



**COUNCIL MEETING
JANUARY 21, 2025
6:30 P.M.**

ORDER OF BUSINESS

- 1. PLEDGE TO FLAG**
- 2. INVOCATION**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF MINUTES**
 - a. Regular Town Council Meeting - November 18, 2024
 - b. Work Session Meeting Minutes - November 25, 2024
 - c. Regular Town Council Meeting - December 16, 2024
- 5. PUBLIC HEARING**
 - a. Special Use Permit - 330 Twin Creek Drive
- 6. 1st OPEN FORUM**
- 7. Presentation of 2023-2024 Audit - Jay Sharpe**
- 8. REGULAR BUSINESS:**
 - a. MAYOR FLETA BYRD
 - i. **PROCLAMATION** Declaring February 2025 as All In Red Month in the Town of Wilson's Mills
 - b. TOWN ADMINISTRATOR'S REPORT - Leighanna Worley
 - i. Council Chamber Upfit Preliminary Bid Review
 - c. FINANCE OFFICER - Sherry Hudson
 - i. Budget Amendment #2 for FY 2024-2025
 - d. PLANNING DIRECTOR - Wendy Oldham
 - i. Discussion of Burn Ban Ordinance
 - e. COUNCILMEMBER COMMENTS
- 9. 2nd OPEN FORUM**
- 10. ADJOURNMENT**

TOWN OF WILSON'S MILLS
REGULAR TOWN COUNCIL MEETING
November 18, 2024

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

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

ABSENT: Councilmember Randy Jernigan

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 asked for approval of the agenda.

A motion was made by Mayor Pro-tem JC Triplett and seconded by Councilmember Carolyn Dobbin to approve the agenda as presented. Motion carried unanimously.

APPROVAL OF MINUTES: Mayor Byrd asked for any comments or corrections to the minutes for the Regular Town Council Meeting for October 21, 2024.

Regular Town Council Meeting- October 21, 2024:

A motion was made by Councilmember David McGowan and seconded by Councilmember Tim Brown to approve the Regular Town Council Meeting Minutes for October 21, 2024, as presented. Motion carried unanimously.

Work Session Minutes - October 28, 2024:

Mayor Byrd asked for any comments or corrections to the minutes for the Work Session for October 28, 2024.

A motion was made by Councilmember Carolyn Dobbin and seconded by Mayor Pro-tem JC Triplett to approve the Work Session Minutes for October 28, 2024, as presented. 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 she recently attended the Mayors meeting and she and other mayors in Johnston County discussed water and sewer within the County. She also has attended meetings at Town Hall regarding the upfit of the council chambers. Mayor Byrd expressed her condolences in regard to the recent passing of Town of Benson Mayor. She thanked all of the staff and citizens that were able to attend the unveiling of the new park sign at the Phillip R. Wright Community Park.

TOWN ADMINISTRATOR'S REPORT – Leighanna Worley:

Town Administrator Worley referenced the holiday schedule in Council's packets and said in 2025 we will be following the state's holiday schedule as we have done in the past. She said the floating holiday for Juneteenth which was recently passed by Council is not on the holiday schedule because it is part of the personnel policy.

Council Approval of the 2025 Holiday Schedule:

Councilmember McGowan mentioned he would like to see some kind of events for Memorial Day and Veteran’s Day next year as well.

A motion was made by Councilmember David McGowan and seconded by Councilmember Carolyn Dobbin to approve the 2025 Holiday Schedule as presented. Motion carried unanimously.

Council Approval of the 2025 Dates and Times for Council and Planning Board Meetings:

Ms. Worley referenced the meeting schedule in Council’s packets which lists the dates and times for each Council meeting, Planning Board meeting, and Council Work Session in 2025. She said some of the meetings are shifted to Tuesday rather than Monday due to a holiday.

Errors in the meeting schedule were pointed out by Councilmember Carolyn Dobbin and Mayor Pro-tem JC Triplett. Town Clerk Emily Matthews made a note of these changes to be changed prior to the posting of the schedule at Town Hall.

A motion was made by Councilmember Tim Brown and seconded by Councilmember David McGowan to approve the 2025 Dates and Times for Council and Planning Board Meetings. Motion carried unanimously.

OTHER:

Ms. Worley said the December Work Session is scheduled for December 30th but there are several staff members out of office that day. She asked if Council would like to have the departmental reports at their regular meeting on December 16th and cancel the work session.

A motion was made by Mayor Pro-tem JC Triplett and seconded by Councilmember Tim Brown to cancel the December 30, 2024 Work Session and receive the departmental reports as part of the Regular Council Meeting on December 16, 2024. Motion carried unanimously.

Ms. Worley said last year Council approved for the town to have an ad in the Triangle East Livability publication. She asked if it was the pleasure of Council to purchase an ad again this year for the price of \$6630 for a full page ad which could feature our new logo. Councilmember McGowan asked about a half page ad and Ms. Worley said that would be \$4450.

Councilmember Brown said to save the money and use it elsewhere and Councilmember McGowan agreed. Ms. Worley said maybe it would be a good idea to do it again when we have more commercial in town. Councilmember McGowan asked if we could utilize our social media to talk about what is happening in the town and Ms. Worley said the town’s social media presence has grown over the last year and we try to post on our platforms as much as possible.

Ms. Worley said the family the Town has adopted for Christmas this year is from Western North Carolina, and we are currently taking monetary donations for any community members who would like to contribute.

COUNCILMEMBER COMMENTS:

Councilmember McGowan stated he would like the Town to plan to help needy families in town next Christmas.

Councilmember McGowan thanked the staff for their dedication to the town.

Councilmember McGowan said 4 years ago there was an increase in the amount the Mayor and Councilmembers are paid each month. He proposed to raise the Mayor’s pay to \$250 a month.

A motion was made by Councilmember David McGowan and seconded by Mayor Pro-tem JC Triplett to raise the salary for Mayor Byrd to \$250 a month.

2nd OPEN FORUM

Mayor Byrd opened the 2nd Public Forum at 7:00pm.

With no one wishing to speak, Mayor Byrd closed the 2nd Open Forum at 7:01pm.

ADJOURN:

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

The meeting adjourned at 7:01pm.

ATTEST:

FLETA A. BYRD, Mayor

EMILY MATTHEWS, CMC
Town Clerk

TOWN OF WILSON'S MILLS
WORK SESSION MEETING
November 25, 2024

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

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

ABSENT: Councilmember Tim Brown

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

Departmental Reports Finance Officer Sherry Hudson said the audit for the previous fiscal year will be presented to Council in January and it has already been approved by Local Government Commission.

Councilmember McGowan asked if the HOA will take over once the punch list is completed for the Cottages subdivision and Planning Director Oldham said that is correct. She said we are waiting on the stormwater system to be flushed in order for the HOA to take over. Mayor Byrd asked if the streets in the subdivision are part of our Powell Bill funds and Mrs. Oldham said we cannot take over the streets until the subdivision's punch list is complete and streets are up to town standards.

Events Coordinator Emily Matthews said we have 6 trees signed up for Tinsel Tree Lane and will possibly have a 7th. She said spaces for the trees will be assigned tomorrow.

Mayor Byrd said the holiday decorations on the light poles at town hall look great.

Town Administrator Project Updates: Ms. Worley said the bids for the Council Chambers upfit went out this morning and they went out to 9 bidders. She said the bid opening will be on January 8th at 2pm and once unsealed and opened the bids will be public record.

Ms. Worley said there is a meeting scheduled on January 3rd with Clayton Rugby to discuss the dog park. She said we will not be going through Part F for the funds and the dog park will be at the front of the Community Park like originally planned. She said bids for the fence for the dog park have been sent out. Councilmember McGowan asked how much land will be dedicated to the dog park and Ms. Worley said we are hoping to use an acre but we may not be able to do that much.

Ms. Worley said the branding and logo launch event will be on February 16th from 2-4pm at the Community Park. She said new town ornaments will be sold at Tinsel Tree Lane and there will be information about the branding event handed out with the ornaments.

The staff Thanksgiving lunch will be tomorrow and Town Hall will close at noon. The staff will attend a movie afterwards.

The family the town has adopted for Christmas this year is from Western North Carolina, and they were affected by Hurricane Helene. She said we are currently accepting donations to help with the purchases for the family and the deadline for donations is December 6^h.

ADJOURN: A motion was made by Mayor Pro-tem JC Triplett and seconded by Councilmember

David McGowan to adjourn. Motion carried unanimously.

The meeting adjourned at 5:31pm.

FLETA A. BYRD, Mayor

ATTEST:

EMILY MATTHEWS, CMC
Town Clerk

TOWN OF WILSON'S MILLS
TOWN COUNCIL MEETING
December 16, 2024

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 agenda item 6h "Councilmember Comments."

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

Public Hearing: Mayor Byrd said this public hearing was postponed from October per the applicant's request. She said since the postponement the applicant has decided to withdraw their application and the public hearing has been cancelled.

**CANCELLED –
Ordinance to
Amend Zoning –
Catawba Road –
Parcel 1708051V**

1st OPEN FORUM Mayor Byrd opened the 1st Public Forum at 6:32pm.

With no one wishing to speak, Mayor Byrd closed the 1st Open Forum at 6:33pm.

REGULAR BUSINESS

MAYOR FLETA BYRD:

Mayor Byrd said she went to the Economic Development Gala with Town Administrator Worley and Planning Director Oldham. She said she also attended the mayors meeting in Selma and the Johnston County Mayors discussed the regionalization of sewer at their meeting. She also attended Tinsel Tree Lane and the Kenly Christmas Breakfast. Mayor Byrd also said she is working with Mrs. Oldham and Attorney Du Sablon to create an ordinance in regards to a burn ban in town.

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

Ms. Worley said there will be a meeting at the Community Park on January 3rd to look at the location of the future dog park. Ms. Worley told Council on January 8th the bids for the Council Chambers will be opened, bids have been set out and the pre-bid meeting was held earlier this month. She said the panel for the Police Department design has been finished and they are reviewing submissions from engineers. She said a meeting with the top candidate will be held on January 9th and information should be able to come to Council at their January 21st meeting. The Request for Qualifications for the salary study have been sent out and they should be ready to present to Council at their January work session. The launch for the new branding and logo will be on February 16th at the Community Park from 2-4pm.

**FINANCE OFFICER'S
REPORT – Sherry
Hudson:**

Town Administrator Worley presented the Finance report on behalf of Finance Officer Sherry Hudson.

**Review of Financial
Statements –
November 2024:**

Mayor Byrd said she has spoken with Ms. Hudson about the Finance report and the ad valorem revenue is not where we would like it to be but it should increase by the end of the month.

**PLANNING AND
ZONING REPORT –
Wendy Oldham**

Councilmember McGowan expressed concerns about the punch list for the Cottages subdivision and asked when the items are scheduled to be completed. Mrs. Oldham said the developers had to schedule for the stormwater system to be flushed and she has expressed the urgency of the situation to the developer.

Mayor Byrd asked why Mill Creek subdivision still has a punch list because she thought the subdivision was complete. Mrs. Oldham said the landscaping in the subdivision must be up to town standards before we will take over the subdivision and that is on the punch list.

**Call Public Hearing:
Special Use Permit -
330 Twin Creek
Drive:**

Planning Director Oldham said that an application was submitted for a Special Use Permit and a public hearing will need to be called for next month.

A motion was made by Mayor Pro-tem JC Triplett and second by Councilmember David McGowan to call a public hearing for Tuesday, January 21, 2025 at 6:00 pm in the Wilson's Mills Elementary School cafeteria in regards to Special Use Permit for 330 Twin Creek Drive. Motion carried unanimously.

**EVENTS REPORT –
Emily Matthews**

Events Coordinator Emily Matthews gave updates on Tinsel Tree Lane earlier this month and said there was a total of 6 vendors and 3 food trucks due to some of the participants having to drop out prior to the event. She said the activities on December 6th were moved inside due to the cold weather. Mayor Byrd said the event was a success.

**Appointment to
Events Committee –
Willie Robertson**

Ms. Matthews referenced the Events Committee Appointment Application for Willie Robertson and said he stated he is excited to work with the Committee.

A motion was made by Councilmember Randy Jernigan and seconded by Mayor Pro-tem JC Triplett to appoint Willie Robertson to the Wilson's Mills Events Committee. Motion carried unanimously.

**POLICE DEPARTMENT
REPORT – Chief
Williams**

Councilmember McGowan asked if a vehicle is towed if it is stopped by an officer and it doesn't have insurance. Chief said it is up to the discretion of the officer.

Councilmember Brown asked if the Police Department is fully staffed and Chief Williams said there are no current openings but they do need more officers to have shifts covered effectively. Councilmember McGowan asked if all police vehicles are on the road and Chief Williams said 2 vehicles are waiting on equipment.

Mayor Byrd said she is proud of the Police Department and their professionalism.

Councilmember McGowan asked to review the pursuit policy. Chief Williams said the length of a pursuit is up to the discretion of the officer and the main concern is that they stay safe while in pursuit. He also said the length of a pursuit

can be determined by the time of day as well as the severity of the violation.

Top Cop – Annual Officer of the Year Award

Chief Williams presented the 2025 Top Cop Award to Officer Tevon Davis. Officer Davis said he appreciates the opportunity to protect and serve Wilson’s Mills.

PUBLIC WORKS REPORT – Patrick Moore

Councilmember David McGowan said he and Public Works Director Patrick Moore will be purchasing food on Wednesday for the Wilson’s Mills Elementary food pantry.

2nd OPEN FORUM

Mayor Byrd opened the 2nd Public Forum at 7:00pm.

With no one wishing to speak, Mayor Byrd closed the 2nd Open Forum at 7:01pm.

COUNCILMEMBER COMMENTS:

Mayor Byrd thanked all the officers that showed up to support Officer Davis.

Councilmember McGowan expressed his concerns about burning in town as well as the lack of quorum at Planning Board meetings. He suggested that any members missing more than 3 meetings in a calendar year be removed from the Planning Board. He also said he is concerned that the Unified Development Ordinance will not be addressed by Council until April or May. Mayor Byrd said the Planning Board is working on the UDO so that they can have all corrections to Council by their May meeting. Mayor Pro-tem JC Triplett said the Planning Board members are taking the steps needed to do their job.

Mayor Pro-tem JC Triplett asked when residents will be required to change their address to Wilson’s Mills. Ms. Worley said she is not sure when it will be required but residents can make the change now if they would like.

Mayor Pro-tem JC Triplett asked what services other towns provide in replacement of burning and asked how much it would cost to provide this service. Councilmember McGowan said he doesn’t want to ban burning, he said he would speak further with Attorney Du Sablon and hopefully they can discuss this further at next month’s meeting.

ADJOURN:

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

The meeting adjourned at 7:33pm.

FLETA A. BYRD, Mayor

ATTEST:

EMILY MATTHEWS, CMC
Town Clerk

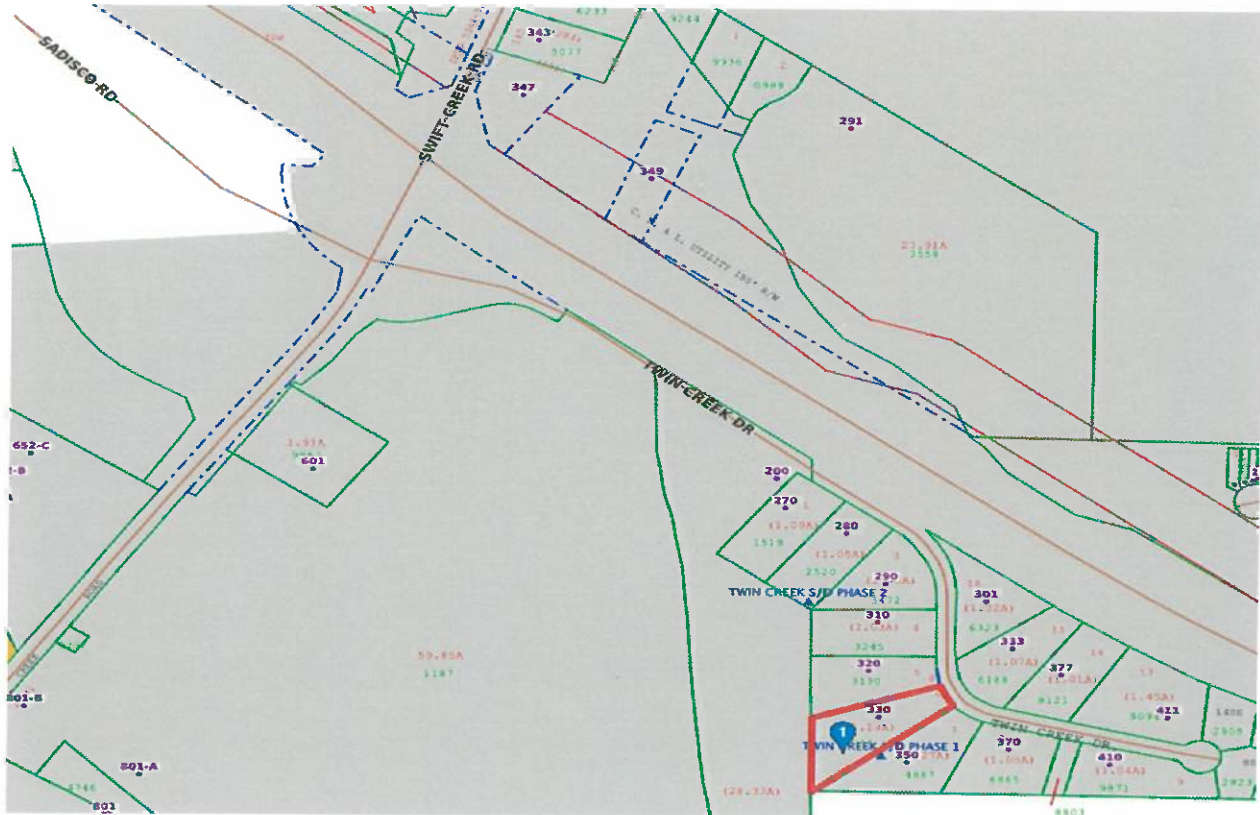
Request for Council Action

Agenda Item 5a

TO: Mayor Fleta Byrd and Town Council Members
FROM: Wendy Oldham, CZO
DATE: January 21, 2025
FILE No.: SUP-01-2024
REQUEST: SPECIAL USE PERMIT TO ALLOW DOMESTIC LIVESTOCK IN TOWN LIMITS

REQUEST SUMMARY	
CASE #:	SUP-01-2024
Applicant/Owner:	Consuelo Valdez
LOCATION:	330 Twin Creek Drive
TAX ID:	17K08031H
SITE ACREAGE:	1.183
ZONING:	AG (Agriculture)
CURRENT USE:	Residential
REQUEST:	Allowing Domestic Livestock in Town Limits

SITE LOCATION



ORTHOPHOTO



RELEVANT SECTIONS FROM THE CODE

Sec. 4-40 (3). General Prohibitions

Sec 4-40(3): Animals which are usually kept as household pets shall not be considered domestic livestock or fowl. The keeping of certain domestic livestock, fowl, or wild animals shall be allowed with a special use permit by the town council on properties zoned for low-density residential (SFR-1) and residential agricultural (AG) development, provided that the following conditions are met:

- a. Cows, bulls, horses, ponies, llamas and other hoofed animals are kept in a quantity of one animal per acre in accordance with the state department of agriculture guidelines.*
- b. Under no conditions shall the keeping of hogs be permitted within the corporate limits unless the operation is such that it is considered a bona fide farm which falls under the permit of the United States Department of Agriculture with a permitted*

waste management plan, inspected by the division of water quality (DWQ) and the county soil and water conservation district.

- c.** *No permit may be issued for any wild animal unless the owner thereof has also obtained a permit from the state wildlife resources commission authorizing him to keep such an animal.*

BACKGROUND

The owner has requested a Special Use Permit to allow goats and chickens on her property in accordance with Sec. 4-40(3) within the Town's Code of Ordinances. Mrs. Valdez has two goats and ten chickens, as a supplemental food source to help with the food cost of the home and emotional support for Mrs. Armendarez. Mrs. Valdez's daughter, Maria Armendarez, suffers from depression and schizophrenia, and since the animals have been at their home, she has been able to stop taking her medications and has mentally and emotionally shown substantial improvement. Mrs. Valdez has included letters of support from surrounding neighbors regarding the animals and the potential approval of a Special Use Permit.

STANDARDS FOR APPROVAL

Recommendation to the Town Council will be based on the findings of facts listed below:

FINDINGS OF FACT

1. All applicable specific conditions as described in the Town's Code of Ordinances pertaining to the proposed Special Use have been or will be satisfied. **The applicant has acknowledged that all the requirements will be met.**
2. Access roads or entrance and exit drives are or will be sufficient in size and properly located to ensure automotive and pedestrian safety, and convenience, traffic flow, and control and access in case of fire or another emergency. **Applicant states road, entrances and drives will not be affected and there will be no extra traffic.**
3. Off Street parking, loading, refuse, and other service areas are located to be safe, convenient, allow access in case of emergency and to minimize economic, glare, odor, and other impacts on adjoining properties and properties in the general neighborhood. **Applicant states there will be no adverse impacts on the area due to the animals.**
4. Utilities, schools, fire, police, and other necessary public and private facilities and services will be adequate to manage the proposed use. **The applicant states there will be no impact in any of those areas.**
5. The location and arrangement of the use on the site, screening, buffering, landscaping, and pedestrian ways harmonize with adjoining properties and the

general area and minimize adverse impacts. **The applicant stated no adverse impacts to neighboring properties.**

6. The type, size, and intensity of the proposed use, including such considerations as the hours of operation and number of people who are likely to utilize or be attracted to the use, will not have significant adverse impacts on adjoining properties or the neighborhood. **Applicant states there will be no increase in size and no more animals will be added to the property.**

STAFF RECOMMENDATION

The staff's recommendation is for approval of the Special Use Permit as the applicant has met all conditions and has sufficiently addressed the findings of fact.

PLANNING BOARD RECOMMENDATION

The Planning Board heard the case on November 25, 2024, and recommends approval of the Special Use Permit for 330 Twin Creek Drive.

TOWN COUNCIL ACTION OPTIONS FOR SPECIAL USE PERMIT SUP-01-2024

1. OPTION TO APPROVE:

I make a motion to **approve** SUP-01-2024 for Parcel ID: 17K08031H to allow for domestic livestock on the subject property.

2. OPTION TO DENY:

I make a motion to **deny** SUP-01-2024 for Parcel ID: 17K08031H to allow for domestic livestock on the subject property for the following reason(s):

Attachments:

- Special Use Permit Application
- Letter from Earl Hazelton (350 Twin Creek Drive)
- Letter from James Hill (333 Twin Creek Drive)
- Letter from Jerry Acres (370 Twin Creek Drive)
- Pictures of the property



TOWN OF WILSON'S MILLS
**SPECIAL USE PERMIT
APPLICATION**

Planning Department
PO Box 448, Wilson's Mills, NC 27593
Phone: (919) 938-3885 Fax: (919) 938-1121

SUP-01-2024

PROCESS INFORMATION:

Submission Requirement: An application for a Special Use Permit shall be filed with the Planning, Zoning & Subdivision Administrator. Such applications shall contain all the information required on this form and must be determined to be complete by the Planning, Zoning & Subdivision Administrator prior to advancing it through the approval process.

Public Notification: This is a quasi-judicial process that requires a public hearing.

Review Process: Special Use Permits are for certain land uses that, because of unique characteristic or potential impacts on adjacent land uses, are not permitted in zoning districts as a matter of right. These uses may be permitted through the issuance of a Special Use Permit (SUP) after ensuring that the use complies with the SUP approval criteria. No inherent right exists to receive a SUP. Such authorization must be approved under a specific set of circumstances and conditions. Each application and situation is unique and may be subject to specific requirements to mitigate the impacts of the proposed use. A Special Use Permit must be granted in accordance with the procedures set forth in Article 7 of the Wilson's Mills Development Ordinance (WMDO). For a detailed list of uses requiring a Special Use Permit, please refer to Article 10.2 of the WMDO.

FILING INSTRUCTIONS:

- _____ Every applicant for a Special Use Permit is required to meet with the Planning Director in a pre-application conference prior to the submittal of a formal application. The purposes of this conference are to provide additional information regarding the review process and assistance in the preparation of the application.
- _____ A petitioner must complete this application in full. This application will not be processed unless all information requested is provided.
- _____ Submission of associated fees with completed SUP Application, in the amount of \$500.00.

GENERAL INFORMATION:

Project Address/Location: 330 TWIN CREEK DR.

Zoning District: AG. Size of Property (acres): 1.180

Johnston Co. Tax ID #: 17K08031H Proposed Building Square Footage: _____

Town Jurisdiction: Town Limits _____ ETJ

Existing land use/zoning on adjoining properties:

North: Residential
South: Residential
East: Wooded
West: Residential

APPLICANT INFORMATION:

Applicant: Consuelo Valdez

Address: 330 Twin Creek dr

City: Smithfield State: NC Zip: 27577

Phone: 984 985 0527 Email: Maria.armendarez274@gmail.com

Property Owner (if different from applicant):

Name: same as owner (Monday + Tuesday (919)555-1931)

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

SPECIAL USE PERMIT REQUEST:

Special Use Request (Proposed Land Use and Description):

The Animals we take care of in a way help with besides giving eggs for food also have a way of helping me (Maria Armendariz) with my episodes it's been a while I haven't been on my meds nor have had any extreme meltdown since having animals and handling them in my home.

Proposed Conditions Offered by Applicant:

With having the animals there homes will be maintained clean and keep there noise down aswell.

Findings of Fact:

Article 7.8 of the WMDO require the compliance of specific findings of fact in order to grant a Special Use Permit. The applicant shall submit the following statements of justification, presenting factual information, supporting each and all the required findings as they relate to the proposed Special Use Permit:

1. That the use or development is located, designed, and proposed to be operated so as to maintain or promote the public health, safety, and general welfare.

Statement by applicant:

Having There none Clean and less odor
Also with Keeping There noise down.

2. That the use or development complies with all required regulations and standards of the Wilson's Mills Development Ordinance and with all other applicable regulations.

Statement by applicant:

we will follow All Regulations

3. That the use or development is located, designed, and proposed to be operated so as not to substantially injure the value of adjoining or abutting property, or that the use or development is a public necessity.

Statement by applicant:

With living around Farms and Animals
We also have a lil live farm in our Backyard
and them Being Maintained we will do
our Best not to interfere with our Neighbors
as much much possible

4. That the use or development will be in harmony with the area in which it is to be located and conforms to the general plans for the land use and development of Town of Wilson's Mills and its environs.

Statement by applicant:

Since Having our own lil farm has
Brought us together in away also
them helping us mentally in our own
ways.

APPLICANT SIGNATURE:

I do hereby make application and petition to the Town of Wilson's Mills to approve the subject Special Use. I hereby certify that I have full legal right to request such action and that the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Town of Wilson's Mills and will not be returned. I understand that this application will not be processed unless it is complete, including required fees paid. I hereby certify the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge.

X Consuelo Valdez
Applicant Printed Name

X Consuelo Valdez
Applicant Signature

X 10-7-24
Date

OWNER'S SIGNATURE:

X Consuelo Valdez, owner of subject property, do hereby give consent to _____ (type, stamp or print clearly full name of agent) to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application indicated above. Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

I hereby certify that I have full knowledge that the property I have an ownership interest in is the subject of this application. I understand that any false, inaccurate, or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval or permits. I acknowledge that additional information may be required to process this application. I further consent to the Town of Wilson's Mills to publish, copy, or reproduce any copyrighted document submitted as a part of this application for any third party. I further agree to all terms and conditions, which may be imposed as part of the approval of this application.

I hereby certify the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Town of Wilson's Mills and will not be returned.

X Consuelo Valdez
Printed Name of Owner

X Consuelo Valdez
Signature of Owner

X 10-7-24
Date

FOR TOWN USE ONLY			
Date Received:	<u>10/10/2024</u>	Case #:	<u>SUP-DI-2024</u>
Payment Amount:	<u>500</u>	Date Paid:	<u>10/17/24</u>
Application Received By:	<u>Wendy Oldham</u>		
PB Date:	<u>11-26-24</u>	Recommended	<input checked="" type="checkbox"/> Denied <input type="checkbox"/>
TC Date:		Approved	<input type="checkbox"/> Denied <input type="checkbox"/>

RECEIVED
OCT 07 2023
BY: WJO

LETTER OF SUPPORT FOR
330 TWIN CREEK DRIVE

September 27, 2024

To Whom it May Concern:

My name is Earl Hazelton. I reside at 350 Twin Creek Drive adjacent to the residence at 330 Twin Creek Drive. I am writing to inform you that I support the residence in having pets. The pets are taken care of well and have never been a nuisance or mis-treated. After an isolated incident of one of the pets breaking free to roam, measures have been taken to ensure that doesn't happen again. The residents are very friendly and keep their pets taken care of well and support their neighbors in their efforts to do the same.

Sincerely,



984-280-0508

Earl Hazelton
350 Twin Creek Drive
Smithfield, NC 27577

RECEIVED
OCT 07 2023
BY: WBO

This is James Hill from across the street asked me to comment on their animals.

Until they had asked me, I never knew they had any animals except for a small dog.

So needless-to-say, I have never been bothered or noticed their animals.

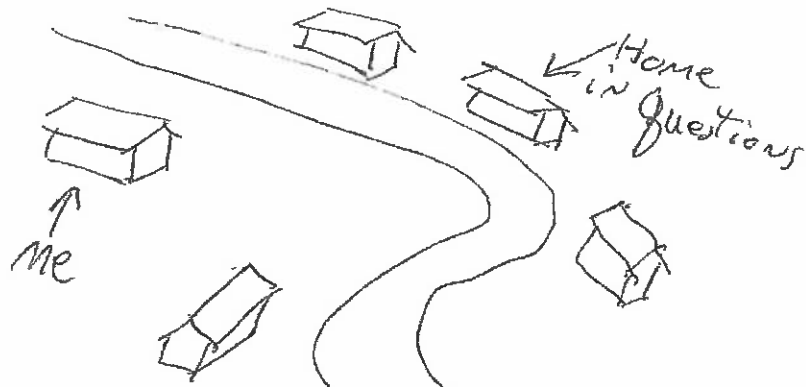
My address: 333 Twin Creek Dr,

Smithfield NC, 27577

I live across the street from them.

James Hill
James L. Hill

333 TWIN CREEK DR.
Smithfield NC. 27577



RECEIVED
OCT 07 2023
BY: *WBO*

9/25/2024

TO: 330 Twin Creek

From: 370 Twin Creek

Re: Animal noises from your address.

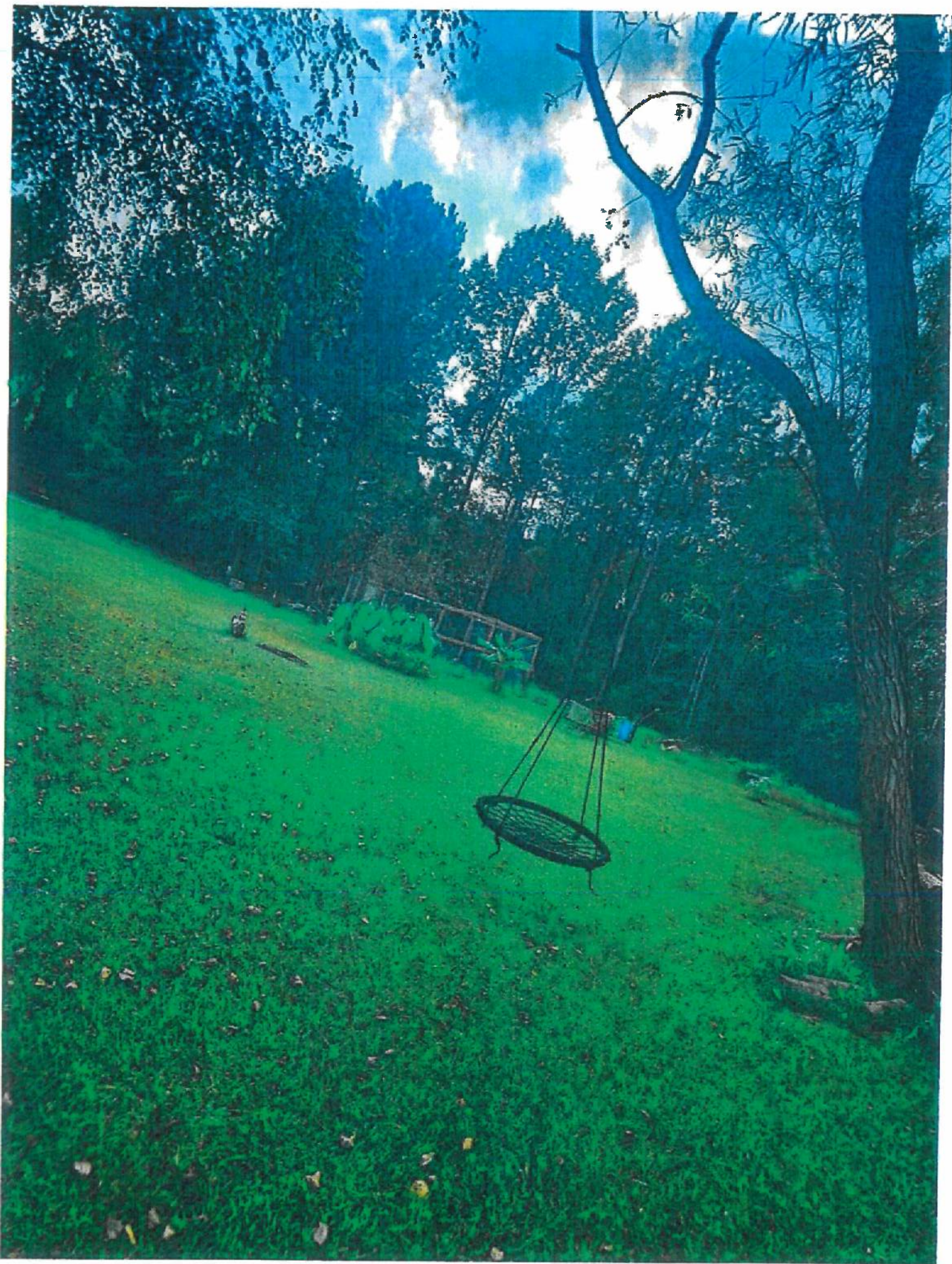
We were not aware of the animals that are being kept there. We have not heard anything from them. In fact ^{we} did not know what animals were there.

Jerry Acres
370 Twin Creek

RECEIVED
OCT 07 2023
BY: WJG





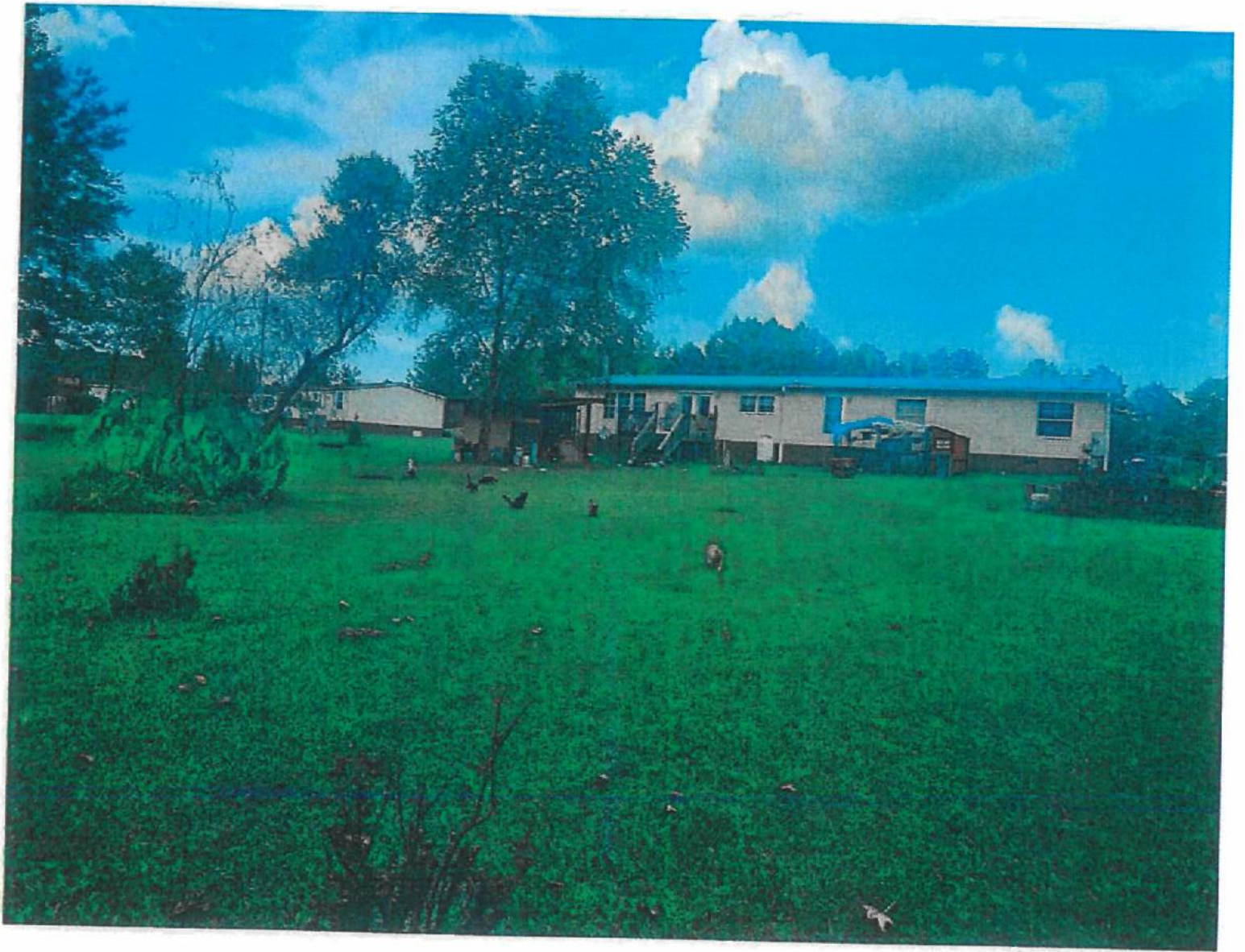




Galaxy S23 Ultra







**PROCLAMATION
DECLARING FEBRUARY 2025 AS
“ALL IN RED MONTH” IN
THE TOWN OF WILSON’S MILLS**

WHEREAS, the well-being of our community is of paramount importance, and maintaining excellent health among our citizens remains a top priority; and

WHEREAS, February marks the month-long, county-wide heart health awareness campaign entitled “*ALL IN RED*”, organized by UNC Health Johnston and the Johnston Health Foundation; and

WHEREAS, in the United States, North Carolina, and Johnston County, heart disease is a leading cause of death among both men and women; and

WHEREAS, according to the Centers for Disease Control and Prevention (CDC), up to 80% of premature deaths from heart disease and stroke could be prevented through increased physical activity, improved diet, education, and proper management of medical conditions such as high blood pressure, high cholesterol, and diabetes; and

WHEREAS, *ALL IN RED* provides an opportunity to raise awareness about heart health while addressing the growing needs of local cardiology patients; and

WHEREAS, the *ALL IN RED* campaign encourages all Johnston County residents, business owners, and visitors to participate by wearing red on **February 7, 2025, National Wear Red Day**, and/or hosting a red-themed promotion or fundraiser throughout February; and

WHEREAS, recognizing the financial challenges faced by heart patients, all funds raised during this campaign will benefit local heart patients through the Johnston Health Foundation’s Heart Fund; and

WHEREAS, we honor heart disease and stroke survivors, those currently battling these conditions, and their families who provide unwavering love and encouragement, while also applauding the dedication of our medical professionals who deliver quality care;

NOW, THEREFORE, the Honorable Fleta Byrd and the Town Council do hereby proclaim **February 2025** as “*ALL IN RED MONTH*” and encourage businesses, industries, and citizens in our community to support and participate in this impactful initiative.

Duly proclaimed this 21st day of January 2025

Fleta Byrd, Mayor

ATTEST:

Emily Matthews, CMC, Town Clerk

Request for Council Action

Agenda Item 8b(i)

TO: MAYOR FLETA BYRD AND TOWN COUNCILMEMBERS
FROM: LEIGHANNA WORLEY, TOWN ADMINISTRATOR
DATE: JANUARY 21, 2025
RE: PRELIMINARY BID REVIEW – CHAMBER UPFIT PROJECT

Seven (7) bids were received for the Chamber Upfit Project on January 8, 2025, at 2:00pm. There are a few bidders that need to be qualified due to the differences in pricing on some of the alternate parts of the project.

The lowest four (4) bidders are being qualified through next week. Those are (in order of bid amount):

- Carolina Construction (\$1,599,726.18)
- Calvin Davenport (Base bid \$2,064,000)
- Harrod & Associates (\$2,130,000)
- Vortex Construction (\$2,181,525)

I have attached a copy of the Certified Bid Tab for your review in the interim. No action is needed tonight on the bids themselves, but Council will need to **call a Special Meeting** to award the final bid amounts prior to the 30-day deadline. In order to have staff and *301ai* representatives present at this bid award, we are looking at the following options:

- Sometime during the day on Tuesday, January 28th; **or**
- The evening of Tuesday, January 28th; **or**
- The evening of Wednesday, January 29th

Please discuss which date/time works best for the majority, and then vote to call the Special Meeting.

ATTACHMENTS:

Certified Bid Tab for Chamber Upfit Project

ACTION REQUESTED:

Vote to call a Special Meeting to Award the Bid for the Chamber Upfit Project on **one** of the above referenced dates.

Studio 310

Certified Bid Tabulation

Date: 1/8/2025 2:03PM

By: Monica Carpenter

Project

Renovations for Wilson's Mills Town Council

Project #24004

Bid Tab	GC-1			GC-2			GC-3			
	Calvin Davenport			Riley Contracting			Progressive Contracting			
Bidder Name										
License#	4056			26318			36100			
Date:	1/8/2025			1/8/2025			1/8/2025			
Time Received:	1:57 PM			1:57 PM			1:57 PM			
In attendance (Y/N)	Y			Y			Y			
5% Bid Bond?	✓			✓			✓			
Form of Proposal	✓			✓			✓			
Form of Bid Bond	✓			✓			✓			
Form of Construction Contract	No			No			No			
Form of Performance Bond	No			No			No			
Form of Payment Bond	No			No			No			
Contractors Affidavit of Payment	No			No			No			
Contractors Certification	No			No			No			
Identification of HUB Certified/Minority Business	✓ A, B			✓ A			✓ A			
State of NC Sales & Use Tax Form	No			No			No			
Insurance Ind.	✓			✓			✓			
Base Bid	\$2,064,000.00			\$2,509,600.00			\$2,651,000.00			
Alternate A-1 (Deduct)	\$265,000.00			\$206,900.00			\$209,900.00			
Alternate A-2 (Deduct)	\$22,000.00			\$10,500.00			\$11,300.00			
Alternate A-3 (Deduct)	\$205,000.00			\$164,000.00			\$168,000.00			
Alternate A-5 (Add)	\$18,000.00			\$9,800.00			\$9,700.00			
Alternate A-8 (Add)	\$39,500.00			\$43,000.00			\$43,400.00			
Alternate A-9 (Deduct)	\$6,500.00			\$6,600.00			\$9,100.00			
Alternate A-10 (Add)	\$45,500.00			\$9,000.00			\$51,400.00			
Alternate A-11 (Add)	\$29,000.00			\$16,800.00			\$47,200.00			
Alternate C-1 (Deduct)	\$15,000.00			\$4,600.00			\$19,400.00			
Alternate C-4 (Deduct)	\$20,000.00			\$0.00			\$14,600.00			
Alternate C-7 (Deduct)	\$7,000.00			\$8,200.00			\$1,900.00			
Alternate L-1 (Deduct)	\$5,000.00			\$5,800.00			\$2,900.00			
Alternate S-1 (Deduct)	\$65,000.00			\$120,500.00			\$78,300.00			
Alternate S-2 (Deduct)	\$20,000.00			\$0.00			\$600.00			
Alternate S-3 (Deduct)	\$46,000.00			\$95,300.00			\$62,100.00			
Alternate S-4 (Deduct)	\$5,000.00			\$2,100.00			\$2,800.00			
Alternate S-9 (Deduct)	\$3,000.00			\$0.00			\$1,100.00			
Alternate M-4 (Deduct)	\$15,000.00			\$18,100.00			\$27,300.00			
Alternate E-1 (Deduct)	\$9,000.00			\$17,800.00			\$12,500.00			
Alternate E-3 (Deduct)	\$5,000.00			\$14,700.00			\$9,500.00			
Alternate E-4 (Deduct)	\$1,000.00			\$1,600.00			\$2,200.00			
Alternate E-5 (Deduct)	\$2,500.00			\$1,900.00			\$2,800.00			
Alternate P-1 (Add)	\$4,500.00			\$6,200.00			\$3,300.00			
Total:	\$1,483,500.00			\$1,915,800.00			\$2,169,700.00			
Note:										
Received Adden 1	Y/N	Y			Y			Y		
Received Adden 2	Y/N	Y			Y			Y		
Received Adden 3	Y/N									

Signature: *Monica Carpenter*

Date: 1/15/25

Request for Council Action

Agenda Item(s) 8c(i)

TO: MAYOR FLETA BYRD AND TOWN COUNCILMEMBERS
FROM: SHERRY L. HUDSON, FINANCEOFFICER
DATE: January 21, 2025
RE: Budget Amendment #2

Attached for your consideration is Budget Amendment #2 for the Town of Wilson's Mills.

ATTACHMENTS:

Budget Amendment #2

ACTION REQUESTED:

Approve, deny, or table Budget Amendment #2 for the Town of Wilson's Mills

**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 21st day of January 2025 that the Town Budget adopted on June 14, 20274, 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>
10-3231-311	State Sales Tax Yearly	\$6,754.00	
10-3315-330	Powell Bills St. Aid		\$8,176.00
10-3431-431	Ticket & Violation Fees		\$2,000.00
10-3491-410	Planning Fees		\$25,000.00
10-3612-411	Festival & Events		\$587.00
10-3833-840	Comm. Programs Donations		\$400.00
10-3981-970	Drug Seizure Reimb. to GF		\$3,444.00
10-3981-971	Master Plan Reimb. to GF		\$126,845.00
		\$6,754.00	\$166,452.00

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>	INCREASE	DECREASE
-	Governing Board	<u>Amount</u>	<u>Amount</u>
10-4110-335	Utilities / Trash	\$300.00	
10-4110-550	Cap. Outlay TH Upfit	\$126,845.00	
10-4110-710	Town Hall - Principal		\$39,090.00
10-4110-720	Town Hall - Interest	\$39,088.00	

	Administration		
10-4120-121	Salaries & Wages		\$21,660.00
10-4120-181	FICA		\$2,000.00
10-4120-321	Telephone	\$200.00	
10-4120-439	Equipment Rent	\$4,000.00	

	Police		
10-4310-126	Salaries - Part Time	\$23,956.00	
10-4310-181	Payroll FICA	\$1,800.00	
10-4310-182	Retirement	\$4,876.00	
10-4310-184	LEO 401k	\$775.00	
10-4310-252	Tires	\$2,000.00	
10-4310-321	Telephone	\$4,334.00	
10-4310-353	Maint. Vehicles	\$5,000.00	
10-4310-610	Comm. Policing Program		\$1,000.00
	Public Works		
10-4410-126	Part Time Salaries	\$624.00	
10-4410-251	Gas & Oil	\$1,500.00	
10-4410-252	Tires	\$1,000.00	
10-4410-321	Telephone	\$500.00	
10-4410-351	Maint. - Bldg. & Grounds	\$1,500.00	
	Planning & Zoning		
10-4910-353	Maint. Vehicle	\$150.00	
	Park & Events		
10-6120-992	PW Comm. Park	\$5,000.00	
		\$223,448.00	\$63,750.00

+\$166,452.00
 -\$ 6,754.00
 +\$ 63,750.00
-\$223,448.00
 0.00

Adopted this 21st Day of January 2025

 Fleeta A. Byrd, Mayor

ATTEST:

 Emily Matthews, CMC, Town Clerk

Memo

Date: January 21, 2025
To: Mayor Byrd and Councilmembers
From: Wendy Oldham, Planning Director
RE: Burn Ban Discussion

Councilman McGowan has requested information on the options available to the Town to limit/stop the amount of smoke generated with land clearing burning. The Planning Board is aware of the changes requested and are currently working their way through the UDO to make any necessary changes. Below are the options the Planning Board is considering and the impact that they would have on the Town/citizens:

Option 1: Complete Open Burn Ban for all open burning (residential and commercial) - no one would be able to burn anything within the Town Corporate Limits.

Implications: If we implement a total burn ban, the Town would be required to offer the residents another option for disposal of yard debris items. The Town would need the following items:

Knuckle Boom Truck	\$250,000
2 CDL Employees' Salaries and Benefits	\$160,000
Disposal of debris at JC Landfill \$20/ton	
➤ Truck holds 5 Tons= \$100 per load	TBD
➤ Cost of diesel for running the truck	TBD

Option 2: Require an Air Curtain (Burn box) for all open burning (residential and commercial)

Implications:

- Residents would not be able to afford a burn box for their personal use.
- Developers would need to install a burn box prior to burning any debris from the property they are clearing, regardless of the size of the lot.

Other Options:

- The open burning for residents for fallen leaves, limbs, branches, shrubbery, yard clean up, etc., that comes from their parcel, could be left in place for residential burning.
- For developers only, the air curtain could be mandated when clearing a parcel over a certain number of acres. This has been discussed with Mr. DuSablou, our Town Attorney, and he states he would like to do more research on this prior to it being mandated. The wording on this change would need to be precise.

The Planning Board is going through the UDO to make the necessary changes and will present to the Town Council once it is completed and the Planning Board makes their recommendation. Changes to this portion of the ordinance will affect several places in the UDO, therefore, we need to make sure that everything will be correct and legal before adoption. The Planning Board is working as hard as they can to complete this task, and staff is trying to work alongside of the Board to keep up with the potential changes so the final draft can be ready as soon as possible.

Respectfully submitted,

Wendy Oldham, CZO