

TAYLORTOWN COUNCIL MEETING MINUTES

Tuesday, December 23rd, 2025

Location: Taylortown Town Hall, Taylortown, NC

Closed Session: 5:00 p.m.

Open Session: 6:00 p.m.

Closed session: 6:45 pm.

I. Call to Order

The meeting of the Taylortown Town Council was called to order by Mayor Cotton. Mayor Cotton acknowledges those who waited during the closed session and those who joined online. She asks to observe a moment of silence.

II. Roll Call

The following council members were present:

- Mayor Cotton: Present
- Mayor Pro Tem Gaddy: Present
- Councilwoman Moody: Present
- Councilwoman Parker: Present
- Councilman Brown: Present

III. Pledge of Allegiance

Mayor Cotton introduces and leads the Pledge of Allegiance.

IV. Public Comment

The floor was opened for public comments. Speakers were asked to approach the podium, speak into the microphone, and limit their remarks to 3 minutes.

- No public comments.

V. Closed Session Report - Mayor Cotton

- Mayor Cotton reiterates the purpose of the closed session. There is nothing to be voted on at this time.

VI. Staff Reports

Town Manager – Carolyn Cole

Reminders:

- This portion is not open for public comments.

Administration

- When reconvening in January, council will go over new schedule.
- Staff proposes a change to the town hall hours of operation. The proposed change:
 - 9 am - 4 pm: Monday through Thursday
 - 9 am - 1 pm: Friday

Mayor Cotton motions to modify office hours to 9 am to 4 pm Monday through Thursday and 9 am to 1 pm on Friday.

- Councilwoman Parker and Councilman Brown second.
- Councilman Gaddy asks about the changes to employee scheduling subsequent to the office time changes.

Town Manager Cole calls the vote:

Mayor Cotton: Yes

Mayor Pro Tem Gaddy: Yes

Councilwoman Moody: Yes

Councilwoman Parker: Yes

Councilman Brown: Yes

- All councilmembers vote in the affirmative. Motion passed.

- Council should have received their new email addresses. HR manager Cynthia will continue to hand those out and IT Brandon Livengood will address any issues.
- We will be handing out business cards for each council member.
- There are two meetings each month at 6 in the evenings. Councilmembers are asked to consider whether they would like to have one of those meetings as a morning meeting.
- **Councilwoman Parker makes a motion to change the second Tuesday meeting of each month to a 10 am meeting.**
- **Mayor Pro Tem Gaddy seconded.**

Town Manager Cole calls the vote:

Mayor Cotton: Yes

Mayor Pro Tem Gaddy: Yes

Councilwoman Moody: Yes

Councilwoman Parker: Yes

Councilman Brown: Yes

Motion has passed; the second Tuesday meeting will be at 10 am.

VII. Department Reports

Public Works

- GFL continues pick up either the Friday or Saturday after Christmas.
- Focusing on the public works department, of course on water and sewer, but also acquiring new equipment, including equipment to clean the sewers.
- We have one new full-time employee.
- We now have a gas tank that can be filled to avoid confusion with the bank cards.
- Public Works has been updating key cards and passcodes for the wellhouses. They are currently working on policies and accessibility.
- The last two months, staff has gone house to house to address any water and billing issues and has identified problem areas—the bills that need to be mailed will be mailed, and by March, we hope that those with no issues are able to pay online.
 - After March, the town will continue with late fees, disconnections, and reconnection fees.
- Mayor Pro Tem Gaddy asked if Public Works is still moving forward with the fence. Town Manager Cole explains that while they are still planning on doing so, it is not a priority.

Finance

- The town is working with the AIM program, specifically Richard Marvin, for fiscal management.
- The town continues to work on the audit.

Public Safety - Chief Daniel Smith

- Chief Smith goes over the call report for the last month; 47 calls were made, which is fewer than last month; Chief Smith commends his officers for their work.
- Call breakdown:
 - 18 calls for services
 - 1 domestic call
 - 2 suspicious vehicle/person
 - 6 alarm calls
 - 2 public service calls
 - 2 911 hang-ups
 - 1 disabled motorists
 - 1 security check
 - 3 assists
 - 2 attempted warrants, with one being served
 - Participated in the Governor's Safety Highway Patrol Program
 - 22 traffic stops
- Received a grant for body armor; Because body armor has already been bought, the money will be returned to the town by check.
- We welcome back Officer Phillips.

Cultural & Leisure Services

- Currently working on the calendar for the next year
- The Proposed Calendar will be presented in January
- Mayor Cotton announces that an MLK Luncheon will take place at the town hall in the third week of January.

VIII. Announcements

- Councilwoman Moody announces that the Taylortown Museum is reopening on Wednesdays.
- Mayor Cotton reads a letter a citizen wrote to commend the town and the PD on the work being done to curb speeding on Juniper Lake Rd.
- Mayor Cotton proposes applause to the Lumbee Tribe for finally being federally recognized.

- **Next Town Council Meeting:**

Tuesday, January 13th, 2026, at 10 am.

IX. Adjournment

Mayor Cotton sought a motion to return to closed session.

Councilwoman Parker seconded.

Town Manager Cole calls the vote:

Mayor Cotton: Yes

Mayor Pro Tem Gaddy: Yes

Councilwoman Moody: Yes

Councilwoman Parker: Yes

Councilman Brown: Yes

All voted in the affirmative; motion passed.