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**TOWN OF WENTWORTH  
TOWN COUNCIL MEETING  
MINUTES  
August 7, 2007  
7:00 P.M.**

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**The Wentworth Town Council** held their regular monthly meeting at the Town Hall meeting room in the National Guard Armory, on **Tuesday, August 7, 2007, at 7:00 p.m.**

**Council members present:** Mayor Dennis Paschal, Mayor Pro Tem Evelyn Conner, and Councilman Nathan Hendren

**Council members absent:** Councilwoman Iris Powell and Councilman Robert Aswell

**A quorum was present.**

**Staff Present:** Yvonne Russell, Finance Officer/ Deputy Clerk  
Fred Baggett, Town Attorney  
Frankie Legaux, Rockingham County Planning Department

**Article I.** Mayor Dennis Paschal called the meeting to order.

**Article II.** Councilman Nathan Hendren gave the **Invocation.**

**Article III.** Discussion / Revision and Adoption of Agenda

**A. Requests and Petitions of Citizens**

No one signed the Speaker Register to address Council, and there were no revisions to the August Agenda.

**Mayor Paschal** made a motion to, *“Adopt the Agenda as written.”*

**Mayor Pro Tem Evelyn Conner** seconded the motion. All voted in favor and the motion carried.

**Article IV.** Approval of Town Council Meeting Minutes for July 10, 2007

**Mayor Paschal** asked for corrections to or approval of the July Town Council Minutes.

**Mayor Pro Tem Conner** made a motion. *“That the minutes stand as written.”*

**Councilman Hendren** seconded the motion. There was no discussion. All voted in favor and the motion carried.

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**Article V. Old Business**

There was no old business.

**Article VI. New Business**

**A. Review and Approval of Plat Survey – Minor Subdivision for  
Lee Bedell – 2.235 Acres on Peach Tree Road/ Parent Tract PIN #  
7975-02-98-8556  
- Frankie Legaux, Rockingham County Planning Department**

**Ms. Legaux** explained that the plat survey shows a minor subdivision of a six-acre tract into two lots, both of which have the required road frontage. She stated that the subdivision meets all of the zoning requirements and has the approval of the Environmental Health Department.

**Mayor Paschal** asked if there were any questions regarding the plat survey. There were none.

**Councilman Hendren** made a motion, *“That we approve the plat survey for a minor subdivision for Lee Bedell.”*

**Mayor Pro Tem Conner** seconded the motion. There was no further discussion. All voted in favor and the motion carried.

**Article VI. New Business – Continued**

**B. Consideration of “Conflict of Interest Policy”**

**Mayor Paschal** noted that the Town Auditor, Rex Rouse suggested Council consider adopting a “Conflict of Interest Policy”.

**Town Attorney, Fred Baggett** advised that he would like to suggest some changes to the proposed policy. He referred to page 2, Gifts and Favors, stating that this section of the policy was a little more lenient than the existing State law. He said that the proposed policy states no Town official can accept a gift or favor if it could reasonably be inferred that the gift was intended to influence him/her. He noted that State law says you cannot accept a gift or favor, period.

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**Mayor Paschal** suggested changing the wording in that paragraph to read, “No Town official shall directly or indirectly solicit or accept any gifts or favors, whether in the form of money, services, loan, travel, entertainment, hospitality, thing, or promise, or any other form”.

**Mr. Baggett** suggested adding the phrase, “in violation of State law”, after “form”. He assured Council that he could have the new wording in place before their next meeting.

**Mr. Baggett** recommended a change to page 3, Interest in Official Act. He noted that an official must be *excused* from voting. Therefore, he felt the last sentence should be changed to read, “The Town official shall also publicly disclose on the record, in Open Session of the Town Council or the respective board, committee, or commission, or, in the case of Town employees, to the Town Manager, the nature and extent of such interest and shall *request to be excused* from any voting or decision making on the matter”.

**Mr. Baggett** referred to page 4, Adjudicative Responsibilities and said that he did not think the Town had any.

**Mayor Paschal** asked if this section could be referring to the Planning Board, because they conduct quasi-judicial hearings.

**Mr. Baggett** answered, “Quasi-judicial is about as formal as either of you (Council or Planning Board) get... that’s special use permits, conditional use permits...variances...all those are quasi judicial, they really are not adjudicative.” He added, however, that it would be acceptable to leave the section, Adjudicative Responsibilities, in the policy.

**Councilman Hendren** asked if the Town’s consideration to ask William Totten, a Wentworth Planning Board member, to clear property owned by the Town could be considered a conflict of interest.

**Mr. Baggett** explained that although it may look bad, Mr. Totten would not be doing anything to win the favor of the Council; therefore, it would be difficult to say that it was a conflict of interest.

**Councilman Hendren** expressed his opinion that hiring Mr. Totten to provide a service for the Town would be the same as hiring a Council member, because the Conflict of Interest Policy would apply to Planning Board members as well.

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**Mayor Paschal** made a motion *“to table the Conflict of Interest Policy until the next meeting and ask Fred (Fred Baggett) to make those changes to the policy for us to review”*.

**Councilman Hendren** seconded the motion. There was no further discussion. All voted in favor and the motion carried.

**Article VI. New Business – Continued**

**C. Consideration of “Purchase Procedures Policy” (Supplement to Formalized Financial & Cash Management Policy)  
- Yvonne Russell, Finance Officer**

**Ms. Russell** informed Council that the Town Auditor advised adding language to the current Financial & Cash Management Policy stating that purchases in excess of \$500.00 shall require a purchase order, and that purchase orders shall be pre-numbered in numerical sequence and shall require the signature of the Town Administrator and the Finance Officer.

**Ms. Russell** explained that after reviewing the Auditor’s suggestions, the Town Administrator felt that adding a supplement to the Financial & Cash Management Policy would be the most effective way to address purchasing procedures.

**Mayor Paschal** asked Mr. Baggett if he had any suggestions or changes for the purchasing procedures. Mr. Baggett did not.

**Mayor Paschal** made a motion *“That we adopt the purchase procedures policy recommended by the Town Auditor”*.

**Councilman Hendren** seconded the motion. There was no further discussion. All voted in favor and the motion carried.

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**Article VI. New Business – Continued**

**D. Consideration of Amendment to Formalized Financial & Cash Management Policy  
- Yvonne Russell, Finance Officer**

**Ms. Russell** explained that there were minor changes made to the Financial & Cash Management Policy due to the creation of the Conflict of Interest Policy and the Purchase Procedures Policy.

**Mayor Paschal** asked Mr. Baggett if he had found any problems with the changes to the Financial & Cash Management Policy. Mr. Baggett said he had not.

**Mayor Paschal** made a motion *“That we adopt the amendment to the Formalized Financial & Cash Management Policy”*.

**Councilman Hendren** seconded the motion. There was no further discussion. All voted in favor and the motion carried.

**Article VII. Public Comments – There were none.**

**Article VIII. Announcements**

**Mayor Paschal** made the following announcements.

- The next regular meeting of the Town of Wentworth **Planning Board** will be held on **Tuesday, August 21, 2007, at 7:00 p.m.** in the Town Hall Meeting Room at the National Guard Armory.
- The Rockingham County **League of Local Governments Dinner Meeting** will be hosted by Rockingham County on **Monday, August 27<sup>th</sup>**, at the **Agricultural Center on NC 65**. A social will begin at **6:00 p.m.** and a buffet dinner will be served at **6:30 p.m.**
- The next regular meeting of the **Wentworth Town Council** will be held on **Tuesday, September 4, 2007, at 7:00 p.m.** in the Town Hall Meeting Room at the National Guard Armory.

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\* **Rex Rouse**, the Town Auditor, will be in attendance at the September meeting to present the annual audit for FY 2006-2007.

\***Graham Pervier**, President of the Rockingham County Partnership (Economic Development & Tourism), will also be on the September Agenda.

**Article IX. ADJOURN**

**Mayor Paschal** made a motion, "*That we adjourn*".

**Councilman Hendren** seconded the motion. All voted in favor and the meeting adjourned.

**Respectfully Submitted By:** \_\_\_\_\_  
**Yvonne Russell, Deputy Clerk**

**Approved By:** \_\_\_\_\_  
**Dennis Paschal, Mayor**