

**VILLAGE OF TOBACCOVILLE
COUNCIL MEETING MINUTES
Thursday, October 5, 2023**

Mayor Myron Marion called the meeting to order at 7:00 p.m. Council Member Boyce Shore gave the invocation and led the Pledge of Allegiance. The following elected officials and staff were present: Mayor Myron Marion, Mayor Pro Tem Lori Shore-Smith, Council Members Boyce Shore, Mark Baker and Carla Hall, Administrator Dan Corder, Attorney Amy Lanning and Clerk Kimberly Keen. Total in attendance: 15

APPROVAL OF REGULAR COUNCIL MEETING MINUTES AND APPROVAL OF SPECIAL CALLED COUNCIL MEETING MINUTES

Council Member Boyce Shore made a motion to approve the September 7, 2023 Regular Council Meeting Minutes and September 18, 2023 Special Called Council Meeting Minutes. Mayor Pro Tem Lori Shore-Smith seconded. The vote was unanimous in favor of the motion.

ADMINISTRATOR'S UPDATE

Administrator Dan Corder announced the following items to the Council:

- *Gibson & Company will start our yearly audit later this month.
- *Election Day is November 7, 2023 and since this is a municipal election, the Macedonia Church & Alice Watts Tuttle Community Center precincts have been combined.
- *Tree removal work is tentatively set to start on October 23, 2023 in the Village Park.
- *A grading permit has been issued to Love's Truck Stop, and work has begun on that project.
- *A meeting with the PARTF representative is scheduled for October 16, 2023. We have not filed for reimbursement on any expenditures as of yet.
- *Advertisement for bids on the Village Park Phase II project is active on the McGill Associates website & the Village of Tobaccoville website. The Village of Tobaccoville will receive bids until November 7, 2023 at 2:00 p.m. at Village Hall. Council Member Boyce Shore will attend the bid opening with Administrator Dan Corder to open and tabulate bids.

UPCOMING MEETINGS AND PUBLIC INFORMATION

There were no upcoming meetings or public information to share at this time.

PUBLIC COMMENT TIME

Mayor Myron Marion opened the floor to receive public comment. Being no one gave written or verbal requests wishing to address the Council, Mayor Myron Marion closed the meeting's public comment portion.

ADDITIONS/DELETIONS TO AGENDA

Mayor Pro Tem Lori Shore-Smith asked that the designated areas of Council member responsibilities be added to the agenda.

Council Member Boyce Shore asked that the advertisement for bids on the Village Park Improvements costs be added to the agenda.

MONTHLY FINANCIAL REPORT

Administrator Dan Corder reviewed the August 2023 financial report. Mayor Myron Marion conducted an internal audit of the records and found no discrepancies. (attachment)

PARC UPDATE

Council Member Mark Baker informed Council that the last event to be held by the PARC Committee in 2023 will be the Christmas Tree Lighting scheduled for November 27, 2023 at 6:00 p.m.

PUBLIC HEARING – ANNEXATION OF VILLAGE OWNED PROPERTIES ORDINANCE #195

Mayor Pro Tem Lori Shore-Smith made a motion to open the public hearing regarding the Annexation of Village Owned Properties. Council Member Boyce Shore seconded. The vote was unanimous in favor of the motion. Mayor Myron Marion asked if anyone had any comments to be heard for or against the annexation of the Village owned properties. No one spoke for or against the annexation during the hearing. Council Member Boyce Shore made a motion to close the public hearing. Council Member Carla Hall seconded. The vote was unanimous in favor of the motion.

A motion to adopt Ordinance #195 (Ordinance to Extend the Corporate Limits of the Village of Tobacoville, North Carolina) was made by Council Member Mark Baker. Mayor Pro Tem Lori Shore-Smith seconded. The vote was unanimous in favor of the motion.

Attorney Amy Lanning agreed that she would take the appropriate actions to file the necessary paperwork regarding Ordinance #195 with the Forsyth County Register of Deeds, The North Carolina Secretary of State, and Forsyth County Board of Elections.

VILLAGE PARK PHASE II UPDATE

The Village received a bid on the tennis court reconstruction project but the bid was rejected as it was significantly higher than budget for the project element. A quarterly report was filed for OSBM Grant Funds. A motion was made by Council Member Boyce Shore to allow Administrator Dan Corder to transfer funds from the OSBM account for architect fees expended during the period ending September 30, 2023. Mayor Pro Tem Lori Shore-Smith seconded. The vote was unanimous in favor of the motion.

DESIGNATED AREAS OF RESPONSIBILITY BY COUNCIL MEMBERS

Mayor Pro Tem Lori Shore-Smith asked to be removed from the Council designated area of responsibility for personnel. Council Member Boyce Shore volunteered to serve as representative for personnel.

ADVERTISEMENT FOR BIDS VILLAGE PARK IMPROVEMENTS COST

Administrator Dan Corder provided Council with a price quote to run the Village Park Improvements ad with a local newspaper. A one day advertisement would cost an estimated \$527.72. A motion was made by Council Member Boyce Shore to advertise for bids solely by electronic means for this project. Mayor Pro Tem Lori Shore-Smith seconded. The vote was unanimous in favor of the motion.

ADJOURNMENT

Council Member Carla Hall made a motion to adjourn. Council Member Mark Baker seconded. The meeting adjourned at 7:34 p.m.

Minutes Prepared By:

Kimberly L. Keen, Village Clerk

Myron W. Marion, Mayor

SEAL