



TOWN OF LONG VIEW  
BOARD OF ALDERMEN  
REGULAR MEETING MINUTES  
Monday, January 10, 2022 AT 6:30

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The Town of Long View Board of Aldermen met in the Council Chambers of Long View Town Hall on Monday, January 10<sup>th</sup>, 2022 at 6:30 p.m. Due to social distancing guidelines regarding COVID-19, the meeting was held over Zoom software and attendees were both physically present and electronically present.

**BOARD MEMBERS PRESENT (Physically):** The following members of the Board were present: Mayor Marla Thompson, Mayor Pro Tempore / Alderman Randall Mays, Alderman Gary Lingerfelt, and Alderman Thurman VanHorn.

**BOARD MEMBERS PRESENT (Electronically):** Alderman David Elder

**BOARD MEMBERS NOT PRESENT:** Alderman Dallas Tester

**STAFF MEMBERS PRESENT (Physically):** The following members of staff were present: Town Administrator David Draughn, Finance Director James Cozart, Town Planner Charles Mullis, Public Works Director Chris Eckard, Police Chief T.J. Bates, Fire Chief James Brinkley, and Deputy Fire Chief Tyler Keener.

**STAFF MEMBERS PRESENT (Electronically):** Attorney Jimmy Summerlin

**OTHERS PRESENT (Electronically):** None.

**OTHERS PRESENT (Physically):** The following member of the public were present: Heather Minor, New Town Clerk, Her husband, Adam and daughters Kayleigh & Addy.

**MEETING CALLED TO ORDER:** Mayor Marla Thompson called the meeting to order, and Mayor Marla Thompson gave the invocation.

**APPROVAL OF MINUTES:** Motion was made by Alderman Randall Mays, seconded by Alderman Thurman VanHorn to approve the December 13, 2021 Regular Meeting Minutes. The vote to approve was unanimous.

**AYES:** Mayor Pro Tempore / Alderman Randall Mays  
Alderman David Elder  
Alderman Gary Lingerfelt  
Alderman Thurman VanHorn

**NOES:** None

**Firefighters Relief Fund Appointment present by Chief Brinkley**

Chief Brinkley stated that another year has passed, and it was time to renew their appointments for the governing board for the relief fund. As of January 3<sup>rd</sup>, 2022, there had been no activity and no applications for the relief fund. The savings account is \$25,375.33. There are two CD's (previously one

CD that was split into two). One CD has \$7,235.73 and the second CD has \$25,867.93. The only changes with the relief fund board are the following: Michael Ford is retiring after 20 years of service. He still wishes to be part of the relief fund. Also, Engineer Bondurant, who is also the governing board representative, wishes to remain on the board. At this time Chief Brinkley asked that the Board of Alderman vote to reappoint these members.

Mayor Marla Thompson asked if there were any questions or concerns.

Motion was made by Alderman Thurman VanHorn, seconded by Alderman Gary Lingerfelt to reappoint Engineer Bondurant and Michael Ford for an unspecified term on the board for the Firefighters Relief Fund. The vote to approve was unanimous.

**AYES:** Mayor Pro Tempore / Alderman Randall Mays  
Alderman David Elder  
Alderman Gary Lingerfelt  
Alderman Thurman VanHorn

**NOES:** None

Alderman Randall Mays asked Chief Brinkley if the board would have to vote to appoint the Firefighter Relief fund members again next year unless one of the previously stated members decides not to service on the board.

Chief Brinkley stated that when the General Statute 58-84-30 went into effect in 2016, the fire department decided to vote on this annually so to always have the input from the local government, however, he stated that with the General Statute 58-84-30, the board does not have to vote every year. They will only need to vote if someone steps off that is a representative of the governing board for the Firefighter's relief fund. He stated that if the Board of Alderman would like to change the annual vote in accordance with the General Statute 58-84-30, that that can be done, but it was up to the Board to make that decision. No further questions or statements were asked or made at that time.

#### **Appointment of the Town Clerk presented by Town Administrator David Draughn**

Town Administrator Draughn states that he had given the Board of Alderman the Oath of Office for the new Town Clerk/PIO, pending their appointment tonight. The appointment would be for Heather Minor. He advised that after thorough search process led by Anthony Starr and Ashley Bolick of the WPCOG, our interview panel has offered this position to Mrs. Minor, and she has accepted. A total of 34 resumes were received mostly from the Catawba Valley area, to which the WPCOG selected the top 9 candidates based on their professional analysis. The interview panel consisted of David Draughn, James Cozart, James Brinkley, TJ Bates, along with Ashley Bolick and Anthony Starr. Five selected candidates were interviewed by the previously mentioned individuals. The panel agreed quickly that Mrs. Heather Minor was our choice based on numerous factors. Mrs. Minor will be paid \$58,000 annually and will begin with the town on Wednesday, January 12, 2022. Mr. Draughn stated that Mrs. Minor had her husband Adam, and two daughters, Kayleigh and Addy with her this evening. Town Administrator

Draughn informed the board that the Oath of Office was enclosed and asked that the board joined him in welcoming Heather Minor to the team with the Town of Long View.

**Motion for appointment:** Mayor Marla Thompson added for a motion by the Board of Alderman appoint Heather Minor to the position of Town Clerk, effective January 12, 2022.

Motion was made by Alderman Thurman VanHorn, seconded by Alderman Gary Lingerfelt to appoint Heather Minor to the position of Town Clerk, effective January 12, 2022. The vote to appoint was unanimous.

<b>AYES:</b>	Mayor Pro Tempore / Alderman Randall Mays Alderman David Elder Alderman Gary Lingerfelt Alderman Thurman VanHorn
<b>NOES:</b>	None

Immediately following the vote, Mayor Marla Thompson asked Heather Minor to come up and be sworn in. Heather approached and repeated her Oath of office. A copy of the Oath of Office can be found in the meeting packet. Following the Oath, Heather Minor signed and dated her oath and took her seat.

#### **Finance Department—Finance Director James Cozart**

##### **General Fund Report**

Finance Director James Cozart informed the board that as of December 31<sup>st</sup> with 50% of the fiscal year complete, revenues in the General Fund totaled \$2,792,573.15. He stated that we had collected 51% of our budgeted revenues at the end of December. Total expenditures in the General Fund totaled: \$2,227,440.94. We have revenues exceeding expenditures by 54.65% or \$565,132.21.

##### **Utility Fund Report**

Finance Director James Cozart informed the Board that in the Utility Fund, revenues totaled \$1,792,751.50 with 55.95% of the revenues being collected by December 31<sup>st</sup>. The expenses in the Utility fund were \$907,955.57 which was 28.34% of the budget that had been expensed. Revenues exceeding expenditures in the utility fund by \$884,795.93. James stated that once the American Rescue plan act funds, which were \$785,589, the true picture of the utility fund surplus was \$99,206.93 by the end of December. Mr. Cozart joked that for the first time in many months he had no amendments to the budget to make. James stated that the Audit was originally supposed to be presented at this board meeting, however, they were not able to provide the town with the spiral bound copies that the board receives, so he will present the audit at the February meeting.

Mayor Marla Thompson asked if there were any questions.

Alderman Randall Mays asked if the SunCom Lease was a misprint.

- James Cozart stated that SunCom renewed their contract with us and send the amount in question for the year. This was an annual payment that is done at the beginning of the year. Alderman Randall Mays

asked if they upped the lease? James Cozart stated they did and that we did not question the amount, even though it was twice as much as what was budgeted.

### **Administrator's Report—Town Administrator David Draughn**

#### **Covid Update**

Based on the report on COVID cases on the rise, the decision was made to keep the lobby closed to the public for the time being.

#### **2022 Municipal Elections**

Town Administrator Draughn reached out to Amanda Duncan and no change has been made yet and we are still unsure as to when the filing will reopen. She will send Town Administrator Draughn the information as soon as that occurs. The date, however, is still set for May 17, 2022.

#### **Jan 24<sup>th</sup> Launch of body cameras**

Town Administrator David Draughn stated that Chief TJ Bates wanted him to inform the board that January 24<sup>th</sup> would be the launch of the body worn cameras and tasers.

At this time, Chief Bates stepped forward to explain that the 24<sup>th</sup> of January would be when the Axon representative would be on site and go through training with everyone to get the tasers and body worn cameras set up. He stated that the investigators have already been using the body worn cameras on several occasions such as crimes scenes and things of that nature. He stated that the administrative part would include redactions if body camera footage is released and how that information is disseminated. The 24<sup>th</sup> of January will be a busy day, but everything will be ready to go from the signal units in the patrol car to the signal units on the taser holsters. Several holsters are missing, and he is waiting on replacements for those, this way all tasers and holsters are the same brand and same type. Body Cameras will be issued out first on the 24<sup>th</sup>. Two officers in house have already been trained on how to be taser trainers. The two trained officers are Lt. Gibson and Sgt. Reid. As soon as everything is finalized and ready on the 24<sup>th</sup> of January, Chief Bates will schedule in-service taser training. Several officers have already had taser training from previous employments and will be able to have their tasers immediately once they sign off on the Town of Long View's police department policy.

#### **Other Business/Public Comment:**

There was no other business.

### Board Member' Closing Comments

- Comments by Alderman Thurman VanHorn

No Comments

- Comments by Alderman Randall Mays

He hopes everyone had a nice, wonderful holiday this past time and he hopes everyone doesn't get sick or have sickness spread or anything with the variant out here as bad as it is right now. He just hopes everyone is safe and secure and well.

- Comments by Alderman David Eller (remote)

He is glad to be back. He thanked Alan Bumgarner for getting him set up with Google Teams. He does pray that we all would not live in fear, try to go through this life taking precautions, following instructions, and being safe out there. Live comfortably but not in fear.

- Comments by Alderman Gary Lingerfelt

He just wanted to Welcome Heather to the town and that he hopes that she will enjoy it, which he thinks she will.

- Comments by Mayor Marla Thompson

No Comments

### ADJOURNMENT

Motion was made by Alderman Thurman VanHorn, seconded by Alderman Gary Lingerfelt to adjourn the meeting at 6:48pm. The vote to approve was unanimous.

**AYES:** Mayor Pro Tempore / Alderman Randall Mays  
Alderman David Elder  
Alderman Gary Lingerfelt  
Alderman Thurman VanHorn

**NOES:** None