



**Town of Micro  
Board of Commissioners Meeting MINUTES  
Tuesday - January 10, 2023  
7:00 p.m.  
Micro Town Hall**

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***Elected Official Present:***

Mayor Parnell  
Mayor Pro Tem Worley  
Commissioner Stanley  
Commissioner Garcia

***Others Present:***

Lee Worsley -Triangle J COG  
Kimberly Moffett, Interim Town Clerk  
Macon Jones, Police Chief  
Johnny Dixon, Public Works Director

**1. CALL TO ORDER**

Mayor Parnell called the meeting to order at 7:00 p.m. and led everyone in the Pledge of Allegiance. Commissioner Stanley offered the Invocation.

**2. PUBLIC COMMENT**

Ms. Doris Sims was present. She wanted to discuss her current situation. She has a single wide mobile home on property that is currently zoned R-10. She stated the present mobile home is in disrepair and she wanted to replace it. The Code of Ordinance does not allow for another single wide to be placed in a R-10 zoning area. Her options include replacing the single wide with a double wide and this would require her to go through the Special Use Permit process or she could repair the current single wide.

**3. ADJUSTMENT/ADOPTION OF THE AGENDA**

a. Adjustments to the Agenda

Requested that the agenda be amended to add items 10f & 10g under New Business with reference to applications received for in-town vacancy on the Planning Board.

b. Adoption of the Agenda

**ACTION:** Adoption of Agenda with adjustment as noted

Motion: Commissioner Garcia  
Second: Commissioner Stanley  
Vote: Unanimous

**4. CONSENT AGENDA**

*(Items on the consent agenda are considered routine in nature or have been thoroughly discussed at previous meetings. Any member of the Board may request to have an item removed from the consent agenda for further discussion.)*

a. Draft Minutes

➤ December 13, 2022 - Regular Meeting

**ACTION:** Adoption of Consent Agenda as Presented

Motion: Commissioner Worley  
Second: Commissioner Garcia  
Vote: Unanimous

**5. SPECIAL PRESENTATION/INTRODUCTIONS**

**6. FINANCIAL REPORT**

**7. PLANNING BOARD REPORT**

- a. Planning Board Report  
*Presenter:* LC Smith, Planning Board Chair

Mr. Smith, Chair of the Planning Board was present and provided a report on the recently held January 3, 2023 Planning Board meeting. He stated a rezoning request for 120 E. Fayetteville Street was received. Mr. Sebastian was applicant and did not attend the Planning Board meeting, so no action was taken. Mr. Salinas submitted an application for a subdivision. He presented the plat that showed 4 separate dwellings as well as an additional of a new street. He was advised that this request would need to follow the major subdivision process. Mr. Smith further stated that Mr. Salinas advised he intended to use septic system. It was stated that he was provided with the proper application and he will begin the process of planning.

Mr. Smith stated the Planning Board had received and reviewed an application for a duplex, which is a Special Use Permit. He stated the public hearing for this request will be held at the February 14, 2023 Board of Commissioner meeting. This hearing will be a quasi-judicial proceeding.

Mr. Smith stated the Planning Board adopted their 2023 meeting schedule.

Mr. Smith stated zoning request for accessory building located at 300 Oak Grove Inn Road was reviewed by the Planning Board and it was the consensus of Planning Board the application was complete and recommended approval. There was brief discussion regarding this item and the current process for zoning permits. Mr. Smith stated the board of commissioners had requested that the Planning Board review all applications and make recommendation to the board for final approval.

Mr. Smith stated he believed the ETJ will begin to experience huge growth and shared his concerns about the current sewer ordinance, zoning administrator, and having a subdivision administrator to ensure all guidelines are followed. He spoke about several subdivisions being planned. He stated the Planning Board recommended an amendment to zoning ordinance Section 3-102-5 regarding substandard lots. It was stated that a text amendment is required to come before the Board of Commissioners during a Public Hearing.

Mr. Smith also addressed currency in-town vacancy on the Planning Board and two upcoming ETJ vacancies. Mr. Smith will contact Mr. Holloman regarding resubmission of application for ETJ position.

Mr. Smith offered his appreciation to the board and shared his confidence in the board. He offered his thanks for being able to serve on the Planning Board and wished everyone all the best. The Commissioners and Mayor thanked Mr. Smith for his dedication and service on the Planning Board.

## **8. POLICE REPORT**

- a. Police Department Monthly Update  
*Presenter: Macon Jones, Police Chief*

Chief Jones stated money from sale of Impala would be received shortly. He further stated that the hiring process for a part time position would begin shortly. He stated he had requested a meeting regarding a School Resource Officer (SRO) with Dr. Pearce and asking commissioners to provide their availability for meeting. Chief Jones stated he has recently had several folks asking about solicitation and the Chief provided them information regarding the ordinance. He stated there was a good turnout for the New Year's Event celebration and shared some details about a possible proposed Bingo event.

## **9. PUBLIC HEARINGS**

## **10. OLD BUSINESS**

- a. Triangle J Assistance to Town of Micro Update  
*Presenter: Lee Worsley, Executive Director – Triangle J Council of Governments*

Mr. Worsley provided a monthly update and offered his thanks to board and staff. He provided background of COG and assistance.

Mr. Worsley reminded that it was time to begin scheduling work session(s) to set up FY '23-'24 budget. He reminded this budget must be adopted by July 1, 2023.

Commissioner Stanley asked if Triangle J would assist with the upcoming budget and Mr. Worsley stated he would be happy to assist.

Mayor Parnell offered his thanks and appreciation to Mr. Worsley and Ms. Moffett. The Mayor stated everyone on the board wants the best for this town and these issues will be solved. He added while it won't happen overnight, it will be solved.

- b. Auto Draft Payment Updates  
*Presenter: Kimberly Moffett, Interim Town Clerk*

Ms. Moffett reported that a permanent fix in place from software company. Ms. Lee will be working with KS Bank to have them make a minor change on their end for this fix to continue to work. Ms. Moffett reported that Ms. Lee continues to provide information and have sign citizens up for Auto Draft.

- c. Audit(s) Update  
*Presenter: Marty Parnell, Mayor*

Mayor Parnell stated this information was previously discussed.

- d. New Year's Eve Celebration  
*Presenter: Katy Garcia, Commissioner*

Commissioner Garcia provided an update. She stated the event went very well and stated he had had received great feedback. She further added she was hopeful this would become an annual family holiday event.

- e. VasCADA Agreement Extension  
*Presenter: Johnny Dixon, Public Works Director*

Mr. Dixon stated this item is already in budget. Contract needs to be renewed. It is web based and provides immediate notification of any issues. Very small increase from previous contract. It is an essential service.

**ACTION:** Approval to Authorize Agreement Extension

Motion: Commissioner Worley

Second: Commissioner Coy

Vote: Unanimous

- f. Bingo Event  
*Presenter: Commissioner Garcia*

Commissioner Garcia stated plan are underway for a possible Bingo event to be held on February 1, 2023. This event would be held at the elementary school beginning at 7:00 p.m. She added final details are still being worked out. She also asked that if anyone had any suggestions for donation of prizes to please reach out to her and share that information.

There was discussion about creating an event calendar. Mayor Parnell stated he would like to see the number of annual events put on by the town increased. He shared his fond memories of all the carnivals, turkey shoots and other events from his childhood in Micro.

g. Planning Board Applications

*Presenter:* Kimberly Moffett, Interim Town Clerk

Ms. Moffett stated there was currently one in-town vacancy on the Planning Board. She stated that to date two applications had been received, with one being received only yesterday.

Copies of the applications were provided to the board. Due to the late timing of receipt of applications, the board will consider both applications and discussion potential appointment during the scheduled work session to be held this Saturday – January 14, 2023.

**11. NEW BUSINESS**

**12. BOARD REPORTS**

Mr. Smith again offered his sincere appreciation to all the board members for stepping up and doing the work of the town. They offered their appreciation for the support.

Mr. Dixon stated losing Mr. Smith on Planning Board would be a huge loss to the town.

**13. CLOSED SESSION**

**14. ADJOURNMENT**

a. Adjourn the Meeting


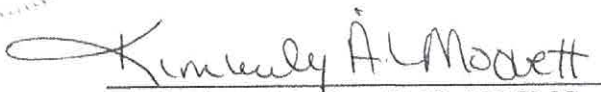
With there being nothing further the meeting was adjourned at 8:12 p.m.

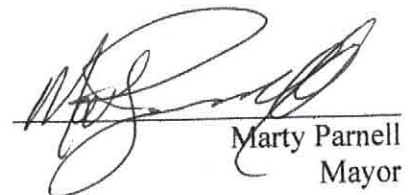
**ACTION:** Motion to Adjourn

Motion: Commissioner Garcia  
Second: Commissioner Stanley  
Vote: Unanimous

Duly adopted this the 14<sup>th</sup> day of February, 2023 while in regular session.

ATTEST:

  
  
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Kimberly A. Moffett, CMC, NCCMC  
Town Clerk

  
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Marty Parnell  
Mayor