



**COUNCIL MEETING
JULY 21, 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 August 11, 2025)
 - ii. ORDINANCE to Amend Zoning - Gordon Road - Parcel ID 05I05021E (continuing until August 11, 2025)
6. 1st OPEN FORUM
7. REGULAR BUSINESS:
 - a. MAYOR FLETA BYRD
 - b. TOWN ADMINISTRATOR'S REPORT - Leighanna Worley
 - c. COUNCILMEMBER COMMENTS
8. 2nd OPEN FORUM
9. CLOSED SESSION - 143-318.11a(3)
 "...consult with attorney..."
10. ADJOURNMENT

TOWN OF WILSON'S MILLS
WORK SESSION MEETING
May 27, 2025

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

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: Councilmembers Carolyn Dobbin and Randy Jernigan

CONVOCATION: Mayor Byrd declared a quorum present and called the meeting to order at 5:02pm.

Departmental Reports Town Administrator Worley presented the Events Report and asked if there were any questions. Councilmember Brown said he likes that our social media presence has increased and Councilmember McGowan agreed and said he also likes the website updates. Councilmember McGowan asked about the Food Truck Rodeo cancellations and Town Clerk Emily Matthews said most of the cancellations were the week of the event and some didn't show up the day of the event.

Town Administrator Worley presented the Finance Report on behalf of Finance Officer Sherry Hudson. She said there will be another budget amendment before the end of the fiscal year in June. Councilmember McGowan asked if we are expecting to have a 99 percent tax collection rate and Ms. Worley said we are predicting about 99.9 percent at this time. Councilmember McGowan asked if we have any tax delinquencies and Ms. Worley said we do not have as many as we have had before but the County takes care of those collections.

Planning Director Wendy Oldham presented the Planning Department report and Councilmember Brown asked why updates on Midtown Village is not on the report. Mrs. Oldham said the plans have not yet been submitted but once they are updates on Midtown will be included in the reports. Mrs. Oldham also reported that there is a top tier grocery store looking to come into town. Councilmember McGowan asked if the sewer line in the Cottages subdivision have been cleared out and Mrs. Oldham said yes.

Councilmember McGowan asked Public Works Director Patrick Moore about the issues with the drainage at the Community Park. Mr. Moore said he is trying to figure out how to get the drainage at the park to drain into the stormwater system at Mill Creek.

Councilmember Brown asked if the new positions for Police Officers have been posted and Chief Williams said yes. Councilmember McGowan asked if Chief thinks this will make us competitive with other departments in the County and Chief said yes this will put us at the average salary in the county. Councilmember Brown asked about a car accident that happened on Swift Creek Road and asked if it was in the same area that Council has agreed before needs traffic lights. Chief said this accident did not occur in the same area.

Town Administrator Project Updates: Ms. Worley said a topic that was discussed in Closed Session recently regarding the need for legal counsel will be discussed again at Council's regular meeting in June.

**Special Project
Attorney Search:**

**Chamber Upfit
Schedules:**

Ms. Worley said the upfit of the Council Chambers started today and the final inspection is projected to be at the beginning of November. She said if all goes as planned we should be able to hold our December Council meeting in the new chambers.

Council Retreat:

Ms. Worley said the Council has not had a retreat in 3 years and would like to get one scheduled. After further discussion it was the consensus of Council to hold the retreat on a Wednesday in order to best work with everyone's schedules. Ms. Worley said she will look into several dates and reach out to Council to decide which date is best.

Ms. Worley said our Department of Commerce Representative Bruce Naegelen will be coming in June to Council's Work Session to talk about Economic Development and our Strategic Plan. She said the cost would be about 59 dollars and he would work with a locally appointed work group to capture opinions. She said this would be about a 6 month process and then the group would meet with Council. She said this will update our Strategic Plan we already have and will add on economic development plan.

Councilmember Tim Brown asked if Chris Johnson is helping us as far as development in town and Mrs. Oldham said he is working with her to help get more industrial in town. She said until Midtown is further along we can't do very much with industrial development.

ADJOURN:

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

The meeting adjourned at 5:43pm.

FLETA A. BYRD, Mayor

ATTEST:

EMILY MATTHEWS, CMC
Town Clerk

TOWN OF WILSON'S MILLS
TOWN COUNCIL MEETING
June 16, 2025

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

OTHERS PRESENT: Town Administrator Leighanna Worley, Town Clerk Emily Matthews, and Town Attorney Gabriel Du Sablon.

CONVOCATION: Mayor Byrd declared a quorum present and called the meeting to order at 6:30pm.

PLEDGE Mayor Byrd led the pledge of allegiance to the flag.

INVOCATION: Mayor Byrd gave the invocation.

APPROVAL OF AGENDA: Mayor Byrd added the following agenda items: Closed Session pursuant to N.C.G.S. 143-318.11(a)(3) "...consult with attorney..." and "Call for Public Hearing: Rezone of Parcel ID 05105021E."

A motion was made by Councilmember David McGowan and seconded by Councilmember Carolyn Dobbin to approve the agenda as amended. Motion carried unanimously.

APPROVAL OF CONSENT AGENDA: Mayor Byrd asked for approval of the consent agenda.

A motion was made by Councilmember David McGowan and seconded by Mayor Pro -tem JC Triplett to approve the consent agenda. Motion carried unanimously.

1st OPEN FORUM Mayor Byrd opened the 1st Public Forum at 6:34pm.

With no one wishing to speak, Mayor Byrd closed the 1st Open Forum at 6:35pm.

REGULAR BUSINESS

MAYOR FLETA BYRD: Mayor Byrd said the public hearing that was called for this month for the annexation of parcel id 05105021E has been postponed and will be heard next month on July 21st. Attorney Du Sablon asked if the public hearing will be readvertised and Mayor Byrd said yes.

Call for Public Hearing -- Rezone of Parcel ID 05105021E: Planning Director Wendy Oldham said parcel id 05105021E is currently zoned as CRM by the Town of Clayton. She said a rezone application was received to rezone this to C-70 which is commercial within our town limits. She asked for public hearing to be called to rezone this property at the July 21st meeting and said this is the property that is also up for annexation in July.

A motion was made by Councilmember David McGowan and seconded by Councilmember Randy Jernigan to call a Public Hearing for the Rezone of Parcel ID 05105021E on July 21, 2025 at 6:30pm in the Wilson's Mills Elementary School Cafeteria. Motion carried unanimously.

OTHER: Mayor Byrd said she attended the Town Hall dinner in Clayton with Town Administrator Worley, Town Clerk Emily Matthews, and Councilmember David McGowan.

**TOWN
ADMINISTRATOR'S
REPORT – Leighanna
Worley:**

Town Administrator Worley said we are still waiting on the comprehensive utilities study. She said comments were sent from the County and TRC representatives are still reviewing the comments so a final draft can be presented to Council.

Ms. Worley said Council discussed last month that they would schedule a retreat, she said she is looking at a weekday in July to get the retreat scheduled. She said she should be able to send out date options this week.

Councilmember David McGowan said a resident asked if there will be trees at the dog park. Ms. Worley said once the dog park is open to the public, the plan is to place shade canopies.

**Town of Wilson's
Mills Internal Social
Media Policy:**

Town Administrator Worley referenced the Internal Social Media Policy in Council's packets and asked if there were any questions.

Councilmember McGowan asked for clarification on the need for the policy and why there are 2 different policies. Ms. Worley said the internal policy states that any creation of an official account must clarify they are associated with the Town. Attorney Du Sablon further clarified the policy covers what is allowed to be posted to any account affiliated with the Town. Ms. Worley also said any public concern related to the Town on a personal account, employees and officials must include a disclaimer stating "the views expressed on this account are my own and do not reflect the official position of the Town of Wilson's Mills."

A motion was made by Councilmember Tim Brown and seconded by Councilmember David McGowan to adopt the Town of Wilson's Mills Internal Social Media Policy. Motion carried unanimously.

**Town of Wilson's
Mills Public Social
Media Policy**

Ms. Worley said this policy relates to the town's platforms such as the Town's Facebook, Instagram, and any other social media platforms associated with the Town and how what is posted on the platforms must adhere to the NC Public Records Law.

A motion was made by Councilmember Randy Jernigan and seconded by Mayor Pro-tem JC Triplett to adopt the Town of Wilson's Mills Public Social Media Policy. Motion carried unanimously.

**FINANCE OFFICER
Sherry Hudson**

Finance Officer Sherry Hudson referenced the Audit Contract in Council's packets and asked if there were any questions.

Audit Contract:

Mayor Byrd asked if this is the same company we have used in the past for our audit and Ms. Hudson said yes. Councilmember McGowan referenced some typographical errors on the contract and Ms. Hudson said she will have those changed before having the contract signed by Mayor Byrd.

A motion was made by Councilmember David McGowan and seconded by Councilmember Randy Jernigan to approve the Audit Contract for the 2024-2025 Fiscal Year as amended. Motion carried unanimously.

**ORDINANCE to
Amend Budget for
Fiscal Year 2024-
2025 – Budget
Amendment #2 –
Sewer and Master
Plan:**

Finance Officer Sherry Hudson referenced the Sewer and Master Plan Budget Ordinance #2 for the 2024-2025 Fiscal Year and asked if there were any questions.

A motion was made by Councilmember David McGowan and seconded by Mayor Pro-tem JC Triplett to adopt the Following Ordinance to Amend Budget for Fiscal

Year 2024-2025 – Budget Amendment #2 – Sewer and Master Plan. Motion carried unanimously.

**AN ORDINANCE TO AMEND
AN ORDINANCE TO APPROPRIATE FUNDS
FOR THE FISCAL YEAR BEGINNING JULY 1, 2024
AND ENDING JUNE 30, 2025**

TOWN OF WILSON'S MILLS
FY 24-25 BUDGET AMENDMENT #2

BE IT ORDAINED by the Town Council of the Town of Wilson's Mills, County of Johnston, State of North Carolina, and meeting in regular session this 16th day of June 2025 that the Town Budget adopted on June 17, 2024, for **FY 2024-2025** is hereby amended and adopted.

Section I. That the following Revenue items in the Sewer Fund Budget be **DECREASED** by the following amounts:

SEWER FUND	REVENUES	DECREASE	INCREASE
<u>Account No.</u>	<u>Line Item</u>	<u>Amount</u>	<u>Amount</u>
30-3900-911	JoCo Public Utilities	\$360.00	
		\$360.00	\$0.00

Section II That the following Expenditure item in the Sewer Fund Budget be **DECREASED** by the following amount:

SEWER FUND	EXPENSES	INCREASE	DECREASE
	<u>Line Item</u>	-	
	Sewer	-	
30-7140-199	Professional Services	\$0.00	\$360.00
	TOTAL	\$0.00	\$360.00

Section III. That the following Revenue items in the Master Plan Budget be **INCREASED** by the following amounts:

MASTER PLAN	REVENUES	DECREASE	INCREASE
<u>Account No.</u>	<u>Line Item</u>	<u>Amount</u>	<u>Amount</u>
70-3831-000	Interest		\$83,097.00

Section IV. That the following Expenditure items in the Master Plan Fund be **INCREASED** and **DECREASED** by the following amount:

MASTER PLAN	EXPENSES	INCREASE	DECREASE
<u>Account No.</u>	<u>Line Item</u>		
	MASTER PLAN		
70-4001-359	Contract Services	\$200,000.00	
70-4001-550	Capital Outlay Expenses	\$0.00	\$116,903.00
	TOTAL	\$0.00	\$116,903.00

ORDINANCE to
Amend Budget for
Fiscal Year 2024-
2025 – Budget
Amendment #4 –
General Fund:

Finance Officer Sherry Hudson referenced the General Fund Budget Ordinance #4 for the 2024-2025 Fiscal Year and asked if there were any questions.

Mayor Byrd asked if this will be the last budget amendment for this fiscal year and Ms. Hudson said yes.

A motion was made by Councilmember David McGowan and seconded by Councilmember Carolyn Dobbin to adopt the following Ordinance to Amend Budget for Fiscal Year 2024-2025 – Budget Amendment #4 – General Fund. Motion carried unanimously.

**AN ORDINANCE TO AMEND
AN ORDINANCE TO APPROPRIATE FUNDS
FOR THE FISCAL YEAR BEGINNING JULY 1, 2024
AND ENDING JUNE 30, 2025**

TOWN OF WILSON'S MILLS
FY 24-25 BUDGET AMENDMENT #4

BE IT ORDAINED by the Town Council of the Town of Wilson's Mills, County of Johnston, State of North Carolina, and meeting in Regular Session this 16th day of June 2025 that the Town Budget adopted on June 14, 2024, for FY 2024-2025 is hereby amended and adopted.

Section I. That the following Revenue items in the General Fund Budget be **DECREASED** and/or **INCREASED** by the following amounts:

GENERAL FUND	REVENUES	DECREASE	INCREASE
<u>Account No.</u>	<u>Line Item</u>	<u>Amount</u>	<u>Amount</u>
10-3100-120	Vehicle Tax	\$24,500.00	-
10-3100-170	Penalties & Int. on Taxes	\$1,000.00	
10-3198-110	Ad Valorem Prior	\$500.00	
10-3199-110	Ad Valorem Current	\$13,500.00	
10-3231-310	Sales & Use Tax		\$15,000.00
10-3231-312	Motor Fuel Tax		\$8,800.00
10-3322-310	Beer & Wine Taxes	\$3,378.00	
10-3322-310	ABC Board - Local		\$1,033.00
10-3324-310	Electric Tax		\$20,000.00

10-3324-311	Tele Tax	\$50.00	
10-3324-312	Video Tax	\$300.00	
10-3431-431	Ticket & Violation Fees	\$300.00	
		\$43,258.00	\$44,833.00

Section II. That the following Expenditure items in the General Fund Budget be INCREASED and/or DECREASED by the following amounts:

<u>Account No.</u>	<u>Line Item</u>	<u>INCREASE</u>	<u>DECREASE</u>
-	Governing Board	<u>Amount</u>	<u>Amount</u>
10-4110-181	Salaries & Wages	\$650.00	
10-4110-181	FICA	\$275.00	
10-4110-552	Capital Outlay-Projects		\$20,000.00
10-4110-693	Emp./Vol. Appreciation	\$1,061.00	
10-4110-192	Legal Fees	\$4,000.00	
	Administration		
10-4120-121	Salaries & Wages	\$3,000.00	
10-4120-126	Salaries Part Time	\$84.00	
10-4120-181	FICA	\$3,000.00	
10-4120-398	Drug Testing	\$55.00	
	Police		
10-4310-126	Salaries - Part Time	\$10,000.00	
10-4310-213	Vest Expenses	\$500.00	
10-4310-251	Gas & Oil		\$13,000.00
10-4310-260	Dept. Supplies	\$5,000.00	
10-4310-353	Vehicle Maint.	\$5,000.00	
	Public Works		
10-4410-126	Salaries - Part Time	\$1,000.00	
10-4410-212	Uniforms	\$1,000.00	
10-4410-395	Employee Training	\$850.00	
	Planning & Zoning		
10-4910-199	Professional Services		\$10,000.00
10-4910-353	Vehicle Maint.	\$1,200.00	
10-4910-359	Contracted Services		\$17,633.00
10-4910-370	Advertising	\$62.00	

	Park & Events		
10-6120-693	Festivals / Events	\$201.00	
10-6120-992	PW Comm. Park	\$25,000	
		\$61,938.00	\$60,633.00

**COUNCILMEMBER
COMMENTS:**

Mayor Byrd asked for any Councilmember comments and Councilmember Brown pointed out a typographical error in the Budget Ordinance. Ms. Hudson said she will have that corrected before having the Mayor sign the ordinance.

2nd OPEN FORUM

Mayor Byrd opened the 2nd Public Forum at 7:07pm.

With no one wishing to speak, Mayor Byrd closed the 2nd Open Forum at 7:08pm.

**MOTION TO GO INTO
CLOSED SESSION:**

A motion was made by Councilmember David McGowan and seconded by Councilmember Tim Brown to go into Closed Session at 7:08pm pursuant to N.C.G.S. 143-318.11(a)(3) "...consult with attorney..." Motion carried unanimously.

**MOTION TO COME
OUT OF CLOSED
SESSION:**

A motion was made by Councilmember Tim Brown and seconded by Councilmember David McGowan to come out of Closed Session at 7:23pm. Motion carried unanimously.

ADJOURN:

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

The meeting adjourned at 7:25pm.

FLETA A. BYRD, Mayor

ATTEST:

EMILY MATTHEWS, CMC
Town Clerk

TOWN OF WILSON'S MILLS
WORK SESSION MEETING
June 23, 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, Public Works Director Patrick Moore, Planning Director Wendy Oldham, and Police Chief AZ Williams.

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

Departmental Reports Councilmember David McGowan asked if the musical acts for town events are charging to be there and Town Administrator Worley said some acts are charging but some are just working off tips at the event. Mayor Byrd said she likes how the town's social media looks.

Arrival of Councilmember Councilmember Tim Brown arrived at 5:09pm.

Councilmember David McGowan asked about revenue being at 87% and Finance Officer Sherry Hudson said it isn't as high as usual because we are not transferring any revenue replacement funds. Councilmember McGowan asked if there would be any issue in increasing the food donation line item in the budget and Ms. Worley said that could possibly be adjusted if needed.

Planning Director Wendy Oldham said there are no new updates in the Planning Department. She said the subdivisions are on schedule and moving forward and she is waiting on paperwork from Mill Creek and The Cottages. She said both subdivisions have been handed over to the HOA.

Mayor Byrd asked how close we are to the Dog Park being completed. Public Works Director Patrick Moore said the waterline needs to be put in. Ms. Worley said we are waiting on the sign to be put up before we open the Dog Park to the public and the sign should be ready in about a month.

Councilmember McGowan asked if there is a reason for the decrease in traffic stops and Chief said the Traffic Control Officer recently went from full-time to part-time and until that position is filled the traffic stops will be low. Chief said we currently have 4 people in the BLET program, and they are interested in coming to Wilson's Mills after completing the program. He said we are paying for 2 of the people in the program. Councilmember McGowan asked if there are any chances for the cadets to come in and bond with the department. Chief said the BLET program is Monday through Friday, so it makes it hard for the cadets to come in unless on their days off. He said he plans to post about the cadets on the town website in order to show they are connected to the department.

Presentation by NC Dept of Commerce:

Bruce Naegelen with North Carolina Department of Commerce spoke with Council about a strategic plan proposal. He said he met with Town Administrator Worley a couple months ago and discussed it with her. He proposed to start the planning process around the third quarter of this year. He said he would focus on the next 5 years as far as grants and funding opportunities. He said he would hold an assessment meeting to begin the

process, and it would consist of interviews and surveys with various groups of people. He said he would be able to present Council with an asset map, retail market analysis, positioning statement, and results of the surveys after they take place. Mayor Byrd asked who Mr. Naegelen planned to place in the work group and he said at least one elected official but he would also want a variety of different people. Councilmember Brown asked what other towns Mr. Naegelen has worked with, and he said he has worked with the Town of Princeton, Town of Four Oaks, and a variety of municipalities in Granville County. Councilmember Tim Brown asked what assets would come into play. Mr. Naegelen said things that already exist such as community resources, economic assets, and financial assets. He said this can all help determine what things could go into developments such as Midtown.

It was the consensus of Council to take time and review the materials from Mr. Naegelen before making a final decision.

Town Administrator Updates

Ms. Worley said a date for the Council retreat has not been set yet, she is still trying to find a date that will work for everyone. She asked if Council wanted to wait until September to see how they want to move forward with the economic development plan. She said one of the main things to talk about at the retreat other than the strategic plan would be to nail down the Town Hall Campus plan because the designer who bid on the design work for the Police Department has been waiting to hear back from us. She said if we need to plan to discuss this as the July Work Session we can, and Mayor Byrd said that would be a good idea so Council can discuss how they want to move forward with this.

Ms. Worley said she sent an email earlier this week to staff and Council further explaining the recent adjustments to the salary grades and asked if there were any questions. Councilmember Tim Brown asked if the minimum went up a certain percentage did the target and max salary for each grade go up the same percentage. Ms. Worley said yes and explained that other factors come into play when determining an employee's salary such as years of experience and their most recent employee evaluation. She said that all employees may not get the same percentage increase, but they are all within the new pay range for their salary when the calculations are done. Councilmember Brown said he wanted to remind Council that they can adjust the pay scale at any time, and they do not have to stick to the scale that was set years ago as part of a salary study. Ms. Worley explained that the issue is that many people believe the salary increase is based on a percentage rather than being based on experience as well as the adjusted salary grade. She said once the Human Resource Director is hired, they will be doing a salary study, and this will all be straightened out and we can move forward. Councilmember Brown asked if we have had any applicants for the positions and Ms. Worley said yes, we have had a lot of applicants and many seem well qualified. She said she plans to conduct interviews next week and make a hiring decision within a week.

**MOTION TO GO INTO
CLOSED SESSION:**

A motion was made by Councilmember David McGowan and seconded by Councilmember Tim Brown to go into Closed Session at 6:01pm pursuant to N.C.G.S. 143-318.11(a)(3) "consult with attorney..." Councilmember Randy Jernigan amended the motion to invite Planning Director Wendy Oldham into the Closed session. Motion carried unanimously.

**MOTION TO COME OUT
OF CLOSED SESSION:**

A motion was made by Councilmember Randy Jernigan and seconded by Councilmember David McGowan to come out of Closed Session at 6:41pm.

Motion carried unanimously.

ADJOURN:

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

The meeting adjourned at 6:42pm.

FLETA A. BYRD, Mayor

ATTEST:

EMILY MATTHEWS, CMC
Town Clerk

TOWN OF WILSON'S MILLS
SPECIAL MEETING

July 8, 2025

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

OTHERS PRESENT: Town Administrator Leighanna Worley, Town Clerk Emily Matthews, Planning Director Wendy Oldham, and Attorney Brady Herman of Brough Law Firm.

MOTION TO GO INTO CLOSED SESSION: A motion was made by Councilmember David McGowan and seconded by Councilmember Tim Brown to go into Closed Session at 4:38pm pursuant to N.C.G.S. 143-318.11(a)(3) "consult with attorney..." Motion carried unanimously.

MOTION TO COME OUT OF CLOSED SESSION: A motion was made by Mayor Pro-tem JC Triplett and seconded by Councilmember David McGowan to come out of closed session at 5:57pm. Motion carried unanimously.

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

The meeting adjourned at 5:57pm.

FLETA A. BYRD, Mayor

ATTEST:

EMILY MATTHEWS, CMC

Town Clerk