TOWN OF LONG VIEW
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June 8, 2026 Regular Meeting

Meeting Minutes

Call Meeting to Order

Mayor Eddie Marlowe called the meeting to order at 5:29 p.m.

Roll Call

Mayor Marlowe conducted the roll call: Alderman Genita Hill, Alderman Gary Lingerfelt, Alderman Allen Bumgarner, Alderman Tim Hertzel, Alderman Phyllis Pennington, and Mayor Eddie Marlowe were all present.

Invocation

Town Manager James Cozart led the invocation.

Approval of Minutes

May 11, 2026 Regular Meeting Minutes

Mayor Marlowe presented the minutes from May 11, 2026 regular meeting to the Board for approval.

A motion to approve the May 11, 2026 Regularly Scheduled meeting minutes was made by Alderman Allen Bumgarner and seconded by Alderman Gary Lingerfelt. The motion to approve the minutes was unanimous.

Items for Discussion

Fire Department Presentation

Fire Chief James Brinkley stated that it was his honor and privilege to represent the members of the fire department, noting that they show up day in and day out with one shared mission: to help in whatever way possible to make someone's worst day a little bit better.

Lifesaver Awards — Infant Cardiac Arrest Response

Minutes prepared by the Office of the Town Clerk., Heather Minor, CMC, NCCMC, Town of Long View, North Carolina Regular meeting June 8, 2026

Fire Chief Brinkley called for the presentation of Lifesaver Awards. He recognized Captain Alex Smith, KC Gregory, Jesse Brown, and Michael Bondurant for their response to a call involving a one-year-old child in cardiac arrest. He noted that the crew immediately began CPR and transported the patient to the hospital, resulting in a good outcome. He invited Captain Smith and Engineer Bondurant to come forward to be recognized, as they were in attendance.

Lifesaver Award — Firefighter Cardiac Emergency

Fire Chief Brinkley then asked Brandon Wright to come forward to stand beside him for a second recognition. Chief Brinkley recounted that he and Lieutenant McCarraher were on their way to a funeral when they received word that one of their own members had gone into cardiac arrest. Both he and Lieutenant McCarraher responded to the scene. Chief Brinkley expressed that it was deeply impressive to witness what was taking place — a fellow member of the Long View Fire Department experiencing a medical emergency, yet the response was carried out with complete calm and professionalism. He stated that the two individuals who responded exemplified everything the fire department stands for in its mission, noting that everything was handled with composure. Fire Chief Brinkley recognized Engineer Newton and Lieutenant Lakey for their actions, and noted that Brandon Wright would present them with their Lifesaving Awards.

Public Hearing for Fiscal Year 2026/2027 Budget

Mayor Marlowe called for a motion to open the public hearing for the 2026/2027 Fiscal Year. A motion was made by Alderman Tim Hertzel and seconded by Alderman Allen Bumgarner to open the public hearing.

Town Manager James Cozart presented the Fiscal Year 2026/2027 budget for public hearing. He stated that it was his honor and privilege to present the budget for review and adoption, noting that it had been prepared as directed by the governing board at the March 30, 2026 budget retreat, and that it was written and balanced in accordance with the North Carolina Local Government Budget and Fiscal Control Act.

Budget Overview

Town Manager Cozart reported that the total operating budget for Fiscal Year 2026/2027 would be $9,791,540.

General Fund

The General Fund, described as the main operating fund of the town covering services including fire, police, and streets, was reported at a total of $6,446,601. Finance Director Lalonde identified the key factors affecting the General Fund budget for the coming year:

- A 5.6% increase from Republic Services;
- A 12% increase in health, dental, and vision insurance;
- The continued impact of inflation on day-to-day business operations, which Town Manager Cozart expressed hope would begin to level off.

He noted that revenues in the General Fund continue to be steady, and that the General Fund budget has been balanced with a 1-cent tax increase, moving from 48 cents to 49 cents. He clarified that on a $200,000 home; this would represent an increase of $20.00 on the tax bill.

Utility Fund

The Utility Fund, covering water and sewer operations, was reported at a total of $3,179,339. Town Manager Cozart outlined the factors affecting the Utility Fund budget:

- A 10% increase in water and sewer rates from the City of Hickory;
- The insurance cost increase affecting employees paid from the water and sewer fund;
- Ongoing inflation impacts;
- The challenge of aging infrastructure with water and sewer lines, for which the town is setting aside funds to address.

Town Manager Cozart also reported that the town currently has two grant applications totaling $7,000,000 submitted to assist with utility fund infrastructure, and expressed hope that news on those applications would be forthcoming soon.

Powell Bill Fund

Town Manager Cozart noted the budget includes a Powell Bill Fund, funded by street aid received from the state. The town is anticipating approximately $159,000 from the state, with those funds designated for maintenance of town-maintained streets.

Federal and State Shared Proceeds Fund

A Federal and State Shared Proceeds Fund was also included in the budget, with a $7,000 budget. He noted this fund is administered by the Chief of Police and is restricted for use in drug prevention activities, with funds received from federal and state offices.

Town Manager Cozart advised that a copy of the budget is available for public inspection in the Town Clerk's office. Town Manager Cozart also noted that it is available on the town's website.

There was no input from the public during the public hearing.

Mayor Marlowe called for a motion to close the public hearing. Alderman Genita Hill made a motion to close the public hearing. The motion was seconded by Alderman Phyllis Pennington. The motion to close the public hearing was unanimous.

Adoption of Fiscal Year 2026/2027 Budget

Finance Director Melissa Lalonde requested that the board adopt the Fiscal Year 2026/2027 budget as presented.

> *Motion was made by Alderman Allen Bumgarner and seconded by Alderman Tim Hertzel to adopt the Fiscal Year 2026/2027 Budget as presented. The motion to adopt the 2026/2027 Fiscal Year Budget was unanimous.*

Reschedule Public Hearing to July 13, 2026

Town Planner Susan Matheson presented the item regarding the rescheduling of the Public Hearing to July 13, 2026, pertaining to Zoning and Subdivision Ordinance Amendments.

A motion was made by Alderman Genita Hill to reschedule the public hearing for July 13, 2026 regular meeting. The motion was seconded by Alderman Gary Lingerfelt. The motion to reschedule the public hearing was unanimous.

Reappointment of Expiring Planning Board Members

Town Planner Susan Matheson presented the item regarding the reappointment of expiring Planning Board members Harold Duckworth, Wayne Heffinger, and Billy Silver.

A motion was made to re-appoint Harold Duckworth, Wayne Heffinger, and Billy Silvers to the Planning Board by Alderman Allen Bumgarner and seconded by Alderman Tim Hertzel. The motion was unanimous.

Personnel Policy Amendments

HR Director Sidney Shirley presented three proposed amendments to the Personnel Policy for the board's consideration.

Revisions to Article XIII — Attire and Clothing

HR Director Shirley presented revisions to Article XIII, addressing workplace attire. Under Section 6, pertaining to hair coloring, tattoos, and body piercings, the section was revised to clarify expectations regarding professional appearance. The revision specifies that employees may wear modest or professional body jewelry, including traditional ear piercings and small, non-distracting nose piercings, provided such jewelry does not interfere with job performance or safety. The revision further addresses that excessive or distracting facial jewelry would not be permitted.

Vehicle Assignment and Usage Policy

HR Director Shirley presented a new Vehicle Assignment and Usage Policy. She noted that during her review of the personnel policy manual, she found that the town does not currently have a formal policy governing town-owned vehicle. This new policy establishes guidelines for the assignment and use of town-owned vehicles.

Rehire Eligibility Policy

HR Director Shirley presented a new Rehire Eligibility Policy. She explained that this policy is intended to discourage patterns of short-term or intermittent employment while still allowing for appropriate reemployment opportunities. The policy establishes standards for rehire eligibility, defines what constitutes leaving employment in good standing, outlines limitations on rehiring, and identifies approval requirements and documentation necessary for reemployment consideration.

HR Director Shirley offered to answer any questions regarding the policies and stated that her recommended action was the approval of the revised Article XIII, as well as the adoption of the Vehicle Assignment and Usage Policy and the Rehire Eligibility Policy.

Motion was made by Alderman Tim Hertzel and seconded by Alderman Allen Bumgarner to approve the three Personnel Policy amendments as presented, including the revisions to Article XIII — Attire and Clothing, the Vehicle Assignment and Usage Policy, and the Rehire Eligibility Policy. The Personnel Policy amendments were unanimous.

Retirement Resolution

Motion was made by Alderman Genita Hill and seconded by Alderman Gary Lingerfelt to adopt the Retirement Resolution honoring Town Manager James Cozart upon his retirement effective June 30, 2026. The motion to adopt the resolution was unanimous.

Mayor Eddie Marlowe read aloud the full retirement resolution honoring Town Manager James Cozart for his dedicated service to the Town of Longview upon the occasion of his retirement.

Loan Resolution

Finance Director Melissa Lalonde presented the Loan Resolution for the previously approved equipment for Public Works to be financed through Truist Bank.

A motion was made by Alderman Allen Bumgarner to approve the loan resolution with Truist Bank for the financing of public works equipment and seconded by Alderman Gary Lingerfelt. The motion to approve the resolution was unanimous.

Call for a Special Meeting

Finance Director Melissa Lalonde presented the item calling for a Special Meeting to be held on Monday, June 29, 2026 at 3:00 p.m. for the purposes of reviewing and completing year-end budget transfers and amendments, and to address the addition of a floating holiday to the Personnel Policy.

A motion to call for a Special Meeting on Monday, June 29, 2026 at 3:00 p.m. was made by Alderman Genita Hill and seconded by Alderman Phyllis Pennington. The motion to call for the special meeting was unanimous.

Manager Report

Town Manager James Cozart expressed his thanks for the retirement resolution. He reflected on his career with the Town of Long View, noting 21 years as Finance Director and 3 years as Town Manager. He expressed appreciation for the opportunities afforded to him by the board and spoke highly of the town's staff, stating that the staff is "second to none." He conveyed that it has been an honor to serve and that he is grateful for the opportunity.

Public Comment

There were none.

Closing Remarks

Alderman Hill wished Town Manager Cozart the best. Alderman Bumgarner gave his congratulations, along with Alderman Hertzel and Alderman Pennington. Mayor Marlowe also showed his appreciation towards Town Manager Cozart.

Adjournment

A motion was made by Alderman Tim Hertzel to adjourn the meeting. The motion was seconded by Alderman Gary Lingerfelt. The motion to adjourn was unanimous.

The meeting adjourned at 5:54 p.m.

Minutes prepared by the Office of the Town Clerk., Heather Minor, CMC, NCCMC, Town of Long View, North Carolina Regular meeting June 8, 2026