



**AGENDA**  
**TOWN OF STOKESDALE**  
**REGULAR TOWN COUNCIL MEETING**  
**8325 ANGEL PARDUE ROAD**  
**STOKESDALE, NC 27357**  
**AUGUST 11, 2022 AT 7:00PM**

**Available Venues to Watch/Attend:**

- a) Attend in Person at Stokesdale Town Hall in Council Chambers at 7pm.
- b) View Live Stream at Town of Stokesdale's YouTube Channel at 7pm:  
[https://www.youtube.com/channel/UC1tJH7T0Q\\_56F\\_EDH6wljiA/live](https://www.youtube.com/channel/UC1tJH7T0Q_56F_EDH6wljiA/live)
- c) View & Participate (Citizen Comments) Virtually via Zoom  
<https://us02web.zoom.us/j/88051181190?pwd=OElsSytWTThDOWhSQUxJU21vOHpFUT09>

Meeting ID: 880 5118 1190

Passcode: 989552

One tap mobile 1-646-876-9923

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- 1. Call to Order, Pledge of Allegiance and Invocation
  - 2. Review and Adopt the Agenda
  - 3. Review and Approve Minutes: June 21, 2022 Special Called Town Council meeting
  - 4. Public Safety Reports: Fire Department
  - 5. Administrative Reports:
    - a) Administrative Report from Interim Town Clerk:
    - b) Planning Board:
    - c) Events Committee:
    - d) Property Committee:
  - 6. Financials: Finance/Budget Officer: Kim Thacker
  - 7. Citizen's Comments from the Floor (3-minute Limit per Speaker)

## **OLD BUSINESS**

- 8. Review and Adopt the 2022-2023 Schedule of Fees and Charges**

## **NEW BUSINESS**

- 9. Authorization of Mayor to execute letter from Offit Kurman to transfer representation, files and records currently maintained by the Town Attorney Tom Medlin.**
- 10. Discussion on Water Line Extension on Ellisboro Road.**
- 11. Request by NCDOT for Road Abandonment of SR 2102 Angel Pardue Road in Stokesdale in Guilford County**
- 12. Town Park Improvement**
- 13. Discussion of Town Utility Contractors**
- 14. Closed Session in Accordance with NCGS 143-318-11 (a) (6)**  
(a) Permitted Purposes. – It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required:  
(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.
- 15. Citizen's Comments from the Floor. (3-minute Limit per Speaker)**
- 16. Council Comments.**
- 17. Adjournment.**

### **Announcements:**

**Cancelled: Planning Board Meeting Thursday, August 25<sup>th</sup> at 7pm at Town Hall  
Town Council Meeting Thursday, September 8<sup>th</sup> at 7 pm at Town Hall**



**MINUTES  
TOWN OF STOKESDALE  
SPECIAL CALLED TOWN COUNCIL MEETING  
8325 ANGEL PARDUE ROAD  
STOKESDALE, NC 27357  
JUNE 21, 2022 AT 7:00 PM**

Member's present were: Mayor Mike Crawford, Mayor Pro-Tem Derek Foy, Council Members: Jimmy Landreth, Tim Jones, and Jim Rigsbee, and Town Clerk Dale Martin.

**1. Call To Order and Invocation.**

Mayor Crawford called the meeting to order.

**2. Adopt the Agenda.**

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

**Vote: Mayor Crawford-aye, Mayor Pro Tem Foy-aye; Councilman Rigsbee-aye, Councilman Jones-aye; and Councilman Landreth-aye.**

Mayor Pro Tem Foy made a **Motion** to allow Councilman Jim Rigsbee to rejoin the discussion in the search for a Town Clerk. Councilman Rigsbee had previously been excluded due to a conflict of interest. Councilman Landreth seconded the motion.

Councilman Jones questioned the need for this motion if Council did not vote to exclude Mr. Rigsbee for the discussions before. As a member of the Council he had the right to be included.

Mayor Pro Tem Foy withdrew his motion.

Mayor Pro Tem Foy made a **Motion** authorizing the Mayor to sign and date all approved minutes and have Staff place them on the Town's website by Wednesday, June 29, 2022. Councilman Jones seconded the motion.

**Vote: Mayor Crawford-aye, Mayor Pro Tem Foy-aye; Councilman Rigsbee-aye, Councilman Jones-aye; and Councilman Landreth-aye.**

**3. Review of Town Staffing needs and goals.**

Mayor Pro Tem Foy presented the following list of job duties for the Town Clerk, see below. Council discussed various items on this list.

What is needed from a Stokesdale Town Clerk

1. Positive Attitude
2. Emotionally Intelligent
3. Competent
4. Self-Driven
5. Intrinsically Motivated. Independent worker who does not need constant direction of what to do. Proactive and not reactive.

6. Capacity to Manage Large Work Load
7. Effective Prioritize Tasks
8. Produce concise and accurate minutes and submit to council on timely basis to be approved at the very next meeting. Every time.
9. Manage Expectations to stake holders, specifically town council
10. Comfortable and Proficient with MS Word and Excel. PowerPoint, to a lesser degree.
11. Knowledgeable about Town Developmental ordinances
12. Do all Things Planning Board related. Minutes/meeting/communication, etc.
13. Work with Town Committees from Time to Time
14. Write Professional Emails
15. Be Honest
16. Be Knowledgeable about Water System's operations, specs, and establish good rapport with Town ORC and Contracted Water System vendor.
17. Be a town contact with all Current Town Vendors
18. Be informed on status of current town contracts (when they expire, etc.)
19. Execute assigned task when voted on by council
20. Serve all council members equally.
21. Do not politicize minutes
22. Effectively Manage or Oversee the management of Town's Webpage
23. Potentially revamp the webpage. Ours is abysmal.
24. Manage effective filing system
25. Potentially implement document imaging system
26. Support your colleagues
27. Keep a Complaint Log recording any citizen complaint or concern
28. Understand the water billing and be able to perform the job in the absence of the Water Deputy Clerk.
29. Keep a Complaint Log from citizen related to waste disposal vendor and communicate to vendor and town council from time to time
30. Secure quarterly service metrics from waste disposal vendor for the Town of Stokesdale
31. Share Guilford County Accela monthly reporting on number of new permits pulled each month and YTD in the Town of Stokesdale
32. Update any new ordinance and change in ordinance at Town Hall and online
33. Communicate Weekly report to town council of things that council would find interesting.
34. Ensure no citizen or their dogs have access to the offices of town hall without an appointment to ensure that staff's time is used properly to conduct Town business.
35. Keep PTO log of staff
36. Maintain calender at Town Hall
37. Communicate with Guilford County planner
38. Keep informed of current events through the League of Municipalities and inform council of anything that could benefit the Town of Stokesdale
39. Administer Health, Dental, and Vision insurance plans
40. Be proactive and not reactive.
41. Strong understanding of NCGS

42. Be comfortable decision maker while making informed decisions
43. Communicate town meetings and agendas on social media and webpage.
44. Work with grant applications and be knowledgeable about grants that the benefit the town. Keep town council informed.
45. Minutes up to date on the webpage.
46. Oversea the cleanliness of TH and ensure that TH is presentable to citizens. Communicate areas of concerns to council
47. Review town policy's and ensure they are located in one location. Sign and date (with mayor) each new policy. List date of adoption. Don't have multiple documents with same title saved to PC. Ensure that that are reviewed and signed off annually by town council.
48. Oversee town's Youtube page
49. Be knowledgeable about new development maps and water line plans. Ensure nothing is approved to developers until Town Engineers and Town council approve plans.
50. Once approved submit to state
51. Establish relationship with DEQ and Rural Water Association.
52. Publish advertising for zoning map amendments in timeline and paper as required by NCGS
- 53.
53. Attend all Town Council Meetings

Councilman Jones referred to scripture in the Bible, Acts 19:35 and suggested that #54 be a Peace Maker.

Council discussed the above items in general details, hours of operations and revamping the Town's website to better serve the citizens.

Mayor Pro Tem Foy suggested Council hold a special called meeting on Tuesday, June 28<sup>th</sup> to discuss the candidates. It was the consensus of Council to have this special called meeting at 5:00 PM.

#### **4. Discussion and vote for a job description and job advertisement posting for a qualified Town Clerk.**

Councilman Rigsbee made a **Motion** to accept the current wording of the job description for a Town Clerk/Deputy Clerk for the purposes of discussion. Councilman Landreth seconded the motion.

It was recommended that the salary range be set from \$35,000 to \$65,000, experience with a public water system and language to the affect that the salary would depend on experience.

Language suggested was that the successful candidate would serve an interim period as Deputy Town Clerk and transition to Town Clerk upon retirement of the current Town Clerk. Bachelor's degree or 3 years in administrative office experience; preference given to NC Certified Municipal Clerk and or previous government experience, experience with a public water system.

Councilman Jones expressed desire to advertise on the NCLM's website.

Mayor Crawford asked for an **Amendment** to the motion to include the items added as discussed. Councilman Rigsbee accepted the changes as described above. Councilman Landreth accepted the amendment.

**Vote: Mayor Crawford-aye, Mayor Pro Tem Foy-aye; Councilman Rigsbee-aye, Councilman Jones-aye; and Councilman Landreth-aye.**

Councilman Jones made a **Motion** to advertise the job posting as modified with the NCLM, School of Government listserve, Town website and Town Facebook page until further notice or until a successful candidate is hired. Councilman Landreth seconded the motion.

**Vote: Mayor Crawford-aye, Mayor Pro Tem Foy-aye; Councilman Rigsbee-aye, Councilman Jones-aye; and Councilman Landreth-aye.**

## **5. Public Comments.**

None presented.

Mayor Pro Tem Foy recognized time needed to post the job advertisement and added he was flexible in regard to getting the minutes posted on the Town's website.

Councilman Landreth expressed his desire to get someone hired and thanked staff for the job they have done.

Councilman Jones also thanked staff for their efforts. He thanked those in attendance and Council for their comments and suggestions.

Mayor Crawford also thanked staff for their efforts.

## **6. Adjournment.**

Councilman Landreth made a **Motion** to adjourn the meeting. Mayor Pro Tem Foy seconded the motion.

**Vote: Mayor Crawford-aye, Mayor Pro Tem Foy-aye; Councilman Rigsbee-aye, Councilman Jones-aye; and Councilman Landreth-aye.**

Being no further business to come before Council, the meeting was adjourned at 8:04 pm.

Approved: \_\_\_\_\_

\_\_\_\_\_  
Michael E. Crawford, Mayor

ATTEST:

\_\_\_\_\_  
Dale F. Martin, Town Clerk



**TOWN OF STOKESDALE  
SCHEDULE OF FEES AND CHARGES  
FISCAL YEAR 2022-2023**

**ADMINISTRATIVE FEES:**

Copies 8 ½ X 10, 11 X 14	\$0.25 per page
Notary Fees	\$5.00 per signature
Return Check Fee	\$20.00
Audio/Information on USB Drive	\$5.00

**FACILITY USE FEES:**

	<b><u>Resident</u></b>	<b><u>Non-Resident</u></b>	<b><u>Deposit *</u></b>
<b>Martin's Meadow Park</b>			
Ball Field/Volleyball Courts	\$10/hour	\$15/hour	
Picnic Shelter	\$25/4 hours \$50/Full day	\$25/4 hours \$70/Full day	\$50
<b>Town Hall</b>			
Community Room	\$75	\$100	\$200
Non-Profits	No Fee		
Kitchen	\$25	\$50	\$200
Miscellaneous Charges			
Lost Key	\$100	\$100	

\* Deposit made by separate check to be retained by the Town if the facility is not clean or in order when event is over.



## **PARADE FEES & SPONSORSHIPS**

Entry fee \$25

### **Platinum -- \$500**

Logo on all flyers and Northwest Observer ad  
Thank you mentions from parade announcers  
Free parade participant entry

### **Gold -- \$250**

Logo on all flyers and Northwest Observer ad  
Thank you mention from parade announcers  
Free parade participant entry

### **Silver -- \$150**

Name and logo on all flyers and Northwest Observer ad  
Thank you mention from parade announcers  
Free parade participant entry

## **PLANNING AND ZONING FEES:**

### Subdivision Fees

Major Subdivision (5 or more lots) \$500.00 per Plat Plus \$200 per Lot

Minor Subdivision (4 or less lots) \$500 per Plat Plus \$100 per Lot

Rezoning \* Special Use Permit Filing Fees \$1,000 per Case Plus \$25 per Acre

Board of Adjustment Cases \$100 per case

Site Plan Review Fees \$1,000 per Case Plus \$100 per 1000  
ft GFA

Change of Use Site Plan Review Fee \$300 per Case

Text Amendment \$500 plus advertising cost

Street and Easement Closings \$250 per Case

Street Renaming & Renumbering \$250 per Case

Appeal of Planning Board Decision \$200 per Case

Any Other Requested Public Hearing \$250 per Case



## **WATER USAGE FEES**

Water Deposit – owner occupied	\$50.00
Water Deposit – Lease/renter	\$175.00
Water Customer Service Fee	\$25/month
Water Usage Fee	\$6.49 per 1,000 gallons
New Account Setup Fee	\$25.00 (one time charge)
Disconnect/Reconnect Fee	\$75.00 per occurrence
Close/Abandoned Tap Fee	\$250.00
Bulk Water Schedule:	
Application Fee	\$25.00
Permit Fee	\$25.00
Yates Construction Air Gap Inspection	\$75.00
Installation and Removal of Town Meter (if needed)	\$100.00
Water Usage	\$10.00/10000 Gallons
Water Meter Deposit	\$250.00 (refunded upon return undamaged)

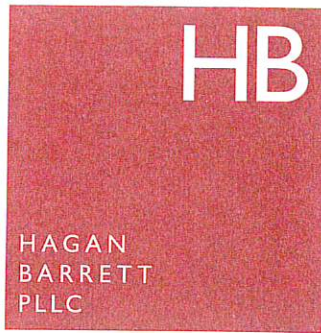
## **WATER METER AND TAP FEES**

<b>#1 Tap</b>	<b>FEE</b>
3/4" Residential/Commercial Tap	\$3,500.00
Meter	\$300.00
Meter Installation	\$100.00
Capacity Use Fee	\$750.00
Water Deposit	\$50.00
	<b>TOTAL: \$4,700.00</b>
<b>#2 Tap</b>	<b>FEE</b>
3/4" Tap Infrastructure Developer	(N/A – Existing)
3/4" Meter	\$300.00
Meter Installation	\$100.00
Capacity Use Fee	\$750.00
Water Deposit	\$50.00
	<b>TOTAL: \$1,200.00</b>

#3	Tap	FEE
	1 "Tap	\$4,500.00
	Meter	\$550.00
	Meter Installation	\$100.00
	Capacity Use Fee	\$1,000.00
	Water Deposit	\$50.00
	<b>TOTAL:</b>	<b>\$6,200.00</b>

#4	Tap	FEE
	2 Inch Tap	\$8,700.00
	Meter	\$1,650.00
	Meter Installation	\$200.00
	Capacity Use Fee	\$1,500.00
	Water Deposit	\$50.00
	<b>TOTAL:</b>	<b>\$12,100.00</b>

PLAN REVIEW FEES FOR WATER LINES, HYDRANTS \$315 per plan



RECEIVED

JUL 25 2022

July 7, 2022

Mike Crawford, Mayor  
Town of Stokesdale  
P.O. Box 465  
Stokesdale, NC 27357

Re: General Representation

Dear Kim:

I am pleased and excited to inform you that, effective August 1, 2022, the attorneys and staff of Hagan Barrett PLLC will be joining the law firm of Offit Kurman. Offit Kurman is one of the most prominent law firms in the Mid-Atlantic region, with offices located in New York, New Jersey, Delaware, Pennsylvania, Maryland, Virginia, Washington, DC, North Carolina, and South Carolina.

In my new position as Principal at Offit Kurman, I will continue to provide you with the same level of personal and responsive representation at the same affordable rates. However, with the support of Offit Kurman's expanded resources and additional legal talent with expertise in virtually every area of law practice and concentration, I will be better able to assist you in your pending matters as well as any other legal matters you may have now and in the future.

The transition for me to continue representing you will be simple and seamless. Our office location will remain the same. My new contact information will be [tom.medlin@offitkurman.com](mailto:tom.medlin@offitkurman.com).

In order for me to continue our attorney client relationship and transfer your file to Offit Kurman, it will be necessary for you to sign the acknowledgement at the bottom of this letter *and return to us at [tthurm@haganbarrett.com](mailto:tthurm@haganbarrett.com)*. *Please note that you are not required to sign this acknowledgement unless you would like me to continue to represent you. You have the right to seek other counsel if you so choose.*

As part of the transfer, Offit Kurman will agree to continued representation under your current rate with Hagan Barrett, PLLC. By signing below, you acknowledge that you have reviewed and accept Offit Kurman's Terms and Conditions, attached herein, beginning on

Town of Stokesdale  
General Representation  
July 7, 2022  
Page 2

August 1, 2022. These Terms and Conditions will remain in effect for future engagements of our services unless and until it is superseded by a new written agreement. If for any reason you would like to have your matter transferred to another attorney, please let me know as soon as possible.

If you have any questions or concerns on your part, I am happy to speak or meet with you in person to discuss them and provide you satisfactory answers.

Thank you for the opportunity to represent you and for the privilege of continuing to do so with Offit Kurman.

Sincerely,



Tom Medlin

#### ACKNOWLEDGEMENT

I \_\_\_\_\_ hereby acknowledge and agree that my representation, files, records, and any escrowed funds be transferred with Hagan Barrett PLLC to Offit Kurman.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Offit | Kurman®**  
Attorneys At Law

Terms and Conditions of Representation

1. Although our representation of you may primarily be handled by one attorney, various portions of the representation may be delegated, as appropriate, to other firm attorneys, paralegals and law clerks. A list of the billing rates of each attorney, paralegal and law clerk in our firm is available online via the web address provided in your engagement letter, or in hard copy at your request. In the event that our rates increase in the future, the increased rates will automatically take effect.
2. On occasion, there may be circumstances when billing for our services on an hourly basis is not appropriate. Under such circumstances, we will advise you that standard hourly billing is not appropriate and, with your consent, we will bill you for services on an alternative basis.
3. Any and all activities performed on your behalf by our professional staff will be considered billable time; these activities include, but are not limited to: the making and receipt of telephone calls; drafting and review of correspondence and email; preparation and review of papers, agreements and memorandum; fact investigation; reading and analyzing written materials; travel to and from meetings and court appearances; preparation for meetings and court appearances; and conferences with you, experts, or other attorneys.
4. You will receive invoices describing the services rendered and costs advanced on your behalf on a monthly basis. **Full payment of all amounts invoiced is due within 30 days after the date of the invoice.** Questions or objections to any invoice or portion thereof must be raised within 30 days of receipt, or you will be deemed to have approved the invoice. If you are unable to pay your balance in full on a monthly basis at any point during the representation, Offit Kurman reserves the right to change your billing arrangement for the duration of the representation.
5. If the matter for which we are retained involves litigation where a contractual provision, statute, or rule provides for assessment of attorney's fees and costs, such fees and costs may be awarded by the court both before and at the time of any final order or decree. Because fee and cost awards are totally unpredictable, payment of our fees and costs is not dependent or contingent upon the award and/or receipt of counsel fees or costs decreed by order of court. All fees, expenses, and Costs incurred are your responsibility and obligation.
6. In the event that a dispute arises between us related to our fees, you may have the right to resolve the dispute through the North Carolina State Bar's Fee Dispute Resolution Program. The instructions and procedures of the Program, and the forms for use of the Program are available online at <https://www.ncbar.gov/bar-programs/fee-dispute-resolution-program/> or by calling 919.828.4620 and requesting the Attorney-Client Assistance Department.
7. Offit Kurman reserves the right to apply interest at a rate of twelve percent (12%) per year to any and all overdue balances. If you do not pay Offit Kurman for the services rendered or costs advanced on your behalf, we may be forced take legal action to collect our fees and/or any expenses due under this Fee Agreement. Should this ever become necessary, you agree to reimburse us fully for all costs associated with the collection of your outstanding balance, including, but not limited to, reasonable attorneys' fees charged at our standard rates, plus interest applied to the unpaid balance, calculated at the rate of twelve percent (12%) per year.

8. During the course of this engagement the firm may advance payment for certain "incidental expenses" on your behalf. You will be responsible for reimbursing the firm for these expenses which include, but are not limited to, courier fees, outside copying charges, parking, and travel expenses. *Offit Kurman does not charge clients for internal costs such as regular postage, internal photocopying, facsimiles, long distance calls, or overnight delivery charges.*

9. Unless you instruct us otherwise, to the extent practicable, we will generally transmit copies of documents to you via e-mail. Document productions made and received will generally be scanned to create searchable, electronic copies of documents. If this task is to be outsourced, to the extent practical, we will provide you with an estimate. If the documents are scanned in-house, you will be charged for the time of a paralegal to scan and electronically organize the documents. We are not required to advance any costs on your behalf and we may require a deposit in addition to your retainer before incurring any such charge.

10. From time to time, you may be required to engage "outside service providers" such as process servers, expert witnesses, deposition services, or transcription services. You will be responsible for the direct and timely payment of those vendors' services and associated costs. If we believe that the services of such a vendor are needed, we will discuss them with you when and if the need arises.

11. Depending upon the circumstances of an engagement, it may be beneficial for you to hire an attorney from outside of Offit Kurman to handle certain aspects of the representation due to that attorney's area of expertise, geographic location, or other characteristic that would be advantageous to your legal needs. You will be responsible for the direct and timely payment of those attorneys and associated costs. If we believe that outside counsel is needed, we will discuss it with you when and if the need arises.

12. BECAUSE OF THE NATURE OF LEGAL MATTERS AND PROCEEDINGS, IT IS DIFFICULT TO FORECAST THE OUTCOME OF LITIGATION, NEGOTIATIONS, PROCEEDINGS, OR MATTERS OR TO PREDICT WHAT THE TOTAL FEE MIGHT BE. THE ATTORNEYS AND THE FIRM MAKE NO REPRESENTATION OR GUARANTEE CONCERNING THE OUTCOME OF THE LITIGATION, NEGOTIATIONS, PROCEEDINGS, OR MATTERS FOR WHICH WE HAVE BEEN ENGAGED, NOR WITH RESPECT TO YOUR TOTAL FEES, COSTS OR EXPENSES ARISING FROM OR RELATED TO THIS MATTER AND OUR REPRESENTATION OF YOU.

SIMILARLY, AT THE COMMENCEMENT OR DURING THE COURSE OF OUR REPRESENTATION, WE MAY EXPRESS OPINIONS OR BELIEFS CONCERNING THE LITIGATION, NEGOTIATIONS, PROCEEDINGS, OR MATTERS, VARIOUS COURSES OF ACTION AND THE RESULTS THAT MIGHT BE ANTICIPATED. ANY SUCH STATEMENT IS INTENDED TO BE AN EXPRESSION OF OPINION, BASED ONLY ON INFORMATION AVAILABLE TO US AT THE TIME, AND SHOULD NOT BE CONSTRUED AS A PROMISE OR GUARANTEE OF RESULTS OR OUTCOME. TO THE EXTENT ANY REPRESENTATION AS TO THE OUTCOME OF YOUR MATTER, OR ESTIMATE OF ATTORNEY'S FEES HAS BEEN MADE TO YOU, SUCH REPRESENTATIONS ARE MERGED HEREIN AND SUBJECT TO THE DISCLOSURE ABOVE.

13. It is impossible for us to project the amount of time that will be devoted by the firm to your needs. However, if at any time you decide that you would like us to cease further activity on your behalf you should notify us in writing. Likewise, we may withdraw as counsel, terminate this Agreement, and be relieved of the responsibility of performing further work on your behalf, by notifying you in writing. Reasons for such termination on our part may include, but are not limited to, failure on your part to pay fees or expenses under the terms of this Agreement in a timely manner, failure to cooperate with

the firm in preparation and/or execution of your legal needs, reasons mandated by the rules of professional conduct governing lawyers, a significant disagreement arises as to legal strategy, or discovery or analysis of facts and/or law which lead the firm to conclude that your matter should not be pursued. In such an event, you agree to pay any remaining balance owed on your account.

14. After our representation of you has ended and we have received payment for all of the services rendered and costs advanced, we may request that you or an authorized representative pick up your files or documents that have been produced during the course of the representation. Absent extenuating circumstances or cases in which our firm specifically agrees to hold certain documents for you, you agree to retrieve the documents within 90 days of our request. If we do not hear from you within that 90-day time period, or if you do not want us to return these to you, please be advised that we may destroy all paper copies other than those original copies that we determine must be maintained for statutory or other reasons.

15. You agree that your engagement of Offit Kurman, and all agreements, matters, claims, disputes and actions related to, or arising out of that engagement shall be governed by the laws of the State of North Carolina. You agree that by engaging Offit Kurman, you submit to the jurisdiction of the courts of the State of North Carolina, and that the sole venue for all matters, claims, disputes and actions related to, or arising out of your engagement of Offit Kurman are the courts of the State of North Carolina.

16. These Terms and Conditions of Representation will be updated on an annual basis and made available at the web address shown below.





STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

J. ERIC BOYETTE  
SECRETARY

August 3, 2022

Mr. Mike Crawford, Mayor  
Town of Stokesdale  
8325 Angel Pardue Road  
P. O. Box 465  
Stokesdale, NC 27357

Subject: Road Abandonment – SR 2102 Angel Pardue Road in Stokesdale in  
Guilford County

Mr. Crawford:

Attached is a copy of the Secondary Road Abandonment Report, the property owner's petition, a marked county map and a tax map for the abandonment of the following road:

SR 2102 Angel Pardue Road

0.07 miles

I ask for a resolution concurring in the abandonment of this road from the State Maintenance System.

Sincerely,

A handwritten signature in black ink, appearing to read "Bobby L. Norris PE".

Bobby L. Norris, P.E.  
District Engineer

BLN/cwr  
Cc: file

**North Carolina Department of Transportation  
Division of Highways  
Secondary Road Abandonment Investigation Report**

County Guilford Co. File No. G-41-22 Date 8/3/2022  
Township Oak Ridge Div. File No. \_\_\_\_\_ Div.# 7

SR No. & Local Name If Any 2102 Angel Pardue Road  
Length To Be Abandoned .07 Length To Be Retained (if applicable) .42  
Width 16' Type BST Condition Good  
Number of homes having entrances into road 0  
Other uses having entrances into road 0  
Is the road a school bus route? No  
Average Daily Traffic Count (estimated) 0  
Date of last State maintenance performed N/A  
Is the road a mail route? No  
Is a petition for this request attached? Yes  
Is the County Commissioners' Approval attached? Yes  
If not, give reason \_\_\_\_\_  
Additional information applicable Road to be obliterated for development. Recommend abandonment

Submitted by   
DISTRICT ENGINEER

Reviewed and Approved \_\_\_\_\_  
DIVISION ENGINEER

Reviewed and Approved  
BOARD OF TRANSPORTATION MEMBER \_\_\_\_\_

(Do not write in this space – For use of Planning Dept.)	(Do not write in this space – For use of Secondary Roads Dept.)  Petition No. _____
	(Do not write in this space – For use of Planning Dept.)







