

September 8, 2025 Regularly Scheduled Meeting

Meeting minutes

Call Meeting to Order

Mayor Marla Thompson called the meeting to order at 5:30 p.m.

Roll Call

Mayor Thompson conducted roll call. Alderman Genita Hill, Mayor Pro Tempore/Alderman Gary Lingerfelt, Alderman Allen Bumgarner, Alderman Tim Hertz, Alderman Phyllis Pennington, and Mayor Marla Thompson were all present.

Invocation

Alderman Allen Bumgarner gave the invocation. He asked for guidance during the meeting.

Approval of August 11, 2025 Regular Meeting Minutes

Mayor Thompson asked if there were any questions or concerns regarding the August 11, 2025 regular meeting minutes. Hearing none, she called for a motion to approve the minutes as presented.

Motion to approve the minutes as presented. Motion made by: Alderman Allen Bumgarner. Seconded by: Alderman Tim Hertz.

The motion was approved unanimously by the Board.

Items for Discussion

Hispanic Heritage Month Proclamation Adoption

Mayor Thompson presented the proclamation recognizing Hispanic Heritage Month from September 15 through October 15, 2025. She read the proclamation in full, highlighting the significant impact of Hispanic and Latino residents, leaders, and organizations in shaping the cultural, social, and economic fabric of the Long View community. The proclamation specifically mentioned Centro Latino Hickory's role in offering resources, education, and outreach to strengthen families and promote cultural understanding.

After reading the proclamation, Mayor Thompson called for a motion to adopt the proclamation.

Motion to adopt the Hispanic Heritage Month proclamation. Motion made by: Alderman Genita Hill. Seconded by: Mayor Pro Tempore/Alderman Gary Lingerfelt.

The motion was approved unanimously by the Board.

Mayor Thompson then presented the proclamation to JoAnn Spees and Victoria Moradas, representatives from Centro Latino.

Planning Board Member Appointment

Town Planner Susan Matheson addressed the board regarding changes to the Planning Board membership. She informed the board that Planning Board member Gerald Bentley had resigned due to moving out of the area. She also noted the passing of Planning Board member Luther Rudisill on August 30, 2025, expressing condolences to his family.

Town Planner Matheson recommended that the Board of Aldermen appoint Billy Silver to serve as a member of the Planning Board, based on the recommendation made at the August 21, 2025 Planning Board meeting. She also requested permission to advertise for one vacant member position and one vacant alternate member position on the Planning Board.

Mayor Thompson asked if Mr. Silver was present, and he was identified in the audience. She then called for a motion to appoint Mr. Silver to the Planning Board.

Motion to appoint Mr. Billy Silver to the Planning Board. Motion made by: Alderman Tim Hertz. Seconded by: Alderman Allen Bumgarner.

The motion was approved unanimously by the Board.

Ordinance to Vacate and Close- 2206 4th Ave NW

Mr. Kevin Wyatt, the code enforcement officer, presented information about the residential property at 2206 4th Avenue Northwest. He explained that the property was initially presented in July 2024, and the owner had made little progress in completing the demolition. Mr. Wyatt recommended proceeding with an ordinance to vacate and close the property, giving the owner one year to address the issues before further action would be taken.

Mr. Wyatt confirmed that the property was currently unoccupied and that despite initial plans by the owner's son, no progress had been made. He emphasized that the one-year deadline had passed in July.

Mayor Thompson called for a motion to vacate and close the property as recommended by Mr. Wyatt.

Motion to vacate and close the property at 2206 4th Avenue Northwest. Motion made by: Alderman Allen Bumgarner. Seconded by: Alderman Tim Hertz.

The motion was approved unanimously by the Board.

Ordinance to Vacate and Close - 2528 Main Ave NW

Mr. Wyatt presented information about the non-residential property at 2528 Main Avenue Northwest. He described roof damage and overgrowth issues, noting that the owner lives in Asheville and has been dealing with health issues. Mr. Wyatt explained that the owner's daughter had been in communication but was currently dealing with family matters.

Mr. Wyatt recommended vacating and closing the property, which would give the owners two years to address the issues or potentially sell the property. He noted that the building was currently locked and maintained, with only a few openings needing attention.

Mayor Thompson called for a motion to vacate and close the property.

Motion to vacate and close the property at 2528 Main Avenue Northwest. Motion made by: Mayor Pro Tempore/Alderman Gary Lingerfelt. Seconded by: Alderman Allen Bumgarner.

The motion was approved unanimously by the Board.

Designation of Downtown Resolution

Town Manager James Cozart presented a resolution to formally declare 22nd Street Southwest to 27th Street Southwest along First Avenue Southwest as downtown Long View. He explained that while previous discussions had occurred, this resolution would make the designation official. Town Manager Cozart noted that the official designation would allow for strategic planning, development of the area, and open up grant funding opportunities. He also mentioned that it would facilitate community engagement regarding the growth of the area.

Mayor Thompson called for a motion to adopt the resolution designating Long View's official Downtown area.

Motion to adopt the resolution to designate downtown. Motion made by: Alderman Genita Hill. Seconded by: Alderman Allen Bumgarner.

The motion was approved unanimously by the Board.

Adoption of Public Information Officer SOP

Town Manager James Cozart introduced the topic of adopting standard operating procedures (SOP) for the Public Information Officer (PIO) position. He explained that Clerk Heather Minor, originally hired as Town Clerk and PIO, had undergone extensive training to prepare for the role.

Clerk/PIO Minor then provided an overview of her training and qualifications. She explained the unique nature of the PIO position in a municipality of Long View's size, comparing it to larger cities with multiple PIOs. Clerk/PIO Minor detailed the various courses she had completed through FEMA. She also mentioned meeting with the PIO from Hickory Police Department, Hickory Fire Department, and various other agencies within the county and surrounding for additional insights.

Clerk/PIO Minor emphasized that the PIO role extends beyond law enforcement and fire department matters, covering all aspects of public information including public works issues and the Town.

Mayor Thompson called for a motion to adopt the Standard Operating Procedures for the Public Information Officer.

Motion to adopt Standard Operating Procedures for the Public Information Officer. Motion made by: Alderman Tim Hertz. Seconded by: Alderman Allen Bumgarner.

The motion was approved unanimously by the Board.

Adoption of Utility Policy and Procedure Manual

Finance Director Melissa Lalonde presented the Utility Policy and Procedure Manual, which she and Denise had been working on for several months. She explained that while procedures had been in place for over 20 years, there was no formal policy and procedure manual. The

manual outlines procedures for handling returned checks, turn-offs for non-payment, new service applications, and disputes.

Mayor Thompson called for a motion to adopt the Utility Policy as presented.

Motion to adopt the Utility Policy as presented. Motion made by: Alderman Genita Hill.

Seconded by: Mayor Pro Tempore/Alderman Gary Lingerfelt.

The motion was approved unanimously by the Board.

Budget Ordinance Amendment #2

Finance Director Melissa Lalonde presented Budget Amendment #2 for fiscal year 2025-2026, totaling \$31,256. She explained that this amendment was for a draw down from the loan for the fire truck to purchase a mechanical CPR device. The amendment would allow the funds to be pulled from the fund balance and increase the capital outlay line in the fire department budget.

Mayor Thompson called for a motion to adopt Budget Amendment #2.

Motion to approve Budget Amendment #2. Motion made by: Alderman Tim Hertzell.

Seconded by: Mayor Pro Tempore/Alderman Gary Lingerfelt.

The motion was approved unanimously by the Board.

Finance Report

Finance Director Melissa Lalonde presented the finance report as of August 31st. She reported that the town was 16.6% into the fiscal year. For the General Fund, 33.9% of budgeted revenues had been received, totaling \$2,334,832, while 32% of expenses had been spent, totaling \$2,246,532. Revenues were exceeding expenditures by \$87,936.

In the Utility Fund, 17.5% of budgeted revenues had been collected, totaling \$489,800, while 18% of expenditures had been spent, totaling \$525,539. Expenditures were exceeding revenues by \$35,738.

Finance Director Melissa Lalonde also reported that 2,712 utility bills were issued for the month, totaling \$245,647. There were 46 accounts disconnected for non-payment, and 34 new applications for service were processed.

Manager's Report

Town Manager James Cozart presented several items in his manager's report:

- He shared a letter of appreciation from Fire Marshal Scott of Catawba County Emergency Management Services Division, thanking the police department for their assistance during a house fire on August 24th.
- He reported on the GovDeals sale of a Chevy K5 Blazer, which received a high bid of \$2,125. The funds had been received, and the buyer was scheduled to pick up the vehicle on Friday.
- Town Manager Cozart mentioned a thank you card received by Captain Anderson from the Children's Advocacy and Protection Center of Catawba County, expressing gratitude for the summer camp hosted at the Rec Center.

- He reported on the Leadership Catawba conference attended by Clerk Minor and the Mayor, noting that Clerk Minor's presentation about Long View was well-received, with positive feedback from the Hickory City Manager.
- Lastly, Manager Cozart updated the board on the first meeting of the Long View LEAD Academy, which was successful and well-attended. He mentioned that the program would continue through September, with a graduation ceremony planned for the October board meeting.

Public Comment

James Lail of 2221 First Avenue Place Northwest addressed the board regarding issues with grass pickup in the town. Mr. Lail expressed concern about the frequency of grass collection, stating that he had been told it was occurring only once every two weeks. He questioned the town's commitment to beautification efforts and cited the expenses incurred by residents to maintain their lawns.

Mr. Lail inquired about the possibility of purchasing different equipment or allocating more resources to improve grass collection. He referenced the monthly fees paid by residents for trash, recycling, and yard waste removal, suggesting that these funds should be sufficient to provide more frequent service.

Mr. Lail also raised concerns about the ability of the leaf truck to handle wet grass, stating that he believed this should not be an issue with proper equipment. He requested an explanation from the board regarding the challenges in providing weekly grass pickup.

There were no other public comments.

Closing Remarks

Mayor Thompson expressed her condolences for the passing of Luther Rudisill, noting that she had attended his funeral and receiving. She spoke of his good character and the impact he had on the community, as evidenced by the well-attended service.

Adjournment

Mayor Thompson called for a motion to adjourn the meeting, if there was no other business to attend to.

Motion to adjourn the meeting. Motion made by: Mayor Pro Tempore/Alderman Gary Lingerfelt. Seconded by: Alderman Phyllis Pennington.

The motion was approved unanimously by the Board, and the meeting was adjourned at 6:01 p.m.

Staff Present: Town Manager James Cozart, Town Attorney Jimmy Summerlin, Finance Director Melissa Lalonde, Police Major Dennis Hardin, Police Captain Davey Anderson, Code Enforcement Kevin Wyatt, Public Works Josh White, Human Resources Director Sidney Shirley, Fire Chief James Brinkley, Deputy Fire Chief Tyler Keener, Town Planner Susan Matheson, Town Clerk Heather Minor.

Public Present: James Lail, Millie Drum, Patrick Kisby, JoAnn Spees, Victoria Morales, Eddie Marlowe, Billy Silver.