year's budget. Ms. Worley said no but the promotions will not cause the salaries to change due to the current salary grade we have. She said the top priority of the new Human Resources Director will be to get the salary grade straightened out because we do not have anything that would allow for pay increases based on promotions now, only based on experience.

**Presentation of
Comprehensive Utilities
Study – Ethan Gartin, TRC
Companies:**

Ethan Gartin of TRC said after the last time he met with Council about the Comprehensive Utilities Study, he met with some members of town staff to adjust numbers such as population growth in town. Based on the updated information he said it was determined that if the town were to takeover utility service from the County the monthly bill would be \$195. He said this is one-third higher than surrounding municipalities. He said this is without a purchase fee to the County.

Mr. Gartin said he thinks now that the County has looked more into the possibility of turning utilities over to us they have realized that is not a feasible option. He said he also thinks there was a disconnect between the County and engineering staff. Councilmember Brown asked if Mr. Gartin thinks there has been some backtracking on the County's side of things. Mr. Gartin said he doesn't think so but he was surprised some of this information wasn't brought up in earlier discussions.

Councilmember Brown asked if having a copy of this study would be an asset to us as a town and Ms. Worley said yes. Mayor Byrd also said if the county and other municipalities want to go with regionalization we will have the study to show as our assets. Ms. Worley also said the County is looking into creating agreements with each town and this study will help us when those conversations begin with the County.

A motion was made by Councilmember David McGowan and seconded by Councilmember Tim Brown to approve the Comprehensive Utilities Study as presented by TRC. Motion carried unanimously.

Ms. Worley asked if Mr. Gartin would send her a copy of the final study and she would distribute it as needed.

RECESS:

Mayor Byrd called for a recess at 6:14pm.

Mayor Byrd called the meeting back to order at 6:20pm.

**Discussion of Town Hall
Campus Master Plan:**

Ms. Worley referenced plans for the Town Hall Campus Master Plan from 310 in Council's packets. She said the current cost for the design of the Police Department is \$589,000 and the estimated cost for the building based on the square footage and staff projections \$20-25 million. She suggested instead of building a larger Police Department, using the current building and add in substations in town. Councilmember Brown asked for the estimated square footage of building and Chief Williams said between 15,000 and 16,000 square feet. Councilmember Brown said he doesn't think it will cost that much for a 15,000 square foot building. Mayor asked if we were to put the Police Department on the current Town Hall campus, where would they like it to go. Council discussed demolishing a current building on the campus in order to build a Police Department. Councilmember McGowan mentioned having it in front of the development close to town hall. Mayor Byrd asked Chief if we were to move all admin staff to the new building on the Town Hall Campus and leave the current department for patrol officer to check in, would that be a good solution and Chief said yes. Councilmember Brown said we could build a building the size of Wilson's Mills Fire Department Station 3 for less than 4 million. He asked if we were to do that, how much would we have to budget for in order to not raise taxes in the upcoming fiscal year. Ms. Worley explained even if we were to receive money from state legislature it would have a time limit in when it needed to be used and this building isn't even designed yet. Councilmember McGowan asked if Chief knows of any other departments and any grants they may have used. Councilmember Brown said we should do design-build in order to save money. Mayor said at this time we are just needing to decide if we want the company to move forward with designing the building for us. Mayor suggested scaling the size back to 10,000 square foot. Councilmember McGowan asked if the size of the Public Works building would be big enough. Mayor Pro-tem Triplett said the space needs to be able to be built onto in the future.

After further discussion it was the consensus of Council to move forward with having Mosely Architects complete the design for a 10,000 square foot Police Department.

Strategic Plan Updates:

Ms. Worley said at their September work session Council discussed working with the Chamber of Commerce and having them update our Strategic Plan for us. She said the North Carolian League of Municipalities (NCLM) is holding a 2-day workshop in October and they have invited elected officials and managers to attend and they would work on our strategic plan with us. She said this would take place in Winston Salem and in order to qualify at least 3 elected officials would have to commit to go but she would prefer the entire board to go, if possible. She said that Mrs. Doris Riley would also go as a member of the Planning Board and since she is running for Town Council this fall. She said the cost would be \$800 for up to 5 people to go and there would be an additional charge for each additional person. She said the total for 5 members of Council, herself, and Mrs. Riley to go it would be \$1,200. She said our Strategic Plan needs updating and we would like to add in economic development and this workshop would help with that. Mayor Byrd said the workshop is October 8th and 9th and we need to go ahead and sign up if we plan to attend so we don't lose our chance. Councilmember Brown asked if it would be cheaper to do the workshop rather than hiring someone to come in and help. Ms. Worley said the Department of Commerce, as well as NC State, would help and while they are cheaper, the parameters of the plan would be limited. She said this workshop would

allow Council to update the current plan and then hold public hearings to get public input. Councilmember McGowan asked what the personal cost would be for each Councilmember. Ms. Worley said everything would be paid for by the town. Councilmember Brown said his opinion is that this workshop is the best way to get the most done rather than stretching it out.

After further discussion it was the consensus of Council to move forward with registering for the workshop in Winston Salem on October 8th and 9th.

ADJOURN:

A motion was made by Mayor Pro-tem JC Triplett and seconded by Councilmember Carolyn Dobbin to adjourn. Motion carried unanimously.

The meeting adjourned at 7:43pm.

FLETA A. BYRD, Mayor

ATTEST:

EMILY MATTHEWS, CMC
Town Clerk

TOWN OF WILSON'S MILLS
WORK SESSION MEETING
August 25, 2025

PRESENT: Mayor Fleta Byrd, Mayor Pro-tem JC Triplett, Councilmembers David McGowan, Randy Jernigan, Tim Brown, and Carolyn Dobbin.

OTHERS PRESENT: Town Administrator Leighanna Worley, Town Clerk Emily Matthews, Public Works Director Patrick Moore, Planning Director Wendy Oldham, Human Resources Director Jennifer Martin, and Police Lieutenant Billy Hilliard.

CONVOCATION: Mayor Byrd declared a quorum present and called the meeting to order at 5:10pm.

Departmental Reports Mayor Byrd said the Community Day event this past Saturday was a success and it was good to have all departments represented at the event throughout the day. Town Administrator Worley said based on the tickets that were given out at the entrance gate we had about 650 people in attendance.

ARRIVAL OF COUNCILMEMBER: Councilmember David McGowan arrived at 5:12pm

Departmental Reports Continued: Ms. Worley reminded Council of the Dog Park dedication ceremony on September 14th. She said invitations were sent out last week but there have been no RSVPs yet.

Mayor Byrd asked if all revenue from Saturday's event has come through yet and Finance Officer Hudson said it has come through but it is not reflected in the report in Council's packet and it will be in next month's report.

Planning Director Oldham said there are no updates in the Planning Department since last month's work session. Councilmember Brown asked about the clearing of land between Swift Creek Road and Strickland Road. Mrs. Oldham said that is where Midtown will go in the future. She said there was too much dirt in the Southerland Mills subdivision so some of it is being moved to Midtown. Mayor Byrd asked when the road will be put in that area and Mrs. Oldham said hopefully by next spring. Councilmember Brown asked if we are still reaching out to grocery stores to see if they are interested in coming to the Midtown area and Mrs. Oldham said yes. Councilmember McGowan expressed concerns tall grass in some areas of town and concerns about repeat offenders. Mrs. Oldham said she has spoken with the Code Enforcement Officer and in order to label someone as a chronic offender we have to notify them of their 3 previous violations in the last 12 months. Ms. Worley said she can get Town Attorney Du Sablon to talk more about this at the September meeting to ensure we are abiding by the law and our ordinances accordingly. Councilmember Brown asked if it is renters or homeowners who are repeat offenders and Mrs. Oldham said it is both.

Human Resources Director Jenny Martin told Council she was thankful to be here and updated on projects she is working on. She said she is reviewing the hiring processes, making sure they are structured and in compliance. She said she is working to update the HR section on website. She said we are taking the openings in the Police Department off the website until the

processes can be updated and finalized. She also said she has been working to meet with all employees to get to know them better and at this point she has 4 part time officers left to speak with. She is also updating the Town's personnel policy. She said soon she will begin working on the salary study. She said she is working on making the salary grades more structured and in compliance with job descriptions as well as in comparison to other municipalities.

Councilmember McGowan said the park looks great and thanked the Public Works Department for maintaining it. He also asked if we will begin using any of the fields at the park and Ms. Worley said the fields are used as practice fields for the rugby team. Mayor Byrd asked if the construction of the new Council Chambers is on schedule and Ms. Worley said yes.

Lieutenant Bily Hillard said he is stepping in for the Chief at tonight's meeting due to the Chief being out of the country. Councilmember Brown asked how many vacancies we currently have in the Police Department and Lieutenant Hilliard said there are currently 5 vacancies that are full time and 6 part-time as well. He said we had 2 cadets in BLET but one recently withdrew for personal reasons. Councilmember McGowan asked if we have ordered any cars this year. Ms. Worley said the cars were ordered last fiscal year but were paid for this fiscal year due to the cars being on back order. Lieutenant Hilliard said the 2 we ordered previously have arrived and are in the process of being upfitted. Lieutenant Hilliard passed out the annual vehicle report on behalf of Chief Williams. Councilmember Brown asked if we have coverage on all shifts. Lieutenant Hilliard said we have a full-time officer on all rotations and 3 part time officers that are willing to work so we have more coverage. He said on weekends we try to have more officers for more coverage.

**Town Administrator's
Report:**

Various Project Updates:

Ms. Worley gave updates on the lighting at Swift Creek Road and I-42, she said Duke Energy contractors have started on the design and will get back to her when it is completed. She reminded Council of the Dog Park dedication on September 14th and asked them to RSVP if they have not already. Ms. Worley along with Chief Williams and Town Attorney Du Sablon met with the representative from Moseley Architects about the design of the Police Department. She said she expressed the concerns about the size of the building and Mosely sent designs for buildings with less square footage. They will design whatever size we would like. Representatives from Moseley will be at Council's September meeting for them to ask any questions.

Ms. Worley updated Council on the progress of the Council Chambers' upfit. She said she and other employees are meeting with the construction company every other Tuesday and everything is on track at this time. We are getting ready to order appliances and look at the final AV bids which have come in about \$20,000 more than budgeted but there have been other things we have saved money on.

Ms. Worley said at Council's last Work Session they talked about the Master Plan for the Town Hall Campus and focused mainly on the Police Department. She asked if Council wants to hold a special meeting in order to talk about how to move forward. Councilmember Brown said he thinks we should have a special meeting and it should be sooner rather than later, hopefully before the September Council meeting. After further discussion it was the consensus of Council to hold a special meeting on September 5th

from 9:00 to 11:00am.

Councilmember McGowan asked if we plan to hold a Memorial Day event next year. Ms. Worley said we planned an event this year but there was not enough time to execute it. She said there are plans to have an event next year and she will speak with our Events Coordinator.

A motion was made by Councilmember Tim Brown and seconded by Councilmember Randy Jernigan to call a special meeting for Friday September 5th at 9:00am at Wilson's Mills Advent Christian Church. Motion carried unanimously.

Councilmember Brown asked how much longer work will be happening on I-42. Ms. Worley said the construction is completed for the most part but the signage still needs to be completed.

Councilmember Brown asked if there were any updates on putting a traffic calming device at the intersection of Wilson's Mills Road and Fire Department Road. Ms. Worley said the owner of JD's Store located at the intersection has not returned her calls or the calls of the DOT representative. She has contacted the manager of the store recently and left a message.

Ms. Worley said there is a closed session listed on the agenda but there are currently no updates so there is no need for a Closed Session.

ADJOURN:

A motion was made by Mayor Pro-tem JC Triplett and seconded by Councilmember Carolyn Dobbin to adjourn. Motion carried unanimously.

The meeting adjourned at 6:19pm.

FLETA A. BYRD, Mayor

ATTEST:

EMILY MATTHEWS, CMC
Town Clerk

TOWN OF WILSON'S MILLS
SPECIAL TOWN COUNCIL MEETING
September 5, 2025

PRESENT: Mayor Fleta Byrd, Mayor Pro-tem JC Triplett, Councilmembers David McGowan, Carolyn Dobbin, and Randy Jernigan.

OTHERS PRESENT: Town Administrator Leighanna Worley, Town Clerk Emily Matthews, Planning Director Wendy Oldham, Public Works Director Patrick Moore, and Human Resources Director Jenny Martin.

ABSENT Councilmember Tim Brown and Finance Officer Sherry Hudson

CONVOCATION: Mayor Byrd declared a quorum present and called the meeting to order at 9:11am.

Town Administrator Worley said the main items to be discussed in reference to the Town Hall Campus Master Plan are the sign in front of Town Hall, the Veterans Memorial, and the Police Department. She said when the renovations for the canopy began at Town Hall we had to take down the "Town Hall" letters across the front of the building. She said the letters are too tall to reuse elsewhere. Council discussed the idea of a monument sign in front of Town Hall with our new logo or a sign that reads "Wilson's Mills Town Hall." She said she thinks whatever Council decides, the sign needs to have "Wilson's Mills" on it. She said a specific sign vendor was awarded the bid for the sign at the back of Town Hall that will be put in during the current renovations. She said she can contact the same company for the sign in the front of Town Hall. She said hopefully the sign can be added to the cost of the current renovations. Mayor Byrd said the signs should be V-shaped so it can be seen from both directions on the highway and she doesn't think it needs to be a digital sign. Ms. Worley asked if the development next to the Town Hall property would have anything that would block a sign in that area. Planning Director Wendy Oldham said they may have natural buffers but she is meeting with the developers this afternoon and she can discuss it with them. Ms. Worley said as long as they do not have any buffers that are higher than what is currently there, it should not block the sign. Councilmember Jernigan and Mayor Pro-tem Triplett both agreed it should be a V-shaped sign. Ms. Worley asked if Council wanted to use the town logo on the sign and Councilmember McGowan said people will not be able to see the logo when going down the highway. Ms. Worley suggested using the same font as the logo and for the surrounding masonry to match the other signs in town. Councilmember McGowan asked if there will be lights and Ms. Worley said yes. Mayor Byrd said the old Town Hall letters should be saved for use in the future and Councilmember McGowan agreed. Ms. Worley will work on getting designs of the sign and bring them back to Council.

Ms. Worley said regarding the Veteran's Memorial, she and Events Coordinator Peter Vantine have looked into agencies that could give us a list of people in town that served in any branch of the military. She said they have encountered several roadblocks while doing the research. Regarding listed individual names in the memorial based on the information that was found, Councilmember McGowan said he thinks individual names shouldn't be listed so that no one is left out unintentionally. Ms. Worley asked if

Council thinks each branch should be listed separately or if it should be a memorial that encompasses all branches together. Councilmember McGowan said he feels it should be all inclusive rather than having each branch listed specifically. He also said he thinks it should include people who served and are still living as well as those that have passed away. Human Resources Director Jenny Martin said she previously worked in Archer Lodge and they had a Veteran's Memorial and mentioned they allowed people in the community to purchase bricks for the memorial in honor or in memory of a veteran. Planning Director Oldham said she like the idea of it being all veterans rather than just veterans that are from Wilson's Mills. Councilmember McGowan agreed. Ms. Worley asked if we want to have an American flag at the memorial as well as elsewhere on campus with the state and town flags. Mayor Byrd said she thinks there needs to be one at the memorial as well as one on campus elsewhere.

RECESS

Mayor Byrd called a 5 minute recess at 9:38am.

Mayor Byrd called the meeting back to order at 9:44am.

Ms. Worley said Moseley Architects recently sent her a sketch design for the Police Department, the sketch is based off a similar Police Department the company designed for Gibsonville. She said she has a sketch of the Police Department as well as a map of the entire campus as it is currently. The Town Campus map as well as the design for the Police Department were both viewed by Council. Mayor Byrd said the Animal Control building needs to be removed to allow for additional parking and all other buildings on campus should stay in place until we find a use for them. Mayor Pro-tem Triplett and Councilmember McGowan agreed about the removal of the Animal Control building. Public Works Director Patrick Moore said we would need to relocate the animal cages used for Animal Control. Ms. Worley said the building wouldn't be removed until after the Police Department is built. She also suggested upfitting the 6 bay building on the Town Hall campus and moving Public Works into the building and moving the Police Department into the current Public Works building. Mr. Moore said the 6-bay wouldn't be difficult to upfit. Council discussed a traffic circle on campus that would branch off to each building. Councilmember McGowan asked if we could place the Veteran's Memorial to the right of Town Hall and Mr. Moore said there are drainage issues in that area. Council discussed the possibility of an American flag mural in the memorial rather than a physical flag. They also discussed the possibility of a physical flag and a mural of the different military branches. Ms. Worley said the first step would be to have drawings completed.

Council reviewed the sketches of the Police Department from Mosely Architects.

Mayor Byrd thanked everyone for being in attendance today and giving their input.

Mayor Pro-tem Triplett said he thinks this has been one of the best meetings of Council. Councilmember McGowan said it was very productive and thought the drawings helped with the conversations.

Ms. Worley reviewed next steps. She said she would talk to the sign company about options for the sign at the front of Town Hall and start the process of getting quotes. For the Veterans Memorial she said the next step would be to

find and do a Request For Qualifications by an engineer to do a scaled drawing based on setbacks and wetlands. Mayor Byrd said the architect will be at our next meeting about the design of the Police Department. She also said Ms. Worley will set up a meeting with Mosely representative and Chief Williams to discuss the design further. Ms. Worley said the Moseley representatives will go over the contract with Council at the meeting and be available to answer any questions they may have. She said the funds used for the Police Department design will be from a grant we received. So we need to start the process moving forward.

ADJOURN:

A motion was made by Councilmember David McGowan and seconded by Councilmember Randy Jernigan to adjourn. Motion carried unanimously.

The meeting adjourned at 10:45am.

FLETA A. BYRD, Mayor

ATTEST:

EMILY MATTHEWS, CMC
Town Clerk

**PROCLAMATION IN HONOR OF
WILSON'S MILLS CHRISTIAN CHURCH 150TH ANNIVERSARY**

WHEREAS, Wilson's Mills Christian Church was established in 1875 with 23 original members; and

WHEREAS, the land for the church was donated by John Marshall Wilson in 1877 with a dedication date of April 29, 1888; and

WHEREAS, Sunday school rooms were added to the church in the 1940's with a wing added in 1954 and a fellowship hall and second kitchen completed in 1988; and

WHEREAS, Wilson's Mills Christian Church members work closely with Wilson's Mills Elementary School, providing various items throughout the year and contributing to the Backpack Buddies program; and

WHEREAS, Wilson's Mills Christian Church supports Wilson's Mills Town events and sponsors the Little Free Library at Wilson's Mills Community Park; and

NOW, THEREFORE, BE IT PROCLAIMED, that the Wilson's Mills Town Council respectfully honors the 150th anniversary of Wilson's Mills Christian Church.

This is the 20th day of October 2025

Fleta Byrd, Mayor

Attest:

Emily Matthews, CMC
Town Clerk