Downtown Belville

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Waterford

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Belville ABC Board

Joseph "Joe" Henson, Chairman
Tilita "Lee" Alexander, Vice Chairwoman
John Crowder
Richard Trexler
Robert "Gene" Ward

Belville ABC Board Regular Meeting
63 River Road
Belville, NC 28451

January 16, 2024
6:30 PM

Attendees: Chairman- Joseph Henson
Vice Chairwoman -Tilita Alexander
Member - Richard Trexler
Member - Gene Ward
Member - John Crowder

Members Absent: Attorney Eldridge

Staff: Tia Clemmons – General Manager
Alexa Causey – Store Manager
Naysha Reid – Store Manager

1. CALL TO ORDER

The meeting was called to order at 6:35 p.m. and began by reciting the Pledge of Allegiance.

2. APPROVAL OF THE AGENDA

Member John Crowder made the motion to approve the agenda. It was approved 5-0. There was no conflict of interest.

3. APPROVAL OF THE MINUTES

a. Member Richard Trexler made the motion to approve the minutes from the November 21, 2023, regular board meeting. It was approved 5-0.
b. Member Gene Ward made the motion to approve the minutes from the December 19, 2023, regular board meeting. It was approved 5-0.
c. Vice-Chairwoman Lee Alexander made the motion to approve the minutes from the November 21, 2023, closed session. It was approved 5-0.

d. Vice-chairwoman Lee Alexander made the motion to approve the minutes from the December 19, 2023, closed session. Vice-Chairwoman made the motion to amend the was December 19, 2023, closed session minutes to show that Member Richard Trexler was not present. It was approved 5-0.

4. PRESENTATION

Patti Simpson with HPB Insurance gave the ABC Board a presentation via telephone about the premium increase. She gave a recap on Workers Compensation and stated that it was a hard rate increase. She stated that the ABC Board could look for alternative Worker Compensation in the Insurance Market. Ms. Simpson stated that Belville did not have many claims. The ABC Board discussed with Ms. Simpson the policeman that is on staff as a sub-contractor and is not on our payroll. Ms. Simpson stated that if he is not on the ABC payroll, he is not considered an employee and she will cancel that policy. She stated that there is a 3-million-dollar bond on ABC members. She will write the new policy to be signed. The ABC Board members approved for General Manager Tia Clemmons to sign the new policy.
Member Richard Trexler made the motion to amend the Agenda under New Business letter D.

5. PUBLIC COMMENTS

There were no public comments.

6. CLOSED SESSION

Board Chairman Joe Henson made a motion to go into closed session for Real Property N.C.G.S. 143-318-11-(a) (5). The meeting reopened to the public at 7:42 pm. No action and no votes were taken during the closed session.

7. Old BUSINESS

A. Report on bestselling items per store and status of extra purchase.

Tito's half-gallon	389
Tito's fifths	363
Platinum half-gallon	356
Smirnoff half-gallon	295
Pinnicle half gallon	197

No top five products on sale. Chairman Henson stated to purchase anything on sale. No products are on sale this month.

B. Alcohol tasting past and future.

Dorado Rock will have a tasting at the Belville store on January 12, 2024, from 3:00 pm – 6:00 pm and at the Waterford store on January 19, 2024, from 3:00 pm – 6:00 pm. Broken Shed will have a tasting at the Belville store on February 9, 2024, from 3:00 – 6:00 pm and at the Waterford Store on February 16, 2024, from 3:00 – 6:00 pm. Chairman Henson asked if they could do the tastings from 4:00 -7:00 pm. General Manger Tia Clemmons will check on their availability. She suggested that we keep the 3:00 - 6:00 pm times and move forward with changing the times in March.

C. Status of current staffing

The Belville Store is down 1 person, and the Waterford store is fully staffed. Chairman Henson is looking at doing part time help every 2 weeks at 29 hours a week for a total of 58 hours every 2 weeks. He stated that no one is getting 58 hours and that some employees could put in more hours. General Manager Tia Clemmons stated that some employees work other jobs, and the retired employees can only work so many hours. Chairman Henson asked the store managers to take a look at and they have the approval of the ABC Board to do that. It is an option. Vice Chairwoman Alexander related that when looking for new hires, let them know they can do more hours. General Manager Tia Clemmons asked about staffing off expecting females. They need to bring in a note with their limitation from their medical professional if they choose to do so.

D. STORE HOURS

A motion was made to extend store hours. No one wants to work an extra hour. We are open from 9:00 am until 8:00 pm weekdays and from 9:00 to 9:00 pm weekends. Maybe If there are no trucks and we are not that busy, work 9:00 am to 9:00 pm on Thursday, Friday, and Saturday beginning March 1, 2024. Chairman Henson stated that we can revisit during the March meeting. Vice Chairwoman Alexander asked about changing the signs to read 9 am to 9 pm. It was approved 5-0.

E. PROPOSED STORAGE FACILITY

Discussion on the proposed storage facility was postponed until the next meeting the storage facility has already been approved if needed.

F. REVISIT PARKING LOT QUOTES

General Manager Clemmons stated that Jacob Lopez agreed to do the parking lot for $2,300.00. The 2nd company, Harbor Seal Coating agreed to do the parking lot for $5,290.00. Hanover Sealing's bid was $5,800.00. All bids include sealing which Hanover Sealing stated was a temporary fix. Patching the holes, painting the bumpers, and restriping the entire parking lot is required. Chairman Henson stated that Member Gene Ward had previously filled the holes. Member John Crowder stated that New Hanover Paving had been round a long time. Chairman Henson would like to meet with the paver. The General Manager will set up the meeting with the paver. Member Richard Trexler made the motion to accept New Hanover Paving's quote of $3,050.00 minus the seal coat with Chairman Henson's approval and discussion with the stipulation of $1,000.00 for the seal coat. The work will need to be done on a Sunday night when the store is closed.

It was approved 5-0.

Chairman Henson stated that the floor in Store 1 looks bad. The floor needs to be stripped and waxed, And the cost is $600.00. He made the motion to add $600.00 to have the floor done. General Manager Has someone coming in to look at.

8. NEW BUSINESS

A. General Manager's Report

Ms. Tia Clemmons stated that the Belville monthly sales were $796,991.00. Sales were down 8.09%. The monthly combined comparison was down 5.36%. The first 12 days sales were up 8.37%. The first Money Market Account made in interest $952.00 For the month of December. The 2nd Money Market Account made in interest $951.06 for the month of December. The General Investment Fund made $1,137.47 in interest for December. Profits made from sales was $3,651.50. The First Bank account is valued at $1,228,480.98. The Capital Improvement account is valued at $45,556.58. General Manager Clemmons will do the 2nd quarter disbursements tomorrow. The town of Belville received a check for $112,173.82.

Law Enforcement received a check for $9,929.10. The D.A.R.E. Program received $6,950.38. The Anchor Initiative received $6,950.37.

Member Trexler would like to meet with the General Manager to go over budget amendment and financials. He asked I item #2100 had been corrected. The auditor corrected it.

B. Quote for new camera system- Waterford

The camera system in store two needs to be brought up to date. Chairman Henson stated to table this item but leave on until parking lot and shelving is completed.

C. 2024 ABC Board Meeting Calendar

Chairman Henson asked if the 3rd Tuesday for meeting is still okay with the board. Vice-Chairwoman Alexander stated she has no problem with the dates. Chairman Henson made the motion to approved dates on 3rd Tuesday of the month. It was approved 5-0.

9. BOARD MEMBER AND STAFF REPORTS

A. **Chairman Henson** – He is thankful that he is thankful for Tia and all that she does. Chairman Henson said he talks to Vice Chairwoman Alexander so that she stays informed off everything that is going on. He stated that the cat is out of the bag on how we walked away from Sunday afternoons, advertise on Facebook and tell about the town, where the money goes, and how after 13 years we will build a new store. We will still have 2 stores. Sales are high and we will rent a truck to go get liquor if needed. Store 1 looks good with stock. Both stores closed at 6:00 pm on Christmas Eve and this year beat the previous year in sales.

B. **Vice Chairwoman Alexander** – Nothing at this time

C. **Gene Ward** – Will oversee parking lot repairs.

D. **Richard Trexler** – Would like to go over budget amendments after General Manager Tia Clemmons returns from vacation.

E. **John Crowder** – Would like to help Gene with parking lot.

10. ADJOURNMENT

Member Richard Trexler made a motion to adjourn the meeting at 8:47 pm.
It passed 5-0.