

MINUTES OF THE MEETING OF
THE TOWN BOARD OF COMMISSIONERS
TOWN OF WILLIAMSTON, NC

September 3, 2024

The Board of Commissioners of the Town of Williamston met in a special meeting on Tuesday, September 3rd, 2024, at 5:30 p.m. at the Town Hall Assembly Room at 102 East Main Street, Williamston, NC.

PRESENT Mayor: Dean McCall
Commissioners: Alton Moore, Ruth Coffield, David Richmond, Glinda Fox, and Anthony Gianpaolo
Town Administrator: Eric Pearson
Town Clerk: Jackie Escobar
Police Chief: Travis Cowan
Police Captain: Beth Coltrain
Finance Officer: Mandy Bullock
Town Attorney: Watsi Sutton

ABSENT Parks and Recreation Director: Allen Overby
Fire Chief: Michael Peaks
Public Works Director: Stacy Stalls

CALL TO ORDER AND INVOCATION

Mayor Dean McCall called the meeting to order. First, Commissioner Fox led the pledge of allegiance, and then Commissioner Moore offered the invocation.

OLD BUSINESS

Ordinance 2024-07-R Mobile Food Vendor

The Town Administrator reported that the Board unanimously adopted Ordinance 2024-07 at the August Board Meeting. The subcommittee has recommended a shorter distance from 50 feet to 0 feet from restaurants. However, the suggested revision is to shorten the distance to 15 feet. The requirement would prohibit a mobile food vendor from setting up directly in front of a restaurant; it would follow fire code requirements and allow for adequate ingress and egress from a business.

The Attorney noted that the updated ordinance also clarifies general insurance requirements. While the previous ordinance had a similar clause, the updated ordinance contained a more explicit requirement.

Commissioner Gianpaolo noted he was more pleased with the 50-foot distance requirement. He also indicated a typo in Section 117.07 (N), where signage requirements list 24 inches in height and 3 inches in length, whereas they should actually be 24 inches in height and 36 inches in width.

Commissioner Fox questioned if food vendors would be allowed to set up any time other than town-sanctioned events. Commissioner Moore inquired if a food vendor would ever actually set up so close to a restaurant. The Town Administrator noted that section 117.04 (G) explicitly states, "No permit issued shall authorize any mobile food vendor to operate on or from a public street unless for a town-sanctioned event," making it extremely unlikely, but not impossible, that a food vendor could park in front of a restaurant while following all the requirements listed in the ordinance.

The Board agreed to bring back the Ordinance in September 2025 to evaluate the fee structure. *Commissioner Fox moved to adopt the Ordinance 2024-07-R Mobile Food Vendor Ordinance. Commissioner Coffield seconded it. The motion carried with 4 in favor and Commissioner Gianpaolo opposed. Ordinance 2024-07 is hereby attached with the meeting minutes and incorporated in the Town's Ordinance Book for future reference.*

Special Called Board of Commissioner's Meeting
September 3, 2024
Page 2

CLOSED SESSION – NC143-318.11(a)(6) Employee Contract Discussion

It was moved by Commissioner Richmond, seconded by Commissioner Moore, to go out of regular session into closed session for NC143-318.11(a)(6) Employee Contract Discussion at 5:59 pm. The motion passed unanimously.

Commissioner Moore moved, seconded by Commissioner Fox, to move out of the closed session into the regular session at 6:38 pm. The motion passed unanimously.

NEW BUSINESS

Consider Accepting Employment Contracts

It was moved by Commissioner Richmond, seconded by Commissioner Moore, and unanimously moved to table the discussion.

There being no further business, it was moved by Commissioner Fox, seconded by Commissioner Moore, and unanimously declared the meeting adjourned at 6:39 pm.

Submitted By:


Town Clerk

Approved By:


Mayor