

**TOWN OF WHITE LAKE
BOARD OF COMMISSIONERS
AGENDA COMMUNIQUE
December 12, 2023
7:00 P.M.**

To: H. Goldston Womble, Jr., Mayor
Town Board of Commissioners

From: Patricia (Pat) Kennedy-Taylor, Town Clerk

Re: December 12, 2023, Agenda Items

- **OPENING & CALL TO ORDER: 7:00 P.M.**
- **INVOCATION: Mayor H. Goldston Womble, Jr.**
- **PLEDGE OF ALLEGIANCE**
- **AGENDA ITEMS:**

1. OATHS OF OFFICE

A. Oaths of Office – Cristin Hursey, Bladen County Clerk of Court will administer the Oath of Office to Mayor H. Goldston Womble, Jr. and Town Board Commissioners Dean C. Hilton, Terri Hawley, and John Hugh Womble, Jr. **(AGENDA ITEM#1A)**.

B. CONSIDER APPROVAL OF MAYOR PRO-TEMPORE

The Board of Commissioners shall select among its members the Mayor Pro-Tempore to preside over board meetings in the mayor's absence with all the powers specified as the presiding officer. The Mayor Pro-Tempore is chosen by a vote of the commissioners.

ACTION: Motion to approve Commissioner _____
and appoint Mayor Pro-Tempore.

C. Cristin Hursey, Bladen County Clerk of Court will Administrate the Oath of Office for Mayor Pro-Tempore **(AGENDA ITEM#1C)**.

2. Approve Consent Agenda Items

The Board is requested to approve the Agenda Consent items as requested. **(Agenda Items 2A-2F)**.

ACTION: Approve the agenda (to include the Supplemental
Agenda if one is provided).

A. Agenda adoption:

- The Board shall consider the proposed agenda as presented. Board members may by majority vote add, subtract, or revise the order of items on the agenda. Once approved, the Board should follow the agenda as decided upon.

B. Approval of minutes

- November 14, 2023, Regular Meeting minutes.

C. November Utility Release(s) (\$1,496.97)

- November Utility Bill Releases are provided for the Board’s consideration. All leak requests have been approved by the Public Works Director. November 2023 Utility Bill Releases **(\$1,496.97) (AGENDA ITEM #2C)**.

D. November Tax Release(s) (\$738.67)

- Reductions, refunds, and releases of tax claims are matters to be decided by the Town’s governing body. By NC Statute, tax releases are not to be left to the discretion of the Tax Collector. Once a tax bill has been computed, it can only be released by specific authorization of the governing body [NC General Statute 105-380, 105-381(b), and 105-373(a)(3)]. All releases have been approved by the Bladen County Tax Office and are in accordance with the guidelines of the General Statutes. November 2023 tax releases **(\$738.67) (AGENDA ITEM #2D)** are provided for the Board’s consideration.

E. November Tax Refund(s) (\$53.54)

- Reductions, refunds, and releases of tax claims are matters to be decided by the Town’s governing body. By NC Statute, tax refunds are not to be left to the discretion of the Tax Collector. Once a tax bill has been computed, it can only be released by specific authorization of the governing body [NC General Statute 105-380, 105-381(b), and 105-373(a)(3)]. All refunds have been approved by the Bladen County Tax Office and are in accordance with the guidelines of the General Statutes. November 2023 tax refund(s) **(\$53.54) (AGENDA ITEM #2E)** are provided for the Board’s consideration.

F. November 2023 Statute of Limitations for Collection of Delinquent Utility Accounts (\$919.20)

- Five utility accounts (2019) that have exceeded the NC Debt Setoff Program, a three year statute of limitations for collection and the four-year statute of limitations (N.C.G.S.25-2-725(1)) for collection **(\$919.20) (AGENDA ITEM #2F)** are provided for the Board’s consideration.

3. ADMINISTRATIVE MATTERS

A. Project Update(s)

- **White Lake “Lake” Water Management Project Update**
Dr. Diane Lauritsen, Ph.D., LIMNOSCIENCES has provided the most recent update of activities for the month of November 2023 **(AGENDA ITEM #3A)** for the Town of White Lake as information.

B. Water AIA Project Update

Sean Martin, Town Administrator, will present the project update. **(AGENDA ITEM #3B)**

C. Storm Water Master Plan Update

Sean Martin, Town Administrator, will present the project update.

D. Appointment of FY 24/25 Budget Officer and Budget Committee

General Statute §159.9 **(AGENDA ITEM #3D)** requires each local government and public authority to appoint a budget officer to serve at the will of the governing board. Cities not having a manager form of government may impose the duties of the budget officer on any city officer or employees, including the mayor if he agrees to undertake them. Mayor Womble has served as the budget officer in previous years with the Board serving as the budget committee.

ACTION: Appoint the budget officer and budget committee for the Fiscal Year 24/25 budget process.

E. First Bank Signatory

Sean Martin, Town Administrator, will present this information.

ACTION: Add and remove as an authorized signer as per the Board's recommendation.

4. RESOLUTION(s)

A. RESOLUTION#2024-08 Authorizing the disposition of certain personal property by sale or donation of a 2006 Ford Crown Victoria, Vin#2FAFP71W56X102654 with 153,353 miles to Bladen Community College. **(AGENDA ITEM#4A).**

B. RESOLUTION#2024-09 Declaring equipment surplus and authorizing the electronic auction of surplus personal property (Dump Truck-1996 Chevy Silverado 3500 HD., 6.5, Vin#1FBKC34F9SJ114225 with 102,273 miles), a Lawn Mower-Gravley 2T60, Model#991084, Serial#003409, Engine hours 890, and a Lawn Mower-Hustler Fast Track Super Duty, 60-inch cut, Model#930164, Serial#12081456, Engine hours 1132.5. **(AGENDA ITEM#4B).**

5. OTHER BUSINESS/PREVIOUS AGENDA ITEMS

(Other Commissioners Business Not on the Agenda (Non-voting Items))

A. Departmental Briefings/Reports

Department Heads will provide departmental updates at this time and answer any questions the Board may have. The following monthly reports are provided as information.

- Town Administrator's Report **(AGENDA ITEM 5A.1)**
- Finance Report **(AGENDA ITEM#5A.2)**
- Tax Collector's Report **(AGENDA ITEM #5A.3)**
- Post Office Report **(AGENDA ITEM #5A.4)**
- Police Department Report **(AGENDA ITEM #5A.5)**
- Police Department Fuel Report **(AGENDA ITEM #5A.6)**
- Fire Department Fuel Report **(AGENDA ITEM #5A.7)**
- Public Works Department Fuel Report **(AGENDA ITEM #5A.8)**

B. Recognition of Employee(s)

Correspondence from Paul Carmichael with Bladen County Schools and transportation recognizing Sergeant Bert Harris for his diligence in helping one of their bus drivers in dire need of assistance. We hold our precious children in our care, and it is shown by your action that you are living up to your dedication to your community. We are grateful and thankful for all you do. **(AGENDA ITEM #5B)** is provided as information.

C. EMPLOYEE APPRECIATION LUNCHEON WILL BE HELD ON TUESDAY, DECEMBER 19, 2023, AT CAPE FEAR WINERY. (AGENDA ITEM#5C)

D. Ethics for Elected Official Webinar or Classes

As a reminder, newly elected officials are required to take two (2) hours of ethics training if newly elected or reappointed officials. As information, there will be opportunities to take the class online, however I have newly elected Commissioners John Hugh Womble, Jr. and Terri Hawley scheduled for January 18th and January 19th, 2023, for Essentials of Municipal Government in Wilmington **(AGENDA ITEM #5D.)**

E. Holiday Observances

In accordance with the Town's Personnel Policy, the municipal complex will be closed on Monday, December 25, Tuesday, December 26, and Wednesday, December 27, 2023, in observance of the Christmas Holidays. In case of a water/sewer emergency, please dial

910-862-8141 (central communications), give your name, phone number and location of problem and the water/sewer on-call person will respond. The on-call person will be available in case of water/sewer emergencies.

- F. The municipal complex will be closed on Monday, January 1, 2024, in observance of the New Year's Holiday. In case of a water/sewer emergency, please dial 910-862-8141 (central communications), give your name, phone number and location of problem and the water/sewer on-call person will respond. The on-call person will be available in case of water/sewer emergencies.
- G. Lead and Copper Rule Plumbing Assessment Customer Survey.

OPEN FORUM: Three (3) minutes per citizen. Should state your name and address.

MEETING ADJOURNED to January 9, 2024, Town Board Meeting.