



MINUTES
TOWN OF STOKESDALE
REGULAR TOWN COUNCIL MEETING
8325 ANGEL PARDUE ROAD
STOKESDALE, NC 27357
JUNE 9, 2022 AT 7:00PM

Member's present were: Mayor Mike Crawford, Mayor Pro-Tem Derek Foy, Council Members: Jimmy Landreth, Tim Jones, and Jim Rigsbee, Town Attorney Tom Medlin, Finance & Budget Officer Kimberly Thacker, Town Clerk Dale Martin.

1. Call to Order, Pledge of Allegiance and Invocation

Mayor Michael Crawford called the meeting to order and Councilman Jim Rigsbee delivered the invocation.

2. Review and Adopt the Agenda

Mayor Pro Tem Derek Foy made a **Motion** to adopt the agenda as presented. Councilman Landreth seconded the motion.

Mayor Crawford	Aye	Mayor Pro Foy	Aye
Councilman Landreth	Aye	Councilman Jones	Aye
Councilman Rigsbee	Aye		

Motion carried.

3. Review and Approve Minutes: August 12, 2021 Regular Council Meeting

Mayor Pro Tem Foy made a **Motion** to approve the August 12, 2021 Regular Council Meeting Minutes as presented. Councilman Landreth seconded the motion.

Mayor Crawford	Aye	Mayor Pro Foy	Aye
Councilman Landreth	Aye	Councilman Jones	No
Councilman Rigsbee	Aye		

Motion carried.

4. Public Safety Reports: Fire Department

Fire Chief Todd Gauldin presented the Fire Department report for this month.

5. Administrative Reports:

a) Administrative Report from Interim Town Clerk:

Town Clerk Dale Martin presented the Administrative Report for May.

b) Planning Board:

None presented.

c) Events Committee:

None presented.

d) Property Committee:

None presented.

6. Financials: Finance/Budget Officer: Kim Thacker

Mrs. Kim Thacker presented the May Financial Report for both the General Fund and Water Fund.

7. Citizen's Comments from the Floor (3-minute Limit per Speaker)

Eileen Thiery, 8101 Meadow Springs Place, Stokesdale, NC – spoke on behalf of the Friends of Stokesdale regarding a comment made by Fire Chief Gauldin at the May 12, 2022 meeting. Ms. Thiery referenced comments that a representative of Friends of Stokesdale presented the clock to the board and agreed to be responsible for the electricity and maintenance. She disputed this claim that the Friends of Stokesdale was not a part of this decision. She added that they have found that the group did agree to maintain the base of the clock and therefore will be returning the check the Town paid to the group to reimburse them for the maintenance cost. The group would appreciate a correction be made by Mr. Gauldin.

It was noted that this money was given as a donation to the Friends of Stokesdale but it was their decision on what to do with the money.

Town Clerk Dale Martin read a statement received by email from Maria Adams regarding her concerns with a “book challenge” presented by parents of students in the AP English class at Northern High School.

PUBLIC HEARINGS:

8. Public Hearing on proposed Budget for Fiscal Year 2022-2023

Mrs. Thacker presented the budget summary and budget ordinance for FY 2022-2023.

Mayor Crawford declared the Public Hearing open.

No comments were presented.

Mayor Crawford closed the Public Hearing.

Council made comments regarding this year’s budget discussion and the consensus of Council was that this is a good budget that will meet the needs of the town in 2022-2023.

9. Consideration and approval of Operating Budget for Fiscal Year 2022-2023

Mayor Crawford made a **Motion** to adopt the budget as presented in the following budget ordinance for FY 2022-2023. Councilman Landreth seconded the motion.



**TOWN OF STOKESDALE
BUDGET ORDINANCE
FISCAL YEAR 2022-2023
ORDINANCE NO. O-2022-04**

BE IT ORDAINED by the Governing Board of the Town of Stokesdale,
North Carolina:

Section 1: The following amounts are hereby appropriated in the General Fund for the operation of the Town government and its activities for the fiscal year beginning July 1, 2022, and ending June 30, 2023, in accordance with the chart of accounts heretofore established for this Town.

Capital Outlays	\$412,737.50
Cultural & Recreational	\$13,500
Economic & Physical Development	\$31,500
General Administrative & Property Expense	\$153,700
Legal & Professional Services	\$64,000
Payroll Expenses	\$247,715.30
Public Safety	\$26,800
Contingency Appropriations	\$3,474.81
Total Operating Expenses	\$953,427.61

Section 2: It is estimated that the following revenues we will be available in the General Fund for fiscal year beginning July 1, 2022, and ending June 30, 2023:

Beer & Wine Excise Tax	\$21,000	
Contributions & Donations – Parade	\$2,000	
Greensboro-Jamestown Profit Share	\$20,000	
Investment Earnings	\$5,000	
Miscellaneous	\$1,000	
Planning & Zoning Fees	\$35,000	
State Collected Revenues (Utilities)	\$295,000	
Town Hall & Park Facility Rentals	\$3,000	
Small Town Development Grant	\$50,000	Reimbursement
from Water Fund	\$158,690.11	American Rescue Plan
Funds	\$362,737.50	

Total Revenues \$953,427.61

Section 3: The following amounts are hereby appropriated in the Water Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023:

Administrative	\$182,565
Repairs & Maintenance	\$31,250
Water Capital	\$60,000
Meters	\$45,000
Contingency Appropriations	\$4,994.89
House Bill 436	\$1,154,081.75
Cost of Water	\$165,000
Reimbursement to General Fund Shared Expenses	\$158,690.11

Total Expenses: \$1,801,581.75

Section 4: It is estimated that the following revenues will be available in the Water Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023:

Back Flow Preventer Fees	\$1,500
Damage Penalties/Meter Resetting	\$1,500
Investment Income	\$2,000
Taps & Connection Fees	\$55,000
Water Capacity Fees	\$60,000
Water Sales	\$525,000
Late Fee	\$2,500
House Bill 436	\$1,154,081.75

Total Revenues: \$1,801,581.75

Section 5: Copies of this budget ordinance shall be furnished to the Clerk of the Governing Board and to the Budget and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Adopted this 9th day of June 2022.

Mayor Crawford	Aye	Mayor Pro Foy	Aye
Councilman Landreth	Aye	Councilman Jones	Aye
Councilman Rigsbee	Aye		

Motion carried.

OLD BUSINESS

10. Discussion on Drink Machine located at Town Park. (Continued from April 14, May 12)

Councilman Jim Rigsbee made a **Motion** to unplug machine the drink machine. Councilman Jones seconded the motion.

Councilman Jones asked the motion be **Amended** to include the machine be wrapped in plastic.

Councilman Rigsbee accepted the amendment.

Mayor Crawford	Aye	Mayor Pro Foy	Aye
Councilman Landreth	Aye	Councilman Jones	Aye
Councilman Rigsbee	Aye		

Motion carried.

NEW BUSINESS

11. Consideration of Budget Amendment #5 to FY 2021-2022

Mrs. Thacker presented a final budget amendment for last year’s budget.

Mayor Pro Tem Foy made a **Motion** to approve the following budget amendment as presented. Councilman Jones seconded the motion.



**2021-2022 FISCAL YEAR BUDGET
BUDGET ORDINANCE AMENDMENT #5
ORDINANCE NO: O-2022-05**

BE IT ORDAINED by the Governing Board of the Town of Stokesdale, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2022:

Section 1: To amend the General Fund, Revenue & Expenses as follows:

	<u>Decrease</u>	<u>Increase</u>	<u>Balance</u>
Undesignated Funds/Town Reserves	\$349.87		\$231,694.13
#30100-Advertising – Planning & Zoning		\$3,000.00	\$9,000.00
#40100- Administrative Exp & Fees, Educ.	\$3,361		\$1,639.00
#40801 – Elections		\$361.00	\$3,360.15

Section 2: To amend the Water Enterprise, Revenue & Expenses as follows:

Taps & Connection Fee		\$10,000.00	\$60,000.00
Water Capacity Fees		\$40,000.00	\$80,000.00

Water Sales	\$33,529.52	\$484,365.32
#11000 – Water Purchase	\$30,000.00	\$190,000.00
#12002 – Contract Operations	\$13,180.22	\$105,000.00
#14002 – Transfer to Capital Reserve Fund	\$40,000.00	\$80,000.00

Section 3: Copies of this budget amendment shall be furnished to the Clerk of the Governing Board, and to the Budget Officer for their direction.

Adopted this June 9, 2022.

Mayor Crawford	Aye	Mayor Pro Foy	Aye
Councilman Landreth	Aye	Councilman Jones	Aye
Councilman Rigsbee	Aye		

Motion carried.

12. Consideration of Contract with Rouse, Rouse, Rouse & Gardner, LLP for Auditing Services for FY 2021-2022

Discussion was held as to the number of years for this contract and which year we are currently under in the contract.

Councilman Jones made a **Motion** to continue this matter to allow time for Staff and Council to review the current agreement and solicit offers from at least three other auditing firms. Councilman Landreth seconded the motion.

Mayor Crawford	No	Mayor Pro Foy	No
Councilman Landreth	No	Councilman Jones	Aye
Councilman Rigsbee	Aye		

Motion failed 2-3.

Mayor Crawford made a **Motion** to approve the contract with Rouse, Rouse, Rouse & Gardner, LLP for auditing services for FY 2021-2022 as presented. Mayor Pro Tem Foy seconded the motion.

Mayor Crawford	Aye	Mayor Pro Foy	Aye
Councilman Landreth	No	Councilman Jones	No
Councilman Rigsbee	Aye		

Motion carried 3-2.

13. Consideration of Proposals for preparing draft minutes of Town Council meetings

Council held a discussion on proposals for preparing draft minutes under the supervision of the Town Clerk: Two proposals were considered:

Tate Halverson: \$20/ hour at 3 hours per 1 hour of meeting time

KM Hunt: \$250 Admn Fee once per year

Hourly fees: 1st hour/\$150 - \$60 consecutive hour after first hour

Mileage rate: IRS rate

Consumable expenses reimbursed at cost

Revisions are additional cost(s)

Mayor Pro Tem Foy made a **Motion** to contract with both vendors (T Halvorsen and K Hunt), the Town Clerk to assign each vendor a set of minutes for a previous meeting of Council for drafting, work to begin on July 1st after which each shall submit the draft minutes, along with time and cost information from each set prepared. Each vendor to be capped at \$1,600. Upon evaluation of minutes submitted, determine which vendor is a better option for the Town moving forward. Councilman Rigsbee seconded the motion.

Mayor Crawford	Aye	Mayor Pro Foy	Aye
Councilman Landreth	Aye	Councilman Jones	Aye
Councilman Rigsbee	Aye		

Motion carried.

- 14. Discussion on qualifications of Town Clerk candidate(s). (Closed Session in accordance with NC General Statutes 143-318.11(a)(6))** To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.

Mayor Pro Tem Foy made a **Motion** to enter into Closed Session at 8:29 pm. Mayor Crawford seconded the motion

Mayor Crawford	Aye	Mayor Pro Foy	Aye
Councilman Landreth	Aye	Councilman Jones	Aye
Councilman Rigsbee	Aye		

Motion carried.

Reconvened in Open Session

Mayor Pro Tem Foy made a **Motion** to reconvene in open session at 9:30 pm. Councilman Landreth seconded the motion.

Mayor Crawford	Aye	Mayor Pro Foy	Aye
Councilman Landreth	Aye	Councilman Jones	Aye
Councilman Rigsbee	Aye		

Motion carried.

Councilman Jones made a **Motion** to continue to advertise a Town Clerk, removed Indeed from the list, specifically advertise in NCLM, Clerks List serve and donated previously by Northwest Observer. Mayor Pro Tem Foy seconded the motion.

Mayor Crawford	No	Mayor Pro Foy	Aye
Councilman Landreth	No	Councilman Jones	Aye
Councilman Rigsbee	abstained		

Motion failed 2-2.

15. Citizen’s Comments from the Floor. (3-minute Limit per Speaker)

None presented.

16. Council Comments.

Mayor Pro Tem Foy wished all the fathers a Happy Father’s Day.

17. Adjournment.

Councilman Jones made a **Motion** to adjourn. Mayor Crawford seconded the motion.

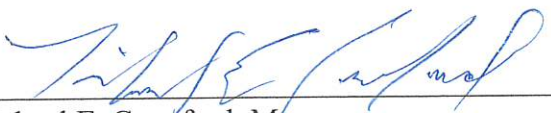
Mayor Crawford	Aye	Mayor Pro Foy	Aye
Councilman Landreth	Aye	Councilman Jones	Aye
Councilman Rigsbee	Aye		

Being no further business to come before the Council, the meeting was adjourned at 9:39 pm.

Announcements:

**Planning Board Meeting Thursday, June 23rd at 7pm at Town Hall
Town Council Meeting Thursday, July 14th at 7 pm at Town Hall**

Approved: March 9, 2023



Michael E. Crawford, Mayor

ATTEST:



Dale F. Martin, Town Clerk