



Town of Pilot Mountain
Town Hall 124 West Main Street Pilot Mountain, NC 27041
Monday, December 07, 2020, 7:00 PM

BOARD OF COMMISSIONERS REGULAR MEETING AGENDA

Call to Order/Moment of Silence/Pledge of Allegiance

Organizational Matters

1. Swearing in of New Board Members
2. Selection of Mayor Pro Tempore

Adoption of Agenda

Public Comment

Anyone may speak on any issue. Before speaking, please state your name and address. Please limit comments to three minutes.

Consent Agenda

3. Approval of Minutes
4. Approval of Hazard Mitigation Plan
5. Transfer of Cemetery Plots

Board & Committee Reports

6. ABC Board Report

New Business

7. Resolution Honoring Service of Kimberly Quinn
8. Resolution Honoring Service of Hilda Willis
9. Resolutions Honoring Service of Zoning Board of Adjustment Members
10. Resolutions Honoring Service of Planning Board Members
11. Commissioners Meeting Schedule
12. Resolution Honoring Service of Jimmy Collins
13. Armfield Civic Center Pool Discussion

Administrative Reports

14. Town Manager/Staff Reports

Mayor and Commissioners Comments

Other Business

Adjourn



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Selection of Mayor Pro Tempore	
<u>Background Information:</u>	
The Board is required to select one of its members to serve as the Mayor Pro-Tem. This person would fill in for the Mayor in his absence.	
<u>Staff Recommendation:</u>	Select Mayor Pro-Tem
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Select Mayor Pro Tem	
<u>Attachments</u>	
<ul style="list-style-type: none">• None	

**Town of Pilot Mountain
Board of Commissioners Meeting
Monday, October 12, 2020
Regular Meeting 7:00 PM**

Members Present: Mayor Evan Cockerham, Commissioner Kim Quinn, Commissioner Rachel Gilley, Commissioner Donna Kiger and Commissioner Scott Needham

Staff Present: Town Manager, Michael Boaz, Town Clerk, Holly Utt and Town Attorney, Ed Woltz

Call to order 7:00 PM

Mayor Cockerham called the meeting to order at 7:00 PM. After a moment of silence, Commissioner Quinn led the pledge of allegiance.

Adoption of Agenda

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

DDO Amendments – Public Hearing

Mayor Cockerham opened the public hearing. There were no comments submitted for the public hearing. Mayor Cockerham closed the public hearing.

Public Comment

No comments

Consent Agenda

- September 14, 2020 Regular Meeting Minutes
- Resolution 2020-14 Resolution in Support of the Extension and Renaming of the Hanging Rock Scenic Byway

Commissioner Collins made a motion to approve the consent agenda as presented and it was unanimous.

ABC Board Report

September 2020 sales were \$151,221. A 56.7% increase over September 2020 sales of \$96,562.

Unfinished Business

UDO Text Amendment – DDO Changes

Mr. Boaz explained that this amendment to the UDO would change provisions in the DDO in regards to building cladding materials on the exterior of buildings. Brick or natural stone will be allowed, covering a minimum of 80% of exterior walls and the remaining 20% may use architectural grade metal, tile, integrally colored split faced block, or treated wood, including cedar shake shingles. There is also a section added that states that additional building materials may be supplemented with a written recommendation from the State Historic Preservation Office. This will help the town achieve the goal of protecting the status towards a national registered district. Discussion ensued about tax credits available to property owners under these guidelines without restricting too much for property owners

that wish to make changes to their exterior. Commissioner Kiger made a motion to adopt the statement of consistency; to improve the quality of life of the citizens of Pilot Mountain by encouraging responsible growth management decisions, protecting the small town character, developing an attractive community, preserving and improving historical assets and insuring a healthy local economy, and it was unanimous. Commissioner Collins made a motion to adopt the UDO Text Amendment and it was unanimous.

New Business

Planning Board Changes

Mr. Boaz stated that staff recommends dissolving the Planning Board and Board of Adjustment and combine them into one Board. The reason for this proposed change is that neither of the Boards meet very often now that many decisions are made at staff level as part of the UDO. The combined Board would be effective November 1, 2020. Commissioner Kiger made a motion to adopt Ordinance 2020-11 and it was unanimous.

Planning and Zoning Board Appointments

Mr. Boaz explained that the Planning Board will have seven (7) members; five (5) regular members and two (2) alternates. Three (3) of the five (5) regular Board members and one (1) alternate will be made up of in town residents. Two (2) of the regular board members and one (1) alternate will reside in the ETJ. Discussion ensued on the proposed recommendations for the newly combined Board. Commissioner Quinn made a motion to appoint the following and the terms of appointment and it was unanimous:

- Vince Hancock – 3 year term, In town member
- Thomas McClusky – 2 year term, In town member
- Steve Gwaltney – 3 year term, In town member
- Vacant – 1 year term, In town alternate
- Ron Sutphin – 2 year term, ETJ member
- Les Bennett – 3 year term, ETJ member
- Chris Cook – 1 year term, ETJ alternate

November/December Meeting Schedule

Mr. Boaz stated that the Board is scheduled to meet on November 9th for a regular meeting and November 17th for a work session. He recommended cancelling the November meeting and meet in December with the new Board and combine the November and December meetings. Commissioner Quinn made a motion to cancel the November meeting and reschedule the December meeting for December 7th and to schedule the November work session for November 19th and it was unanimous. Mayor Cockerham asked that future work sessions be held on Thursday instead of Tuesday.

Administrative Reports

Town Manager's Report

- The town has received permission to do an informal bid process on the Sunset water line because the total project is less than \$500K.
- The Sunset Sewer Project is underway and should continue through April 2021. Scada systems have been installed.

- Early voting will begin October 15th and run through October 31st. Voting will be held in the basement of Town Hall.
- Letters are being sent out to property owners along Old Hwy 52 that the town needs easements from. There are seven more complicated easements that are being negotiated with property owners.

Commissioner Quinn asked what the town plans to do about the water taste and smell. Mr. Boaz stated that the Public Works department has been flushing lines and the smell and taste is still present. Mr. Boaz stated that he would speak with the WTP operator and see if there was anything more that could be done on that end and have PW continue flushing the lines.

Mayor and Commissioners Comments

Commissioner Needham: Mentioned that Ann Anderson is getting together support for the Friends of Sauratown Mountain group for a Pilot Mountain license plate. If approved, the money will go directly to the State Park. He stated it was really exciting to see all the new businesses opening during the pandemic. In spite of everything going on we are able to grow as a town and community.

Commissioner Quinn: Mentioned the early voting that starts on October 15th through October 31st. The fundraising for the Armfield Civic Center needs, information is on their website. Thanked Commissioner Kiger and the Pilot Mountain Business Council for organizing the ribbon cutting events. She thanked the group that worked on the playground which recently opened. She mentioned that the town does not decide about trick or treating, it is up to the businesses. The Community for a Cause 5K will be held on October 31st at 8:00am.

Commissioner Collins: Reminded everyone about the early voting. The Armfield Civic Center will be having a fundraiser for the pool repairs in November. Stated that she was very excited about the recent grand openings.

Commissioner Kiger: Reminded everyone of the drive in movie scheduled for October 24th hosted by the Civic Club. A grand opening and ribbon cutting will be held on November 11th for Indulge Soapery.

Mayor Cockerham: He stated that he appreciated the town staff and Board members that put in the work and effort to start repairing the water and sewer infrastructure and it's exciting to see those projects being done and the progress on the inter-connect project. He is proud of the strength of our small businesses. It shows how resilient the businesses are and the downtown is going strong. He thanked Commissioner Quinn for her six years of service on the Board and to the town.

Closed Session - §143-318.11(a)(3) –Attorney Client Privilege

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

Commissioner Needham made a motion to come out of closed session and it was unanimous.

Other Business

No other business to discuss.

Adjourn or Recess

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

State of North Carolina
County of Surry

Town of Pilot Mountain
Board of Commissioners

Respectfully Submitted:

Attest:

Holly Utt
Town Clerk

Evan Cockerham
Mayor

**RESOLUTION TO ADOPT THE
NORTHERN PIEDMONT REGIONAL HAZARD MITIGATION PLAN**

WHEREAS, the Town of Pilot Mountain is vulnerable to an array of natural hazards that can cause loss of life and damages to public and private property; and

WHEREAS, the Town of Pilot Mountain desires to seek ways to mitigate situations that may aggravate such circumstances; and

WHEREAS, the development and implementation of a hazard mitigation plan can result in actions that reduce the long-term risk to life and property from natural hazards; and

WHEREAS, it is the intent of the Town of Pilot Mountain Board of Commissioners to protect its citizens and property from the effects of natural hazards by preparing and maintaining a local hazard mitigation plan; and

WHEREAS, it is also the intent of the Town of Pilot Mountain Board of Commissioners to fulfill its obligation under North Carolina General Statutes, Chapter 166A: North Carolina Emergency Management Act and Section 322: Mitigation Planning, of the Robert T. Stafford Disaster Relief and Emergency Assistance Act to remain eligible to receive state and federal assistance in the event of a declared disaster affecting the Town of Pilot Mountain; and

WHEREAS, Town of Pilot Mountain, in coordination with Caswell, Davie, Forsyth, Rockingham, Stokes, Surry and Yadkin Counties and the participating municipalities within those Counties has prepared a multi-jurisdictional hazard mitigation plan with input from the appropriate local and state officials;

WHEREAS, the North Carolina Division of Emergency Management and the Federal Emergency Management Agency are reviewing the Northern Piedmont Regional Hazard Mitigation Plan for legislative compliance and will approve the plan pending the completion of local adoption procedures;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Town of Pilot Mountain hereby:

1. Adopts the Northern Piedmont Regional Hazard Mitigation Plan; and
2. Agrees to take such other official action as may be reasonably necessary to carry out the proposed actions of the Plan.

Adopted this the 7th day of December, 2020

Evan J. Cockerham, Mayor

ATTEST:

Holly Utt, Town Clerk

November 23, 2020

The Town of Pilot Mountain
Board of Commissioners

James R. Reid
310 Tommy James Court
Kings Mountain, NC 28086

I respectfully request the transfer of Pilot Mountain cemetery plots G-754 and G-755 to my son
Jonathan W. Reid.

James R. Reid



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

ABC Board Report	
<u>Background Information:</u>	
ABC Board Chairman Billy Pell will provide the monthly report on the ABC Store. October 2019: 114,305 October 2020: 170,688 Increase of 49.3%	
<u>Staff Recommendation:</u>	Information only
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Take no action	
<u>Attachments</u>	
<ul style="list-style-type: none">• None	



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Resolution Honoring Service of Kimberly Quinn	
<u>Background Information:</u>	
The attached resolution honors the service of Kimberly Quinn as a Commissioner and Mayor Pro-Tem.	
<u>Staff Recommendation:</u>	Adopt resolution as presented.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve resolutions• Take No Action	
<u>Attachments</u>	
<ul style="list-style-type: none">• Resolution Honoring Kimberly Quinn	

TOWN OF PILOT MOUNTAIN

RESOLUTION RECOGNIZING THE SERVICE OF KIMBERLY QUINN

WHEREAS, Kimberly Quinn has served as a Commissioner for the Town of Pilot Mountain from 2014 until 2020; and

WHEREAS, Kimberly Quinn has served as Mayor Pro-Tempore of the Town of Pilot Mountain from 2018 until 2020; and

WHEREAS, Kimberly Quinn has, through her foresight and zeal for this community, earned the affection of the people in the Town of Pilot Mountain, North Carolina; and

WHEREAS, in recognition of her outstanding service and devotion to the community and for the achievements made during her tenure;

BE IT THEREFORE RESOLVED that the Mayor and Board of Commissioners of the Town of Pilot Mountain, does, by this resolution and public record, recognize her profound influence upon the improvements made in Pilot Mountain.

BE IT FURTHER RESOLVED that this resolution be spread upon the minutes of the Board of Commissioners and a copy thereof be presented to Kimberly Quinn in recognition of her respected place in this community.

Adopted this 7th day of December 2020

ATTEST:

Holly D. Utt, Clerk

Evan J Cockerham, Mayor



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Resolution Honoring Service of Hilda Willis	
<u>Background Information:</u>	
The attached resolution honors the service of Hilda Willis as a Commissioner.	
<u>Staff Recommendation:</u>	Adopt resolution as presented.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve resolutions• Take No Action	
<u>Attachments</u>	
<ul style="list-style-type: none">• Resolution Honoring Hilda Willis	

TOWN OF PILOT MOUNTAIN

RESOLUTION RECOGNIZING THE SERVICE OF HILDA WILLIS

WHEREAS, Hilda Willis has served as a Commissioner for the Town of Pilot Mountain from 2019 until 2020; and

WHEREAS, Hilda Willis has, through her foresight and zeal for this community, earned the affection of the people in the Town of Pilot Mountain, North Carolina; and

WHEREAS, in recognition of her outstanding service and devotion to the community and for the achievements made during her tenure;

BE IT THEREFORE RESOLVED that the Mayor and Board of Commissioners of the Town of Pilot Mountain, does, by this resolution and public record, recognize her profound influence upon the improvements made in Pilot Mountain.

BE IT FURTHER RESOLVED that this resolution be spread upon the minutes of the Board of Commissioners and a copy thereof be presented to Hilda Willis in recognition of her respected place in this community.

Adopted this 7th day of December 2020

ATTEST:

Holly D. Utt, Clerk

Evan J Cockerham, Mayor



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Resolutions Honoring Service of Zoning Board of Adjustment Members	
<u>Background Information:</u>	
The attached resolutions honor the service of the members of the Zoning Board of Adjustment.	
<u>Staff Recommendation:</u>	Adopt resolutions as presented.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve resolutions• Take No Action	
<u>Attachments</u>	
<ul style="list-style-type: none">• Resolution Honoring Rick Smith, Lee Cook, Greg Smith, Erin Needham, and Charlotte York	

TOWN OF PILOT MOUNTAIN

RESOLUTION RECOGNIZING THE SERVICE OF DR. RICK SMITH

WHEREAS, Rick Smith has served as a dedicated member of the Zoning Board of Adjustment for many years; and

WHEREAS, Rick Smith has served as Chairman of the Zoning Board of Adjustment; and

WHEREAS, Rick Smith has, through his foresight and zeal for this community, earned the affection of the people in the Town of Pilot Mountain, North Carolina; and

WHEREAS, in recognition of his outstanding service and devotion to the community and for the achievements made during his tenure;

BE IT THEREFORE RESOLVED that the Mayor and Board of Commissioners of the Town of Pilot Mountain, does, by this resolution and public record, recognize his profound influence upon the improvements made in Pilot Mountain.

BE IT FURTHER RESOLVED that this resolution be spread upon the minutes of the Board of Commissioners and a copy thereof be presented to Rick Smith in recognition of his respected place in this community.

Adopted this 7th day of December 2020

ATTEST:

Holly D. Utt, Clerk

Evan J Cockerham, Mayor

TOWN OF PILOT MOUNTAIN

RESOLUTION RECOGNIZING THE SERVICE OF LEE COOK

WHEREAS, Lee Cook has served as a dedicated member of the Zoning Board of Adjustment for many years; and

WHEREAS, Lee Cook has, through his foresight and zeal for this community, earned the affection of the people in the Town of Pilot Mountain, North Carolina; and

WHEREAS, in recognition of his outstanding service and devotion to the community and for the achievements made during his tenure;

BE IT THEREFORE RESOLVED that the Mayor and Board of Commissioners of the Town of Pilot Mountain, does, by this resolution and public record, recognize his profound influence upon the improvements made in Pilot Mountain.

BE IT FURTHER RESOLVED that this resolution be spread upon the minutes of the Board of Commissioners and a copy thereof be presented to Lee Cook in recognition of his respected place in this community.

Adopted this 7th day of December 2020

ATTEST:

Holly D. Utt, Clerk

Evan J Cockerham, Mayor

TOWN OF PILOT MOUNTAIN

RESOLUTION RECOGNIZING THE SERVICE OF GREG SMITH

WHEREAS, Greg Smith has served as a dedicated member of the Zoning Board of Adjustment for many years; and

WHEREAS, Greg Smith has, through his foresight and zeal for this community, earned the affection of the people in the Town of Pilot Mountain, North Carolina; and

WHEREAS, in recognition of his outstanding service and devotion to the community and for the achievements made during his tenure;

BE IT THEREFORE RESOLVED that the Mayor and Board of Commissioners of the Town of Pilot Mountain, does, by this resolution and public record, recognize his profound influence upon the improvements made in Pilot Mountain.

BE IT FURTHER RESOLVED that this resolution be spread upon the minutes of the Board of Commissioners and a copy thereof be presented to Greg Smith in recognition of his respected place in this community.

Adopted this 7th day of December 2020

ATTEST:

Holly D. Utt, Clerk

Evan J Cockerham, Mayor

TOWN OF PILOT MOUNTAIN

RESOLUTION RECOGNIZING THE SERVICE OF ERIN NEEDHAM

WHEREAS, Erin Needham has served as a dedicated member of the Zoning Board of Adjustment for many years; and

WHEREAS, Erin Needham has, through her foresight and zeal for her community, earned the affection of the people in the Town of Pilot Mountain, North Carolina; and

WHEREAS, in recognition of her outstanding service and devotion to the community and for the achievements made during her tenure;

BE IT THEREFORE RESOLVED that the Mayor and Board of Commissioners of the Town of Pilot Mountain, does, by her resolution and public record, recognize her profound influence upon the improvements made in Pilot Mountain.

BE IT FURTHER RESOLVED that her resolution be spread upon the minutes of the Board of Commissioners and a copy thereof be presented to Erin Needham in recognition of her respected place in her community.

Adopted this 7th day of December 2020

ATTEST:

Holly D. Utt, Clerk

Evan J Cockerham, Mayor

TOWN OF PILOT MOUNTAIN

RESOLUTION RECOGNIZING THE SERVICE OF CHARLOTTE YORK

WHEREAS, Charlotte York has served as a dedicated member of the Zoning Board of Adjustment for many years; and

WHEREAS, Charlotte York has, through her foresight and zeal for her community, earned the affection of the people in the Town of Pilot Mountain, North Carolina; and

WHEREAS, in recognition of her outstanding service and devotion to the community and for the achievements made during her tenure;

BE IT THEREFORE RESOLVED that the Mayor and Board of Commissioners of the Town of Pilot Mountain, does, by her resolution and public record, recognize her profound influence upon the improvements made in Pilot Mountain.

BE IT FURTHER RESOLVED that her resolution be spread upon the minutes of the Board of Commissioners and a copy thereof be presented to Charlotte York in recognition of her respected place in her community.

Adopted this 7th day of December 2020

ATTEST:

Holly D. Utt, Clerk

Evan J Cockerham, Mayor



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Resolutions Honoring Service of Planning Board Members	
<u>Background Information:</u>	
The attached resolutions honor the service of the members of the Planning Board.	
<u>Staff Recommendation:</u>	Adopt resolutions as presented.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve resolutions• Take No Action	
<u>Attachments</u>	
<ul style="list-style-type: none">• Resolution Honoring Carolyn Boyles, David Thomas, and Jerry Reid	

TOWN OF PILOT MOUNTAIN

RESOLUTION RECOGNIZING THE SERVICE OF CAROLYN BOYLES

WHEREAS, Carolyn Boyles has served as a dedicated member of the Planning Board for many years; and

WHEREAS, Carolyn Boyles has also served as the Chairperson of the Planning Board for several years; and

WHEREAS, Carolyn Boyles has, through her foresight and zeal for her community, earned the affection of the people in the Town of Pilot Mountain, North Carolina; and

WHEREAS, in recognition of her outstanding service and devotion to the community and for the achievements made during her tenure;

BE IT THEREFORE RESOLVED that the Mayor and Board of Commissioners of the Town of Pilot Mountain, does, by her resolution and public record, recognize her profound influence upon the improvements made in Pilot Mountain.

BE IT FURTHER RESOLVED that her resolution be spread upon the minutes of the Board of Commissioners and a copy thereof be presented to Carolyn Boyles in recognition of her respected place in her community.

Adopted this 7th day of December 2020

ATTEST:

Holly D. Utt, Clerk

Evan J Cockerham, Mayor

TOWN OF PILOT MOUNTAIN

RESOLUTION RECOGNIZING THE SERVICE OF JERRY REID

WHEREAS, Jerry Reid has served as a dedicated member of the Planning Board for many years; and

WHEREAS, Jerry Reid has, through his foresight and zeal for his community, earned the affection of the people in the Town of Pilot Mountain, North Carolina; and

WHISEAS, in recognition of his outstanding service and devotion to the community and for the achievements made during his tenure;

BE IT THISEFORE RESOLVED that the Mayor and Board of Commissioners of the Town of Pilot Mountain, does, by his resolution and public record, recognize his profound influence upon the improvements made in Pilot Mountain.

BE IT FURTHIS RESOLVED that his resolution be spread upon the minutes of the Board of Commissioners and a copy thereof be presented to Jerry Reid in recognition of his respected place in his community.

Adopted this 7th day of December 2020

ATTEST:

Holly D. Utt, Clerk

Evan J Cockerham, Mayor

TOWN OF PILOT MOUNTAIN

RESOLUTION RECOGNIZING THE SERVICE OF DAVID THOMAS

WHEREAS, David Thomas has served as a dedicated member of the Planning Board for many years; and

WHEREAS, David Thomas has, through his foresight and zeal for his community, earned the affection of the people in the Town of Pilot Mountain, North Carolina; and

WHISEAS, in recognition of his outstanding service and devotion to the community and for the achievements made during his tenure;

BE IT THISEFORE RESOLVED that the Mayor and Board of Commissioners of the Town of Pilot Mountain, does, by his resolution and public record, recognize his profound influence upon the improvements made in Pilot Mountain.

BE IT FURTHIS RESOLVED that his resolution be spread upon the minutes of the Board of Commissioners and a copy thereof be presented to David Thomas in recognition of his respected place in his community.

Adopted this 7th day of December 2020

ATTEST:

Holly D. Utt, Clerk

Evan J Cockerham, Mayor



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Commissioners Meeting Schedule	
<u>Background Information:</u>	
The Board will need to set its official meeting schedule for the next two years. The Board can of course change this schedule at any time. Currently the Board has its regular monthly meeting at 7 PM on the 2 nd Monday of each month. The Board also has a standing workshop on the 3 rd Tuesday of every other month at 6 PM.	
<u>Staff Recommendation:</u>	Adopt official meeting schedule.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Adopt meeting schedule as is.• Make changes to schedule and adopt.• Take No Action	
<u>Attachments</u>	
<ul style="list-style-type: none">• None	



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Resolution Honoring Service of Jimmy Collins	
<u>Background Information:</u>	
The attached resolution honors the service of Sgt. Jimmy Collins on his retirement from full time service to the Town. This resolution also awards Sgt. Collins his badge and gun, upon his retirement from part time service.	
<u>Staff Recommendation:</u>	Adopt resolution as presented.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve resolutions• Take No Action	
<u>Attachments</u>	
<ul style="list-style-type: none">• Resolution Honoring Jimmy Collins	

RESOLUTION HONORING THE SERVICE OF SERGEANT JAMES H. COLLINS

- WHEREAS, Sergeant Collins began his law enforcement career as a deputy with the Surry County Sheriff's Office, and;
- WHEREAS, Sergeant Collins rose to the rank of detective with the Surry County Sheriff's office, and;
- WHEREAS, Sergeant Collins joined the Pilot Mountain Police Department in 2006, and;
- WHEREAS, Sergeant Collins has served the Town of Pilot Mountain and its citizens as a police officer and a sergeant with the utmost of integrity, and;
- WHEREAS, Sergeant Collins retired from full time service to the Town of Pilot Mountain on December 1, 2020.

NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE TOWN OF PILOT MOUNTAIN, that the Town of Pilot Mountain honors the service of Sergeant James H. Collins to the Town of Pilot Mountain and orders that Sergeant Collins shall be awarded his service weapon, badge, and the key to the Town of Pilot Mountain in recognition of his dedicated service to the Town and its citizens.

Adopted this the 7th of December, 2020.

Signed:

Evan J Cockerham, Mayor

Attest

Holly Utt, Town Clerk



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Armfield Civic Center Pool Discussion	
<u>Background Information:</u>	
<p>As we discussed at our workshop, the Civic Center has requested that the Town make a contribution to the Stay In The Swim campaign. The Board asked that I check with Surry County to see what, if anything, they are planning to contribute. I have checked with the County Manager and as of yet the County has not made any decisions. The County Board of Commissioners is discussing this issue tonight at their Board meeting.</p> <p>I would like to recommend that the Town contribute \$20,000 to this project. This is the same amount that we contributed to the playground project. The ACC pool is an asset to the Town and provides recreational facilities to our community at very little cost, on a normal basis, to the Town. I think these recreational services are vital to the high quality of life that our citizens have come to expect and if we can help maintain these facilities, I think we should do so.</p> <p>The Center has undertaken a campaign to raise funds from private donors and has also sought out grants from foundations and other sources. This campaign has been very successful and they are very close to meeting their goal. If they exceed their goal, the Center will likely undertake a couple of other projects in the pool area such as a resurfacing of the pool and repair of the therapeutic equipment. Any additional excess funds will be placed into reserve for future repairs.</p>	
<u>Staff Recommendation:</u>	Contribute \$20,000 to the Stay In The Swim Campaign
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve contribution of \$20,000• Approve contribution of another amount• Make no contribution• Table until a later date• Take No Action	
<u>Attachments</u>	
<ul style="list-style-type: none">• None	

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



(Phone) - 336.368.2247
(Fax) - 336.368.9532
www.pilotmountainnc.org

MEMORANDUM

TO: Mayor and Board of Commissioners
FROM: Michael Boaz, Town Manager/Finance Officer
DATE: November 30, 2020
RE: November/December 2020 Manager's Report

- We are continuing to work with Smith-Rowe on the Mt Airy Interconnect project. We should have a report for the Board in January.
- We are continuing to work with Duke Energy and WR on the Streetscape project.
- We will likely have a report from the Asset Inventory project in January or February for the Board.
- I would like to wish everyone a safe and happy holiday season.

PROJECT UPDATES

1. Depot Street Stream Restoration Project: All easements have been collected and design/build is underway. We may have to ask for an additional 1-year extension.
2. Main Street National Register District: Our consultant is preparing the necessary final applications and it will be submitted to the State in the near future.
3. Street Paving Project: The funding has been approved by USDA, but we are working on getting LGC approval and on clarification from the NC DOT about whether or not they will be able to move forward.
4. Sunset Sewer Sub-Basin Project: The contractor expects to start construction in September 2020.
5. Water Treatment Upgrade: Plans have been approved by DEQ. We are working to secure the necessary easements.
6. Streetscape Project: We have received the preliminary cost estimate from Duke Energy. It was significantly higher than expected. We are working with WR to regroup.
7. WWTP & Pump Station Project: Design is underway.
8. Asset Inventory & Assessment Project: WR continues to work on the final reports, CIP, and financial plan. This work is expected to be completed by the end of the year.



TOWN OF PILOT MOUNTAIN

Monthly Financial Dashboard
FISCAL YEAR ENDING June 30, 2021

Reporting Period: November 1-November 30 2020

OUR CASH AND INVESTMENTS		
Balances on November 30 2020, in whole dollars		
CASH & INVESTMENTS BY FUND		
GENERAL FUND		
	November 2019	November 2020
Central Depository	\$ 485,181	\$ 434,594
NCCMT	2,312	96,337
NCCMT-Powell Bill	707	711
NCCMT-Term Account	35,379	21
Police Drug Forfeiture	2,195	2,196
Centura Bank CD	25,031	25,031
Fiduciary Funds	56,002	4,168
TOTAL GENERAL FUND	\$ 606,807	\$ 563,057
OTHER FUNDS		
	November 2019	November 2020
Water & Sewer Fund	\$ 4,950	\$ 47,200
NCCMT-Water/Sewer	\$ 3,633	\$ 4,482
Water & Sewer AIA	\$ (32,013)	\$ (819)
Interconnection CP	\$ -	\$ 7,000
WWTP Upgrade	\$ (10,800)	\$ (64,101)
Sunset/Simmons Water	N/A	(\$31,120)
Water Treatment Upgrade	(\$263,110)	(\$332,244)
Streetscape Project	\$10,438	(\$34)
Sunset Sewer Project	(\$211,284)	\$65,003
Street Resurfacing	\$12,951	\$6,019
Capital Reserve	\$ 31,783	\$ 81,859
TOTAL OTHER FUNDS	\$ (453,451)	\$ (216,755)
TOTAL CASH & INVESTMENTS TOWN-WIDE		
	November 2019	November 2020
ALL FUNDS	\$ 153,356	\$ 346,302

OUR CASH FLOWS...			
GENERAL FUND REVENUES & EXPENDITURES	Comparison of FYTD %		
		Prior FYTD %	Current FYTD %
Fiscal Year Budget	\$ 1,892,090	\$ 1,754,560	
Revenues Fiscal Year to Date	45.00%	52.00%	
Expenses Fiscal Year to Date	52.56%	46.33%	
WATER & SEWER ENTERPRISE FUND			
Fiscal Year Budget	\$ 906,480	\$ 986,135	
Revenues Fiscal Year to Date	41.74%	40.48%	
Expenses Fiscal Year to Date	47.99%	36.11%	
WWTP & PUMP STATION REHAB PROJECT			
Project Budget	N/A	\$ 1,374,500	
Revenues Project to Date	\$ 52,606	N/A	3.83%
Expenses Project to Date	\$ 64,101	N/A	4.66%
Water Treatment Upgrade Project			
Project Budget	\$ 3,978,000	\$ 3,978,000	
Revenues Project to Date	\$ 306,530	0.00%	7.71%
Expenses Project to Date	\$ 332,244	4.96%	8.35%
Sunset Sewer Rehabilitation Project			
Project Budget	\$ 2,573,038	\$ 2,573,038	
Revenues Project to Date	\$ 646,841	1.72%	25.14%
Expenses Project to Date	\$ 586,880	10.27%	22.81%
WATER & SEWER AIA PROJECT			
Project Budget	NA	\$ 305,000	
Revenues Project to Date	\$ 191,603	0%	63%
Expenses Project to Date	\$ 162,442	0%	53%

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...

	Comparison of FY %			GENERAL FUND DEPARTMENTS	Comparison of Monthly Expenses		
	Prior FY %	Current FY %			Fiscal Year 2021 Budget	YTD Expenses	
					Prior FY	Current FY	
AD VALOREM PROPERTY TAX				Governing Body	\$ 69,400	\$ 64,795	\$ 57,849
Fiscal Year Budget	\$ 847,090	\$ 867,500		Administration	272,660	145,067	136,363
Revenues this Month	\$ 42,523	3.92%	4.90%	Community & Economic D	41,330	22,202	11,511
Revenues FYTD	\$ 620,335	67.82%	71.51%	Downtown Revitalization	107,550	76,602	41,003
SALES & USE TAX				Police Dept	903,258	388,299	356,757
Fiscal Year Budget	\$ 469,790	\$ 398,600		Street Dept	95,230	55,712	42,041
Revenues this Month	\$ 41,130	8.67%	10.32%	Powell Bill	43,420	3,919	34,898
Revenues FYTD	\$ 216,315	44.27%	54.27%	Sanitation	224,580	103,296	96,055
UTILITY FRANCHISE TAX				Pilot Center	20,340	9,699	18,534
Fiscal Year Budget	\$ 106,020	\$ 118,140		Library	40,340	6,566	3,661
Revenues this Month	\$ -	0.00%	0.00%	Debt Service	65,330	47,137	73,910
Revenues FYTD	\$ 22,303	23.16%	18.88%	Non Departmental	-	775	-
REFUSE COLLECTION FEES					\$ 1,883,438	\$ 924,068	\$ 872,580
Fiscal Year Budget	\$ 69,840	\$ 73,010		Fiscal Year Budget	\$ 1,811,040	\$ 1,883,438	
Revenues this Month	\$ 6,008	8.30%	8.23%	YTD % of Annual Budget Expended		51.02%	46.33%
Revenues FYTD	\$ 30,688	43.41%	42.03%	WATER & SEWER ENTERPRISE FUND			
SALES & SERVICES				General	\$ 167,190	\$ 74,858	\$ 19,717
Fiscal Year Budget	\$ 23,500	\$ 81,700		Water/Sewer Administration	134,790	66,288	52,800
Revenues this Month	\$ 2,025	6.66%	2.18%	Production	165,530	92,035	93,643
Revenues FYTD	\$ 11,346	49.67%	51.86%	WWTP	254,790	96,471	98,786
WATER & SEWER ENTERPRISE FUND REVENUES				Line Maintenance	263,835	105,374	91,125
Fiscal Year Budget	\$ 906,480	\$ 986,135			\$ 986,135	\$ 435,026	\$ 356,070
Revenues this Month	\$ 74,336	8.66%	8.46%	Fiscal Year Budget	\$ 906,480	\$ 986,135	
Revenues FYTD	\$ 399,210	33.28%	40.48%	YTD % of Annual Budget Expended		47.99%	36.11%

**Pilot Mountain Police Department
Monthly Report for October 2020**

Accidents

10/6/2020 647 S Key St
 10/7/2020 703 E 52 Byp
 10/8/2020 731 S Key St
 10/14/2020 801 W 52 Byp
 10/16/2020 S Key St @ Shoals Rd
 10/17/2020 600 Dodson Mill Rd
 10/18/2020 803 W 52 Byp
 10/19/2020 N Key St @ W 52 Byp (PI)
 10/26/2020 514 E Main St (H&R)

	TOTAL	AMOUNT	RECOVERED
Police Service	166		
Wrecks Investigated	9	\$ 32,850.00	
Assaults	1		
Larcenies	5	\$ 1,704.00	
Disturbances/Domestic	7		
Burglar Alarms	9		
Breaking & Entering	0	\$ -	
MIP & Property Damage	2	\$ 515.00	
Traffic Citations	21		
Intoxicated Drivers	2		
Intoxicated Pedestrians	0		
Forgery/Fraud	0		
Armed Robbery	0		
Drug Charges	0		
Other Crimes	28		
Total Arrests	16		
Totals:	266	\$ 33,535.00	\$ -

OTHER:

10/3/2020 Domestic Criminal Trespass
 10/5/2020 Simple Possession
 Possession of Drug Paraphernalia
 10/8/2020 Poss of Drug Paraphernalia, Poss of Marijuana Paraphernalia
 Felony Poss of Meth & Felony Poss of Heroin
 10/9/2020 Possession of Marijuana Paraphernalia
 Possession of Marijuana
 10/10/2020 Served OFA
 10/12/2020 Served OFA X 2
 Resist, Obstruct & Delay X 2
 Injury to Personal Property
 10/15/2020 Felony Poss of Sch II
 Possess Drug Paraphernalia
 10/19/2020 Served OFA
 10/22/2020 Served WFA X 4
 10/23/2020 Possess Stolen Vehicle
 Possess Stolen Firearm
 Possess Firearm by Felon
 Misd Simple Poss of Marijuana
 Simple Poss of Drug Paraphernalia
 10/24/2020 Served OFA
 10/27/2020 Served WFA

NOTES:

10/5 thru 10/11/2020 NCGHSP Campaign
 10/9/2020 Checkpoint
 10/20/2020 Chief Jackson & Capt Easter had LEPC Conference call with county
 10/26,28,29 & 30/2020 Chief Jackson taught BLET
 10/31/2020 Officers assisted with the Women's Club 5K Run

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

MONTH: September

YEAR: 2020

OPERATIONS:

MILLION GALLONS OF WATER TREATED	5.46	PERMIT LIMIT MGD	.500
AVERAGE DAILY VOLUME TREATED	.182		
TOTAL RAINFALL INCHES	5.50		

CHEMICALS USED:

CHLORINE/BLEACH	80 Gallons
POLYMER	0 Gallons

CHEMICAL ANALYSIS:

Parameter	Permit Limits	Monthly Results
BOD	30 max. avg. monthly	3.40
TSS	30 max. avg. monthly	8.74
D.O.	5 minimum avg. daily eff.	6.16
Fecal Coliform	200 max. avg. monthly	11.7
Ammonia-Nitrogen	28.6 max. avg. monthly	1.19

We are in compliance with all permit requirements.

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

MONTH: October

YEAR: 2020

OPERATIONS:

MILLION GALLONS OF WATER TREATED	6.262	PERMIT LIMIT MGD	.500
AVERAGE DAILY VOLUME TREATED	.202		
TOTAL RAINFALL INCHES	8.80		

CHEMICALS USED:

CHLORINE/BLEACH	90 Gallons
POLYMER	0 Gallons

CHEMICAL ANALYSIS:

Parameter	Permit Limits	Monthly Results
BOD	30 max. avg. monthly	2.08
TSS	30 max. avg. monthly	13.9
D.O.	5 minimum avg. daily eff.	6.70
Fecal Coliform	200 max. avg. monthly	1
Ammonia-Nitrogen	28.6 max. avg. monthly	2.64

We are in compliance with all permit requirements, including passing our quarterly Bioassay.

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

MONTH: November

YEAR: 2020

OPERATIONS:

MILLION GALLONS OF RAW WATER TREATED	8.66	DAILY AVERAGE RAW WATER TREATED (MGD)	.280
MILLION GALLONS WATER FILTERED	8.32	DAILY AVERAGE WATER FILTERED (MGD)	.277
MILLION GALLONS PUMPED TO SYSTEM	6.50	DAILY AVERAGE WATER PUMPED TO SYSTEM (MGD)	.216

CHEMICALS USED:

ALUMINUM SULFATE	1011 LBS.
SODA ASH	909 LBS.
CHLORINE	238 LBS.
HEXAMETAPHOSFATE	69 LBS.

OPERATIONS SUMMARY:

All monthly drinking water laboratory tests were in compliance and the monthly report (eMOR) was submitted to NCDENR on December 2nd, 2020.