

**VILLAGE OF TOBACCOVILLE
COUNCIL MEETING MINUTES
Thursday, December 2, 2021**

Mayor Mark Baker called the meeting to order at 7 p.m. and gave the invocation and led the Pledge of Allegiance. The following elected officials and staff were present: Mayor Mark Baker, Mayor Pro Tem Myron Marion, Council Members Lee Ault, Lori Shore-Smith and Boyce Shore, Administrator Dan Corder, Attorney Amy Lanning and Clerk Robin Key. Total attendance: 29

APPROVAL OF MINUTES

Council Member Shore-Smith made a motion to approve the November 4, 2021 Council Meeting Minutes, the November 4, 2021 Closed Session Minutes, the November 19, 2021 Closed Session Minutes and the November 19, 2021 Open Session Minutes. Mayor Pro Tem Marion seconded. The vote was unanimous.

OATHS OF OFFICE

District Court Judge Marion M. Boone administered the Oath of Office of Mayor to Myron W. Marion. Superior Court Judge Eric C. Morgan administered the Oath of Office of Council Member to Lori Shore-Smith. Village Clerk Robin S. Key administered the Oath of Office of Council Member to Boyce E. Shore. There was a short recess.

ORGANIZATION OF NEW COUNCIL

Council Member Shore-Smith made a motion to appoint Mark Baker to fill the vacant Council seat left by Myron Marion when he was elected Mayor. The term expires in 2023. Council Member Ault seconded the motion. The vote was unanimous. Village Administrator Dan Corder administered the Oath of Office of Council Member to Mark Baker.

- a. Appointment of Mayor Pro Tem: Mayor Marion made a motion to nominate Council Member Lori Shore-Smith as Mayor Pro Tem for the Village of Tobaccoville. Council Member Baker seconded. The vote was unanimous.
- b. Selection of Council Meeting Day & Time: There was a consensus of the Council to continue to meet on the first Thursday of the month at 7 p.m.
- c. Designated Areas of Responsibilities: After discussion, there was a consensus of the Council to approve the Designated Areas of Responsibility 2021-2023. (Attachment) To accommodate Council Member Baker continuing as the PARC representative, the PARC will begin meeting at 6 p.m. on the first Thursday of the month in the conference room at Village Hall.
- d. Mayor Pro Tem Shore-Smith made a motion to adopt *Suggested Rules of Procedure for a City Council, 3rd Edition*. Council Member Baker seconded. The vote was unanimous.

ADMINISTRATOR'S UPDATE

*Administrator Corder introduced Kimberly Keen to the audience. She will begin working as the new Village Clerk on January 3, 2022.

*The Forsyth County Planning Board denied the Love's Truck Stop zoning petition and the request will go before the Forsyth County Commissioners in late January – early February 2022.

*The Christmas pole decorations were installed by Kenco Electric and one electrical box was discovered to be broken by the contractors who recently replaced poles in the area.

*The tax equivalent payment from RJ Reynolds Tobacco increased by almost \$7,000 due to property evaluation increases. The funds should be received by the first of the New Year.

OCTOBER FINANCIAL REPORT

Administrator Corder reviewed the October financial report. Mayor Marion conducted an internal audit of the records and found no discrepancies. (Attachments)

ADJOURNMENT

Mayor Marion made a motion to adjourn, and Mayor Pro Tem Shore-Smith seconded. The meeting adjourned at 8 p.m.

Robin S. Key, Village Clerk

Myron W. Marion, Mayor

SEAL