

Mayor

Doris Underwood

Commissioners

Christopher Carlson

Edward Lowery Jr.

Daniel McColl

Tony McVickers

Benjamin Mahaffey

Attorney

Sarah Price



Town Clerk/Finance Officer

Raymie Day

Utility Clerk

Lana Penfield

Interim Chief of Police

John Micheals

Public Works Director

Joe Penfield

Code Enforcement Officer

Tina Odom

TOWNHALL WORKSHOP MEETING MINUTES October 21, 2025

Overview

- Commissioner McColl was not present.
- Approved \$30,000 capital expenditure for three police vehicles via auction.
- Voted to provide a 25% sewer discount for local non-profits/churches.
- Discussed water/sewer project progress, chemical cost increases, and moratorium on water expansion.
- Reviewed police department modernization: new tech, training, and vehicle audit.
- Set dates for Christmas tree lighting (Dec 2) and employee party (Dec 16).

Sewer Project Updates with Mr. Honeycutt

- The following Updates were given by Mr. Honeycutt.
 1. Pre-bid meeting held; 7 plan holders identified.
 2. DOT requires geotechnical evaluation and shoring plan before permit approval; feedback expected within 1 week.
 3. ECS (geotechnical engineering group) engaged to assist with DOT requirements and communications.
 4. Project involves areas over 10 feet deep, increasing shoring requirements.
 5. Ongoing coordination with DOT and ECS to finalize scope and address permit conditions.

Police Updates with Chief Chitwood

- The following updates were given by Chief Chitwood.
 1. Completed audits and onboarding process; training files are clean and correct.
 2. Major technology gaps: no functioning in-car computers, CAD, VPN, or antivirus; upgrades approved and within budget.
 3. Transitioning to digital crash reporting (TRACS) and CJ Leads for license/driver checks; both are free and in progress.
 4. Crime rate data not updated since 1995–1997; recent efforts to retrieve and compare rates with nearby towns.
 5. Command part-timers underreport hours; proposal to pay higher rates for specialized tasks to improve efficiency and accreditation progress.
 6. Vehicle fleet aging: highest mileage at 246,000; newest car from 2014; urgent need for replacements.
 7. Proposal to purchase used police vehicles at auction (target: ≤\$10,000 each, up to \$30,000 total); plan to sell old vehicles to offset costs.
 8. Capital improvement resolution required for vehicle purchases; must specify project and amount.

May 6, 2026

Re:

Page 2

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- Motion was made by Commissioner Carlson to allow Chief Chitwood to purchase up to 3 vehicles with a cap of \$30,000 as a Capital Improvement purchase. Commissioner Lowery seconded the motion. All were in favor.

Church Water Discount Rates

- Commissioner Lowery brings up the option to discount church water rates for the churches located within the town limits.
- Discussion on offering sewer rate discounts to non-profits within city limits, not just churches.
- Town cannot discount water rates, but sewer discounts (e.g., 25%) are possible; \$4.83 impact per account discussed.
- Chemical and EPA testing costs have increased significantly (e.g., \$450 to \$2,400 per bill); budget was previously adjusted accordingly.
- Moratorium on water expansion outside town remains until capacity and ROI from new well and infrastructure upgrades are assessed.
- Commissioner Lowery motions to allow a 25% discount rate on sewer to all nonprofits within the town's limits. Commissioner Mahaffey seconds the motion. All in favor.

Maintenance Shop Updates

- All work on the maintenance shop is almost complete.
- Tina Odom raises awareness at the state of the parking lot.
- Discussion on parking lot paving.
- Commissioner McVickers requests adding diamond paving as a bid.
- Board requests to get a quote for redoing the entire area in front of the maintenance building as well as an additional parking area and the section in front of the employee entrance at the Town Hall.
- Commissioner Mahaffey stated that a second sign was needed for the back entrance of the maintenance building and it was added to the order.

Christmas Tree Lighting and Employee Christmas Party

- Mayor Underwood suggests the tree lighting and board meeting (including swearing in) be scheduled for December 2nd at 6:30 PM.
- Christmas party planned for December 16th; location options discussed include Sammy O's and Pier 41.
- The goal is to avoid the staff doing all set-up and work for the party, considering external venues.
- The motion was made by Commissioner Carlson to approve the tree lighting and swearing in for December 2nd at 6:30 and the Holiday Christmas Park on December 16th with the location to be determined. Commissioner Lowery seconds the motion. All in favor.

Other

- Permit confirmed for taco truck; parking and permit issues addressed.
- Motion to adjourn made by Commissioner Carlson and seconded by Commissioner McVickers; meeting concluded at 8:36 PM