



AGENDA
LOUISBURG TOWN COUNCIL
KARL T. PERNELL PUBLIC SAFETY COMPLEX
June 11, 2024 7PM

- | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-------|
| 1. Roll Call | Perry | |
| 2. Invocation | Mayor | |
| 3. Pledge of Allegiance | Mayor | |
| 4. Adoption of Agenda | Mayor | |
| 5. Approval of Minutes
May 20, 2024 Regular Meeting.
May 20, 2024 Closed Session
May 21, 2024 Budget Meeting
May 28, 2024 Budget Meeting | Mayor | P. 01 |
| 6. Public Comment | | |
| 7. Resolution in Support of Education in Franklin County | Mayor | |
| 8. Amendment to Code of Ordinances -
Chapter 38 Utilities, Small Generator and Inverter-Based Systems | Medlin | P.07 |
| 9. Approval of the Award for Professional Engineering and
Planning Services Contract | Medlin | P.10 |
| 10. Appointment of Tax Collector for the Town of Louisburg | Medlin | P.12 |
| 11. Discussion of College Street | Mayor | |
| 12. Discussion to Create An Economic Development Committee | Stover | |
| 13. Administrator's Report | Medlin | P.14 |
| 14. Mayor's Report | Mayor | |
| 15. Police Report | Abbott | P.15 |
| 16. Fire Report | Lanham | P.18 |



17. Council Comments

Mayor

18. Closed Session – 143-318-11 (a) (6) – Personnel, 143-318-11 (a) (5) Real Estate

19. Adjourn

May 20, 2024

Regular Monthly Meeting Minutes

The Louisburg Town Council met on Monday, May 20 2024, at 7:30pm in the Karl T. Pernell Safety Complex at 104 Wade Ave., Louisburg NC 27549.

Mayor Christopher Neal welcomed and thanked everyone for coming to the meeting.

Roll Call

Mayor Christopher Neal, Town Administrator Sean Medlin, Town Clerk Pamela Perry, Town Attorney Ben Williamson, Council Members, Dr. Phillip Stover, Dalita Woods, Silke Stein, Betty Wright, Kim Baker, and Tom Clancy were all present.

Invocation

Councilwoman Betty Wright gave the Invocation

Pledge of Allegiance

Mayor Christopher Neal asked everyone to remain standing for the Pledge of Allegiance.

Adoption of the Agenda

Councilwoman Stein made the motion to approve the agenda; seconded by Councilman Stover; the motion passed without objection.

Approval of the Minutes

Mayor Neal asked for a motion to approve the April 15, 2024 Regular Meeting Minutes and April 29, 2024, Public Hearing minutes. Councilman Clancy made the motion to approve both sets of minutes; seconded by Councilwoman Stein. The motion passed without objection.

Public Comment

Monica Kearney 118 A N. Main St, Safe Space Executive Director. Safe Space was started in 1997 as a local nonprofit, whose mission is to reduce the incidence of domestic violence, sexual assault, and human trafficking in Franklin County. In 2017, Safe Space, the Franklin County Health Department and SMART Start joined forces to establish the Franklin County Prevention and THRIVE team. They call themselves PAT and what we aim to do is 2 things, to identify the risk factors that cause violence in Franklin County. They also identify ways that we can protect our families and our youth and prevent violence. This consists of human service organizations that gather together four or five times per year to develop programming within the organizations that gather together four or five times per year to develop programming within our agencies and community that will bring awareness to adverse childhood experiences with impact psychological, social, emotional development, and the likelihood of violence, perpetration, and victimization. Through PAT they aim to create a community of safe spaces where youth and families can thrive through their training and education from the Centers for Diseases Control Violence Prevention and the UNC Injury Free Academy. They are in the process of developing programming that is inclusive, accessible, and free to the community.

Andrea Wright Executive Director of the United Way of Franklin County. The United Way of Franklin County will make a long term impact in Franklin County by further providing the Towns of Louisburg, Bunn and Franklinton \$35,000 each to build a Basketball Court and STEM ground to extend-its mission of ongoing education and connection to the Innovation Mobile Lab. These funds will be contingent upon matching funds secured by each area. Once the terms are agreed upon we will look into applying for matching funds through PartF grant and other means to secure donations. Each court and STEM ground should be completed by end of 2024. Bunn and Franklinton have both taken advantage of this opportunity.

Bobby Cooper 701 N Main, Louisburg He is on the Louisburg Historic District and he does a lot of work at the Oakwood Cemetery. With Memorial Day coming up, there will be a drive through of the cemetery. There will be flags posted on markers of the grave sites of veterans killed in action or service member's killed in action. He is also the chairman of the County's Tourism Board and we just approved a grant supporting the marketing of a rodeo. This will be held on June 28th and 29th. This is held outside of Town and they are expecting 3500 people. It will be more people coming through Town for the event. He appreciated the steps that the Town was taking toward the County with the construction of the building they are wanting to build. Especially with the possible closing of Johnson Street. He does not want to demolish the theater, there are still steps that the County should go through the Town before demolishing. He would like to see the Town challenge the County concerning the new building and also the theater.

Public Hearing: Annexation of 3 Lots on Carole Circle

Mayor Neal asked for a motion to go into the Public Hearing. Councilman Clancy made a motion to go into the Public Haring; seconded by Councilman Stover. The motion passed without objection. The Town of Louisburg has been petitioned under G.S. 160A-31 to annex three lots along Carole Circle within the Sherwood Hills Subdivision. This Ordinance is the final step toward completing the annexation process. By this action the three lots on Carole Circle will become part of the Towns corporate limits. The annexation petition was made by the owner who plans to construct a single-family home or lot. There is no opposition from any people that live in that neighborhood. There were no public comments. Mayor Neal asked for a motion to come out of the Public Hearing. Councilman Clancy made a motion to come out of the Public Hearing; seconded by Councilman Stover. The motion passed without objection.

Mayor Neal asked for a motion to approve the ordinance to extend municipal limits annexing 3 lots on Carol Circle. Councilman Clancy made a motion to approve the ordinance; Seconded by Councilman Stover. The motion passed without objection.

Report and Discussion on the Depot Hill – Town

Mr. Philip Slayter with the Towns Planning and Zoning Department, stated the last week the Town hosted an open house to solicit some comments, public comments regarding the renderings that were done by the architects for Town Hall. There was a good crowd that came out even though the weather was bad. The photos are also on the Towns website to view. There were a few comments in general. There was a couple of questions regarding the site which will be addressed through the project itself, but nothing that would be substantial in the sense that they wanted to change it dramatically. One citizen that expressed disappointment that we didn't have a commercial kitchen. The purpose of this open house was to really let everyone to give their views. The seems to be a general agreement that the layout and its appearance is something that the Town could be proud of. The next step in the process will be for the architects to prepare the construction plans. This will probably take anywhere from 30 to maybe 60 days. Once that is done we will put out to bid. Then we can get a cost on how much it's going to take to undertake the project. The Town is negotiating with Mr. Womack for additional access across his property. Mayor Neal asked for a motion to direct Administrator Sean Medlin to proceed with construction plans. Councilwoman Stein made a motion to proceed with construction plans; seconded by Councilwoman Wright. The motion passed without objection.

Administration Report

The October 2023 and November 2023 financial statements were included in the Councils Packets. Along with the October 2023 Financial statements for the Louisburg ABC Store. Sidewalk repairs are underway along Bickett and College Street. Clean up along the corridor of the Main Street bridge has begun. Carolina Restoration began last week and will continue to remove debris for the next couple of weeks. A budget meeting will be held on Tuesday, May 21st at 5:30 at the Karl T. Pernell Public Safety Complex. Town Hall will be closed on Monday, May 27th in observance of Memorial Day.

Mayors Report

Mayor Neal had several conversations with citizens regarding the closing of Johnson St. There were pros and cons. They understand that the Town is growing, and things have to change sometimes when you're growing.

Police Report

Chief Jason Abbott reviewed his report that was included in the Councils packets. National Police Week was May 12-18. They received several gifts from citizens and local business. Administrative Professionals Day was April 24th. Police Records Specialist Katie Davis was recognized. Captain Travis Lincoln was presented the FBI Law Enforcement Executive Development Association 2024 Leadership Institute Trilogy award. There is a vacant position open within the department. Interviews will be conducted this week. The budget is 83% of the way through fiscal year 2023-2024. 90% of the operating budget has been encumbered as of April 30, 2024. 2024 GCC Grant is still pending. They have applied through Vaya Health to resupply our officers with Narcan. Training summary included Leadership, Officer Survival, Domestic Violence, Radar Operator and Criminal Investigations. There were multiple community outreach & special events for the month. Warrior Pride 5K, event at the Amphitheatre hosted by 210 Nash. A presentation to a group touring Louisburg College. Relay for Life at Terrell Lane Middle School. Health fair at St. Paul's Presbyterian Church. Prom at Louisburg Magnet. High School. Annual Senior Spring day at Joyner Park. FNOTT.

Fire Department

Fire Chief Randy Lanham reported that they hired two of the three positions that was approved a couple months ago. He is working with HR on the third position now. Hopefully by the next month's meeting we will have this position filled. The rest of the packet was included in that Board's packets for review.

Reminder- Change in Council Meeting Date and Time

The Council voted to change the regular monthly meeting to the second Tuesday on the month at 7PM beginning in June.

Council Comments

Councilman Stover – He is deeply concerned about what's happening at the other end of Bickett Blvd. and the apparent lack of our county colleagues wanting to fund our public schools. He thinks that adversely affects this Town and I think we ought to maybe reconsider our cooperation on the judicial complex if the County decides not to fully fund the schools.

Councilwoman Woods- Thanked everyone for coming to the meeting this evening. Last month Councilwoman Baker and herself attended the City Vision Conference in Winston Salem. It was conducted by the NCLM and was very informative. One of the trainings that I went to which was very informative to her was civility training, learning how to conduct oneself in a meeting. As a

new person on the Board, she wants to learn as much as she can. She can't help citizens if she doesn't know. Her goal is to learn as much as she can. She is a teacher and she wants to learn as much as she can also. She wanted to be the County Commissioners meeting tonight standing with her fellow educators. She stands in solidarity with them.

Councilwoman Stein – Last FNOTT was very successful. The next one will be held on June 21st. Hopefully it will be even bigger and the weather can cooperate. Also mark your calendars for October 25th and 26th. This is the date for BBQ in the Burg again. It is in conjunction with the Town's fall Festival which was a big hit last year. Starting June, the 15th from 8 to noon, there will be a farmer's market behind Louisburg Town Hall. Starting on the 1st of June, on the Town website the information on signing up and the information regarding that if you want to come and sell your produce. She wished everyone a safe and blessed Memorial day weekend.

Councilwoman Wright- She has had citizens to also call her regarding the closing of Johnson Street. One person called her regarding the availability of handicap parking. They were saying that it was very hard to find a handicap spot in Town. Some people just park in the handicap spots that don't need it. She would like for the police to enforce that and remind people to not park in the handicap spots unless needed.

Councilwoman Baker- She was able to participate in the Warrior Pride 5K in April. She also attended the City Vision Conference along with Councilwoman Woods. There were a lot of sessions to attend for different things that could impact our communities. Things we could either try to figure out how to bring back to the Council or just improve. There were a lot of sessions so they divided and conquered a little bit. She attended FNOTT and thought it was really nice.

Councilman Clancy- Thanked everyone for being at the meeting and hope they had a good weekend.

Closed Session- 143.318.11(a)(4) Economic Development, 143.318.11(a)(5) Real Estate, 143.318.11. (a)(6) Personnel

Mayor Neal asked for a motion to go into Closed Session. Councilman Stover made the motion to go into closed session; seconded by Councilwoman Baker. The motion passed without objection.

Mayor Neal asked for a motion to come out of closed session. Councilman Clancy made a motion to come out of closed session; seconded by Councilwoman Stein. The motion passed without objection.

There was no action taken in closed section.

Councilwoman Stein made a motion to adjourn; seconded by Councilman Clancy. The motion passed without objection.

Adjourn.

Submitted;

Pamela Perry

Administrative Assistant/ Town Clerk NCCMC, CMC

TOL Budget Meeting Minutes

May 28, 2024

The Town of Louisburg Council met for a second Budget Meeting on May 28, 2024 at 5:30PM located at the Karl T Pernell Safety Complex, 104 Wade Avenue, Louisburg NC 27549.

Council Members present were Mayor Neal, Councilman Stover, Councilwoman Woods, Councilwoman Stein, Councilwoman Wright, Councilwoman Baker and Councilman Clancy. Town Administrator Sean Medlin, Finance Director Jacki Waldron, Police Chief Jason Abbott and Pamela Perry Town Clerk were also present.

Councilwoman Wright gave the invocation.

Everyone remained standing for the pledge of allegiance.

Town Administrator Sean Medlin presented the Board with a handout that will cover an overview of the Budget, Proposed Capital Outlay and Capital Projects. **General Fund**, proposed an overall balance budget of \$16,304,532. General Fund budget totals \$4,776,159. Tax Rate to remain at \$.50 cent per \$100. One cent increase in tax rate would generate \$39,749.87. All general fund fees and charges will remain the same. **Electric Fund** budget totals \$7,529,771 with rates to remain constant. **Water Fund** budget totals \$1,879,000 with no rate increase. **Sewer Fund** budget totals \$1,669,310 with no rate increase. **Solid Waste Fund** budget totals \$450,292 with \$1.00 increase for cart rental each month. New containers are supposed to last 10 years. **Personnel** – 3.5% COLA, Healthcare cost remained constant, 1 full time position in the Street Department and one-part time position in the business office.

Capital Overlay- Police/Fire/Street – Police included a vehicle, Fire included a brush truck and a truck for the Street Department. **Electric/Water/Public Works** – **Electric**, Line locator & tools for Bucket Truck, **Water**, backup pump, **Public Works**, 4' risers for manholes. **Capital Projects-** Replacement of Rotor Tubes at the sewer, Sewer line replacement, Terra Cotta pipes throughout the Town, Lift Station at Green Hill, Depot Hill, Town Hall project, Main Street Mini Mart Rehab., North Main Street sidewalk improvements, new infrastructure with growth, expansion of water and wastewater plants, Industrial Park Environmental, clear well at water plant, reservoir study improvements.

Councilman Clancy asked if we had any funds set aside for emergencies. If a bad storm came though and we didn't have the funds available, the Town would be in trouble. Mr. Medlin said that we don't in all accounts, there were some in a few accounts. Finance Director Jacki Waldron stated that we could raise taxes to get monies set aside for such emergencies, also FEMA would help with storm emergencies. Mayor Neal suggested getting a person hired to only look for grants available to the Town. Councilman Stover suggested going to electric cars for the Police Dept. Chief Abbott said the repair cost for an electric car was outrageous. Councilwoman Stein said that she is in favor of the Town events however she didn't think employees that had expressed needs for their departments would respond well with having a budget of \$60K for FNOTT. She suggested getting sponsors to help with the cost. Councilwoman Wright asked if there were any rates that the Town could increase? Councilman Clancy made a motion to allow Town Administrator Sean Medlin, to do a rate study; seconded by Councilman Stover. The motion passed without objection. Due to some Council Members not being able to attend at the next regular scheduled meeting on June 11, 2024, a meeting and public hearing will be held June 25, 2024 at the Safety Complex at 5:30 PM.

Councilman Clancy made a motion to adjourn; seconded by Councilwoman Wright. The motion passed without objection.

TOL Budget Meeting Minutes

May 21, 2024

The Town of Louisburg Council met for a Budget Meeting on May 21, 2024 at 5:30PM located at the Karl T Pernell Safety Complex 104 Wade Avenue, Louisburg NC 27549.

Council Members present were Mayor Neal, Councilman Stover, Councilwoman Woods, Councilwoman Stein, Councilwoman Wright, Councilwoman Baker and Councilman Clancy. Town Administrator Sean Medlin and Pamela Perry Town Clerk were also present.

Councilwoman Wright gave the invocation.

Everyone remained standing for the pledge of allegiance.

Town Administrator Sean Medlin presented the Board with a hand out of the proposed Budget for the General Fund, Electric Fund, Water Fund, Sewer Fund, Solid Waste, Governing Body-Allocated, Administration – Allocated, Planning – Allocated, Business Office – Allocated, General Fund- Police, General Fund- Fire, General Fund- Street, General Fund- Recreation. Water Fund – Water Distribution, Sewer Fund- Wastewater Collection. Some highlights included: Sale of Electricity proposed a budget of 6,482,133, new homes should contribute to this. Health Insurance rate did not increase. New cemetery software, Plot Box, maintenance proposed budget 7,212. Cemetery Ground Maintenance proposed budget is 60,000, should be renew the contract? Code Enforcement, we dropped the company that we were using. Hope to contract someone for a few hours a week. Business Office budgeted for a part time person, and a new payroll system. Police is asking for one new vehicle, but not by lease. Fire Department's proposed budget included 3 new positions. Fire Department is asking for a brush truck. Street Department was budgeted for a new lawn mower, truck, street sweeper and to replace a person that was cut. Recreation is wanting to ask for sponsors for uniforms and field sponsors. Sponsors will have their names on the shirt. It was suggested that we could maybe also ask for field sponsors also. Electric Fund, capital lines, proposed budget 100,000 was raised because we put those lines in. Water Fund, hope to put back 160,648 in appropriated Fund Balance. They are asking for back up wash pump scale system. Sewer Fund is in need of a clear well. Wastewater Collection Capital Outlay has 29,200. Would possibly use that to raise man holes 4 feet. Solid Waste, do we outsource it or keep it within the Town. The Board will meet again on Tuesday May 28th at 5:30pm.

Councilman Clancy made a motion to adjourn; seconded by Councilwoman Stein. The motion passed without objection.



TOWN *of* LOUISBURG

NORTH CAROLINA

Charming Since 1779

TO: TOWN COUNCIL
FROM: Sean Medlin, Town Administrator
DATE: June 6, 2024
RE: Amendment to Code of Ordinances, Chapter 38 Utilities, Small Generator and Inverter-Based Systems

REQUEST: Amend Chapter 38 Utilities establishing policy for small power systems.

BACKGROUND: Approval of an Ordinance to amend the Town's Code of Ordinances to define and outline a set of policies and procedures for the interconnection of small power generator and energy storage systems to the Town's power grid. This need has arisen largely in response to the needs of state businesses and industries seeking to diversify their energy needs ensuring reliability, sustainability and cost reduction during peak load (power use) periods.

COUNCIL ACTION: Motion to Approve Ordinance

ORDINANCE NO. 2024-_____

[An Ordinance to Amend the Town of Louisburg's Code of Ordinances, Chapter 38 Utilities, Article 3 Electrical System to Add Provision for Small Generator and Inverter-Based Systems]

WHEREAS:

1. The North Carolina Utilities Commission has adopted a modified version of the Federal Energy Regulatory Commission small generation interconnection procedures, forms, and agreements as a statewide standard designed to streamline the process for connecting small renewable generator sources; and
2. ElectricCities of North Carolina, Inc. ("ElectricCities") has recommended to its Members modified but generally conforming interconnection procedures, forms and agreements as an ElectricCities standard for the same purpose; and
3. These standards offer a voluntary option to install renewable energy generators in accordance with certain policies and procedures as adopted hereafter; and
4. The standards will allow business and industry to participate as a generator in the Town's initiatives to comply with the North Carolina Renewable Energy Portfolio Standards (through ElectricCities).

NOW THEREFORE BE IT RESOLVED BY THE TOWN OF LOUISBURG TOWN COUNCIL DULY ASSEMBLED THAT:

1. The Town of Louisburg does hereby recognize the value of adopting standards for interconnecting small renewable and non-renewable energy generators and does hereby adopt a set of Interconnection Standards and related agreements and forms as part of this amendment to the Town's Code of Ordinances, Chapter 38, Article 3.
2. Chapter 38, Article 3 of the Town of Louisburg Code of Ordinances is hereby amended to include a new Section as follows:

"Sec. 38-164. Small Generator Systems and Inverter-Based Systems

Connection to the Town's power grid by any single site residential or commercial use generating electrical power through the use of any renewable energy system or storing power through an inverter-based energy injection device is required to meet the following:

- a. Exceed 50 Kw in name plate generating or inverter capacity per single-site facility or group of facilities;*
- b. Use net billing as the credit protocol with no credits granted by the Town for power that flows back onto the electrical system;*

c. Any modifications to the Town's power distribution facilities required to complete the interconnection between the customer's generator or inverter system and the Town's power distribution facilities will be at the customer's expense;

d. Interconnections between the Town's power distribution system and the customer's generator or inverter system will comply with the latest edition of the Town's Interconnection Standards."

3. All provisions of other Town Ordinances in conflict with this Ordinance are hereby repealed.
4. In any provision of this Ordinance or the application thereof to any person or circumstance in held invalid, the invalidity does not affect other provisions or applications of the Ordinance which can be given effect without the invalid provision or application and to the end, the provisions of this Ordinance are severable.

ATTEST:

SIGNED:

Pam Perry, Town Clerk

Christopher L. Neal, Mayor

DATE



TOWN *of* LOUISBURG

NORTH CAROLINA

Charming Since 1779

TO: TOWN COUNCIL
FROM: Sean Medlin, Town Administrator
DATE: June 5, 2023
RE: Award of Contract

REQUEST: Approval of the Award for Professional Engineering and Planning Services Contract

BACKGROUND: The Town issued an RFQ for professional services in examining the long-term sustainability and reliability of the Town's water supply needs. Given the pressures of growth, legal issues related to water basin transfers and change in rainfall and water flows, staff believes it would be prudent to engage in some long term planning for the town's water system. The recommended consultant, Hazen and Sawyer, have a proven record in this area of study. It is staff's recommendation to award the bid to *Hazen and Sawyer* and direct the Town Administrator to negotiate a contract for said services.

ACTION: A motion to approve the RESOLUTION.

RESOLUTION NO. 2024-R-_____

[A Resolution to Award the Contract in Accordance with an RFQ # TOL-2024-001 Professional Services for Water Supply Planning]

WHEREAS:

1. The Town of Louisburg issued a Request for Qualifications (RFQ) for water supply engineering and planning services for the Town’s long-term water supply planning needs; and
2. Only one (1) proposal was responsive with the remaining other bids determined as *no bids*; and
3. *Hazen and Sawyer* has met all of the requirements of the RFQ; and
4. Staff has reviewed the proposal and recommends that a contract for professional services be awarded to *Hazen and Sawyer*, Raleigh, NC.

NOW THEREFORE BE IT RESOLVED BY THE TOWN OF LOUISBURG

TOWN COUNCIL DULY ASSEMBLED THAT:

1. Louisburg Town Council hereby awards the contract in accordance with the RFQ to *Hazen and Sawyer* for professional engineering and planning services regarding the Town’s water supply needs and directs the Town Administrator to negotiate a contract for said services within the funds appropriated.
2. The Town Administrator is hereby authorized to execute a contract on behalf of the Town.

ATTEST:

SIGNED:

Pamela Perry, Town Clerk

Christopher L. Neal, Mayor

DATE



LOUISBURG

Charming Since 1779

To: TOWN COUNCIL
From: Jacki Waldron, Finance Director
Date: June 4, 2024
Re: Appointment of Tax Collector for the Town of Louisburg

REQUEST: Approve Resolution Directing the Franklin County Tax Administrator to Collect Taxes for the Fiscal Year 2024-2025 for the Town of Louisburg

BACKGROUND: The Town of Louisburg currently has an interlocal agreement with Franklin County which directs the County to bill and collect property taxes on behalf of the Town. At the request of the Franklin County Tax Administrator and to ensure that we are in compliance with North Carolina General Statute 105-349, the Town of Louisburg must formally appoint a tax collector for the fiscal year.

STAFF RECOMMENDATION: Approve Resolution Directing the Franklin County Tax Administrator to Collect Taxes for Fiscal Year 2024-2025 for the Town of Louisburg.

COUNCIL ACTION: Motion to Approve Resolution Directing the Franklin County Tax Administrator to Collect Taxes for Fiscal Year 2024-2025 for the Town of Louisburg

RESOLUTION NO. 2024-R-50

[A Resolution Directing the Franklin County Tax Administrator to Collect Taxes for Fiscal Year 2024-2025 for the Town of Louisburg, North Carolina]

WHEREAS:

1. N.C.G.S. 105-349 requires each county and municipality to appoint a tax collector; and
2. The Interlocal Agreement between Franklin County and Town of Louisburg authorizes the Franklin County Tax Department to collect taxes on behalf of the Town;

NOW THEREFORE BE IT RESOLVED BY THE TOWN OF LOUISBURG TOWN COUNCIL DULY ASSEMBLED THAT:

1. That the Franklin County Tax Administrator be authorized, empowered, and commanded to levy and collect taxes set forth in the tax records filed in the office of Franklin County Tax Administration in the amounts and from the taxpayers likewise therein set forth;
2. That such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the Town of Louisburg and this order shall be a full and sufficient authority to direct, require, and enable the Tax Administrator to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with law.

ATTEST:

SIGNED:

Pamela Perry, Town Clerk

Christopher L. Neal, Mayor

Date



MEMORANDUM

To: Mayor Christopher Neal and Town Council
From: Sean Medlin, Town Administrator
Subject: Administrator's Report
Date: June 7, 2024

- Staff will continue to complete the monthly financial statements. Once they are completed, I will provide those to you.
- Staff have been out exploring additional sidewalk repairs and those repairs will be underway over the next few weeks.
- Clean up continues along the corridor of the Main Street bridge.
- Our second Friday Nights on the Tar will be held on June 21st from 6PM to 9PM featuring the Tyson Brothers along with Vertigo.
- Please note that a special called meeting will be held on June 25th at 5:30 at the Karl T. Pernell Safety Complex to adopt the annual budget.
- Town Hall will be closed on Thursday, July 4th, in observance of Independence Day.

LOUISBURG POLICE DEPARTMENT



104 Wade Avenue
Louisburg, NC 27549

Chief Jason Abbott

phone (919)496-4175
fax (919)496-1200
townoflouisburg.org/police

June 2024 Council Report

Presented by Chief Jason Abbott

1. Employee Actions & Recognitions

Officer Hector Cruz received the Intermediate Law Enforcement Certificate from the NC Criminal Justice Education & Training Standards Commission. This professional certificate recognizes the level of competency, experience, education, and training of law enforcement officers serving in NC. It serves to foster increased interest in college education and professional training programs.

TLMS SRO Shari Brinkley was awarded the 2024 Franklin County School Resource Officer of the Year award on Friday, June 7, at the FC Schools Annual Honors Awards banquet known as the "Frankies." Officer Brinkley has served at TLMS for 21 years as an SRO. She is the longest serving SRO in the county, and one of the longest serving in the state.

2. Recruiting & Retention

An offer of employment has been accepted by a candidate for the vacant Police Officer position. I hope to be able to introduce this Officer to you at one of the next meetings.

Three long-serving police officers will be retiring from the Police Department at the end of this month. Sergeant Joe Sherrill, Sergeant Greg Alston, and School Resource Officer Shari Brinkley have announced their retirements effective July 1. These retirements represent a loss of over 100 years of experience combined. To celebrate this special occasion, we will host a retirement party for these Officers on June 28 at 6pm at the Town Ops Center. We hope you can join us.

3. Complaints Against Officers and Findings

-None

4. Use-of-Force and Vehicle Pursuits

- Officers attempted to stop a driver on Main St for a minor traffic violation. The driver refused to stop and led Officer on a brief pursuit, which ended in Town. The driver was charged and no injuries were reported.
- Officers were conducting a traffic check station on N. Bickett Blvd with the assistance of the NC State Highway Patrol. A motorcycle failed to stop for the checking station and Officers pursued the suspect on Hwy 561. Dangerous speeds and traffic conditions led Officers to cancel the pursuit and the suspect has not been identified.

5. Notable Investigations/Operations

- We continue to work with Maria Parham Franklin to meet our obligations in the process of handling Involuntary Commitment Orders to the Behavioral Unit.
- We continue to provide security for schools/college athletic events, concerts, etc.
- We continue to work retail thefts - Walmart, Carlie C's, Sheetz.
- We continue with aggressive traffic enforcement efforts including loud mufflers.
- We focused resources to Franklin Court Apartments after a series of reports of crowds gathering in the parking lots there.

6. Budget Summary

- We are 92% of the way through fiscal year 2023-2024. 99% of the operating budget has been encumbered as of May 30, 2024.
- Grants: 2024 GCC Grant is still pending.

7. Training Summary

- Lidar Operator
- June is typically a month that we do not conduct much training due to vacations. This June is particularly short due to the impending retirements that will leave us short-handed going into the summer.

8. Community Outreach & Special Events

- 5/30: Maria Parham hosted "Burgers for Badges"
- 6/10: Louisburg Magnet High School Graduation Ceremony

9. Monthly stats are attached

- Citations for May 2024: 193

10. Special requests

- None

Activity Log Event Summary (Cumulative Totals)

Louisburg Police Department

(05/01/2024 - 05/31/2024)

<No Event Type Specified>	1	911 Hang-ups	17
Accident	43	Alarm Activation	17
Animal Complaint	4	Arrest	13
Arrest (Citation/Summons)	1	Arrest (WS)	8
Arson	1	Assist Motorist	7
Assist Other Department	2	B&E	1
Begging	6	C&R Driver	9
Chase	1	Check Point	2
Communicating Threats	2	County Assist	5
Customer Problems	5	Damage to Property	4
Deceased Person	2	Dispute	12
Disturbance	10	Domestic	4
Escort	8	Escort (Funeral)	2
Escort (Security)	5	Fight	1
Fire Alarm	2	Found Property	1
Fraud	2	Harassment	5
Illegal Parking	1	Information/Assistance	5
Intoxicated Subject	1	Investigate	2
Juvenile Problems	2	Kidnapping	1
Larceny	10	Lost Property	1
Mental Patient	13	Missing Person	1
Noise Complaint	6	Public Service Number	19
Request for Service	1	Rescue	2
Serve papers	8	Shoplifting	2
Shots Fired	2	Suicide Threat	1
Suspicious Vehicle/Subject	21	Traffic Control	3
Trespassing	3	TWO: Talk With Officer	18
Unlock car	26	Vehicle Fire	1
Vehicle Stop	1	Wasted OCA Number	2
Welfare Check	17		

Total Number Of Events: 373



Louisburg Fire Department

102 Wade Avenue
Louisburg, North Carolina 27549
Station: (919) 496-4290 / Fax: (919) 496-6668



May 2024 Events

Public Education / Events

- Met with ST Wooten and town administration on the Johnson St project.
- Conducted fire drills at Louisburg College.

Budget Items

- No major budgetary items during this month.

Personnel:

- Two new career members started with the organization: Jeremy Henthorn and Johnnie Specht.
- Chief Lanham graduated from Fayetteville State University with a Bachelor's in Fire and Emergency Service Administration.
- Chief Lanham attended the Forensic Anthropology course at Western Carolina University.
- Received one resignation letter from a career member on May 31, 2024. Applications are being accepted, and interviews have been scheduled.