



Town of Pilot Mountain  
Town Hall 124 West Main Street Pilot Mountain, NC 27041  
Monday, January 10, 2022, 7:00 PM  
Meeting to be held via Zoom and will be available on Facebook.

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## BOARD OF COMMISSIONERS REGULAR MEETING AGENDA

**Call to Order/Moment of Silence/Pledge of Allegiance**

**Adoption of Agenda**

**Public Comment**

*Anyone may speak on any issue. Public comments may be submitted to [publiccomments@pilotmountainnc.org](mailto:publiccomments@pilotmountainnc.org) by 5 PM on Monday, January 10, 2022.*

**Consent Agenda**

1. Approval of Minutes

**Board & Committee Reports**

2. ABC Board Report

**New Business**

3. Acceptance to SRF Funds for WWTP Project
4. Appointment of Main Street Committee Member
5. Appointment of TDA Board Member

**Administrative Reports**

6. Town Manager & Staff Reports

**Mayor and Commissioners Comments**

**Other Business**

**Adjourn**

**Town of Pilot Mountain  
Board of Commissioners Meeting  
Monday, October 11, 2021  
7:00 PM**

**Members Present:** Mayor Evan Cockerham, Commissioner Rachel Collins, Commissioner Donna Kiger, Commissioner Scott Needham and Commissioner Dwight Atkins

**Staff Present:** Town Manager, Michael Boaz, Town Clerk, Holly Utt, Main Street Coordinator, Jenny Kindy and Town Attorney, Ed Woltz

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**Call to order 7:00 PM**

Mayor Cockerham called the meeting to order at 7:00 PM. Commissioner Atkins led the Pledge of Allegiance.

**Adoption of Agenda**

Commissioner Collins made a motion to adopt the agenda as presented and it was unanimous

**Public Comment**

No comments

**Consent Agenda**

- September 13, 2021 Regular Meeting Minutes

Commissioner Atkins made a motion to approve the consent agenda and it was unanimous.

**Board & Committee Reports**

August 2021 sales were \$199,848, an increase of 35.29% over August 2020 sales of \$143,156. On behalf of Billy Pell, Mr. Boaz commended the employees of the ABC Store for their hard work and especially store manager, Paula Jones.

**New Business**

**November/December Meeting Schedule**

Commissioner Needham made a motion to cancel the November meeting and schedule the December meeting for December 6, 2021 at 7:00 PM and it was unanimous.

**LGC Unit Assistance List & Finance Review**

Mr. Boaz stated that he was not overly concerned about the lists from the LGG. In hindsight, the town should have probably sought interim financing instead of loaning ourselves the money and lowering the fund balance. Mayor Cockerham explained that the town did not expect it to take two years to receive the funding. Commissioner Atkins expressed his concern about the fund balance and only using it for emergencies. Commissioner Needham asked if the town could be back up to 40% fund balance in the next couple of years. Mr. Boaz stated that the town could, but the 30-35% range would be more realistic.

### **Yard Spotlight**

Jenny Kindy discussed the Yard Spotlight initiative. The purpose would be to recognize community members inside the town limits that demonstrate above average efforts in maintaining their property and contributing to the overall appearance of the community. One to two yards would be selected per month and recognized by yard signs and social media posts. The Board agreed that this would be a good initiative for the community.

### **Administrative Reports**

#### **Town Manager's Report**

- Paving – Still hoping for the milling contractor to start work on town streets soon. They are currently trying to find a different contractor other than the one DOT recommended.
- The Mt. Airy interconnect project is moving along and will hopefully be completed in February 2022.
- WWTP bids will be opened November 9<sup>th</sup>.

Commissioner Kiger asked about streambank restorations updates. Mr. Boaz stated that it is ongoing and a second payment request has been submitted.

Commissioner Atkins asked what portion of staff had been vaccinated since the incentive had been offered. Mr. Boaz stated that 100% administration, 50% Public Works and 50% Police Department with one employee that will be given an extension.

### **Mayor and Commissioners Comments**

**Commissioner Atkins:** Enjoyed the presentation for they rescue squad members and he is very excited about them moving into their new building.

**Commissioner Kiger:** Thanked Jenny for coming up with new ideas for the town and noted that she was glad to see the paving done.

**Commissioner Collins:** Thanked the rescue squad for all that they do and for always being there and on call. She thanked the two Public Works employees and wanted to let them know they that are appreciated.

**Commissioner Needham:** It was nice to be present for the recognition of the rescue squad leaders and to be able to thank them for what they do. Looking forward to events that are coming up; Movies on Main, Food Truck Rodeo, Glow Party, Monsters on Main and trunk or treat.

**Mayor Cockerham:** Recognized the Public Works team and all they work that they do. The car show just wrapped up their 15<sup>th</sup> active season.

### **Adjourn or Recess**

Commissioner Needham made a motion to adjourn and it was unanimous.

Respectfully Submitted:

Attest:

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Holly Utt  
Town Clerk

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Evan Cockerham  
Mayor

**Town of Pilot Mountain  
Board of Commissioners Meeting  
Monday, December 6, 2021  
7:00 PM**

**Members Present:** Mayor Evan Cockerham, Commissioner Rachel Collins, Commissioner Donna Kiger, Commissioner Scott Needham and Commissioner Dwight Atkins

**Staff Present:** Town Manager, Michael Boaz, Town Clerk, Holly Utt and Police Chief Robbie Jackson

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**Call to order 7:00 PM**

Mayor Cockerham called the meeting to order at 7:00 PM. He asked that everyone remember Sergeant Jason Chrismon who is at Duke fighting Covid. Commissioner Kiger led the Pledge of Allegiance.

**Adoption of Agenda**

Commissioner Needham made a motion to adopt the agenda as presented and it was unanimous

**Public Comment**

No comments

**Board & Committee Reports**

ABC Board Report - October 2021 sales were \$214,143, an increase of 28.85% over October 2020 sales of \$165,358.

**New Business**

**Appointment of Main Street Committee Members**

Mayor Cockerham recommended that the Board appoint Twana Taylor, Julie Henne, Crystal Upchurch, Trent Dollyhigh, Krystal Kottwitz, Pam Morgan, John Tarn and Donna Kiger to the Main Street Coordinating Committee. Commissioner Atkins made a motion to appoint the recommended members and it was unanimous.

**Appointment of Planning & Zoning Board Members**

Commissioner Atkins made a motion to recommend to the Surry County Board of Commissioners that Shawn Jessup be appointed as an ETJ member for a three year term and it was unanimous.

**WWTP & Pump Station Rehab Project Tentative Bid Award**

Mr. Boaz stated that bids for the project were opened on November 9<sup>th</sup> with the apparent low bidding being Laughlin-Sutton Construction. Commissioner Kiger made a motion to approve Resolution 2021-14, tentative award to Laughlin-Sutton Construction and it was unanimous.

**WWTP & Pump Station Rehab Capital Project Ordinance Amendment**

Mr. Boaz stated that this project amendment would accept grant funds to complete the project. Commissioner Needham made a motion to approve the WWTP & Pump Station Rehabilitation Capital Project Ordinance Amendment No. 1 and it was unanimous.

## Administrative Reports

### Town Manager's Report

- Paving – NC DOT crews should be in town paving the 2<sup>nd</sup> and 3<sup>rd</sup> weeks of December. They will start with Butler, Mountainview and Westridge Drive.
- Steven Cooke has been selected for the split position with the Armfield Civic Center maintenance position.
- Rusty Utt and Cole Easter have been hired for the Public Works Department.

### Mayor and Commissioners Comments

**Commissioner Atkins:** Thanked everyone that had a part in the Christmas parade. He reminded everyone of the Armfield Civic Center's big fundraiser with Dewey's Bakery and wished everyone a Merry Christmas.

**Commissioner Kiger:** Asked that everyone continue to pray for Sergeant Chrismon and the entire Police Department. She expressed her appreciation for the Police Department and Public Works Department and wished everyone a Merry Christmas.

**Commissioner Collins:** Thanked the forestry service and all the responding fire departments and rescue squads for their hard work during the fire. She is excited about the Mistletoe Market and wished everyone a Merry Christmas.

**Commissioner Needham:** Wished everyone a Merry Christmas. He is glad to see that the fire at the state park is completely contained. He commended everyone that fought the fire and the community that showed so much support. He also expressed his appreciation for everyone's patience as there have been delays in getting the roads repaired in town.

**Mayor Cockerham:** Thanked everyone for supporting the firefighters. They did a fantastic job and it was great seeing all the departments working together. He noted that the Police Department was really pulling together during this difficult time and Sergeant Chrismon is in his thoughts and prayers.

### Closed Session - § 143-318.11. (a)(6) Personnel

Commissioner Collins made a motion to go into closed session and it was unanimous.

### Adjourn or Recess

Commissioner Collins made a motion to adjourn and it was unanimous.

Respectfully Submitted:

Attest:

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Holly Utt  
Town Clerk

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Evan Cockerham  
Mayor



TOWN OF PILOT MOUNTAIN  
BOARD OF COMMISSIONERS MEETING

ABC Board Report	
<b><u>Background Information:</u></b>	
Chairman Pell provided the following info about the store:  October 2020: \$170,689 October 2021: \$219,933 Increase of 28.85%  November 2020: \$166,047 November 2021: \$245,467 Increase of 47.83%	
<b><u>Staff Recommendation:</u></b>	Information only
<b><u>Possible Board of Commissioner Actions</u></b>	
<ul style="list-style-type: none"><li>Take no action</li></ul>	
<b><u>Attachments</u></b>	
<ul style="list-style-type: none"><li>None</li></ul>	



TOWN OF PILOT MOUNTAIN  
BOARD OF COMMISSIONERS MEETING

Acceptance to SRF Funds for WWTP Project	
<b><u>Background Information:</u></b>	
We have asked the state to increase the loan amount for this project by \$85,000 due to the bids coming in over the original budget. The State is asking that the Board approve this resolution accepting that additional loan amount.	
<b><u>Staff Recommendation:</u></b>	Approve Resolution 2022-01
<b><u>Possible Board of Commissioner Actions</u></b>	
<ul style="list-style-type: none"><li>• Approve resolution as written.</li><li>• Deny approval of resolution</li><li>• Take no action</li></ul>	
<b><u>Attachments</u></b>	
<ul style="list-style-type: none"><li>• <u>Resolution R2022-01</u></li></ul>	

**RESOLUTION AUTHORIZING TOWN ACCEPTANCE OF  
WWTP REHABILITATION LOAN FUNDS**

**WHEREAS**, the North Carolina Clean Water Revolving Loan and Grant Act of 1987 has authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of wastewater treatment works, wastewater collection systems, and water supply systems, water conservation projects, and;

**WHEREAS**, the North Carolina Department of Environmental Quality has offered a State Revolving Loan in the amount of \$1,435,000, with \$500,000 in principal forgiveness for the purpose of constructing improvements to the Town's Wastewater Treatment Plant, and;

**WHEREAS**, the Town of Pilot Mountain intends to construct said project in accordance with the approved plans and specifications.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners that:

1. That the Town of Pilot Mountain does hereby accept the State Reserve Loan totaling \$1,435,000, with \$500,000 of principal forgiveness.
2. That the Town of Pilot Mountain does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.
3. That, James Michael Boaz, Town Manager/Finance Officer and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.
4. That the Town of Pilot Mountain has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

**ADOPTED** by the Board of Commissioners of the Town of Pilot Mountain this the 10<sup>th</sup> day of January 2022.

Attest:

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*Evan Cockerham, Mayor*

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*Holly Utt, Town Clerk*





TOWN OF PILOT MOUNTAIN  
BOARD OF COMMISSIONERS MEETING

Appointment of Main Street Committee Member	
<b><u>Background Information:</u></b>	
Mayor Cockerham is recommending that the Board of Commissioners appoint Scott Needham to the Main Street Coordinating Committee.	
<b><u>Staff Recommendation:</u></b>	Confirm appointments as presented
<b><u>Possible Board of Commissioner Actions</u></b>	
<ul style="list-style-type: none"><li>• Approve recommended appointments.</li><li>• Appoint others</li><li>• Take no action</li></ul>	
<b><u>Attachments</u></b>	
<ul style="list-style-type: none"><li>• None</li></ul>	



TOWN OF PILOT MOUNTAIN  
BOARD OF COMMISSIONERS MEETING

Appointment of TDA Board Member	
<b><u>Background Information:</u></b>	
Mayor Cockerham is recommending that the Board of Commissioners appoint Emily Morgan to the TDA and reappoint Scott Needham and Bhina Bhatt to the TDA.	
<b><u>Staff Recommendation:</u></b>	Confirm Mayor Cockerham's recommendation.
<b><u>Possible Board of Commissioner Actions</u></b>	
<ul style="list-style-type: none"><li>• Approve recommendation</li><li>• Take no action</li></ul>	
<b><u>Attachments</u></b>	
<ul style="list-style-type: none"><li>• None</li></ul>	



## APPLICATION FOR APPOINTMENT TO A BOARD/COMMITTEE

The Town of Pilot Mountain appreciates your interests in serving on a Board/Committee and requests that you complete the following application. This application requests general information based on your interest in applying for a Board or Committee and assists in determining eligibility for appointment.

### Contact Information:

Name:	Emily Morgan		Date of Application:	11/13/21
Mailing Address:	10521 Hwy 89 West Westfield, NC 27053			
Physical Address:				
Phone Number:	336.783.7175	Alternate Phone Number:	336.351.8411	
E-mail address:	eanissamorgan@gmail.com			

### Residency

Do you reside in:	<input type="checkbox"/> Town Limits <input checked="" type="checkbox"/> ETJ	Length of residence in Pilot Mountain:	2(Westfield) Years Months
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### Interest

Please indicate below the Boards or Committees you are interested in serving on:

☐ Planning & Zoning Board ☐ Board of Adjustment ☒ Tourism Development Authority ☐ Other

**Questionnaire (Please attach additional sheets if needed)**

Why do you want to serve on this board/committee?

I absolutely love Pilot Mountain and the small downtown. I want to see it thrive and grow to its full potential. The region is so steeped in history and uniqueness it has all the makings for a bustling scene.

Why do you think you would be an asset to this board/committee?

I feel like I would be a great asset to the Tourism board. I have worked in retail and customer service for over 8 years. This added to my Public History degree has prepared me for many different types of service and visitor relations.

What do you feel are your qualifications for serving on the board/committee requested?

I have a Bachelors in Public History from Appalachian State University, two years experience working as a Park Ranger on the Blue Ridge Parkway, and currently am the Guest Services Manager at the Mount Airy Museum of Regional History. My entire professional career has been working with the public. I enjoy getting to know people and helping address needs and wants.

What areas of concern would you like to see the board/committee address?

The Tourism team has already been working hard scheduling events and activities for the Pilot Mountain community. I would do whatever I can to aid in continuing these programs with added diversity and inclusions initiatives in place. We are such an open community and I feel that expressing our individuality more can only broadened our reach.

Prior Public Service Experience (Boards/Committees/Civic groups - Please include dates of service):

N/A

Has any formal charge of professional misconduct ever been sustained against you? If yes, please explain.

No

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Board of Commissioners? If yes, please explain.

No

Additional Comments:

I am so appreciative for the opportunity to be considered for this position. Pilot is near and dear to my heart and has been a constant throughout my entire life. I only want to see the community grow and improve.

## Ethics Guidelines for Town Boards

(Please check if you agree)

☒ Yes, if appointed, I pledge to comply with the following ethics guidelines for boards as adopted by the Town of Pilot Mountain.


Members of boards shall not discuss, advocate, or vote on any matters in which they have a conflict of interest or an interest which reasonably might appear to be in conflict with the concept of fairness in dealing with public business. A conflict of interest or a potential conflict occurs if a member has a separate, private, or monetary interest, either direct or indirect, in any issue or transaction under consideration. Any member who violates this provision may be subject to removal from the board.

If the board believes he/she has a conflict of interest, then the member should ask the board to be excused from voting. The board should then vote on the question on whether or not to excuse the member making the request. In cases where the individual member or the board establishes a conflict of interest, then the board member shall remove themselves from the voting area.

Any board member may seek the counsel of the Town Attorney on questions regarding the interpretation of these ethics guidelines or other conflict of interest matters. The interpretation may include a recommendation on whether or not the board should excuse himself/herself from voting. The board may request the Town Attorney to respond in writing. I understand that is application is a public document. Additionally, I understand that some committee appointments require a criminal background check.

Emily Morgan

Print Name



Signature of Applicant

11/13/21

Date

Pilot Mountain Town Hall  
124 West Main St.  
Pilot Mountain, NC 27041



(Phone) - 336.368.2247  
[www.pilotmountainnc.org](http://www.pilotmountainnc.org)

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## MEMORANDUM

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**TO:** Mayor and Board of Commissioners  
**FROM:** Michael Boaz, Town Manager/Finance Officer  
**DATE:** January 5, 2022  
**RE:** January 2022 Manager's Report

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- NC DOT crews are expected in Town soon, weather permitting. I am in communication with the crew supervisor regularly and as soon as they can they will pave Butler and Westridge. I have also asked that they do some patching on Academy and Main.
- We are having our downtown vision forum on February 8. The purpose of this session is to help set a vision and goals for our downtown area. This is one of the last steps in the DAC process and so we will likely be moving up to full Main Street status as of July 1, 2022. This is a great accomplishment and I want to thank everyone that has been a part of getting us to this process, but particularly the Mayor and Commissioners for authorizing the funding and supporting our efforts, Jenny Kindy for ably leading our downtown development efforts, and Christy Craig who has been a champion for these efforts since the beginning.
- We have received very favorable reports from the State Historic Preservation Office with regards to our application. Dan Pezzoni, our contractor on this project, believes that our application for a National Register District is likely to be approved before summer. This will be a great tool for our downtown property owners to use to spur redevelopment of some older buildings. This will allow projects that comply with the Secretary of the Interior's Historic Preservation Guidelines the ability to get tax credits on redevelopment projects.
- The Federal Government has released the final rule on the spending of the ARPA funds. There is not a great deal of change, but the one important change is that all local governments can claim up to \$10,000,000 in revenue replacement. This allows those funds to be spent for any expenditure that the unit would normally have with minimal reporting. I don't think this changes our plans on how to spend the money, but it does make it easier for reporting and easier for the non-profits that we are assisting.

## **PROJECT UPDATES**

1. Depot Street Stream Restoration Project: All easements have been collected and design/build is underway. We have been granted an additional extension.
2. Main Street National Register District: Our application will be reviewed in February 2022.
3. Street Paving Project: Some milling work has been completed and hopefully paving will resume soon.
4. Water Treatment Upgrade: The project is underway and is expected to finish on time, weather permitting.
5. Streetscape Project: WR continues to work with Duke Energy on Plan B.
6. WWTP & Pump Station Project: We plan to wait until the end of the month to issue the contracts and Notice to Proceed to the contractor.



**MONTHLY STATUS REPORT OF  
OPERATION FOR THE PILOT MOUNTAIN  
WASTEWATER TREATMENT PLANT**

**MONTH:** November

**YEAR:** 2021

**OPERATIONS:**

<b>MILLION GALLONS OF WATER TREATED</b>	<b>4.710</b>	<b>PERMIT LIMIT MGD</b>	<b>.500</b>
<b>AVERAGE DAILY VOLUME TREATED</b>	<b>.157</b>		
<b>TOTAL RAINFALL INCHES</b>	<b>.30</b>		

**CHEMICALS USED:**

<b>CHLORINE/BLEACH</b>	<b>70 Gallons</b>
<b>POLYMER</b>	<b>0 Gallons</b>

**CHEMICAL ANALYSIS:**

<b>Parameter</b>	<b>Permit Limits</b>	<b>Monthly Results</b>
<b>BOD</b>	<b>30 max. avg. monthly</b>	<b>2.74</b>
<b>TSS</b>	<b>30 max. avg. monthly</b>	<b>14.2</b>
<b>D.O.</b>	<b>5 minimum avg. daily eff.</b>	<b>8.64</b>
<b>Fecal Coliform</b>	<b>200 max. avg. monthly</b>	<b>1.5</b>
<b>Ammonia-Nitrogen</b>	<b>28.6 max. avg. monthly</b>	<b>2.08</b>

**We were in compliance with all effluent limits for the month.**



## General Services Work Order Applications

Applications For the Date Range 12/01/2021 Thru 12/31/2021

#	Reference #	Requesting Dept.	Job Type	Location	Description	Date Entered	Date Issued	Days Open
<b>STATUS: CLOSED</b>								
1	JOB-2021-00093	DPW	OTHER	PILOT KNOB VFD	COULD YOU PLEASE HAVE PUBLIC WORKS DROP OFF 4 EXTRA TRASH CANS AT THE PK VOLUNTEER FIRE DEPARTMENT? THEY SAID THEY ARE DOING SOME CLEANUP FROM EVERYTHING GOING ON AND NEED TO DISPOSE OF SOME OLD STUFF AND PACKAGING. THEY CAN JUST USE OUR EVENT TRASH CANS.	12/1/2021	12/1/2021	0
2	JOB-2021-00094	DPW	OTHER	316 N KEY ST UNIT 109	TURN WATER ON FOR REPAIRS	12/2/2021	12/2/2021	0
3	JOB-2021-00098		OTHER	101 W 52 BYPASS	TURN WATER OFF SO REPAIRS CAN BE MADE. METER # 1700026883	12/3/2021	12/3/2021	0
4	JOB-2021-00097		OTHER	LYNCHBURG RD	REPAIR SEPARATE WATER LINE ON LYNCHBURG RD	12/3/2021	12/3/2021	0
5	JOB-2021-00096	DPW	OTHER	619 S KEY ST	TAKE GARBAGE CAN TO THE CHURCH-BODY OF CHRIST. ADDED TO UTILITY BILL	12/3/2021	12/3/2021	0
6	JOB-2021-00095	DPW	OTHER	156 NC HWY 268 E	FLUSH WATER LINE	12/3/2021	12/3/2021	0
7	JOB-2021-00099	DPW	OTHER	CEMETERY J313	MARK PLOT J313 WAYNE D TILLEY. NO HEADSTONE UP	12/5/2021	12/5/2021	0
8	JOB-2021-00109	DPW	OTHER	WWTP - LYNCHBURG RD	ASSIST WITH ROTOR PADDLE INSTALLATION	12/6/2021	12/7/2021	1
9	JOB-2021-00108	DPW	OTHER	SCHOOL ST	TREE IN ROADWAY	12/6/2021	12/6/2021	0
10	JOB-2021-00103	DPW	OTHER	VEHICLE MAINTENANCE	DPW WORK TRUCK - STARTING ISSUES	12/6/2021	12/6/2021	0
11	JOB-2021-00105		OTHER	518 BUTLER ST	CUT WATER OFF SO HOMEOWNER CAN MAKE REPAIRS. METER #1700027066	12/6/2021	12/6/2021	0
12	JOB-2021-00106	DPW	FACILITIES RETURN RISERS	124 W MAIN STREET	PLEASE RETURN RISERS TO METHODIST CHURCH BEFORE RAIN STARTS.	12/6/2021	12/7/2021	1
13	JOB-2021-00107	DPW	STORM WATER	134 NORTHVIEW DRIVE	MAKE CONTACT WITH PROPERTY OWNER AND INSPECT DRAIN TO DETERMINE WHAT RESPONSIBILITY THE TOWN HAS, IF ANY. BRUCE EILER 336-755-9001	12/6/2021	12/20/2021	14
14	JOB-2021-00104		OTHER	CUT OFF LIST	CUT OFF LIST FOR NOVEMBER BILLING	12/6/2021	12/20/2021	14
15	JOB-2021-00101	DPW	OTHER	114 MOUNTAINVIEW DR	CLEAN UP YARD AND SOW GRASS SEED	12/6/2021	12/6/2021	0
16	JOB-2021-00100	DPW	OTHER	LYNCHBURG RD	CLEAN UP AND SOW GRASS IN YARDS AFFECTED BY WATER LEAK	12/6/2021	12/6/2021	0
17	JOB-2021-00110	DPW	OTHER	VARIOUS LOCATIONS	LOCATE METERS FOR METERSYS	12/7/2021	12/7/2021	0
18	JOB-2021-00112	DPW	OTHER	E MAIN ST	REMOVE DEAD ANIMAL FROM ROAD	12/8/2021	12/8/2021	0
19	JOB-2021-00118	DPW	OTHER	174 HWY 268 E	FLUSH HYDRANT. CUSTOMER SAYS WATER HAS MUSKY SMELL	12/9/2021	12/14/2021	5
20	JOB-2021-00119	DPW		CEMETERY C666	MARK PLOT C666 - JEANETTE C. REID	12/10/2021	12/10/2021	0
21	JOB-2021-00122	DPW	OTHER	CEMETERY J322	MARK PLOT J322 - CAMILLE GORDON FLIPPIN - NO HEADSTONE UP	12/13/2021	12/14/2021	1

## General Services Work Order Applications

Applications For the Date Range 12/01/2021 Thru 12/31/2021

#	Reference #	Requesting Dept.	Job Type	Location	Description	Date Entered	Date Issued	Days Open
22	JOB-2021-00123	DPW	OTHER	VARIOUS LOCATIONS	RECEIVED MULTIPLE CALLS OF WATER BEING OUT IN THE DODSON MILL ROAD, NORTHVIEW DRIVE AND MOUNTAINVIEW DRIVE AREA	12/13/2021	12/20/2021	7
23	JOB-2021-00121	DPW	OTHER	927 DODSON MILL RD	CALLER COMPLAINED OF MURKY WATER	12/13/2021	12/14/2021	1
24	JOB-2021-00120		OTHER	CEMETERY	SHOW 3 DIFFERENT SETS OF CEMETERY PLOTS TO THE FLIPPIN FAMILY	12/13/2021	12/13/2021	0
25	JOB-2021-00126	DPW	ROADWORK	W MAIN ST	FILL POTHOLE ON W MAIN	12/14/2021	12/14/2021	0
26	JOB-2021-00125	DPW	OTHER	HWY 268 E	REPLACE LIFT STATION PUMP	12/14/2021	12/14/2021	0
27	JOB-2021-00124	DPW	FACILITIES	TOWN HALL	FRONT DOOR IS NOT SHUTTING AND LOCKING PROPERLY	12/14/2021	12/14/2021	0
28	JOB-2021-00128	DPW	SEWER	802 SUNSET DR	SEWER IS BACKING UP IN THE HOUSE. CHECK AND MAKE SURE TOWN LINE IS CLEAR. CALL HER AND LET HER KNOW IF SHE NEEDS TO CONTACT A PLUMBER. KATHRYN SNOW 336-374-8642	12/15/2021	12/15/2021	0
29	JOB-2021-00127	DPW	OTHER	214 S BOYLES ST	WATER HAS AN ODOR AND DOESN'T TASTE RIGHT. BOB WALKER 336-416-5299	12/15/2021	12/17/2021	2
30	JOB-2021-00130	DPW	OTHER	205 N DEPOT ST - APARTMENTS	TAKE 2 MORE GARBAGE CANS TO THIS LOCATION.	12/16/2021		0
31	JOB-2021-00129	DPW	SEWER	105 E MAIN ST	ASSIST GENTRY & SON PLUMBING WITH MANHOLE	12/16/2021	12/16/2021	0
32	JOB-2021-00133	DPW	OTHER	205 N DEPOT ST - APARTMENTS	TAKE 2 GARBAGE CANS TO THIS LOCATION	12/20/2021		0
33	JOB-2021-00132	DPW	OTHER	722 W MAIN ST	NEEDS NEW GARBAGE CAN. TAKE OLD ONE	12/20/2021		0
34	JOB-2021-00137	DPW	OTHER	705B W MAIN ST	SET METER FOR NEW TAP. METER # 2100116219	12/21/2021	12/20/2021	-1
35	JOB-2021-00138	DPW	OTHER	105 E MAIN ST	SET METER FOR NEW TAP. METER # 2100116216	12/21/2021	12/21/2021	0
36	JOB-2021-00139	DPW	OTHER	208 CRESTWOOD DR	TURN WATER OFF FOR FINAL. METER # 1700027036	12/21/2021	12/22/2021	1
37	JOB-2021-00136	DPW	OTHER	705A W MAIN ST	SET METER FOR NEW TAP. METER # 2100116215	12/21/2021	12/20/2021	-1
38	JOB-2021-00135	DPW	ROADWORK	DODSON MILL RD	FILL POTHOLE ON DODSON MILL	12/21/2021	12/17/2021	-4
39	JOB-2021-00134	DPW	OTHER	VARIOUS LOCATIONS	RE-READS FOR UTILITY BILLING	12/21/2021	12/23/2021	2
40	JOB-2021-00140	DPW	OTHER	524 S KEY ST	REMOVE DEAD DEER IN ROAD @ FARM BUREAU	12/22/2021	12/22/2021	0
41	JOB-2021-00142	DPW	SEWER	END OF W MAIN & OLD HWY 52	MANHOLE NEEDS REPAIR AND LID REPLACED FROM VEHICLE ACCIDENT	12/23/2021	12/28/2021	5
42	JOB-2021-00141	DPW	OTHER	927 DODSON MILL RD	BRUSH THAT HASN'T BEEN PICKED UP BY CONTRACTOR FOR SEVERAL WEEKS	12/23/2021	12/23/2021	0
43	JOB-2021-00145	DPW	FACILITIES	S STEPHENS STREET	REMOVE JUNK PLACED ON SIDE OF S STEPHENS STREET NEAR THE POWER SUBSTATION.	12/28/2021	12/28/2021	0
44	JOB-2021-00146	DPW	OTHER	CEMETERY J326	MARK PLOT J326 - NO HEADSTONE UP	12/28/2021	12/29/2021	1
45	JOB-2021-00144	DPW	OTHER	100 THOMPSON DRIVE	BULK ITEM PICK UP ON THURSDAY, DECEMBER 30TH. ADD FEE TO UTILITY BILL	12/28/2021	12/30/2021	2

## General Services Work Order Applications

Applications For the Date Range 12/01/2021 Thru 12/31/2021

#	Reference #	Requesting Dept.	Job Type	Location	Description	Date Entered	Date Issued	Days Open
46	JOB-2021-00143	DPW	TREES	PINE AND S KEY STREET	TRIM TREE AT CORNER OF PINE AND S KEY. RESIDENTS COMPLAIN THAT IT IS DIFFICULT TO SEE.	12/28/2021	12/28/2021	0
47	JOB-2021-00148	DPW	SEWER SEWER BACK UP	113 CARSON ST	CALLER STATED POSSIBLE SEWER BACK-UP AT THIS ADDRESS ON TOWN'S SIDE	12/29/2021	12/29/2021	0
48	JOB-2021-00147		STORM WATER STORM DRAIN REPAIR	134 NORTHVIEW DRIVE	REPAIR STORM DRAIN THAT IS FALLING IN AND CAUSING WATER TO BACK UP	12/29/2021	12/29/2021	0
49	JOB-2021-00149	DPW	OTHER	VARIOUS LOCATIONS	DISCONNECT FOR NON-PAYMENT	12/30/2021	1/4/2022	5
50	JOB-2021-00151	DPW	OTHER	107 NELSON ST	TURN WATER OFF FOR FINAL. METER #1700026930	12/31/2021	1/4/2022	4
51	JOB-2021-00150	DPW	OTHER	720 E 52 BYPASS - SOUTHERN SUPPLY	TURN WATER OFF & READ METER FOR FINAL	12/31/2021	12/31/2021	0
51	TOTAL CLOSED APPLICATIONS							
STATUS: IN PROGRESS								
1	JOB-2021-00102	DPW	OTHER	VEHICLE MAINTENANCE	REPAIRS ON FORD EXPEDITION - POLICE DEPT	12/6/2021	12/6/2021	0
1	TOTAL IN PROGRESS APPLICATIONS							
STATUS: NEW								
1	JOB-2021-00114	DPW		116 BLALOCK CT UNIT 11	CHECK METER 1700027175 - UNABLE TO READ AND DEVICE READ FAILURE NOTIFICATIONS	12/8/2021		0
2	JOB-2021-00115	DPW	OTHER	131 W MAIN ST	CHECK METER 1700026807 ERROR -UNABLE TO READ DEVICE. LAST READING 3041	12/8/2021		0
3	JOB-2021-00117	DPW	OTHER	719 E MAIN ST	METER 1700026861 BATTERY HEALTH ALERT. NO READING SINCE 10/13/21	12/8/2021		0
4	JOB-2021-00116	DPW	OTHER	385 OLD WESTFIELD RD	CHECK METER 1700027210 - ERROR-UNABLE TO READ DEVICE. LAST READING 124467 ON 12/2/21	12/8/2021		0
5	JOB-2021-00113	DPW	OTHER	111 S DAVIS ST	CHECK METER 1700027784 - DEVICE READ FAILURE	12/8/2021		0
6	JOB-2021-00111	DPW	OTHER	201 HILL ST	CHECK METER 1700026944 ERRORS - UNABLE TO READ AND DEVICE READ FAILURE	12/8/2021		0
7	JOB-2021-00131	DPW	OTHER	STONEHAVEN AND HILL ST	REINSTALL POST FOR REPEATER AT CORNER OF HILL AND STONEHAVEN DRIVE. POST IS SITTING NEXT TO THE FIRE HYDRANT.	12/20/2021		0
7	TOTAL NEW APPLICATIONS							
59	TOTAL APPLICATIONS THIS REPORT PERIOD							

**0MONTHLY STATUS REPORT OF  
OPERATION FOR THE PILOT MOUNTAIN  
WATER TREATMENT PLANT**

**MONTH: November**

**YEAR: 2021**

**OPERATIONS:**

<b>MILLION GALLONS OF RAW WATER TREATED</b>	<b>8.202</b>	<b>DAILY AVERAGE RAW WATER TREATED (MGD)</b>	<b>.273</b>
<b>MILLION GALLONS WATER FILTERED</b>	<b>7.832</b>	<b>DAILY AVERAGE WATER FILTERED (MGD)</b>	<b>.261</b>
<b>MILLION GALLONS PUMPED TO SYSTEM</b>	<b>7.520</b>	<b>DAILY AVERAGE WATER PUMPED TO SYSTEM (MGD)</b>	<b>.251</b>

**CHEMICALS USED:**

<b>ALUMINUM SULFATE</b>	<b>1231 LBS.</b>
<b>SODA ASH</b>	<b>786 LBS.</b>
<b>CHLORINE</b>	<b>210 LBS.</b>
<b>HEXAMETAPHOSFATE</b>	<b>65 LBS.</b>

**OPERATIONS SUMMARY:**

All monthly drinking water laboratory tests were in compliance and the monthly report (eMOR) was submitted to NCDEQ on December 7th, 2021.

## Concern Report

	Reference #	Status	Date Entered	Description of Concern
	Concern Type		Date Closed	
	Concern Address		Days to Resolve	
1	RAC-2021-00023	NEW	12/07/2021	JUNK VEHICLES
	ABANDONED VEHICLE ON PROPERTY			
	600 E 52 BYP		29	
2	RAC-2021-00024	NEW	12/08/2021	
			12/21/2021	
	331 CRESTWOOD DR		13	
3	RAC-2021-00025	NEW	12/21/2021	TWO VEHICLES WITH NO TAGS
	ABANDONED VEHICLE ON PROPERTY			
	405 BUTLER ST		15	
4	RAC-2021-00026	NEW	12/21/2021	
	ABANDONED VEHICLE ON PROPERTY			
	0 GOLF COURSE RD		15	

**Pilot Mountain Police Department  
Monthly Report for December 2021**

**Accidents**

12/1/2021 204 W Main St  
 12/6/2021 S Key Round A Bout (PI)  
 12/8/2021 N Key St @ W 52 Byp  
 650 S Key St  
 12/14/2021 615 E Main St  
 12/17/2021 647 S Key St (H&R)  
 12/24/2021 683 S Key St  
 12/29/2021 268 E @ E 52 Byp  
 12/30/2021 103 Foothill Dr  
 312 E 52 Byp

	<b>TOTAL</b>	<b>AMOUNT</b>	<b>RECOVERED</b>
Police Service	292		
Wrecks Investigated	10	\$ 26,380.00	
Assaults	3		
Larcenies	1	\$ 109.00	
Disturbances/Domestic	<b>19</b>		
Burglar Alarms	<b>17</b>		
Breaking & Entering	0		
MIP & Property Damage	3	\$ 4,120.00	
Traffic Citations	<b>32</b>		
Intoxicated Drivers	0		
Intoxicated Pedestrians	0		
Forgery/Fraud/Scam	0		
Armed Robbery	0		
Drug Charges	<b>0</b>		
Other Crimes	6		
Total Arrests	4		
<b>Totals:</b>	<b>387</b>	<b>\$ 30,609.00</b>	<b>\$ -</b>

**OTHER:**

12/1/2021 Served OFA  
 12/10/2021 Served Criminal Summons  
 12/11/2021 Served WFA  
 12/15/2021 Served OFA  
 12/27/2021 Served Criminal Summons X 2  
 11/16/2021 Assault on a Female

**NOTES:**

12/4/2021 Officers assisted with the Christmas Parade  
 12/7/2021 Ptl Horn worked the ESHS Basketball game  
 12/10/2021 Police Department Christmas Dinner  
 12/11/2021 Ptl Horn worked the Mistletoe Market  
 12/13 thru 12/19/2021 Officers participated in the NCGHSP  
 12/20 thru 12/26/2021 Officers participated in the NCGHSP  
 12/30/2021 Officers participated in the NCGHSP

## Pilot Mountain Police Department YEARLY REPORTS

<b>TYPE</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Police Service	3,102	2,633	1,913	2,378
Security Checks	69,406	62,636	53,834	44,748
Wrecks Investigated	110	112	129	83
Assaults	2	4	10	8
Larcenies	51	44	48	38
Disturbances	106	117	97	149
<b>Burglar Alarms</b>	<b>250</b>	<b>211</b>	<b>232</b>	<b>163</b>
Breaking & Entering	3	4	4	3
Property Damage	24	22	18	17
Traffic Citations	277	153	277	353
Intoxicated Driver	5	7	23	8
Intoxicated Pedestrains	2	4	4	0
Forgery	4	9	4	5
Armed Robbery	0	0	0	0
Other Crimes: included Drug Charges	14	116	162	191
Arrest	35	72	91	70
<b><u>TOTALS</u></b>	<b>73,391</b>	<b>66,144</b>	<b>56,846</b>	<b>48,214</b>