

MINUTES OF MIDWAY TOWN COUNCIL REGULAR MEETING HELD ON SEPTEMBER 8, 2025, AT 7:00 P.M. IN THE COUNCIL CHAMBER AT MIDWAY TOWN HALL, 426 GUMTREE ROAD, MIDWAY, NORTH CAROLINA

INVOCATION AND PLEDGE OF ALLGIANCE

Planning Board member James Wayne Smith gave the invocation and led in the Pledge of Allegiance prior to the opening gavel.

CALL TO ORDER

Mayor John Byrum called the meeting to order.

Councilors present were: John Byrum, Mike McAlpine, Keith Leonard, Jackie Edwards and Berkley Alcorn. Absent: Councilor Robin Moon. Interim Town Manager Hank Perkins, Town Clerk Ree Goodson and Town Attorney Jim Lanik were present. Absent: Finance Officer Linda Hunt.

Each Councilor had been furnished an agenda prior to the meeting.

APPROVAL OF MINUTES

On motion by Councilor Jackie Edwards, seconded by Councilor Keith Leonard, Council voted unanimously to approve the minutes of the April 24, 2025 Budget Work Session.

On motion by Mayor Pro Tem Mike McAlpine, seconded by Councilor Jackie Edwards, Council voted unanimously to approve the minutes of the August 4, 2025 Regular Town Council Meeting.

PUBLIC ADDRESS

There were none.

ADOPT AGENDA

On motion by Mayor Pro Tem Mike McAlpine, seconded by Councilor Berkley Alcorn, Council voted unanimously to adopt the agenda.

REGULAR BUSINESS

RFQ PROCESS AND DISCUSSION

Interim Town Manager Hank Perkins presented the draft Request for Qualifications (RFQ) for the New Public Works Facility. He explained that this would be the Town's first facility outside of the Town Hall building, providing space for equipment storage and other needs.

Mr. Perkins detailed the five-phase scope of work in the RFQ, starting with the preliminary design phase through construction. He emphasized that after the preliminary design phase, the Town would have the option to pause the project based on the cost estimates. At that point, the designer would provide an opinion of probable cost based on square footage estimates, allowing the Council to decide whether to proceed.

Mr. Perkins outlined additional costs beyond the General Contractor's bid, including materials testing, furniture, stormwater management, and utilities. Mr. Perkins also discussed the financing options, noting that the Town would need to determine whether to use cash or finance a portion of the project.

The timeline presented included:

- Issuing the RFQ by September 12th to approximately 25-30 design firms.
- Setting an RFQ response deadline for October 17th.

- Having a selection committee review the submissions.
- Making a recommendation to the Town Council at the November 3rd Council meeting.

If approved, the Town would then negotiate with the selected firm, with design costs likely to be 10-15% of the estimated building cost. Mr. Perkins noted that the entire process, including design and construction, could take 15-18 months.

Mayor Pro Tem Mike McAlpine discussed the importance of being specific about building materials and design expectations, referencing the Town's experience with the previous Town Hall building project that ended up over cost expectations. He emphasized the need to clearly define what the Town wants in terms of materials and purpose.

Mayor John Byrum noted concerns about potential challenges in receiving bids, based on the Town's experience with the Park Pavilion project.

The Council discussed forming a committee to review RFQ responses. After deliberation, they decided to create a dedicated Committee rather than using the existing Park Committee to expedite the process.

On motion by Mayor Pro Tem Mike McAlpine, seconded by Councilor Jackie Edwards, Council voted unanimously to appoint Mayor Pro Tem Mike McAlpine, Councilor Keith Leonard, Interim Town Manager Hank Perkins as the Public Works Building Committee. Councilor Jackie Edwards will be the Alternate member.

COPIER LEASE

Interim Town Manager Hank Perkins presented information about a new copier lease from Sharp Equipment. The proposal was for a 63-month lease for a BP 70 model at 31 pages per minute. Sharp would buy out the remainder of the current lease, provide the Town with a check equal to the remaining lease payments, and handle the return of the current copier when the lease ends. Mr. Perkins estimated that the new lease would save the Town approximately \$1,500 over the term of the lease.

Town Attorney Jim Lanik confirmed he had reviewed and approved the contract.

On motion by Councilor Jackie Edwards, seconded by Councilor Berkley Alcorn, Council voted unanimously to approve the Copier Lease from Sharp Equipment.

CONTRACT CLINE'S FLOATS – CHRISTMAS PARADE

Mayor John Byrum stated the Council has previously selected the Town's float for the Midway Christmas Parade and he asked the Council to review and approve the Contract with Cline's Floats.

Town Attorney Jim Lanik confirmed he had reviewed and approved the contract.

On motion by Councilor Keith Leonard, seconded by Councilor Berkley Alcorn, Council voted unanimously to approve the contract with Cline's Floats for Float# 23 at a cost of \$675.00.

CLEANING SERVICES WITH TOWN HALL

Interim Town Manager Hank Perkins presented the Council with two cleaning proposals for the cleaning of Town Hall. Mr. Perkins noted that the monthly charges were identical for both companies, but LARKZ Monster Cleaning Service also offered one-time services like carpet cleaning as needed. Additionally, LARKZ's window cleaning service was less than half the cost of Touch of Grace's (\$200 vs. \$450). Mr. Perkins stated the Town had previously used LARKZ for window cleaning with good results.

Mayor John Byrum mentioned that Touch of Grace Cleaning Services had 5-star Google reviews, while he could not find any online reviews for LARKZ.

On motion by Councilor Jackie Edwards, seconded by Councilor Berkley Alcorn, Council voted unanimously to approve contract with LARKZ Monster Cleaning Service LLC.

ADOPTION OF MEETING SCHEDULE 2026

2026 MIDWAY TOWN COUNCIL MEETING SCHEDULE

Mayor John Byrum asked the Council to review and approve the Meeting Schedule for 2026.

Meetings of the Midway Town Council are generally held on the 1st Monday of each month, unless otherwise listed, at 7:00 p.m. in the Town Hall Council Chambers located at 426 Gumtree Road in Midway, North Carolina.

Monday, January 5, 2026	Monday, February 2, 2026	Monday, March 2, 2026
Monday, April 6, 2026	Monday, May 4, 2026	Monday, June 1, 2026
Monday, July 13, 2026	Monday, August 3, 2026	Tuesday, September 8, 2026*
Monday, October 5, 2026	Monday, November 2, 2026	Monday, December 7, 2026

*To observe the Labor Day Holiday, the September regular meeting will be held on the first Tuesday of the month.

On motion by Mayor Pro Tem Mike McAlpine, seconded by Councilor Berkley Alcorn, Council voted unanimously to approve the 2026 Meeting Schedule as presented.

ADOPTION OF HOLIDAY SCHEDULE 2026

2026 TOWN OF MIDWAY HOLIDAY SCHEDULE

Mayor John Byrum asked the Council to review and approve the Holiday Schedule for 2026.

New Year's Day	Thursday, January 1, 2026
Martin Luther King, Jr. Birthday	Monday, January 19, 2026
Good Friday	Friday, April 3, 2026
Memorial Day	Monday, May 25, 2026
Independence Day	Friday, July 3, 2026
Labor Day	Monday, September 7, 2026
Veteran's Day	Wednesday, November 11, 2026
Thanksgiving	Thursday, November 26, 2026 Friday, November 27, 2026
Christmas	Thursday, December 24, 2026 Friday, December 25, 2026 Monday, December 28, 2026

On motion by Councilor Berkley Alcorn, seconded by Councilor Keith Leonard, Council voted unanimously to approve the 2026 Holiday Schedule as presented.

VETERAN'S MONUMENT CEREMONY AGENDA DISCUSSION

The Council discussed the agenda for the upcoming Veterans Monument Dedication Ceremony that is scheduled for Friday, September 19th at 10:00am.

Interim Town Manager Hank Perkins and Mayor John Byrum have prepared a draft agenda.

The ceremony components discussed included:

- Welcome and opening remarks – Mayor John Byrum
- National anthem – John Priest
- Recognition of special guests (Veterans)
- Invocation/Prayer
- Unveiling of the monument
- Closing remarks

Mayor Pro Tem Mike McAlpine suggested keeping the ceremony simple and to the point, with a focus on honoring Veterans and recognizing those who contributed to the monument. The Council discussed specific Veterans to invite as special guests, including Mike Davis, a Vietnam Veteran recently diagnosed with Parkinson's disease, and Steve Jenkins, who is a Park employee.

The Council agreed to have refreshments available for attendees and discussed placing a banner outside Town Hall to advertise the event.

TOWN MANAGER'S REPORT

TOWN PARK UPDATE

Interim Town Manager Hank Perkins reported that Park usage had increased with the cooler temperatures. He noted that the previous weekend, the Park had been so busy that the main parking lot, old overflow lot, and part of the new overflow lot were completely full during a church picnic.

MONTHLY FINANCIAL REPORT

Council was provided copies of the monthly financial reports for August 2025 as follows:

August 2025		
Total Income	\$472,356	20.5% of overall budget
Total Expenses	\$181,362	7.9% of overall budget

RECESS TO CLOSED SESSION

On motion by Mayor Pro Tem Mike McAlpine, seconded by Councilor Keith Leonard, Council voted unanimously to recess to closed session in accordance with N.C.G.S. 143-318.11(a)(6) to discuss matters pertaining to personnel.

RECONVENE TO OPEN SESSION

On motion by Councilor Jackie Edwards, seconded by Councilor Keith Leonard, Council voted unanimously to reconvene to open session.

On motion by Mayor Pro Tem Mike McAlpine, seconded by Keith Leonard, Council voted unanimously to set Monday, September 15, 2025, Wednesday, September 17, 2025 and Monday, September 29, 2025 as dates for interviews for Town Manager,

ADJOURNMENT

On motion by Councilor Jackie Edwards, seconded by Councilor Berkly Alcorn, Council voted unanimously to adjourn the meeting.

Ree Goodson, Town Clerk

John Byrum, Mayor