



**Town of Micro**  
**Board of Commissioners Meeting MINUTES**  
**Tuesday - April 11, 2023**  
**7:00 p.m.**  
**Micro Town Hall**

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**Board Members Present:**

Mayor Pro Tem Worley  
Commissioner Stanley  
Commissioner Garcia  
Mayor Parnell \* Arrived at 7:25 p.m.

**Staff Present:**

Johnny Dixon, Public Works Director  
Lisa Lee, Utility Billing Clerk/Deputy Town Clerk

**Others Present:**

Kimberly Moffett, Interim Town Clerk  
Lee Worsley, Triangle J COG

**1. CALL TO ORDER**

- Call to Order
- Pledge of Allegiance
- Invocation

Mayor Pro Tem Worley advised that Mayor Parnell was running late. Mayor Pro Tem Worley called the meeting to order at 7:00 p.m. He led everyone in the Pledge of Allegiance and Commissioner Stanley offered the Invocation.

**2. PUBLIC COMMENT**

Mayor Pro Tem Worley asked if there were any public comments.

Mr. John Schullery, a resident, was present and stated there were some ditches along Main Street that needed cleaning. He offered his assistance. Mr. Dixon advised that Main Street was maintained by the NCDOT. Mr. Schullery thanked him for that information and advised he would contact the NCDOT.

Ms. Mandy Sweet, resident, was present and requested that a "compliment/complaint" box be installed somewhere outside the building as a way for citizens who are unable to attend meetings to offer their suggestions.

The council offered their thanks for the information and suggestion.

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

- a. Adjustments to the Agenda

It was requested that an item be added under New Business to amend the Comprehensive List of Fees & Charges

- b. Adoption of the Agenda

**ACTION:** Adoption of Agenda with Adjustment as Above

Motion: Commissioner Stanley  
Second: Mayor Pro Tem Worley  
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
- March 14, 2023 – Regular Meeting
  - April 1, 2023 – Budget Work Session

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

Motion: Commissioner Stanley  
Second: Commissioner Garcia  
Vote: Unanimous

#### 5. SPECIAL PRESENTATION/INTRODUCTIONS

#### 6. FINANCIAL REPORT

- a. Financial Report  
*Will be provided under Old Business – Triangle J Assistance to Micro Report*

#### 7. PLANNING BOARD REPORT

- a. Planning Board Report  
*Presenter: Garrett Mitchell, Planning Board Chair*

Mr. Mitchell, Planning Board Chair, was present and provided an overview of the last Planning Board meeting which was held on March 28, 2023. Additionally, a copy of a written summary was provided in the agenda packet for tonight's meeting.

#### 8. POLICE REPORT

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

Chief Jones was unable to attend the meeting this evening. An update will be provided at May 2023 meeting.

#### 9. PUBLIC HEARINGS

#### 10. NEW BUSINESS

- a. Ordinance to Amend Comprehensive List of Fees & Charges  
*Presenter: Kimberly A. Moffett, Interim Town Clerk*

Ms. Moffett stated this Ordinance would amend the FY '22-'23 Comprehensive List of Fees & Charges to include a \$100 fee for an Annexation application as well as the cost of any fees incurred for publication of newspaper advertisement for required Public Hearing per NCGS 160A-31(c). Additionally, Ms. Moffett provided an outline of the process for Annexation.

**ACTION:** Motion to Adopt Ordinance #2023-04-02

Motion: Commissioner Garcia  
Second: Commissioner Stanley  
Vote: Unanimous

## 11. OLD BUSINESS

- a. Triangle J Assistance to Micro – Monthly Update/Report  
*Presenter: Lee Worsley, Exec. Director – Triangle J Council of Governments*

Mr. Worsley was present and provided a financial report. He stated the board recently held a budget work session on April 1, 2023. At that time a budget amendment was adopted that would create a balanced budget. He stated at this time there are no concerns regarding revenues, they are coming in as expected. He further stated that receipt of sales tax is always slightly delayed. He stated expenditures are verified and shared information regarding encumbrances. He stated the General Fund, and the Water/Sewer Fund are now separated. He further stated that ARPA funds will assist in building the General Fund and reminded that Powell Bill funds are strictly for street expenditures. It was also stated that Fund 60, Capital Fund for the Community Building Renovation, is being tracked separately. It was reminded these funds were received from the General Assembly.

Mr. Worsley provided a monthly report/update. He stated an updated report is due to the LGC next month. Reports were due to LGC at both six-month and ten-month intervals. He stated the LGC is very pleased with all information/reports received to date.

Mr. Worsley stated the AIA Grant had been stalled recently due to an issue with UEI, Unique Employer Identification Number. It has taken over a month to get this straightened out, but it is now complete, and the project will be able to move forward very shortly. A contract is expected in the very near future.

Mr. Worsley stated the '23-'24 budget was presented at a recently held Budget Work Session on April 1, 2023. He stated since that time work has been done and to date, we have been able to get '23-'24 budget deficit down to \$16,500 with the assistance of departments. He further stated the water/sewer fund '23-'24 budget deficit is down to \$25,500 from \$34,500.

Additionally other information, as requested by the board, is being gathered. It was stated that a draft budget needs to be submitted to the LGC by May 15, 2023.

It was stated there would need to be another budget work session held in order to meet the deadline for the LGC. There was discussion and it was agreed there would be a budget work session held on Saturday – May 6, 2023, with approximate times of 9:00 a.m. – 1:00 p.m.

## 12. COMMISSIONER REPORTS

Johnston County Commissioner Godwin was present. He offered his thanks and appreciation to Triangle J for their assistance as well as offering his appreciation to the board.

## 13. BOARD REPORTS

**14. ADJOURNMENT**

- a. Adjourn the Meeting

With there being nothing further, the meeting was adjourned at 7:28 p.m.

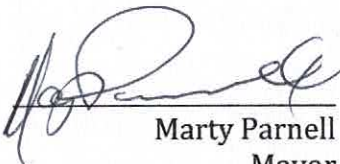
**ACTION:** Motion to Adjourn

Motion: Commissioner Stanley

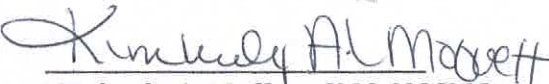
Second: Commissioner Garcia

Vote: Unanimous

Duly adopted this the 9<sup>th</sup> day of May 2023 while in regular session.

  
Marty Parnell  
Mayor

ATTEST:

  
Kimberly A. Moffett, CMC, NCCMC  
Interim Town Clerk

