

**BADIN TOWN COUNCIL MEETING – PLANNING SESSION**

December 18, 2024

BADIN TOWN HALL

**VISITORS**

None.

**COUNCIL MEMBERS PRESENT:**

Demar Huntley, Mayor

Charles Council, Mayor Pro Tem

Deloris Chambers

Dale Ward

Gary Rife

**STAFF PRESENT:**

Jay Almond, Town Manager

Amanda Bowers, Town Clerk

Opening prayer by Deloris Chambers.

Pledge of Allegiance to the Flag recited.

Mayor Huntley called the meeting to order.

**BUSINESS**

Town council discussed ordinances on town website. Council wants the ordinance button on home page to be more noticeable and to mark ordinance updates for up for 6 months after approval. Discussed document in red and strikethrough removed areas of the ordinance. Almond explained the process would be very time consuming because web documents are in PDF format. Rife agreed it would take too much administrative time, maybe add notes on changes.

Motion to add text to home page under upcoming meetings, and beside ordinance PDF: Rife

Second: Ward

Vote: Passed/Unanimous

Motion to all-call notify when ordinances change: C. Council

Second: Rife

Vote: Passed/Unanimous

Huntley asked for updates on donations for waterfront park amenities. Council discussed publishing in The Badin Villager that town is accepting amenity sponsorships. Almond said benches are all donated, but needs include picnic tables, grills, pavilion, and playground. Still need list of pavilion materials from Miles-McClellan. A meeting is set for January 3.

Council discussed Badin Conference Center. Almond has 4 estimates on Best Locks, some are lock and key, some include door replacement, etc. Ward said we need to get the locks changed because there are a lot of projects that need to get done. Huntley suggested having public works clean the conference center on rainy days. Almond said contractors will do a heavy cleaning before they leave. The council discussed projects needed before conference center will be ready

to rent. C. Council said we need to generate money from it and suggested donations to upgrade the conference room and kitchen to be able to rent it for events.

Motion to move forward with Best Locks only for \$3,200: Rife

Second: C. Council

Vote: Passed/Unanimous

Huntley asked about switching the town email. Almond said it's typical for municipalities to have .org or .gov email addresses, and the governmental spam filter and security runs through the web hosting and domain. Almond suggested auto-forwarding to secondary emails.

Council discussed unannounced volunteerism on town property. Huntley is concerned about liability. They need to notify town manager of their request so he can inform council. Rife said they should make the town aware of their request at a minimum. Ward said they are pruning, and he doesn't want to discourage them. C. Council said we don't want to discourage it, but let the town know and suggested council act as liaisons. Huntley said they still need to fill out forms for liability. Almond suggested promoting a volunteer project with sign-up, approval, and scheduling, then they can coordinate with town before beginning work. Almond and C. Council will get together after the New Year to contact NCLM for a form model.

Council discussed creating an employee performance tracker. Rife presented a sample spreadsheet of a project management tool to help employees, council, and public know what projects are pending, in progress, or complete. C. Council said this is a good idea and will show citizens what projects are being done. Rife will research programs that might work for Town of Badin.

Motion to move forward on project tracking: C. Council

Second: Chambers

Vote: Passed/Unanimous

**ADJOURNMENT:**

Motion to adjourn December 18, 2024 Planning Session: C. Council

Second: Ward

Vote: Passed/Unanimous

Minutes approved January 14, 2024.

Minutes prepared by Amanda Bowers.