

TOWN OF WILSON'S MILLS
WORK SESSION
June 22, 2026

PRESENT: Mayor Fleta Byrd, Mayor Pro-tem JC Triplett, Councilmembers Doris Riley, David McGowan.

OTHERS PRESENT: Town Manager Leighanna Worley and Town Clerk Emily Matthews.

ABSENT: Councilmember Tim Brown and Councilmember Carolyn Dobbin

CONVOCATION: Mayor Byrd declared a quorum present and called the meeting to order at 5:00pm.

Departmental Reports: Finance Director Connie Lassiter said due to lack of entries, the current financials and year to date totals are not accurate but should be updated by next month. She also said the auditor entry should have been reversed in last July but was not and she will fix that error. Councilmember McGowan asked if the cash deposit account is an interest-bearing account. Mrs. Lassiter said yes, all town accounts are interesting. Councilmember McGowan asked if we have a saving account and Mrs. Lassiter said we have an account for each fund. She also said the S.G. James Endowment fund is a money market account. Councilmember McGowan asked if we would be better off to have funds in a savings account and transfer the funds as needed. Mrs. Lassiter said she plans to look into the North Carolina Capital Management trust which is an investment group that could help further with town funds.

Councilmember McGowan asked if the interviews that have been conducted in the Police Department have been for the vacant positions and Human Resources Director Jenny Martin said yes. Ms. Martin said after she receives the applications she speaks with chief about the applicants and interviews are conducted with 2 sergeants. Some applicants move on to a second round of interviews with Chief.

Mayor Byrd asked if there were any questions in the Public Works Department and there were none.

Councilmember McGowan mentioned someone was recently arrested and if he has been identified by our Police Department and Chief said he has been identified.

Councilmember McGowan asked for updates on the Cottages subdivision and Planning Director Wendy Oldham said Council has already taken over the streets so the file has been closed out. Mrs. Oldham said now that we have a utilities agreement in place with the County she has set up meetings with industrial developers and will be meeting with them tomorrow. She said there are also 2 more projects in the works. Mayor Byrd asked for updates on Midtown and Mrs. Oldham said she's had a brief conversation with them but hasn't received a new site plan. However she said she has met with several companies and a few convenience stores have contacted her about trying to come into town. She said there is a potential joint meeting between us, the developer and the County now that a utilities agreement is in place.

Ms. Worley referenced the Events report and asked if there were any

questions. She said she attended the Events Committee meeting recently. She said membership within the committee has dwindled the past few years. She said there are a total of 4 members but due to commitments with the Rugby Club, 2 of the members can't always attend the meetings. She said there is a possibility of dissolving the committee and only using volunteers for events in the future. She said we now have an employee dedicated solely to events and so we are in need of volunteers more than committee members. Councilmember McGowan suggested reaching out to the Homeowners Associations in town for volunteers.

Councilmember McGowan said he has noticed high grass at the park and PM said it was sprayed on Wednesday when the park was closed for maintenance.

Town Manager Worley said a couple members of Council have requested a copy of salaries for the upcoming fiscal year. She said the salaries will be posted on JoCo report soon but she will also send them to Council if they would like to see them prior to them being posted. Ms. Worley said she sent information to 22 vendors for the design of the sign to be placed at the front of Town Hall. She said we only received one proposal and asked if Council would like to move forward or send out requests for proposals again. She said a price will not be determined until after it is designed. Councilmember McGowan asked if the company included what the sign would look like and Ms. Worley said no, it has not yet been designed. Mayor Byrd asked if the company was local and Ms. Worley said they are located in Wake Forest. Councilmember McGowan asked if the sign would be lit at night and Ms. Worley said yes. She also said the design would come to Council for approval before moving forward. Mayor Byrd said since we only received one proposal, we should move forward with the company we heard back from. Mayor Pro-tem JC Triplett and Councilmember McGowan agreed.

Pre-Audit Policy:

Mayor Byrd referenced the pre-audit policy given to Council and said Mrs. Lassiter is here to take any questions. Mrs. Lassiter said there is a pre-audit policy and there is also a disbursement policy. At the last meeting Council approved a resolution to allow for electronic payments which was the first step in the process to get us in compliance. Mrs. Lassiter said the next steps are to approve the 2 policies presented to them tonight. She did state that these policies are not just for electronic payments but for all payments with the town. Mayor Byrd asked if we have any policies like this in place now and Mrs. Lassiter said no. Councilmember McGowan asked if we have any vendors who receive payment via automatic drafts. Mrs. Lassiter said we are allowed to have automatic drafts but do not have any. All drafts are initiated by us for things such as payroll and insurance.

A motion was made by Mayor Pro-tem JC Triplett and seconded by Councilmember David McGowan to approve the Pre-Audit Policy as presented. Motion carried unanimously.

Disbursement Policy:

A motion was made by Councilmember David McGowan and seconded by Councilmember Doris Riley to approve the Disbursement Policy as presented. Motion carried unanimously.

**Ordinance to Amend the
Budget Ordinance for
Fiscal year 2025-2026-
Budget Amendment 2:**

Mayor Byrd asked if the budget amendment is for a new grant. Mrs. Lassiter said no, we have already received the funds but she couldn't find a record showing that we accepted them. She said since we have the funds we need to

do a budget amendment to offset how we have spent the funds. Mrs. Oldham explained that the grant was received to help upfit the Community Park and Dog park. She said a concrete pad was added as well as a bike repair station and ramp at one of the rugby fields. She said all the work had to be paid for upfront and then we submitted paperwork to be reimbursed. She said the grant was for \$10,000 and we were required to make a 25 percent match.

A motion was made by Councilmember David McGowan and seconded by Mayor Pro-tem JC Triplett to adopt the following Ordinance to Amend the Budget for Fiscal Year 2025-2026-Budget Amendment 2. Motion carried unanimously.

**AN ORDINANCE TO AMEND THE
TOWN OF WILSON'S MILLS
FY25-26 BUDGET ORDINANCE**

BE IT ORDAINED by the Town Council of the Town of Wilson's Mills, North Carolina that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2026:

Section 1. To amend the General Fund, the appropriations are to be changed as follows:

Expenditures	Increase	Decrease
10-6120-992 WM Community Park	\$10,000.00	
TOTAL	\$10,000.00	

Section 2. To amend the General Fund, the estimated revenues are to be changed as follows:

Revenue	Increase	Decrease
10-3701-002 Grants	\$10,000.00	
TOTAL	\$10,000.00	

Section 3. The amendment is for the purpose of utilizing the Open Space Grant Funds received from Johnston County Parks and Open Space Program for the purpose of Bike Staging/Repair Station and accessibility Ramp to Rugby Fields.

Section 4. Copies of this budget amendment shall be furnished to the Town Clerk, and to the Budget Officer and the Finance Officer for their direction.

**MOTION TO GO INTO
CLOSED SESSION:**

A motion was made by Mayor Pro-tem JC Triplett and seconded by Councilmember Doris Riley to go into Closed Session at 5:35pm pursuant to N.C.G.S. 143-318.11(a)(6) "...personnel..." Motion carried unanimously.

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

A motion was made by Councilmember David McGowan and seconded by Councilmember Doris Riley to come out of Closed Session at 5:45pm. Motion carried unanimously.

ADJOURN:

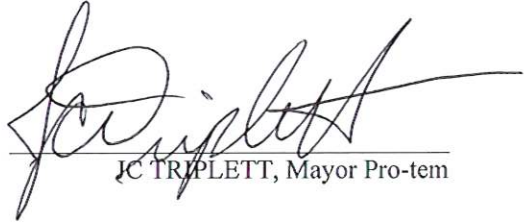
A motion was made by Councilmember David McGowan and seconded by Mayor Pro-tem JC Triplett to adjourn. Motion carried unanimously.

The meeting adjourned at 5:46pm.



ATTEST


EMILY MATTHEWS, CMC
Town Clerk


JC TRIPLETT, Mayor Pro-tem