

**TOWN OF RANLO BOARD OF COMMISSIONERS REGULAR MONTHLY  
JULY 2021 MEETING  
TOWN HALL  
1624 SPENCER MOUNTAIN ROAD, RANLO, NORTH CAROLINA 28054  
THURSDAY, JULY 8TH, 2021 6:00 PM**

**MINUTES**

**Governing Body Present:**

Mayor: Lynn Black  
Mayor Pro-Tem: Katie Cordell  
Commissioner: Robin Conner  
Commissioner: Jamie Fowler  
Commissioner: Effie Locklear  
Commissioner: Doug Moore

**Staff Present:**

Town Manager	Jonathan Blanton
Finance Director	Lieke Janssen-Castro
Town Clerk	Sarah Rowan

**I. Call to Order and Roll Call**

Mayor Black called the meeting to order and Town Manager Jonathan Blanton conducted the roll call. All members were present.

Mayor Black offered the invocation.

**II. Adoption of the Agenda**

Commissioner Moore motioned to adopt the agenda and Commissioner Locklear provided the second. The vote was 5-0.

**III. Approval of the June 24th Board of Commissioners' Meeting Minutes**

Mayor Pro-Tem Cordell motioned to adopt the June 24th Board of Commissioners' Meeting Minutes. Commissioner Moore provided the second. The vote was 5-0.

**IV. Comments from Attendees**

The Town Manager reported that there were no comments from attendees wishing to address the Board.

**V. Installation of Town Clerk**

Mayor Black administered the Oath of Office to Town Clerk Sarah Rowan.

**VI. Installation of Town Attorney**

Mayor Black administered the Oath of Office to Town Attorney Jonathan Blanton.

**VII. Consideration of Revisions and Updates to the Town Employee's Personnel Policy**

The Town Manager reported that there are no major changes to the Town Employee's Personnel Policy book, mostly the cleaning up of formatting. Changes include an updated employee acknowledgement form, revised employment law, clarifications to the at-will employment policy, and changes to the way vacation time is accrued. The Town Manager noted that the adoptions made last August to the Employee Personnel Policy are included.

Commissioner Locklear motioned to approve the revisions and updates to the Town Employee's Personnel Policy. Mayor Pro-Tem Cordell provided the second. The vote was 5-0.

**VIII. Ratification and Creation of Special Fund for American Rescue Act Funds**

The Town Manager reported that the Town has been awarded \$1.1 million dollars from the American Rescue Act Funds. A requirement to accept the money is the creation of a Special Fund to ensure the money is not combined with day-to-day expenses and activities.

Mayor Pro-Tem Cordell motioned to approve the Special Fund for American Rescue Act Funds. Commissioner Moore provided the second. The vote was 5-0.

**IX. Approval of the 2021 Powell Bill Certification**

The Town Manager disclosed that a signature from the Mayor and a motion to ratify is needed to move forward with the process of receiving funds from the 2021 Powell Bill. The money provides for the maintenance of 17.3 miles of paved roads throughout the Town.

Commissioner Moore motioned to approve the 2021 Powell Bill Certification. Mayor Pro-Tem Cordell provided the second. The vote was 5-0.

**X. Town Manager Report**

Town Manager Jonathan Blanton welcomed new Town Clerk Sarah Rowan.

The Police Department is having a National Night out on August 3rd at the community building. There will be a fireworks show Saturday, July 10th at 9:00 PM.

**XI. Comments from the Mayor**

Mayor Black expressed that he had a wonderful time at the Ranlo Church of God at the God and Country Day. Military, police, and firefighters were honored at the event. Mayor Black expressed gratitude for the presence of the Town Manager at the event.

**XII. Comments from the Board of Commissioners**

Commissioner Fowler brought attention to the upcoming in-person MPO meeting on July 24th.

**XIII. Motion to Adjourn**

Commissioner Locklear motioned to adjourn the regular July meeting and Commissioner Moore provided the second. The vote was 5-0.

ATTESTED TO:

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Mayor Lynn Black

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Recorder and transcriber of the minutes for the Regular July 8th 2021 Meeting