

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

MEETING MINUTES August 4, 2025

Called to order by Mayor Underwood 6:58PM

Invocation by Tony McVickers

Pledge of allegiance led by Mayor Underwood

The following members of the board of commissioners were present:

Mayor Underwood

Commissioner Carlson

Commissioner Lowery

Commissioner McVickers

Commissioner McColl

Commissioner Mahaffey

Overview

- Urgent property relocation required due to business expansion; owner threatens demolition if not moved promptly.
- Detailed discussion on zoning, property use, and requirements for combining lots for new building placement.
- Multiple infrastructure updates: sewer, water, and electrical systems, with grant and funding challenges highlighted.
- Police updates on activity and the new signs.
- Seven new home constructions and sales this month; utility billing and service updates provided. Approval given to put sewer project out for bid.
- Ongoing grant and repayment tracking for major projects.

Minute Approval

Mayor Underwood requested a motion to approve the minutes from July 1, 2025 and July 15, 2025. Commissioner Lowery motioned for the approval and Commissioner Mahaffey seconded the motion. Motion passed all in favor.

NEW BUSINESS

Cathys Barber Shop

- Property owner requires immediate removal of updated commercial building due to business expansion.
- Proposed relocation site is three lots near Cooper Street, facing the railroad and police department. Building is a built structure, with updated electrical, plumbing, and handicap features.
- Zoning compliance and possible lot combination required before relocation; zoning board input and code enforcement review needed.
- Approval will set precedent for future structures in the town center district.

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- The motion was made by Commissioner Lowery to table the movement of the barbershop until the workshop while research is conducted. Commissioner Carlson seconded the motion. Motion passed all in favor.

OLD BUSINESS

Maintenance Shop Update

- One turnkey building proposal totals \$325,571 (this includes AC, permits, final report).
- One estimate is still pending.
- The current proposal can be used as a reference point in the future.
- The offer to purchase the EMS building was submitted to the county and Tina is awaiting response from Shelton Hill.
- Two grant options were discussed for the maintenance shop issue: retroactive (after purchase if the EMS building is purchased) and preemptive (before any building of a new structure). The board agrees we cannot pursue both simultaneously.
- The maintenance shop item will stay on old business until we have heard back from Shelton Hill and the 3rd estimate has been provided.

Sewer Project Updates

- A response was given by David Honeycutt regarding the hold-up on the start of the sewer project.
- David has submitted the new plans to NCDOT. He suggests we advertise and then make the adjustments as required by NCDOT by addendum.
- He states there is some risk involved in moving forward with bidding before having feedback from NCDOT but also states that time is critical at this point and he would need board approval to move forward.
- Commissioner McColl would like for Mr. Honeycutt to respond back about what risks there are moving forward before we have feedback.
- Request was made that Mr. Honeycutt be present for the workshop on Aug 19th, 2025. Lana will email him and make the request.
- The motion was made by Commissioner McColl to approve Mr. Honeycutt moving forward with opening the bids. Commissioner Carlson seconded the motion. The motion was passed all in favor.

Public Comments

- No public comments

Department Reports

Public Works

- Generator at Cemetery lift station 2 pending arrival.
- The gas tanks and hookups are complete except pressure test
- Power issues at lift station due to one leg dropping.
- Duke installed voltage regulator; transformer upgrade considered instead of moving to three-phase.

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- Final inspection for new well scheduled for July 14; DEQ approved; last two water tests passed.
 - Well upgrade increases flow to tower tank; confirmed as six-inch pipe, expected to double flow.
 - Seven new homeowners and seven new home constructions started this month. There were 15 on the cut-off list but after contacting it dropped to 4. Once the 4 were cut off the payment was made immediately and there are currently no cuts at this time.

Police

- July: 12 traffic stops (8 citations, 5 warnings) 1 missing person call, 1 citizen assist, 1 larceny (arrest made), 1 alarm, 1 B&E, 1 officer contact, and 1 vehicle chase.
- 4 new speed signs installed mid-July; The signs are currently on and in collecting traffic data mode.
- Recent thefts in Freedom Subdivision: suspects remove cabinet screws, return later to steal cabinets.
- Parkton Police Department is not manned 24/7; emergencies require calling 9-1-1, and not department number so please call 9-1-1 when needing the police and not the town number.
- Vacant house at 56 West 3rd Street is a civil matter until boarded and posted with no trespassing signs.

Admin

- Sinarama window installation was delayed by rain; rescheduled for Thursday or Monday.
- According to the contact at DWI we have received 0% repayment on the well grant, and 2% on sewer system grant.
- Contacted Lauren Elliott (works at McGill) to obtain assistance with the submission of grant repayments.
- No water/sewer grant repayments received during current tenure; last repayment occurred under previous administration.
- Retirement payouts for two individuals updated on finance sheet; main retirement payment due soon (~\$42,500). Request was made to table the retirement until the workshop so the board can decide where the funds will come from.

Legal

- Nothing to report

Zoning

- Permit approvals – 1 storage building, 1 fence, 1 stair replacement and 7 new construction driveways.

Commissioner Comments

- Commissioner Carlson stated his appreciation for 4th of July town celebration and how the parade occurred so successfully. He also thanked citizens for

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Re:

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declaring candidacy for upcoming November election and emphasized his gratitude toward those citizens for representing the Town of Parkton.

Adjournment

- Mayor Underwood requested a motion to adjourn the town hall meeting at 7:43PM. Commissioner Carlson motioned to adjourn the meeting. Commissioner Lowery seconded the motion. Motion passed all in favor.