



**WINTERVILLE TOWN COUNCIL AGENDA  
MONDAY, DECEMBER 9, 2024 - 6:00 PM  
WINTERVILLE TOWN HALL ASSEMBLY ROOM**

- I. CALL TO ORDER.**
- II. INVOCATION.**
- III. PLEDGE OF ALLEGIANCE.**
- IV. WELCOME.**
- V. ROLL CALL.**
- VI. APPROVAL OF AGENDA.**
- VII. RECOGNITION OF EMPLOYEES:**
  1. Tomeka Stevens - Customer Service Representative; Finance Department.
  2. Andrew Jones - Equipment Operator; Public Works Department.
  3. Anthony Smith - Utility Pump Maintenance Mechanic; Public Works Department.
  4. Brandon Smith - Utility Pump Maintenance Mechanic; Public Works Department.
  5. John Casey - Electric Line Technician: 1st Class; Electric Department.
  6. Haley Camden - Paramedic; Fire♦Rescue♦EMS.
  7. Allana Head - Office Manager; Fire♦Rescue♦EMS.
- VIII. APPOINTMENT OF MAYOR PRO-TEM.**
- IX. PRESENTATIONS:**
  1. 2023-2024 Audit - Austin Eubanks with Thompson, Price, Scott, Adams & Co., P.A.
- X. PUBLIC HEARINGS:**
  1. Villa Grande Phase 3 Annexation.
  2. Southbrook Planned Unit Development (PUD) Rezoning/Amendment.
  3. Southbrook Annexation.
- XI. PUBLIC COMMENT:** *The Public Comment period of thirty minutes provides an opportunity for residents to comment on any item included in the agenda or to address the Town Council on any other matter related to the Town of Winterville. For an item included in the Public Hearing section of the agenda, residents should address the Council at the time the Mayor invites public comment on the item. No public comment may be made to the Council during the meeting, except during the Public Comment period or as part of a Public Hearing. Individual speakers are limited to a maximum of three minutes, and no more than three speakers may address the Council on a single matter. The Town Council may elect to take no action on the matter addressed by a speaker, may schedule the matter for further consideration at a future Council meeting, or may refer the matter to Town staff for disposition. Copies of the Town Public Comment Policy are available in the rear of the Assembly Room.*
  1. Rebecca Caveness - Winterville Chamber of Commerce what they do for the community.
  2. Glenn Johnson - Traffic and Pedestrian concerns.

**XII. CONSENT AGENDA:** *The following items are considered routine in nature and will not be discussed by the Town Council unless a Councilman or citizen requests that an item be removed from the Consent Agenda for further discussion. The Mayor may allow citizens to address an item or ask questions.*

1. Approval of the following set of Council Meeting Minutes:
  - November 4, 2024 Regular Meeting Minutes.
2. Approval of 2024 calendars.
  - Draft 2025 Regular Council Meeting Calendar; and
  - Draft 2025 Agenda Review Council Meeting Calendar; and
  - Draft 2025-2026 Budget Calendar.
3. Release and Refund of Taxes.
4. Budget Amendment 2024-2025-4.
5. Copper Creek Phase 3 Annexation - Direct Town Clerk to Investigate Sufficiency.
6. Hunsucker Rezoning - Schedule Public Hearing for January 13, 2025 Council Meeting.

**XIII. OLD BUSINESS:**

1. NCLM Memorandum of Agreement – Human Resource Management Service.

**XIV. NEW BUSINESS:**

1. Copper Creek Phase 3 Preliminary Plat.
2. Cornerstone Section 2 Phase 3 Final Plat.
3. Southbrook Phase 2 Preliminary Plat.

**XV. OTHER AGENDA ITEMS:**

1. Accessory Dwelling Units. (Councilwoman Smith).
2. Street parking ordinance. (Councilwoman Smith).
3. Downtown Revitalization. (Councilwoman Smith).
4. Limited Special Occasion and Special One-Time Permit processes (Mayor Pro Tem Harrell).
5. Agency assessment: Winterville Police Department. (Mayor Pro Tem Harrell).
6. Updating Citizens on Intersection of Mill Street and Boyd Street. (Councilwoman Hawkins).
7. Black History Program: February 2025. (Councilwoman Hawkins).
8. Community Roundtable. (Councilwoman Hawkins).
9. Year-End Review of Other Agenda Items Submitted by Councilwoman Hawkins in 2024: Results and Current Progress. (Councilwoman Hawkins).

**XVI. ITEMS FOR FUTURE AGENDAS/FUTURE WORK SESSIONS:**

**XVII. ANNOUNCEMENTS:**

- January 2025 Newsletter Information Due: Thursday, December 9, 2024.
- Cops on a Roof: Friday, December 13, 2024; 8:00 am – 3:00 pm – Walmart, 210 Greenville Blvd. SW.
- Town-wide Christmas Activities: Saturday, December 14, 2024.
  - Parade is at 2:00 pm.
  - Christmas Market is 2:00 pm – 6:00 pm.
  - Tree Lighting Ceremony is at 5:00 pm.
- Planning and Zoning Board Meeting: Monday, December 16, 2024 @ 7:00 pm - Town Hall Assembly Room.
- Board of Adjustment Meeting: Tuesday, December 17, 2024 @ 7:00 pm – Operation Center.
- Stormwater Advisory Board: Tuesday, December 24, 2024 @ 6:30 pm – Operation Center.
- Coffee with a Cop: Friday, December 20, 2024; 9:00 am - 10:30 am – Cooper's Cup, 2588 Railroad Street.
- Christmas Holidays - Town Offices Closed: Tuesday, December 24, 2024, Wednesday, December 25, 2024 and Thursday, December 26, 2024.

- Cancelled Recreation Advisory Board: Tuesday, December 24, 2024 @ 6:30 pm – Operation Center.
- Cancelled - Human Relations Board Meeting: Thursday, December 26, 2024 @ 7:00 – Executive Conference Room.
- New Year's Holiday - Town Offices Closed: Wednesday, January 1, 2025.
- January Agenda Abstracts Due: Thursday, January 2, 2025.
- February 2025 Newsletter Information Due: Wednesday, January 8, 2025.
- Agenda Review Meeting: Thursday, January 9, 2025 @ 4:00 pm – Town Hall Executive Conference Room.
- Regular Town Council Meeting: Monday, January 13, 2025 @ 6:00 pm - Town Hall Assembly Room.

**XVIII. REPORTS FROM THE TOWN ATTORNEY, MAYOR AND TOWN COUNCIL, AND TOWN MANAGER.**

**XIX. CLOSED SESSION:**

**NCGS § 143-318.11. (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.**

**XX. ADJOURN.**

***SPECIAL NOTICE:*** *Anyone who needs an interpreter or special accommodations to participate in the meeting should notify the Town Clerk, Don Harvey at (252) 756-2221 ext. 2344 at least forty-eight (48) hours prior to the meeting. (Americans with Disabilities Act (ADA) 1991.)*