



**TOWN OF LONG VIEW  
BOARD OF ALDERMEN  
REGULAR MEETING MINUTES  
Monday, July 11, 2022 AT 6:30 PM**

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The Town of Long View Board of Aldermen met in the Council Chambers of Long View Town Hall on Monday, July 11, 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, Alderman David Elder, Alderman Gary Lingerfelt, Alderman Phyllis Pennington.

**BOARD MEMBERS PRESENT (Electronically):** None

**BOARD MEMBERS NOT PRESENT:** Mayor Pro Tempore / Alderman Randall Mays,

**STAFF MEMBERS PRESENT (Physically):** The following members of staff were present: Town Administrator David Draughn, Town Clerk Heather Minor, Finance Director James Cozart, Town Planner Charles Mullis, Public Works Director Chris Eckard, Fire Chief James Brinkley, Deputy Chief Tyler Keener, Police Chief TJ Bates, Town Attorney Jimmy Summerlin, Recreation Center Superintendent Alan Bumgarner.

**STAFF MEMBERS PRESENT (Electronically):** None

**OTHERS PRESENT (Electronically):** None

**OTHERS PRESENT (Physically):** None

**MEETING CALLED TO ORDER:** Mayor Marla Thompson called the meeting to order at 6:30 p.m.

**Invocation:** Mayor Marla Thompson

**APPROVAL OF MINUTES:** Motion was made by Alderman Gary Lingerfelt, seconded by Alderman David Elder to approve the May 25, 2022 Special Meeting Minutes, June 13, 2022 Regular Scheduled Meeting Minutes, and June 30, 2022 Special Meeting Minutes. The vote to approve was unanimous.

**AYES:** Alderman David Elder  
Alderman Gary Lingerfelt  
Alderman Phyllis Pennington

**NOES:** None

**AGENDA ITEMS**

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**Appointment of New Planning Board Members- Planner Charles Mullis**

Town Planner Charles Mullis stated Article III, Section 3-1 of the Rules of Procedure for the Town of Long View Planning Board state the following:

"The Planning Board shall consist of seven (7) total members, five (5) regular members and two (2) alternates, all of whom are residents of the Town of Long View and who have been duly appointed by the Board of Aldermen."

"All regular and alternate Planning Board members shall be appointed for three (3) year staggered terms.

Currently the Planning Board has five (5) regular members and zero (0) alternates.

Town Planner Mullis requested that the Board of Aldermen appoint Brenda Harris of 2126 5th Ave. NW to serve as Alternate 1 on the Town of Long View Planning Board.

A motion was made by Alderman David Elder made a motion to appoint Brenda Harris to serve as Alternate 1 on the Planning Board. Motion was seconded by Alderman Gary Lingerfelt. The vote was unanimous.

**AYES:** Alderman David Elder  
Alderman Gary Lingerfelt  
Alderman Phyllis Pennington

**NOES:** None

**Planning Board Analysis of Changes to Electronic Gaming Ordinance- Planner Charles Mullis**

Town Planner Charles Mullis stated he included information regarding changes to the Zoning Ordinance for Electronic Gaming Operations in Long View. The proposed changes to the zoning ordinance regarding Electronic Gaming Operations are recommended by the Town of Long View Planning Board for consideration at next month's regularly scheduled Board of Alderman Meeting to be held on August 8, 2022. Town Planner Mullis stated as approved at the June 13, 2022 regular meeting, we will hold a public hearing tonight to allow for public comment regarding the amendments to the Electronic Gaming Ordinance.

Mayor Marla Thompson asked if there were any questions for Town Planner Mullis before the public hearing was opened. There were none.

**Public Hearing for Amendment to Electronic Gaming Ordinance- Planner Charles Mullis**

Mayor Marla Thompson called for a motion to open the public hearing. Alderman Gary Lingerfelt made a motion to open the Public Hearing regarding the amendment to Electronic Gaming Ordinance. The motion was seconded by Alderman David Elder. The vote was unanimous.

**AYES:** Alderman David Elder  
Alderman Gary Lingerfelt  
Alderman Phyllis Pennington

**NOES:** None

Town Planner Charles Mullis stated that the Town of Long View Planning Board held their regularly scheduled meeting on June 23, 2022. The Long View Zoning Ordinance regarding Electronic Gaming Operations was discussed with a lot of thought and deliberation. Town Planner Mullis stated that the Planning Board recommended by a unanimous vote, to amend the Long View Zoning Ordinance regarding Electronic Gaming Operations as it is currently written. He Town of Long View Planning Board believes the new regulations for Electronic Gaming Operations are consistent with other regulations of a similar nature and that these regulations will continue to protect and preserve the peace, health, safety, and general welfare of the inhabitants of the Town of Long View.

Mayor Marla Thompson asked if there were any questions. There were none.

Mayor Marla Thompson called for a motion to close the public hearing if there were no comments or concerns.

Alderman David Elder made a motion to close the public hearing and was seconded by Alderman Gary Lingerfelt. The vote was unanimous.

**AYES:** Alderman David Elder  
Alderman Gary Lingerfelt  
Alderman Phyllis Pennington

**NOES:** None

**Medical Center Lease- Town Administrator David Draughn**

Town Administrator David Draughn stated that we have received the Medical Center Lease from Catawba Valley Medical Center. Town Administrator Draughn stated that he has provided the main highlights from the lease that he would go into further if there were any questions. The lease would be for 24 months beginning July 25, 2022 with \$18,000 annual rent paid in monthly installments. Town Administrator Draughn stated that they would like to move that the Town Board of Aldermen approve the lease for the Medical Center with Catawba Valley Medical Center as present.

Mayor Marla Thompson asked if Dr. Gill was going to work a while longer or if he was leaving immediately. Town Administrator Draughn stated Dr. Gill planned to be there for about 6 months to a year.

Mayor Marla Thompson asked if there were any questions. There were none.

Mayor Marla Thompson called for a motion to approve the lease as presented for the Medical Center. A motion was made by Alderman Gary Lingerfelt and seconded by Alderman David Elder. The vote was unanimous.

**AYES:** Alderman David Elder  
Alderman Gary Lingerfelt  
Alderman Phyllis Pennington

**NOES:** None

**Amendment to Traffic Schedule Truck Route- Public Works Director Chris Eckard**

Public Works Director Chris Eckard stated that he had enclosed a copy of the Town Ordinance Chapter 72 Traffic Schedules, Schedule II Truck Routes to add the following:

26<sup>th</sup> St SW from 13<sup>th</sup> Ave SW to 15<sup>th</sup> Ave SW

15<sup>th</sup> Ave SW from 26<sup>th</sup> St SW to 21<sup>st</sup> St SW

16<sup>th</sup> Ave PI SW from 21<sup>st</sup> St SW to 19<sup>th</sup> St. SW

Public Works Director Eckard stated that this would be to stop trucks from going through residential areas, as they had a truck get stuck in a curve last week because they were somewhere they shouldn't have been.

Mayor Marla Thompson stated this was just an addition to the streets that we already have marked. Public Works Director Eckard confirmed 23<sup>rd</sup> St SW is already a No Thru Trucks, so this would just be an addition to that taking that whole residential area out of the questions.

Mayor Thompson asked if there were any questions. There were none.

Mayor Thompson called for a motion to amend the Traffic Schedule Truck Route. Alderman Phyllis Pennington made a motion to amend the ordinance. The motion was seconded by Alderman Gary Lingerfelt. The vote was unanimous.

**AYES:** Alderman David Elder  
Alderman Gary Lingerfelt  
Alderman Phyllis Pennington

**NOES:** None

**Amendment to Personnel Policy Section 18 and Section 20- Finance Director James Cozart**

Finance Director James Cozart stated that he was presenting a revision to sections of our personnel policy. The first is Section 18 which pertains to the payment for travel expenses. Currently the Town has a Per Diem for meals in the amount of \$25.00 meals. The federal per diem is \$59.00 for meals. Finance Director James Cozart stated that the employees are not able to be provided with enough funds to cover their food expenses at \$25.00/day when they're traveling. Mayor Thompson asked if this was for three (3) meals. Finance Director Cozart confirmed that was for three meals and our current structure was \$7.00 for breakfast, \$7.00 for lunch and \$11.00 for dinner. We would like for our policy to stated that we will match the Federal Per Diem Rate, which is common practice.

Mayor Thompson asked if there were any questions regarding the amendment to Section 18. There were none.

Finance Director Cozart stated the second revision being presented is to Section 20 regarding Military Leave. We have expanded our Military leave policy to match the federal guidelines for Military leave. Finance Director Cozart stated that we currently have an employee who is about to be actively deployed up to a year. Finance Director Cozart stated that our current Military leave policy is very vague on benefits and how things work while our employee is on active leave, dealing with when they report back to work and accrual. We would like to update our policy to match the federal guidelines.

Mayor Thompson asked Police Chief Bates if he had anything to add. Police Chief Bates stated that he worked with Finance Director James Cozart and Town Clerk Heather Minor for a couple of months to make sure we are following Federal Guidelines. Police Chief Bates stated he feels like this will protect the Town, as well as the employee.

Town Administrator Draughn stated that this amendment would completely replace the section we previously had regarding military leave.

Mayor Thompson asked if there were any questions. There were none.

Mayor Thompson called for a motion regarding Amendment to Section 18 pertaining to the per diem meal rate.

Alderman Gary Lingerfelt made a motion that we approve the amendment as present. Alderman David Elder seconded the motion. The vote was unanimous.

**AYES:** Alderman David Elder  
Alderman Gary Lingerfelt  
Alderman Phyllis Pennington

**NOES:** None

Mayor Thompson called for a motion regarding Amendment to Section 20 pertaining to Military Leave. Alderman Phyllis Pennington made a motion to approve the amendments made to Section 20 of the Personnel Policy regarding Military leave. The motion was seconded by Gary Lingerfelt. The vote was unanimous.

**AYES:** Alderman David Elder  
Alderman Gary Lingerfelt  
Alderman Phyllis Pennington

**NOES:** None

**Grant Project Ordinance- Finance Director James Cozart**

Finance Director James Cozart stated that the Grant Project Ordinance is for the American Rescue Plan Act Funds (ARPA). The Town has received our first distribution of \$785,589.20. We should also receive our second allocation this month which will bring us to a grand total of \$1,571,178.40 of the ARPA money. Finance Director James Cozart stated that this ordinance would take the place of any previous amendments that have been done. Finance Director Cozart stated that this ordinance will take the funds out of Fund 33 which was labeled an “ARPA Utility Project” and move that money into the General Fund which will be used to replace lost revenue and reimburse salaries for our police, fire, and public works employees that worked during the COVID 19 Pandemic. Finance Director James Cozart stated that he would have spending plan at the next month’s meeting.

Mayor Thompson asked if there were any questions or concerns. There were none.

Mayor Thompson called for a motion to approve the ordinance as presented. Alderman Gary Lingerfelt made a motion to approve the ordinance. The motion was seconded by Alderman Phyllis Pennington. The vote was unanimous.

**AYES:** Alderman David Elder  
Alderman Gary Lingerfelt  
Alderman Phyllis Pennington

**NOES:** None



**Other Business/Public Comment:**

Town Administrator David Draughn stated that he wanted to congratulate Finance Director James Cozart who is now a North Carolina Certified Finance Officer.

**Board Member Closing Comments**

- Comments by Alderman David Elder  
None
  
- Comments by Alderman Randall Mays  
None
  
- Comments by Phyllis Pennington  
None
  
- Comments by Alderman Gary Lingerfelt  
None
  
- Comments by Mayor Marla Thompson  
Mayor Marla Thompson stated that she would like to thank everyone for being here tonight and that she is working on a different schedule for the meetings moving forward.

**ADJOURNMENT**

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

**AYES:** Alderman David Elder  
Alderman Gary Lingerfelt  
Alderman Phyllis Pennington

**NOES:** None