



TOWN OF ROBBINS
BOARD OF COMMISSIONERS REGULAR MEETING
THURSDAY, DECEMBER 14, 2023 – 6:00 PM
Robbins Fire Department

AGENDA

- I. CALL TO ORDER**
- II. INVOCATION** – Mayor
- III. PLEDGE OF ALLEGIANCE** – Mayor
- IV. PUBLIC COMMENT PERIOD NC G.S. 160A-81, 160A-81.1**
- V. CONFLICT OF INTEREST** – *Does any Commissioner have a conflict of interest concerning agenda items the Board will address in this meeting?*
- VI. APPOINTMENTS**
 - A. Oath of Mayor Cameron Dockery; Commissioner Brandon Phillips; Commissioner Kevin Stewart by Honorable Judge Steve Bibey
Elect Mayor Pro Tem
- VII. APPROVAL OF CONSENT AGENDA**

All items below are considered routine and will be enacted by one motion. No separate discussion will be held except on request of a member of the Board of Commissioners.

 - A. Minutes of November Board of Commissioners Meeting
 - B. Approve Holiday Calendar 2024
 - C. 2024 Board of Commissioners Meeting Dates
- VIII. PRESENTATIONS**
 - A. Kennedy Rifle Presentation by Matthew Mutarelli
- IX. PUBLIC HEARINGS**
 - A. Call to Public Hearing for Annexation of Non-Contiguous Territory located at 6394 NC Hwy 705, Robbins NC January 11, 2024, at Robbins Fire Department 6:00 pm
- X. OLD BUSINESS**
- XI. NEW BUSINESS**
 - A. Letter of Support of Kennedy Rifle
 - B. Asbestos Abatement Bid Results for Old Police Building

C. Approval for Amended Audit Contract for 2022

XII. MANAGER'S REPORT

A. December 2023 Manager Report

XIII. COMMISSIONER'S COMMENTS

XIV. CLOSED SESSION *(if needed)*

XV. COMMISSIONER'S UPCOMING MEETING/EVENTS

- A. Closed
 - Christmas
 - December 22nd close at noon for Holiday Party
 - December 23-26
 - January 1



TOWN OF ROBBINS
Board of Commissioners Regular Meeting
Thursday, November 09, 2023 – 6:00 PM
Robbins Fire Department

I. CALL TO ORDER

PRESENT

- Mayor Cameron Dockery
- Mayor Pro Tem Nikki Bradshaw
- Commissioner Kevin Stewart
- Commissioner Lonnie English

ABSENT

- Commissioner Brandon Phillips
- Commissioner Jody Britt

II. INVOCATION – Mayor

PRESENT

- Mayor Cameron Dockery
- Mayor Pro Tem Nikki Bradshaw
- Commissioner Kevin Stewart
- Commissioner Lonnie English

ABSENT

- Commissioner Brandon Phillips
- Commissioner Jody Britt

III. PLEDGE OF ALLEGIANCE – Mayor

PRESENT

- Mayor Cameron Dockery
- Mayor Pro Tem Nikki Bradshaw
- Commissioner Kevin Stewart
- Commissioner Lonnie English

ABSENT

- Commissioner Brandon Phillips

Commissioner Jody Britt

IV. PUBLIC COMMENT PERIOD NC G.S. 160A-81, 160A-81.1

none

V. CONFLICT OF INTEREST – *Does any Commissioner have a conflict of interest concerning agenda items the Board will address in this meeting?*

none

VI. APPROVAL OF CONSENT AGENDA

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Motion made by Commissioner Stewart.

Voting Yea: Mayor Pro Tem Bradshaw, Commissioner English

A. October 2023 Minutes

VII. OLD BUSINESS

A. Fire Code Ordinance

No changes submitted. This ordinance ensures the safety of property lines.

Motion made by Commissioner Stewart.

Voting Yea: Mayor Pro Tem Bradshaw, Commissioner English

VIII. NEW BUSINESS

A. Adoption of Rural Planning Organization for Chatham, Lee, Moore and Orange Counties

A representative of RPO will be an elected official elected in January 2024.

Motion made by Mayor Pro Tem Bradshaw.

Voting Yea: Commissioner Stewart, Commissioner English

B. CPRC Letter of Commitment

CPRC is a great organization to be part of, they have already elected us to receive a grant for Thriving Communities, given the growth coming to our area. This will fund a planner position for three years exclusively for us. We can throw all our DOT projects because it takes a lot off our plate. This will assist us with navigating through DOT process.

IX. MANAGER'S REPORT

A. October 2023 Manager Report

The manager reviewed his Report.

Steve Kasner, from Boys and Girls Club, is still interested and committed to Robbins and is involved in raising a substantial amount of money to come here. The mayor stated the Board is committed to cleaning up of Police Building, the RFP was submitted, and 7 contractors completed a walk-through to propose abatement of asbestos from the building.

The Police were awarded a grant to rehire Officer Jackson to the Police Department for 3 years.

Brightspeed meeting will involve bringing fiber to Robbins through a Private grant. Includes integrating on our existing aerial lines. Permits and due diligence are being completed. This project should be completed within the next year. This program works with a Federal Match Program to make internet speed more affordable for citizens who qualify.

Questions

Mayor Dockery requested an ARPA line-item accounting given to the board. The manager pulls out approved Budget amendments to give to the board. Commissioner Bradshaw inquires if there is a report that can be pulled that shows what they can refer to when citizens ask them what ARPA was used for. The manager states that on the previously approved Budget Amendments, there is a spending plan that reflects what was spent. Commissioner Bradshaw would like to see everything together from the beginning until now and then what future expenditures ARPA will absorb. The manager states nothing was spent that wasn't approved. Commissioner Bradshaw states versus her going through her book of minutes, could he provide a report on a spreadsheet showing line by line what was spent? The manager states he will provide a simpler spreadsheet.

X. COMMISSIONER'S COMMENTS

Kevin-None

Lonnie- The new hardware, I tried to get the guy to speak. He told me we would have a new Hardware store by April.

Cam- You get the opportunity to go in there, you should. It is nice there.

Nikki-none

XI. CLOSED SESSION *(if needed)*

(3) To consult with an attorney employed or retained by the public body to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

(4) To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic

development incentives that may be offered by the public body in negotiations, or to discuss matters relating to military installation closure or realignment.

Motion made by Commissioner English.
Voting Yea: Mayor Pro Tem Bradshaw, Commissioner Stewart

Motion to Enter Phase I with Williams Property

Motion made by Commissioner Stewart.
Voting Yea: Mayor Pro Tem Bradshaw, Commissioner English

Motion to Adjourn

Motion made by Commissioner Stewart.
Voting Yea: Mayor Pro Tem Bradshaw, Commissioner English

XII. COMMISSIONER'S UPCOMING MEETING/EVENTS

Shred Day at Depot 11/15 10 a.m.-2 p.m.

Closed Veterans Day 11/10 & Thanksgiving 11/ 23-24

Christmas Parade, Tree Lighting and Santa Train December 7th @6:00

Ayes_____

Nay_____

This the 14th day of December, 2023.

Cameron Dockery, Mayor

Jessica Coltrane Town Clerk CMC



TOWN OF ROBBINS
Board of Commissioners Regular Meeting
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Robbins Fire Department

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Commissioner Kevin Stewart
Commissioner Lonnie English

ABSENT
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Commissioner Jody Britt

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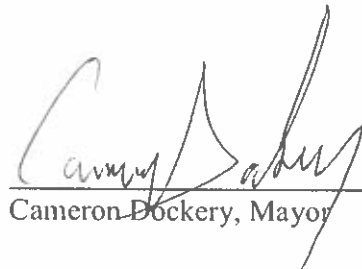
Closed Veterans Day 11/10 & Thanksgiving 11/23-24

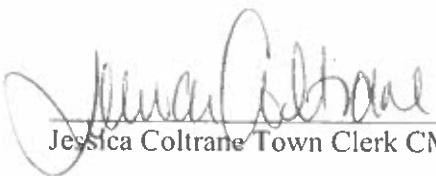
Christmas Parade, Tree Lighting and Santa Train December 7th @6:00

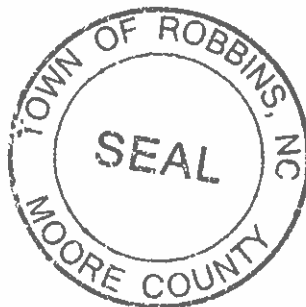
Ayes 5

Nay 0

This the 14th day of December, 2023.


Cameron Dockery, Mayor


Jessica Coltrane Town Clerk CMC





2024 Holiday Calendar

The Town will follow the holiday schedule as published by the State of North Carolina for State Employees.

In order to receive a paid holiday, an employee must have worked the day before and the day after the holiday(s), or have been given approved paid leave.

Employees wishing to schedule time off for religious observances, other than those observed by the Town, may request vacation leave from their respective department head. The department head will attempt to arrange the work schedule so that an employee may be granted vacation leave for the religious observance. Vacation leave for religious observances may be denied only when granting leave would create an undue hardship for the Town.

The Town Manager is authorized to grant the following holidays, with pay, to all full-time employees:

- **New Year’s Day** January 1, 2024
- **Martin Luther King Jr.’s Birthday** – Monday, January 15th
- **Good Friday** – Friday, March 29th
- **Memorial Day** – Monday, May 27th
- **Independence Day** – Thursday, July 4th
- **Labor Day** – Monday, September 2nd
- **Veteran’s Day** – Friday, November 11th
- **Thanksgiving** – Thursday & Friday, November 28 & 29
- **Christmas** – Tuesday, Wednesday, & Thursday December ,24, 25 & 26

Christmas- 2 or 3 workdays (see following Christmas Schedule)

| | |
|--------------------------|--------------------------------|
| When Christmas falls on: | Town of Robbins Observes: |
| Sunday | Monday & Tuesday |
| Monday | Monday & Tuesday |
| Tuesday | Monday, Tuesday, & Wednesday |
| Wednesday | Tuesday, Wednesday, & Thursday |
| Thursday | Wednesday, Thursday, & Friday |
| Friday | Thursday & Friday |
| Saturday | Thursday & Friday |

When a holiday other than Christmas Day falls on a Saturday, Friday shall be observed; if it falls on a Sunday, Monday shall be observed as the holiday.



Resolution Adopting the Town of Robbins Holiday Calendar 2024

Whereas the Town of Robbins Board of Commissioners has adopted a personnel policy that details required town holidays,

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF ROBBINS, NORTH CAROLINA, THAT:

The attached holiday leave schedule has been adopted.

Adopted on _____, 2023

Cameron Dockery, Mayor

ATTEST:

Jessica Coltrane, Town Clerk



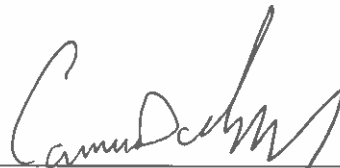
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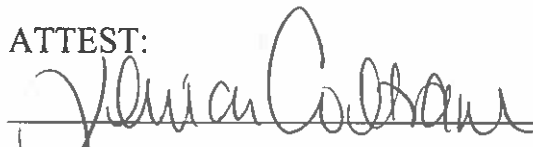
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Cameron Dockery, Mayor

ATTEST:



Jessica Coltrane, Town Clerk





A RESOLUTION ADOPTING THE 2024 TOWN COUNCIL MEETING SCHEDULE

WHEREAS, The Town of Robbins Commissioners is authorized, pursuant to N.C. Gen. Stat. Sec. 160A-71, to fix the time and place for its regular meetings;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSIONERS OF THE TOWN OF ROBBINS, NORTH CAROLINA, THAT:

The following schedule of the meetings of the Robbins Board of Commissioners for 2024 be, and the same is, hereby established as follows:

Robbins Board of Commissioners Meeting
 6:00 p.m. 2nd Thursday of each month
 Robbins Town Hall, Robbins, NC or Robbins Fire Department

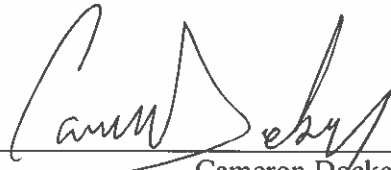
Specifically, these dates include:

- | | |
|------------|--------------|
| January 11 | July 11 |
| February 8 | August 8 |
| March 14 | September 12 |
| April 11 | October 10 |
| May 9 | November 14 |
| June 13 | December 12 |

BE IT FURTHER RESOLVED THAT:

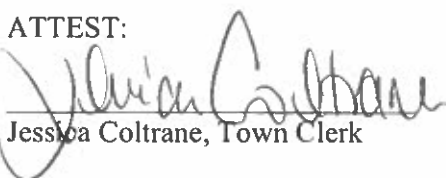
This Schedule may be amended or modified by resolution.

Adopted on December 14, 2023.



 Cameron Dockery, Mayor
 Town of Robbins

ATTEST:



 Jessica Coltrane, Town Clerk





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| January 11 | July 11 |
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BE IT FURTHER RESOLVED THAT:

This Schedule may be amended or modified by resolution.

Adopted on _____, 2023.

Cameron Dockery, Mayor
Town of Robbins

ATTEST:

Jessica Coltrane, Town Clerk

The Kennedy Rifle of the Bear Creek School, Moore County NC

Matthew R Mutarelli
Gunsmith

Longrifle production 18th and 19th centuries in the United States

Section VIII, Item A.

- Manufacture of Longrifles started in Pennsylvania early 1700s. German gunsmiths were the first to cut rifling/grooves into the barrel, imparting spin to the projectile. Range and accuracy were increased.
- Commonly referred to as a “Kentucky” rifle. Longrifles were made in Pennsylvania and elsewhere but were used on the Kentucky frontier.
- Golden Age of Longrifles 1770-1820.
- The longrifle is a blend of the smooth bore musket and the German jaeger rifle
- Smaller projectile +velocity +rifle grooves

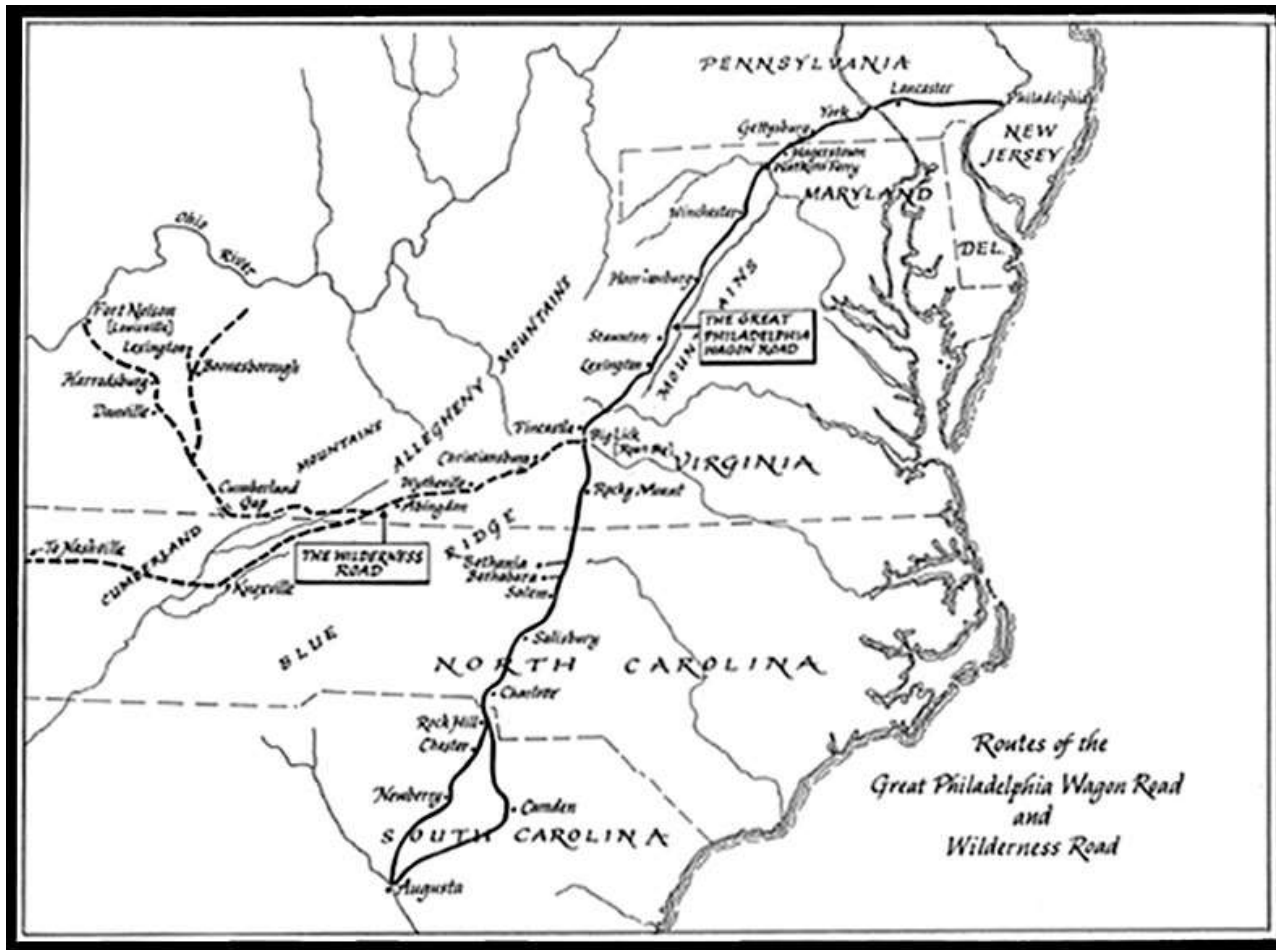
Alexander Kennedy

- Born in Ireland 1738, Immigrated to Philadelphia PA, Arrived in Moore County 1768-1770
- Probably Apprenticed in Lancaster PA learning the trade of gunmaking (mechanic)
- Heard of gunmakers in the town of Hemp NC, boarded a wagon and rode to NC
- Served as a patriot soldier, Recognized by SAR?
- Known to make rifles and swords of good quality, However, only one signed rifle exists

The Great Wagon Road.

Section VIII, Item A.

Conduit of longrifle manufacturing practices to the southern colonies



9 regional areas or schools of longrifles in North Carolina

- **Bear Creek (Moore and Chatham Counties)**
- Early Deep River (Guilford and Randolph counties)
- Jamestown (Guilford County)
- Salem (Forsythe County)
- Davidson (Davidson County)
- Rowan (Rowan and Iredell Counties)
- Mecklenburg (Mecklenburg, Gaston and Lincoln Counties)
- Catawba Valley (Iredell and Catawba Counties)
- Appalachian (Western North Carolina)

David Kennedy Rifle with Captured Patchbox and daisy finial similar to rifles made in Lancaster PA



Kennedy rifle on display in Robbins NC



Personal contemporary copy of a Kennedy rifle by Matthew R Mutarelli



David Kennedy (Kannedy)

- Brought the family business to a higher level than Alexander Kennedy Sr.
- Taught the trade by Alexander Kennedy Sr. diversified into saw mills and other businesses
- Built the most guns personally and through his business and his sons (5 total)
- Brought lock production in house to his shop vs buying imported English locks

Two Kennedy Rifle specimens:
David Kennedy's 1811 comet rifle, Unsigned Kennedy
Rifle, Shaw House SPNC

Section VIII, Item A.



Kennedy Rifle Attributes

- 2 screw side plate
- Spear shaped tang with single screw
- Usually hard curly maple stocks
- Standard incised carving on the comb and along the ramrod channel
- Double set trigger
- .45 caliber
- Usually cast brass mountings
- Non tapered octagon barrel, 42-46" length

Contemporary copy of a David Kennedy flint pistol circa 1812

Section VIII, Item A.



Utilitarian pistol grip reinforcements



Kennedy Patchbox with piercings and scrimshaw engraving

Section VIII, Item A.



Kennedy Rifle with hunter's star and incised cut on the comb of stock.

Section VIII, Item A.



War of 1812, Battle of New Orleans

Section VIII, Item A.

Longrifles present and used to great effect on British troops 1,500 casualties on British side vs. 20 American



The Kennedy Rifle: The official NC State Firearm

Section VIII, Item A.

- Currently only 9 states have official firearms
- The Moore County/Bear Creek/ Kennedy rifle is a solid candidate for the honor bestowed by the state legislature
- Presence in war of 1812 and Revolutionary War
- Produced 1790-1838 in Robbins NC by the Kennedy family
- Armed settlers going west crossing the Appalachians and into Kentucky
- Requesting endorsement letter from this organization to accompany letters to Representative Moss and Senator McInnis

QUESTIONS

Notice of public hearing on the request for non-contiguous annexation:

WH Brown Family Farms LLC

Parcel 00013426

The public will take notice that the Board of Commissioners of the Town of Robbins has called a public hearing at 6 p.m. on January 11, 2024, at Robbins Fire Department, 301 Branson Circle, Robbins on the question of annexing the following described territory, requested by a petition filed pursuant to G.S. 160A-58.1:

MOORE COUNTY REGISTRY, DEED BOOK 5957 PAGE 428:

Being all of Lot Numbered (3) Three as shown in the sub-division of the J, L. Currie estate as surveyed and platted by C. H. Blue, Registered surveyor, in August 1960, which map appears of record in the office of the Register of Deeds for Moore County in Map Book No, 7, page 11; and being the same lot described in a deed from J. W. Currie and wife, et al, to Charlie Williams and wife, Etta Williams, dated October 13, 1960, and recorded in the Moore County Registry in Deed Book 241, page 229, to which record reference is here made.

Being all of Lot Numbered (25) Twenty-five as shown in the subdivision of the J. L. Currie estate as surveyed and platted by C. H. Blue, Registered Surveyor, in August, 1960, which map appears of record in the office of the Register of Deeds for Moore County in Map Book No. 7, page 11; and being the same lot described in a deed from J. W. Currie and wife, et al, to Charlie Williams and wife, Etta Williams, dated October 13, 1960, and recorded in the Moore County Registry in Deed Book 241, page 235, to which record reference is here made.

Jessica Coltrane, Town Clerk.



To: NC Senator Tom McInnis, NC House Representative Ben Moss and Neal Jackson
From: Town of Robbins Board of Commissioners
Thu: Mr. Matthew Mutarelli
Re: Support for the Kennedy Rifle State Official Firearm Initiative

Gentleman,

On December 14th 2023, the Robbins Board of Commissioners had the distinct pleasure of hearing a presentation of the history of the Kennedy Rifle from retired US Army Special Forces Veteran Matthew Mutarelli. The Kennedy Family and their gunsmithing ingenuity played a pivotal role in formally establishing the Town of Robbins (formally Mechanics Hill, Elise, and Hemp) and supporting the United States during the Revolutionary War along with the War of 1812.

The Kennedy Rifle was produced in mass from 1790-1838 and is formally documented throughout United States historical record. From the Revolutionary War throughout the great migration westward, the Kennedy Rifle is engrained in American history.

Currently, nine US States have official state firearms; the Town of Robbins enthusiastically supports Mr. Mutarelli's initiative to formally recognize the Kennedy Rifle as the *Official Firearm of the Great State of North Carolina*. We hope you can support and present this initiative in the upcoming legislative session. Thank you.



**RESOLUTION OF SUPPORT
ADOPT THE KENNEDY RIFLE AS THE OFFICIAL
FIREARM OF NORTH CAROLINA**

WHEREAS, a company, referred to as Kennedy Rifle is seeking support to become the State Official Firearm from the town of Robbins, Moore County, North Carolina; and

WHEREAS, on December 14th heard from Matthew Mutarelli, a veteran of the US Army Special Forces, presenting the history of the Kennedy Rifle; and

WHEREAS, the Town of Robbins desires to support Mr. Mutarelli’s mission to add the Kennedy Rifle to the nine United States official state firearms; and

WHEREAS, the Town of Robbins supports the initiative to formally recognize the Kennedy Rifle as the *Official Firearm of the Great State of North Carolina*.

NOW THEREFORE BE IT RESOLVED, that the Town of Robbins Board of Commissioners support the Kennedy Rifle initiative to become the official Firearm of North Carolina.

This resolution was approved and adopted on the 14th day of December 2023

Cameron Dockery
Mayor, Town of Robbins

ATTEST

Jessica Coltrane, Town Clerk CMC

[SEAL]



Agenda Item :
Meeting Date:12/14/23

MEMORANDUM TO THE BOARD OF COMMISSIONERS

FROM: Clint Mack
DATE: 12/14/23
SUBJECT: Asbestos Abatement of Old Police Building
PRESENTER: Clint Mack

REQUEST:

To consider awarding the Town of Robbins abatement of asbestos in the Old Police Department Building to OCA, Salisbury, North Carolina.

BACKGROUND:

- Submitted a Request for Proposal for Abatement of Asbestos at Old Police Building. Contractors were given clear directions of requirements for abatement. Seven (7) Contractors submitted unit bid pricing for this project on November 20, 2023. A bid tabulation summary showing all bids received is attached for reference.

IMPLEMENTATION PLAN:

Upon authorization by the Board, the Town of Robbins will work with the winning bidder to schedule the abatement of asbestos.

FINANCIAL IMPACT STATEMENT:

\$68,711 to be debited from General Fund Balance (Unrestricted)

RECOMMENDATION SUMMARY:

The recommendation is contract be awarded to OCA, LLC out of Salisbury, NC for \$68,711 via motion and requests, that the motion include that the Town Manager be authorized to execute change orders up to 10% of the bid amount of \$ 6,871 up to a total of \$75,582.

SUPPORTING ATTACHMENTS:

Bid Tabulation Sheet



| Project: Asbestos Abatement | | | | | | | | |
|------------------------------------|---------------------------|-------------------|------------|------------------|----------------|-----------------|---------------------------------------|-------------|
| Bid Opening Date | | 11/13/2023 | | | | | | |
| Bid Closing Date | | 11/20/2023 | | | | | | |
| | | at 10:00a.m. EST | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| Ref # | Vendor | Total Base Bid | Cost (50%) | Experience (25%) | Schedule (25%) | Air Monitoring? | Notes | Total Score |
| 1 | Enviropro Solution | \$97,000.00 | 8 | 6 (6) | 4 (5 weeks) | Yes | | 18 |
| 2 | T& T Abatement Contractor | \$125,302.00 | 6 | 4 (3) | 6 (4 weeks) | No | | 16 |
| 3 | Rhino Demolition | \$173,400.00 | 4 | 4 (3) | 7 (2 weeks) | Yes | Roof + \$20k/Wood stud removal +\$15k | 15 |
| 4 | Enpuricon | \$78,750.00 | 10 | 0 | 0 | No | | 10 |
| 5 | OCA | \$68,711.00 | 14 | 7 (14) | 6 (4 weeks) | Yes | | 27 |
| 6 | DARI | \$253,740.00 | 2 | 5 (4) | 3 (7 weeks) | Yes | | 10 |
| 7 | EMR Services | \$75,120.00 | 12 | 0 | 0 | No | | 12 |
| | | | | | | | | |
| | | | | | | | | |

| | |
|---------|--|
| Whereas | Primary Government Unit BOARD OF COMMISSIONERS |
| and | Discretely Presented Component Unit (DPCU) (if applicable) N/A |
| and | Auditor STRICKLAND HARDEE PLLC |

entered into a contract in which the Auditor agreed to audit the accounts of the Primary Government Unit and DPCU (if applicable)

| | | | |
|-----|--|--|--|
| for | Fiscal Year Ending 06/30/22 | and originally to be submitted to the LGC on | Date 06/30/23 |
|-----|--|--|--|

hereby agree that it is now necessary that the contract be modified as follows.

| | | |
|---|---------------------------|---------------------------|
| <input checked="" type="checkbox"/> Modification to date submitted to LGC | Original date 06/30/23 | Modified date 12/31/23 |
| <input type="checkbox"/> Modification to fee | Original fee | Modified fee |

Primary **Other**
(choose 1)(choose 0-2)

Reason(s) for Contract Amendment

- Change in scope
- Issue with unit staff/turnover
- Issue with auditor staff/workload
- Third-party financial statements not prepared by agreed-upon date
- Unit did not have bank reconciliations complete for the audit period
- Unit did not have reconciliations between subsidiary ledgers and general ledger complete
- Unit did not post previous years adjusting journal entries resulting in incorrect beginning balances in the general ledger
- Unit did not have information required for audit complete by the agreed-upon time
- Delay in component unit reports
- Software - implementation issue
- Software - system failure
- Software - ransomware/cyberattack
- Natural or other disaster
- Other (please explain)

Plan to Prevent Future Late Submissions

If the amendment is submitted to modify the date the audit will be submitted to the LGC, please indicate the steps the unit and auditor will take to prevent late filing of audits in subsequent years. Audits are due to the LGC four months after fiscal year end. Indicate NA if this is an amendment due to a change in cost only.

This is an intial audit for the Firm and the original trial balance as provided did not balance. As such, delays in issuing the audit were caused. The Town has provided a balanced trial balance to the auditor and we anticipate no future delays in completing subsequent audits.

Additional Information

Please provide any additional explanation or details regarding the contract modification.

The contract was modified to reflect the actual issuance timeframe in advance of uploading to the local government commission.

By their signatures on the following pages, the Auditor, the Primary Government Unit, and the DPCU (if applicable), agree to these modified terms.

SIGNATURE PAGE

AUDIT FIRM

| | |
|---|----------------------------------|
| Audit Firm* STRICKLAND HARDEE PLLC | |
| Authorized Firm Representative* (typed or printed) Nicholas Wicker | Signature* <i>Nick Wicker</i> |
| Date* 12/5/23 | Email Address nick@shcpa.cpa |

GOVERNMENTAL UNIT

| | |
|---|---------------|
| Governmental Unit* BOARD OF COMMISSIONERS | |
| Date Primary Government Unit Governing Board Approved Amended Audit Contract* (If required by governing board policy) | |
| Mayor/Chairperson* (typed or printed) | Signature* |
| Date | Email Address |

| | |
|--|---------------|
| Chair of Audit Committee (typed or printed, or "NA") | Signature |
| Date | Email Address |

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE
ONLY REQUIRED IF FEES ARE MODIFIED IN THE AMENDED CONTRACT
(Pre-audit certificate not required for hospitals)

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

| | |
|--|----------------|
| Primary Governmental Unit Finance Officer* | Signature* |
| Date of Pre-Audit Certificate* | Email Address* |

**SIGNATURE PAGE – DPCU
(complete only if applicable)**

DISCRETELY PRESENTED COMPONENT UNIT

| | |
|--|---------------|
| DPCU N/A | |
| Date DPCU Governing Board Approved Amended Audit Contract <small>(If required by governing board policy)</small> | |
| DPCU Chairperson (typed or printed) | Signature |
| Date | Email Address |

| | |
|--|---------------|
| Chair of Audit Committee (typed or printed, or "NA") | Signature |
| Date | Email Address |

DPCU – PRE-AUDIT CERTIFICATE
ONLY REQUIRED IF FEES ARE MODIFIED IN THE AMENDED CONTRACT
(Pre-audit certificate not required for hospitals)

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

| | |
|--|---------------|
| DPCU Finance Officer (typed or printed) N/A | Signature |
| Date of Pre-Audit Certificate | Email Address |

LGC-205 Amendment

AMENDMENT TO CONTRACT TO AUDIT ACCOUNTS

Re Section XI, Item C.

| | |
|---------|---|
| Whereas | Primary Government Unit BOARD OF COMMISSIONERS |
| and | Discretely Presented Component Unit (DPCU) (if applicable) N/A |
| and | Auditor STRICKLAND HARDEE PLLC |

entered into a contract in which the Auditor agreed to audit the accounts of the Primary Government Unit and DPCU (if applicable)

| | | | |
|-----|--------------------------------|--|------------------|
| for | Fiscal Year Ending 06/30/22 | and originally to be submitted to the LGC on | Date 06/30/23 |
|-----|--------------------------------|--|------------------|

hereby agree that it is now necessary that the contract be modified as follows.

| | | |
|---|---------------------------|---------------------------|
| <input checked="" type="checkbox"/> Modification to date submitted to LGC | Original date 06/30/23 | Modified date 12/31/23 |
| | Original fee | Modified fee |
| <input type="checkbox"/> Modification to fee | | |

Primary (choose 1) Other (choose 0-2)

Reason(s) for Contract Amendment

- Change in scope
- Issue with unit staff/turnover
- Issue with auditor staff/workload
- Third-party financial statements not prepared by agreed-upon date
- Unit did not have bank reconciliations complete for the audit period
- Unit did not have reconciliations between subsidiary ledgers and general ledger complete
- Unit did not post previous years adjusting journal entries resulting in incorrect beginning balances in the general ledger
- Unit did not have information required for audit complete by the agreed-upon time
- Delay in component unit reports
- Software - implementation issue
- Software - system failure
- Software - ransomware/cyberattack
- Natural or other disaster
- Other (please explain)

Plan to Prevent Future Late Submissions

If the amendment is submitted to modify the date the audit will be submitted to the LGC, please indicate the steps the unit and auditor will take to prevent late filing of audits in subsequent years. Audits are due to the LGC four months after fiscal year end. Indicate NA if this is an amendment due to a change in cost only.

This is an intial audit for the Firm and the original trial balance as provided did not balance. As such, delays in issuing the audit were caused. The Town has provided a balanced trial balance to the auditor and we anticipate no future delays in completing subsequent audits.

Additional Information

Please provide any additional explanation or details regarding the contract modification.

The contract was modified to reflect the actual issuance timeframe in advance of uploading to the local government commission.

By their signatures on the following pages, the Auditor, the Primary Government Unit, and the DPCU (if applicable), agree to these modified terms.

SIGNATURE PAGE

AUDIT FIRM

| | |
|---|----------------------------------|
| Audit Firm* STRICKLAND HARDEE PLLC | |
| Authorized Firm Representative* (typed or printed) Nicholas Wicker | Signature* <i>Nick Wicker</i> |
| Date* 12/5/23 | Email Address nick@shcpa.cpa |

GOVERNMENTAL UNIT

| | |
|--|---|
| Governmental Unit* BOARD OF COMMISSIONERS | |
| Date Primary Government Unit Governing Board Approved Amended Audit Contract* (If required by governing board policy) | |
| Mayor/Chairperson* (typed or printed) <i>Cameron Dochtery</i> | Signature* <i>Cameron Dochtery</i> |
| Date <i>12-14-2023</i> | Email Address <i>cdochtery@townofrobbins.com</i> |

| | |
|--|---------------|
| Chair of Audit Committee (typed or printed, or "NA") | Signature |
| Date | Email Address |

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE
ONLY REQUIRED IF FEES ARE MODIFIED IN THE AMENDED CONTRACT
(Pre-audit certificate not required for hospitals)

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

| | |
|---|--|
| Primary Governmental Unit Finance Officer* <i>Municipality</i> | Signature* <i>Courtney Bullard</i> |
| Date of Pre-Audit Certificate* <i>12/19/23</i> | Email Address* <i>finance@townofrobbins.com</i> |

**This disbursement has been
Approved as required by
The Local Government
Budget & Fiscal Control Act**

**SIGNATURE PAGE – DPCU
(complete only if applicable)**

DISCRETELY PRESENTED COMPONENT UNIT

| | |
|--|---------------|
| DPCU N/A | |
| Date DPCU Governing Board Approved Amended Audit Contract (If required by governing board policy) | |
| DPCU Chairperson (typed or printed) | Signature |
| Date | Email Address |

| | |
|--|---------------|
| Chair of Audit Committee (typed or printed, or "NA") | Signature |
| Date | Email Address |

DPCU – PRE-AUDIT CERTIFICATE
ONLY REQUIRED IF FEES ARE MODIFIED IN THE AMENDED CONTRACT
(Pre-audit certificate not required for hospitals)

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

| | |
|--|---------------|
| DPCU Finance Officer (typed or printed) N/A | Signature |
| Date of Pre-Audit Certificate | Email Address |



To: Robbins Board of Commissioners

From: Clint Mack, Town Manager

Subject: Manager Report

Date: 08 December 2023

PROJECTS/EFFORTS

1. FEMA Hurricane Florence Recovery Projects (3)- Awaiting Final Payouts; working with *Hagarty Consulting* regarding category “E” project discrepancies, primarily 2019 back-hoe repairs (\$11k).
2. 2022 Water System Improvements Grant- Project design phase. Payment request #3 was submitted to DEQ for reimbursement.
3. 2022 Sewer AIA- Updated camera video submitted to engineer for final sign-off. Payment request #8 processed.

DEPARTMENT REPORTS

1. ADMINISTRATIVE

- a. Christmas Parade planning and execution.
- b. Walkthrough with *Longitude Planning* about the conceptual downtown revitalization plan.
- c. Old Police Station pre-bid meeting, walk-through, bidding process, and analysis.
- d. Public Works lab repair nearly complete, weather dependent.
- e. Permitting and staff assistance meetings for land use.
- f. Office of State Budget Management (OSBM) meetings and training to receive appropriated funds for Reservoir and Theater Projects.
- g. Budget Planning Relations training with the International City/County Management Association (ICMA).
- h. Received pitch from *Revize* government website management.
- i. “Shred Event” at Greenspace was a success.
- j. Great feedback from *Toyota* after the Job Fair; over 200 interviews conducted.
- k. Attended Wooten Co. ribbon cutting ceremony in Winston-Salem.



- l. Several meetings with the NC League of Municipalities (NCLM) on ARPA-funded services are available such as single project engineering services.
- m. LKC-Moore County Strategic Water Study Analysis

2. FIRE

- a. See report.
- b. Great support from the entire department for the Christmas Parade.
- c. New Fire/Rescue Dodge Ram delivered.

3. POLICE

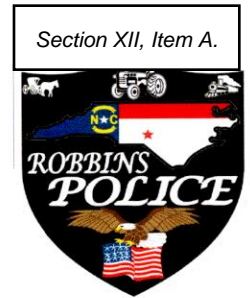
- a. See report.
- b. Justice Department grant manager training.

4. PUBLIC WORKS

- a. 15 work orders completed.
- b. Library bathroom toilets and sinks installed.
- c. Double check valve at the county meter malfunctioned. Attempting to rebuild valve once parts arrive.
- d. Still waiting for the new grinder ordered for the horizontal bar screen at headworks. Until its arrival, manual cleaning was required.

FOLLOW-UP: Phase 1 contract completed for the previously discussed property. December 13th walk-through planned.

CLINT E. MACK
Town Manager
Robbins, NC



10 July 2023

To: Town of Robbins Board of Commisioners
Thru: Town Clerk and Manager
From: Ben Haddock, Chief of Police
Re: Monthly BOC Report

In the month of November, officers had a total of three-hundred and thirteen events. Officers conducted several traffic stops and siezed sixty-seven grams of a variety of narcotics.

I would like to recognize the return of Officer William Jackson, we are excited to have him back on the team. Officer Jackson will continue in the support and efforts to help keeping Robbins community safe.

Again, thank you for your continued support for the Robbins Police Department.

Ben Haddock
Police Chief

Activity Log Event Summary (Cumulative Totals)

Robbins Police Department
(11/01/2023 - 11/30/2023)

| | | | |
|---------------------------|----|-------------------------------------|----|
| <No Event Type Specified> | 1 | 911 Hang Up Call | 1 |
| Administrative Duty | 19 | Alarm Activation | 13 |
| Animal Complaint | 1 | Assist EMS | 4 |
| Assist Fire/Rescue | 4 | Assist Highway Patrol | 1 |
| Assist Other Agency | 5 | Assist other Robbins Police Officer | 14 |
| Assist Sheriff Department | 28 | Attempted Warrant Service | 2 |
| Business Check | 1 | Checking Station | 2 |
| Citizen Assist | 7 | Civil Dispute | 2 |
| Community Policing | 1 | Criminal Summons Served | 1 |
| Damage to Real Property | 1 | Death | 1 |
| Direct Traffic | 2 | Disturbance | 4 |
| Domestic | 3 | Escort | 1 |
| Follow up Investigation | 4 | Foot Patrol | 57 |
| Found Property | 1 | Fraud | 1 |
| Funeral Escort | 1 | Gas Drive-Off | 1 |
| GHSP | 2 | Information | 1 |
| Larceny | 1 | Ordinance Violation | 2 |
| Park Check | 4 | Public Service (Phone Call Request) | 3 |
| Saturation Patrol | 1 | Shots Fired | 2 |
| Store Closing | 5 | Subpoena | 2 |
| Suspicious Person | 2 | Suspicious Vehicle | 2 |
| Training | 3 | Trespassing | 4 |
| Unlock car | 1 | Vehicle Accident Property Damage | 2 |
| Vehicle Maintenance | 1 | Vehicle Stop | 85 |
| Warrants Served | 5 | Welfare Check | 1 |

Total Number Of Events: 313

Incident Drug Totals By Status

Robbins Police Department

(11/01/2023 - 11/30/2023)

6 - Seized

| Type of Drug: | Description: | Type of Measurement: | Quantity: | Est. Value: | Inc. Date: | Incident Number: |
|-----------------------------------|--------------------------------|---|-----------|-------------|------------|------------------|
| A - "Crack" Cocaine | White rock like substance | GM - Gram | 1.000 | | 11/28/2023 | 23110291 |
| E - Marijuana | Marijuana | GM - Gram | 2.000 | | 11/05/2023 | 23110080 |
| E - Marijuana | Green leafy substance | GM - Gram | 36.000 | | 11/06/2023 | 23110091 |
| E - Marijuana | Green leafy substance | GM - Gram | 1.000 | | 11/11/2023 | 23110137 |
| L - Amphetamines/Methamphetamines | White Powdery Substance | GM - Gram | 0.010 | | 11/16/2023 | 23110172 |
| P - Other Drugs | Buprenorphine Sublingual Films | DJ - Dosage Unit/Items (Number of Capsules, Pills, Tablets, etc.) | 27.000 | | 11/28/2023 | 23110291 |

Totals: 67.010

Drug Summary Totals

Robbins Police Department

(11/01/2023 - 11/30/2023)

A - "Crack" Cocaine

| Status: | Measurement: | Total Quantity: | Total Estimated Value: |
|------------|--------------|-----------------|------------------------|
| 6 - Seized | GM - Gram | 1.000 | \$0.00 |

E - Marijuana

| Status: | Measurement: | Total Quantity: | Total Estimated Value: |
|------------|--------------|-----------------|------------------------|
| 6 - Seized | GM - Gram | 39.000 | \$0.00 |

L - Amphetamines/Methamphetamines

| Status: | Measurement: | Total Quantity: | Total Estimated Value: |
|------------|--------------|-----------------|------------------------|
| 6 - Seized | GM - Gram | 0.010 | \$0.00 |

P - Other Drugs

| Status: | Measurement: | Total Quantity: | Total Estimated Value: |
|------------|---|-----------------|------------------------|
| 6 - Seized | DU - Dosage Unit/Items (Number of Capsules, Pills, Tablets, etc.) | 27.000 | \$0.00 |



November 2023

To: Town of Robbins Board of Commissioners

Thru: Town Clerk and Manager

From: Timmy Brown, Robbins Fire Chief

Re: Monthly BOC Report

- We have performed CPR and Blood born pathogene upgrades.
- Preparing for our annual Christmas parade.
- Staff helped town staff with Green space prep for Christmas activities.
- Paid staff are doing their daily duties (truck check off, equipment checks and routine cleaning)

Timmy Brown

Fire Chief

Robbins Fire Department

Robbins, NC

This report was generated on 12/1/2023 9:03:38 AM



Section XII, Item A.

Incident Type Count per Station for Date Range

Start Date: 11/01/2023 | End Date: 11/30/2023

| INCIDENT TYPE | # INCIDENTS |
|---|-------------|
| Station: 11 - STATION 11 | |
| 111 - Building fire | 3 |
| 114 - Chimney or flue fire, confined to chimney or flue | 1 |
| 122 - Fire in motor home, camper, recreational vehicle | 1 |
| 131 - Passenger vehicle fire | 1 |
| 141 - Forest, woods or wildland fire | 4 |
| 160 - Special outside fire, other | 6 |
| 311 - Medical assist, assist EMS crew | 27 |
| 322 - Motor vehicle accident with injuries | 8 |
| 324 - Motor vehicle accident with no injuries. | 9 |
| 352 - Extrication of victim(s) from vehicle | 1 |
| 412 - Gas leak (natural gas or LPG) | 1 |
| 440 - Electrical wiring/equipment problem, other | 1 |
| 500 - Service Call, other | 2 |
| 531 - Smoke or odor removal | 1 |
| 611 - Dispatched & cancelled en route | 8 |
| 711 - Municipal alarm system, malicious false alarm | 4 |
| # Incidents for 11 - Station 11: | 78 |

Only REVIEWED incidents included.

November 2023

Monthly Report – Robbins Area Library – Sue Aklus

Programs:

Children: Story Time with Miss Sue, Hope Academy Storytime, Find Hedwig The Snowy Owl, Movie Days, Tongue Twister Day, Puzzle/Game Days, Thankful Leaf Contest

Adults: Crochet & Knitting Group, Misty Book Club, Rachel Book Club, Desert & Make a Cake Plate

| | 2023 | ATTENDANCE |
|---|------|------------|
| Days Open | 17 | |
| REFERENCE QUESTIONS | 77 | |
| Volunteer Hours | 7 | |
| Computer Use | 21 | |
| Front Door Walk-ins & Pickups | 808 | |
| ADULT PROGRAMS IN THE LIBRARY: | 11 | 58 |
| Crochet & Knitting Group | 4 | 24 |
| Misty Clark Book Club | 1 | 6 |
| Rachel Brower Book Club | 1 | 6 |
| Desert & Make Your Own Cake Plate | 1 | 11 |
| Puzzle | 4 | 11 |
| JUVENILE PROGRAM In The Library: | 30 | 313 |
| Thursday Story Time With Miss Sue | 4 | 47 |
| Puzzles/Game Days | 2 | 16 |
| Tongue Twister Day | 1 | 14 |
| Hope Academy Storytime with Miss Sue | 11 | 174 |
| Find Hedwig The Snowy Owl | 12 | 62 |

| | | |
|-----------------------------------|----|----|
| General Interest Programs: | 13 | 41 |
| Thankful Leaf | 11 | 35 |
| Saturday Movie Fun | 2 | 6 |
| CONFERENCE ROOM | 5 | 16 |
| Tutor | 4 | 8 |
| Committee Meeting | 1 | 8 |

Upcoming Programs for December 2023:

- Pre-School Story Time Every Thursday at 10AM
- Hope Academy Story Time – Wednesday Mornings
- Crochet/Knitting Group meets every Tuesday from 2-4PM
- Saturday Christmas Movies & Craft Days
Dec., 2 – Elf, Dec., 9 – Arthur Christmas, Dec., 16 - A Christmas Story starting @11AM
- Find Edward The Elf in the Kids Section and win a prize
- Robbins Library Committee will meet Thursday, Dec. 7 @ 11:30am
- Misty Clark Book Club “The Gift of Christmas Present” By Melody Carlson December 15 @ 4PM
- Robbins Library Family Book/Movie Club “The Christmas Miracle of Jonathan Toomy” by Susan Wojciechowski
Friday, Dec.22 @ 3:30 PM
- Christmas with Santa/Mrs. Clause & Their Elves – Tuesday, Dec. 12, 5:30-6:30pm, Special Music from Grayson Moore
- Dec. 28 & 29 All Day Puzzles & Game
- January Book/Movie Club – “The Invisible Hour” by Alice Hoffman/The Scarlet Letter Movie Jan. 16 @ 4PM
- Library will be closed Dec. 23-27 for Christmas
Dec. 30-Jan. 1 for New Years