

**Mayor**

Ed Lowery

**Commissioners**

Christopher Carlson

Tony McVickers

Benjamin Mahaffey

Kristen McVickers

Kelly Grant

**Attorney**

Sarah Price



**Town Clerk/Finance Officer**

Raymie Day

**Utility Clerk**

Lana Penfield

**Chief of Police**

Hudson Chitwood

**Public Works Director**

Joe Penfield

**Code Enforcement Officer**

Tina Odom

## WORKSHOP MEETING MINUTES January 20, 2026

### Overview

- Decisions to standardize official email accounts (options: free personal aliases vs. paid townofparkton.org accounts).
- Remote participation policy & SOP drafted to conform with NC Open Meetings law; 100% compliance confirmed for current setup; resolution and short-form SOP to be added to consent agenda.
- Compensation & attendance: maintain flat meeting stipend for mayor/commissioners (remote participation to receive same stipend); consider approved meetings list and mileage rules (GSA cited \$0.67/mile).
- Sewer geotechnical reduced scope approved.
- Parkton Medical Center proposal: board authorized preliminary negotiations and will evaluate incentives, lease/rental model (example rent \$1,000/yr) and require proof of funding and service commitments.

### Commissioner Email Accounts

- Free Gmail option exists (example would be [commissionerXYZ@gmail.com](mailto:commissionerXYZ@gmail.com)).
- Official Town accounts cost about \$100+ per account; administrative suites with Word/Excel cost more.
- Emails are public records; accounts should persist beyond individual officeholders.
- Retention schedules and exact costs are not confirmed.
- Glenn at netcom must be consulted to get an estimated payment.
- Management options: rotate role-based Town addresses to successors or issue separate commissioner-specific accounts to avoid personal/official mixing.
- Ms. Day will follow up with Glenn to get a cost estimate.

### Pay for mayor and commissioner meeting attendance

- Currently compensation is flat rate per meeting; officials forfeit that pay when attending external meetings on the town's behalf.
- Currently the mayor and commissioners attend COG meetings as well as other meetings for the town without compensation. Commissioners and mayor are only currently paid for town meetings.
- Commissioner Carlson proposed to compensate the mayor and commissioners for external meetings held in an official capacity.
- Decision point: Commissioner T. McVickers suggests to adopt an approved meeting list or allow elected-official discretion; recommendation for guidelines, qualifying criteria, and pre-approval to prevent abuse.

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- The discussion was raised on if the mayor and the board should be compensated per mile or per meeting.
  - Ms. Day to request current milage rate from Mr. Richardson at the COG.

### **Remote attendance policy**

- Town attorney Sarah Price states North Carolina permits remote participation by board members under Chapter 143, Article 33C (Open Meetings Law).
- Statutory requirements require continuous simultaneous communication and public access to hear proceedings; connection breaks pause the meeting and prevent remote member participation or voting during the outage.
- Commissioner T. McVickers presents enacting a resolution that will authorize remote participation and confirm that a remote member may count toward quorum and may vote provided continuous simultaneous communication is maintained as per the state's current guidelines.
- The SOP created by Ms. Day defines operational rules for the SOP for the remote attendance policy. Per Commissioner McVickers the resolution is to be placed on the consent agenda with the change request that it needs to read "any authorized meeting" not just "any meeting".
- The remote policy memorandum is to be added in with the SOP on the consent agenda per commissioner T. McVickers.

### **Sewer project**

- Mrs. Penfield states that the approval (after speaking with the board) was given to Mr. Honeycutt from McGill to move forward with the changes made to the reduced scope in the geotechnical portion of the sewer project.
- Mr. Honeycutt will follow up with a new proposal for the reduced-scope geotechnical services that the state has approved.

### **Ruritan property**

- Mayor Lowery moved forward with consulting a real estate attorney to negotiate the purchase of the property.

### **Parkton medical center**

- Commissioner McVickers requested board authorization to negotiate on behalf of the Town of Parkton with the Parkton Medical Wellness Center
- Commissioner T. McVickers proposed offering legal incentives — land lease, tax stabilization, infrastructure/development support, and expedited town permitting to the company proposing the Parkton Medical Wellness Center.
- Preferred land arrangement: rent a section of the armory property (do not sell), grant first right of refusal upon construction, and include fail-safes to revert to fair-market rent or enable buyback if medical services cease.
- Incentive structure options include phased/continuity incentives tied to years of operation; example: initial rent \$1,000/year.
- Negotiation conditions and due diligence to require proof of funds, engagement of outside business counsel, service-level/performance conditions, prohibition on subletting, and confirmation of payer mix and funding sources (Medicaid/Medicare vs. rural-only funds).

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- Next steps: Mrs. Penfield to verify with Code Enforcement Officer Odom the current zoning (armory heavy commercial, residential etc.).
  - Resolution to authorize commissioner T. McVickers to negotiate will be added to the consent agenda.
  - Mayor Lowery and Commissioner T. McVickers and a possible third-party to negotiate, request public presentation by proposers, and provide updates via the town's public monthly meetings.

#### **Parking lot paving**

- The last vendor has reviewed the property/area for bid but it has not been submitted as of the meeting time.
- This will be the 3<sup>rd</sup> and final quote.

#### **Adjournment**

Commissioner Carlson motions the meeting to be closed. Commissioner Mahaffey seconds the motion. All in favor.

Meeting adjourned at 6:47PM