

# TOWN OF BOYKINS - RECORD OF TOWN COUNCIL MEETING

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August 10, 2021

Present:

Jackie Robertson, Mayor  
Linda Beatty  
Freddy Felts  
Hank Fuller  
Chet Poland  
Jerry Rice

Sergeant Brozzo  
Victoria Edwards

Mayor Jackie Robertson called the meeting to order at 7:00 pm; at the Town Office located at 18206 Virginia Avenue. Linda Beatty opened the meeting with a prayer. Sergeant Brozzo led in the Pledge of Allegiance to the American Flag. Mayor Robertson asked that everyone review the minutes. **Linda motioned to accept the minutes as presented; seconded by Freddy and motion carried.**

## REPORTS

**Treasurer's Report** Victoria gave the financial report (copy attached).

**Police Report** Sgt. Brozzo gave the police report (copy attached). He also reported that the Impala is ready to be picked up when the buyer is ready to pick it up.

**Public Works Report** Jackie shared that the applicant Council approved for the part-time position last month did not pan out. He has approached a potential candidate for the Public Works Supervisor position after Jerry informed Jackie that he is ready to step down from the position.

Mosquito machine is operational and ready to be used by Mr. Dennis Overby. **Linda made a motion that Dennis Overby start spraying once a week starting next week; seconded by Freddy and motion carried.**

**Parks & Rec** Victoria reported that Touch-a-Truck was huge success with over 100 families coming out. Overall, it cost the town \$150 with two donations totaling \$200 helping with the cost of bounce houses. Berean Baptist Church helped by giving out free water and drinks. Fire department and Boykins United Methodist Church provided ice.

**Citizen's to Speak** None.

## UNFINISHED BUSINESS

**Insurance Matters** Jackie gave an update on the progress of the shop. A second invoice of \$54,320 for the concrete and general conditions has been received.

**Election Ordinance** Victoria presented the resolution and amended ordinance draft for our Town Code to reflect the legislation change passed by the General Assembly earlier in the year. **Linda made a motion to adopt the ordinance changing the election from May to November; seconded by Hank and was affirmed by each member. Freddy – yes, Hank – yes, Linda – yes, Jerry – yes, Chet – yes.**

## **Dog Ordinance**

Jackie shared the drafted ordinance limiting the number of dogs allowed in residential districts and opened the floor for discussion. During the discussion, Victoria shared that a couple of residents have complained about dog poop on the sidewalks and asked if Council could do anything about that while addressing the dog ordinance.

**Chet made a motion to advertise a public hearing for the proposed ordinance, limiting the number of dogs allowed to four in residential districts, to be held Sept 1<sup>st</sup> at 7pm at the Town Office with the Fire Department being an alternative location; seconded by Hank and motion carried.** (Copy of proposed ordinance attached.)

## **Collections**

Victoria proposed a Collection Policy (copy attached) for Council to approve to provide guidance, consistency, and efficiency in the collection of all receivables due to the Town. Victoria shared that by following the proposed policy, anyone in the Clerk-Treasurer position will be able to perform the duties without delay preventing the disorganization and halt to town business the sudden loss of former clerk/treasurer, Patricia Draper, in 2020 caused.

Victoria answered questions from Council about the policy and the current delinquent taxes. With a 94.86% collection rate for real estate taxes and 81.67% collection rate for personal property taxes for 2020 tax year, she did not feel a collection agency was necessary to recovery efforts at this time for 2020. The proposed policy does allow for 3<sup>rd</sup> party collection efforts once the Treasurer deems the account uncollectible by means provided in the proposed policy. Due to the current disorganization caused by the sudden loss of former clerk/treasurer, Patricia Draper, Victoria did not feel she was able to give accurate account information to a collection agency for previous tax years to be collected.

Victoria informed Council that she found tax bills from previous years that were never billed and asked for their guidance in how to proceed.

Jackie asked about an audit. Victoria shared that we need an audit for fiscal year 2020. Hank asked what happen to Creedle, Jones, & Alga, and when was the last year they audited the town; were they working for the town during the years of these unbilled taxes that were found. Linda informed him that the Town chose to stop using them and do in-house audits. The exact year we let them go is unknown at this time.

Freddy asked if ARPA funds could be used to hire help to get the tax situation caught up. Victoria did not see why not since we suddenly lost our Clerk-Treasurer in March of 2020 from Covid-like symptoms, and then suddenly loss Carolyn to Covid-19 October 2020, causing the workload for the office to fall behind. A new hire funded by ARPA could be justified to help with efforts to catch things up to a manageable level once again.

**NEW BUSINESS**

**American Rescue Plan Act (ARPA)**

Victoria shared her proposed ARPA projects noting that this was preliminary and meant to be visual aid. (copy attached). She highlighted the E-summons item and hiring someone for ARPA reporting purposes. The e-summons resolution was passed at the August 2020 meeting, and the Town has not moved forward with implementing it. ARPA funds will allow us to get the equipment needed without using general funds.

**GENERAL**

Hiring a reporting representative was discussed and Victoria was instructed to schedule a meeting with Mary Washington for the position due to her experience with federal funds. She can determine the number of hours she is able to work a week at this time.

Jackie shared that Linda and Martha Felts will be conducting the annual audit. Victoria will provide them with the last audit report.

**Pay Bills**

**Hank made a motion to pay bills; seconded by Linda and motion carried.**

**Adjournment**

**Hank moved that the meeting be adjourned; seconded by Chet and passed by vote of Council.**

\_\_\_\_\_ **Date:** \_\_\_\_\_  
**Mayor/Vice Mayor (SEAL)**

\_\_\_\_\_ **Date:** \_\_\_\_\_  
**Town Clerk**