

The regular meeting of the Village of Cedar Rock was held at Cedar Rock Country Club at 11:30 a.m. on September 19, 2023.

Attendance: Present were Mayor Bob Floyd, Ernie McAteer, Bill Griffin, Mike McClinton, and Mike Shows. Pamela Mayberry was not able to attend.

Call to Order: Mayor Bob Floyd called the meeting to order at 11:31 a.m.

Adoption of Agenda: Mike Shows made a motion to adopt the agenda; Ernie McAteer seconded the motion: agenda adopted.

Approval of Minutes: Ernie McAteer made a motion to approve the minutes; Mike Shows seconded the motion; minutes approved.

Committee Reports: Finance: Bill Griffin presented financials. Assets currently total to \$646,532.97. Mr. Griffin noted that the COG Manager Contract Line Item had no funds budgeted. Mayor Floyd stated that the correct amount should be placed in the line item per the contract, per the prorating done in the original contract. **Transportation:** Ernie McAteer provided the Transportation Report. Mr. McAteer presented Tyler Sime's Certificate of Insurance. Mayor Floyd stated it would be scanned and archived for proper record keeping. Mr. McAteer stated that Tyler Sime had completed clearly brush throughout the Village. Mr. McAteer stated that once the road reopens, brush clearing work will begin around Mountain Circle. Drain work at the tennis court will begin in two weeks, and landscaping light information is forthcoming. Mr. McAteer provided the final invoice for the road repair for \$114,500.00. The Council advised that Mike Willis should use separate invoices for work completed on the road repair and work completed to accommodate Duke Energy utility work. Council discussed multiple avenues of funding to fulfill the invoice. Mayor Floyd and Mike Shows discussed using fund balance in place of ARP funds due to the time left for ARP funds to be expensed. Council also discussed the constraints and requirements of ARP funding. Mayor Floyd discussed the need for preventive action for Village culverts. Mike McClinton shared that he had inspected all of the Village culverts and cleaned many of them out by hand. Ernie McAteer will be contacting Mike Willis to assess future repairs for Village culverts. **Code Enforcement:** Mike Shows reported one complaint to Curt Willis. Curt Willis provided a notice of violation to the property owner. Mr. Shows also requested a review of the ordinance to identify requirements or standards that may be overly cumbersome. Ernie McAteer added that he would assess the Village with Tyler Sime to identify right-of-way areas in need of additional maintenance.

Staff Report: Daniel Odom provided a presentation on procurement requirements for the Council's discussion. Mr. Odom reviewed state requirements, federal requirements, and the nuanced differences between procurement requirements for different funding sources. Mr. Odom noted that the requirements for each funding source change frequently, and provide rules of thumb for council to consider in future purchases to ensure procurement compliance. Bill Griffin stated that these rules of thumb and procurement requirements are protections for the

Village as an entity and for the individuals who comprise the Village's government. Mayor Floyd requested that Mr. Odom draft a procurement policy for the Village. Mike Shows requested that the policy be made simple and to also include language for emergency situations in which procurement requirements cannot be reasonably followed. Mr. Griffin reiterated the need for a draft policy that the Council can refine to fit the needs of Cedar Rock.

New Business: There was no new business to come before the meeting.

Planning Board Appointment – Josh Anthony: Mayor Floyd shared that the Council needs to appoint a Planning Board member to the vacant Planning Board position of Mike McClinton. Mayor Floyd asked that the board consider the appointment of Josh Anthony. Upon a motion by Ernie McAteer and a second by Mike McClinton, the appointment was unanimously approved.

Old Business: Woodsmen Forestry Assessment: Mayor Floyd reminded Council of the presentation by Woodsmen Forestry at the last council meeting and added that a decision should be made on whether or not to have Woodsmen Forestry complete an assessment of the Village's wooded property. Upon a motion by Mike Shows and a second by Mike McClinton, Council unanimously approved the assessment proposal from Woodsmen Forestry.

Public Comment: No public comments.

Meeting adjourned at 1:00 p.m.

Minutes prepared by Daniel Odum

Respectfully Submitted,



Pamela Mayberry, Village Clerk