



**AGENDA**  
**TOWN OF STOKESDALE**  
**REGULAR TOWN COUNCIL MEETING**  
**8325 ANGEL PARDUE ROAD**  
**STOKESDALE, NC 27357**  
**SEPTEMBER 8, 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**  
Join Zoom Meeting  
<https://us02web.zoom.us/j/86245801679?pwd=V2l1aUhlSjdpNktBM2R4QkZJeHRqdz09>  
Meeting ID: 862 4580 1679  
Passcode: 969557  
One tap mobile 1-309-205-3325
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- 1. **Call to Order, Pledge of Allegiance and Invocation**
- 2. **Review and Adopt the Agenda**
- 3. **Review and Approve Minutes: September 9, 2021 Regular Town Council meeting, July 14, 2022 Regular Town Council Meeting; August 11, 2022 Closed Session Minutes**
- 4. **Public Safety Reports:      Fire Department**
- 5. **Administrative Reports:**
  - a) **Administrative Report from Interim Town Clerk:**
  - b) **Planning Board:**
  - c) **Property Committee:**
  - d) **Park Improvement Committee:**
- 6. **Financials: Finance/Budget Officer:      Kim Thacker**
- 7. **Citizen's Comments from the Floor (3-minute Limit per Speaker)**

**NEW BUSINESS:**

8. Review proposals and Approve contract with Gray & Creech for Copier at Town Hall. (Current contract with Gray & Creech expires on September 26, 2022.)
9. Proposal by Hunter Enterprises for Repairs to Turf at Town Park Soccer Field.
10. Proposal by Hazen and Sawyer for engineering services, plan review, and intermittent inspections.
11. Discussion of Town Park storm water piping system repair and possible upgrades.
12. Discussion of Fifty Thousand Dollar (\$50,000) Small Town Development Grant.
13. Discussion of and Adoption of Conflict-of-Interest Policy.
14. Consideration of a Resolution to Apply for Preconstruction Planning Grant through the Division of Water Infrastructure.
15. Consideration of a Resolution to Apply for Asset Inventory Grant through the Division of Water Infrastructure.
16. Discussion on Administration of Grant Application by Hazen and Sawyer (if needed).
17. Citizen's Comments from the Floor. (3-minute Limit per Speaker)
18. Council Comments.
19. Adjournment.

**Announcements:**

**Planning Board Meeting Thursday, September 22<sup>nd</sup> at 7pm at Town Hall  
Town Council Meeting Thursday, October 13<sup>th</sup> at 7 pm at Town Hall**



**MINUTES  
TOWN OF STOKESDALE  
REGULAR TOWN COUNCIL MEETING  
8325 ANGEL PARDUE ROAD  
STOKESDALE, NC 27357  
SEPTEMBER 9<sup>th</sup>, 2021 AT 7:00PM**

Members present: Mayor John Flynt, Mayor Pro-Tem Thearon Hooks, Councilmembers Jimmy Landreth, Derek Foy, and Jim Rigsbee, Town Attorney Tom Medlin, Interim Town Clerk Dale Martin, Finance Officer Kim Thacker, and Guilford County Planner Oliver Bass.

**1. Call to Order, Pledge of Allegiance, Invocation:**

The meeting was called to order by Mayor Flynt at 7:00pm. Councilman Jim Rigsbee led the Pledge of Allegiance and delivered the invocation.

**2. Review and Adopt Agenda:**

Mayor Pro-Tem Hooks requested that agenda item 8 be moved up after item 2, and Councilman Rigsbee requested item 9 be moved up as well.

**Motion** by Mayor Flynt to adopt the amended agenda. The motion was seconded by Mayor Pro-Tem Hooks and carried unanimously.

**Vote:** aye- Mayor John Flynt, Mayor Pro-Tem Thearon Hooks, Councilman Jimmy Landreth, Councilman Derek Foy, Councilman Jim Rigsbee

**8. Presentation by Guilford County Fire Marshal Jim Albright on the Stokesdale Fire District Service Overlay**

Jim Albright gave a presentation on the request, by the county, to create a Fire Service District in Stokesdale. He noted that Stokesdale was one of only two areas within Guilford County that had not already done this, and the benefits such a change could have.

He also explained the process, from various fees to holding a Public Hearing, to make the change.

**Motion** by Mayor Flynt to set a Public Hearing for the October 14<sup>th</sup>, 2021 meeting, seconded by Councilman Foy. The motion carried unanimously.

**Vote:** aye- Mayor John Flynt, Mayor Pro-Tem Thearon Hooks, Councilman Jimmy Landreth, Councilman Derek Foy, Councilman Jim Rigsbee

Jim Albright then gave a short presentation on COVID-19 and the local impact it was having.

**3. Review and Approve Minutes (May 13, 2021; August 24, 2021; Closed Session August 24, 2021):**

**Motion** by Mayor Flynt to approve all minutes on the agenda together. The motion was seconded by Mayor Pro-Tem Hooks and carried unanimously.

**Vote:** aye- Mayor John Flynt, Mayor Pro-Tem Thearon Hooks, Councilman Jimmy Landreth, Councilman Derek Foy, Councilman Jim Rigsbee

**9. Discussion on service provided by Republic Waste, Representatives from Republic Waste will be on hand to discuss any service issues with citizens**

Mayor Flynt noted he had forgotten that this item had been moved and addressed it here. The representatives, Mr. Fernandez and Mr. Salamone, then gave a presentation addressing some of the issues regarding services in Stokesdale and the steps being taken to address them. These included creating a regularly-checked email account just for Stokesdale residents to request assistance, attempting to hire more workers, and being more strict about route completion.

**4. Public Safety Reports: Fire Department**

For the month of August, Fire Chief Todd Gauldin reported 87 total calls, 39 of which were fire related, 48 rescue related, and overall no meaningful change to the average. He also gave a safety tip to avoid storing fuels, such as gas for lawnmowers and the like, in basements or crawlspaces.

**5. Administrative Reports:**

**a) Administrative Report from Interim Town Clerk**

Interim Town Clerk Dale Martin reported the following for August: 6 meters installed, 38 meters put on hold, 37 811's, 21 work orders processed, 641 water bills sent out, and an order for additional meters to ensure the Town had an adequate supply for upcoming developments. She also noted updates from the State Demographer's office on population estimates for the Town. Mrs. Martin then reported that she was working with Paul Holst on submitting a Performance Bond for road work in his development. She also received a letter from the State that an Authorization to Construct for the Angel's Glen subdivision would expire soon, and the developer had been notified.

Finally, Mrs. Martin wrapped up noting that the Guilford County Emergency Operations Plan is to be reviewed for administrative changes.

**b) Planning Board**

None Presented

**c) Events Committee**

Councilman Foy mentioned the upcoming Christmas parade and an event to remember 9/11 at the fire station. Chief Gauldin commented on the 9/11 event and noted another upcoming event to commemorate an Eagle Scout and everyone that worked with the department going back to 1954.

#### **d) Property Committee**

None presented.

#### **6. Financial Reports: Finance/Budget Officer Kim Thacker**

For the month of August Mrs. Thacker reported: total CDARS for the General Fund at \$2,588,533.68, Fidelity account at \$541,598.98, ARP of \$362,737.50, and total assets for the town at \$3,347,355.53.

For the Water Enterprise Fund: total CDARS at \$499,152.42, assets at \$1,738,960.67. Mayor Flynt asked about an upcoming audit, Mrs. Thacker stated that Mr. Rouse would have it completed before October 1<sup>st</sup>, 2021.

#### **7. Citizen's Comments from the Floor (3-minute limit per speaker):**

**Mr. Mike Crawford, 8302 Messenger Ct., Stokesdale** – Mr. Crawford made a short speech about his position as a mayoral candidate, noting some of his personal history (namely having a large body of experience through working at a wide range of jobs) and ideas for how to improve the Town (including improving outreach and communication to the citizens).

**Vickie White-Laurence, 8400 Westfalls Lane, Stokesdale** – Spoke on behalf of the Friends of Stokesdale inviting everyone to the Candidate Open House which they were hosting. She noted that the event was being hosted as a community service and opportunity for open communication with the candidates for the upcoming elections, not to be a moderated forum.

#### **10. Public Hearings**

Rezoning Case #21-08-STPL-06759; 8400 Lyman Street, RS-40 to CZ-LI; Located on east side of Lyman Street north of intersection with Ellisboro Road, Guilford County Tax Parcel #164401, Oakridge Township, approximately 1.15 acres. Proposed use condition: Limited to Auto Repair Services, Major. No development conditions are proposed. Proposed sketch plan on file in Guilford County Planning Department. Owner: CP Truck and Automotive Solutions, INC.

#### Administrative Report by Town Planner Oliver Bass

Mr. Bass explained the purpose of the proposal, that the area and most of the surrounding areas had been primarily intended for industrial and commercial use, and therefore determined that an auto repair service would be suitable for the location and require no adjustments to the Town plan.

Mayor Flynt opened the Public Hearing at 8:17pm.

Proponents: None present

Opponents: None present

**Motion** by Councilman Foy to approve Case #21-08-STPL-06759; 8400 Lyman Street, RS-40 to CZ-LI, based on staff recommendation and due to the proposed use being consistent with the Stokesdale Land Use Plan. The motion was seconded by Councilman Landreth and carried unanimously.

**Vote:** aye- Mayor John Flynt, Mayor Pro-Tem Thearon Hooks, Councilman Jimmy Landreth, Councilman Derek Foy, Councilman Jim Rigsbee

**Mayor Flynt then adjourned the Town Council at 8:22pm, called for a recess, and requested that speakers on the Board of Adjustment case prepare to swear an oath.**

### **Board of Adjustment**

#### **1. Case #21-07-STPL-06273 for Daniel and Michelle Kelly, 8306 Misty Meadow Drive**

Mayor Flynt called the Board of Adjustment meeting to order at 8:30pm.

#### **Report from Town Planner Oliver Bass**

Mr. Bass introduced himself and explained that this was a case for a variance to section 6-5.5 of the Stokesdale Development Ordinance, which states that no fence for residential uses shall exceed 4ft in height up to the front setback line, and no fence shall exceed 8ft in height behind the front setback line. He then explained that the applicant for this case was requesting a variance to install a fence ahead of the front setback line. He stated that the owners of the lot, 8306 Misty Meadow Drive, were Daniel and Michelle Kelly. He then explained that the surrounding areas were also for use as single-family residences and provided lot measurements. He explained that, under the Stokesdale Development Ordinance, a variance may be granted with a majority 4/5ths vote of the Board if evidence provided by the applicant(s) proves that maintaining the ordinance would cause unnecessary hardship, assuming that the hardship is specific to the location or structures and not due to the actions of the applicants, and so long as the variance is still ultimately aligned with the intent and spirit of the ordinance. He noted that he had provided a worksheet with facts and figures for the Board to use in making a decision on this case and concluded his report.

Mayor Flynt asked how large the tract was, and Mr. Bass began looking for an answer but did not find one before Mayor Pro-Tem Hooks asked if other issues were in question considering there were other pending projects on the lot. Mr. Bass confirmed that this case was only focusing on the 8ft fence along the property line, and the 8ft fence around the shed and parking pad on the property.

Mayor Flynt opened the public portion of the hearing and called on Daniel Kelly to speak.

#### **Proponents**

Mr. Daniel Kelly opened by introducing himself and stating that he would be reiterating a few things that Mr. Bass had already covered. He noted that the plan for the lot included two columns

on either side of the driveway to mount a gate across and two types of fencing. He specified that the columns would be placed ~15ft back from the road, with bases of ~2ft by ~2ft, coming up to ~6ft tall, with lights. He commented that they would be similar to columns that neighbors had and matched those generally found in the area. The gate would be mounted behind the columns, ~4ft tall, and a ~4ft tall aluminum fence would come off of one column and go down to a corner of the property. That same fence would then go from the corner to about 77ft, the next corner of the property. From there, he stated he would like to install an ~8ft tall wooden fence which would run down through a ravine between his house and a neighbors' for ~150ft, leading into a second ~8ft wooden privacy fence which would cover a parking pad which Mr. Kelly indicated was on the provided map. He explained that several pictures had been provided with examples of columns and fences in the area, several from his neighborhood, which were similar to what he was intending to install.

Councilman Foy asked if there were restrictions from an HOA on what would be permitted. Mr. Kelly explained that the four homes in the court were not part of an HOA.

Mayor Flynt called on Michelle Kelly to speak, she made an indistinct comment apparently declining to add more at the time. Mayor Flynt then asked if there were any other proponents for the case, and when none commented he called for opponents to the case.

#### Opponents

Carol Vanderveer spoke against the variance. She explained that she had lived at 8305 Misty Meadow Drive for 15 years and highly valued the natural environment it was situated in. She stated that she believed people should be able to do what they want with their property so long as it didn't negatively impact their neighbors. She provided an example, explaining that the Kelly's had requested a variance previously to install a large shed and that she took no issue with it. She then said that she believed the pictures provided by the Kelly's to be misleading and pointed out that her own pictures show that she has no view of their home from her property. She stated that the Kelly's pictures were taken from the street, and that her house was visible sitting ~140ft while the Kelly residence is ~475ft, fairly far back both from the street and from her own property.

Mrs. Vanderveer then commented on the points made by the Kelly's for their variance request. First, she pointed out that their claim to needing an 8ft fence to protect their dog and keep out animals made little sense considering that it only sat along her property line, and so animals could simply walk around it. Additionally, she claimed that 8ft offered no additional benefits to keeping out most animals as compared to a 4ft fence.

Secondly, she questioned their request for the fence to keep people and animals out of their planned 16ft x 20ft x 3ft koi pond. Electing to avoid the conversation about what regulations might govern something like that in the first place, she mentioned several animals that live in the area and again explained that a partial fence does nothing to prevent any creature from simply walking around to an open section.



Third, she questioned their comments about needing more privacy. She explained that their house is in the middle of 6 acres of evergreens and hardwoods, with ~50 evergreen trees planted just in the 150ft stretch in question. She then stated that, again, she had no view to their property, and that again a partial fence would be of no benefit as anyone could enter their property from any direction.

Fourth, she called to question the Kelly's statement that a fence was not required on the opposite side of the property due to the presence of a stream. She pointed out her own pictures, which show that this stream is in fact a runoff ditch dry at all times besides during rain.

Mrs. Vanderveer then brought up a petition that nearby residents had signed, stating that 24 of 33 petitioned had signed in opposition to the Kelly's being allowed to build an 8ft fence along the property line as it would obstruct views and alter the atmosphere of the neighborhood.

She concluded by thanking the Board for their time and asked if there were any questions.

Councilman Landreth asked if she was objecting to all proposals made by the Kelly's for this case, or only the fence on the shared property line. She clarified that she was only objecting to the fence along the property line and had no issue with the proposed fence around the parking area.

Mayor Flynt then called on Andy Marks to speak.

Kris Berger and several other members of the community then gathered to speak about the case. Kris explained that she and her husband Alex had moved to the neighborhood ~12 years prior, became friends with Carol, and found it very sad that the Kelly's were "tormenting these people."

Andy Marks then began speaking but was cut off as it was determined the conversation was not relevant to the variance case. He replied that he did believe the points were relevant, as it seemed unlikely that someone would request special permission to build a 4ft fence, then an 8ft fence just along a specific property line, and then drop back to a 4ft fence, if they got along with the neighbor on the other side of the 8ft section of fence.

Mr. Foy then specified that, this being an evidence-based hearing, the Board would like to stick only to the facts of the case without any other details, related or otherwise.

Mrs. Berger then commented that, though she lived across the street, such a large fence would still affect her view and ability to appreciate the natural landscape. She expressed concern that such a fence only communicates the message "I don't want you there," and that she did not want to see such a message in the neighborhood where she lived.

Alex Berger stepped up to be sworn in and comment on the case. He stated his name and address (7816 Charles Place Dr) for the record and reiterated that he and his wife had been living in the neighborhood for ~12 years. He commended that he and his wife liked to walk, particularly to walk through the natural environment of their neighborhood, and that they had gotten to know a lot of people in the area by walking several miles every day. He then stated that he moved to the neighborhood specifically because of the greenery and the layout of the area to allow for nice views and a healthy combination of infrastructure and wildlife. He then stated that an 8ft fence



suddenly blocking off a view was antithetical to being in the area, and he couldn't personally understand why someone would build something like that in such a specific and disruptive location. He then thanked the Board for listening to him and stated again that the promise of living in the area was to get away from things like high fences and obstructions to nature.

Martin Nadel of 8211 Windy Gayle then offered his opposition to the case. He commented that he did not live in the neighborhood but knew the (Vanderveer) family very well. He wanted clarification on what the hardship would be should the Kelly's not be allowed to build this fence, and if they would even be able to see the fence anyway considering some of the distances and environmental factors involved.

### Proponent Rebuttal

Mr. Daniel Kelly stated that he had not expected such heavy opposition to this variance and so was willing to discard the planned fence along the property line. He did, however, want to continue with the planned fence around the parking pad and any other elements of their building plans for which, to his knowledge, no variances were required.

Conversation continued clarifying some points, but much took place away from the direct pickup of the microphones. Questions seemed to be on if there were any objections to the other elements proposed by the Kelly's, and clarifications about what those other elements would be.

Carol Vanderveer seemed to be concerned about how runoff would be affected, and the Board seemed to be concerned about how in-depth they could afford to get with their considerations.

Town Attorney Tom Medlin then insisted that everyone return to their positions and continue by properly speaking into microphones and making sure everything was on-record.

Mayor Pro-Tem Hooks asked for clarification that Mr. Kelly had changed his mind about the variance. Mr. Kelly confirmed that he no longer wanted to install a fence along the property line which would require a variance but did still want to fence off the parking pad by his shed to hide two trailers parked there. Mr. Hooks asked how far the corner of the shed was to the property line, and Mr. Kelly estimated it around ~70ft.

Town Attorney Medlin asked Mr. Kelly to look at a copy of his variance application, clarifying which specific sentences to strike from the document and which were still in contention. Responding to a question about the necessity of the second fence listed in the variance application, Mr. Kelly explained that he had requested a variance 5 years prior to build his shed, mentioning that the ground was too steep in the other parts of the property to build it elsewhere.

Mayor Flynt asked if the shed was visible from the street, Mr. Kelly stated that it was in the winter but perhaps not during other seasons. Mayor Flynt then asked to what end he wanted to fence it in, and Mr. Kelly answered that it was to screen it from the house and other parts of the property.

Mayor Pro-Tem Hooks asked again how far the shed was from the property line, and Mr. Kelly again estimated that it was likely ~70ft from the nearest property line. They discussed how, to build the shed and parking pad, dirt had to be brought in to level out an area.

Mayor Flynt then offered an opportunity for the opposition to rebut.

### Opposition Rebuttal

Carol Vanderveer brought up the point that, considering the Kelly's had to level out an area to build the shed in the first place, they could have leveled out any area on their property. There was no requirement to put it where they did, and so no need to hide it from their own view. She was asked if she had a problem with the shed, and she answered that she did not, but again did not see how it would necessitate such a large fence being put up.

The Board began discussing the case, and Town Attorney Medlin insisted that they focus on either asking questions pertinent to the rebuttal or move to the final deliberation.

Mayor Flynt then closed the public portion of the hearing and asked Town Planner Oliver Bass for comments. Mr. Bass had no comment, and deliberation continued. The mayor read the 4 questions the deliberation needed to focus on, and then suggested that there should be another location on the property suitable to move the shed or trailers.

Mr. Foy asked what hardship would be created by denying the variance, and Mr. Hooks agreed that there did not seem to be any. The Board and Mrs. Kelly spoke on this briefly, which was largely inaudible. Town Attorney Medlin clarified that this was a section specifically for Board deliberation and discouraged any further discussion with citizens. Mayor Flynt then asked Mr. Medlin if the Board needed to vote on the points individually, and Mr. Medlin encouraged the Board to focus on the first point and reminded them that they had so-far noted that there was no obvious hardship.

Mr. Foy mentioned that he drove through the neighborhood earlier that day, saying that it was a lovely area, and then continued by explaining that there were four specific factors that had to be considered. On those limitations, noting his regret, he stated that he could not approve the variance based on the potential for hardship.

Mayor Flynt asked the Board if there would be any unnecessary hardship caused by the strict application of the ordinance. None of the members could find any hardship by denying the variance on the grounds that no suitable evidence had been presented demonstrating a hardship.

Mayor Flynt moved to the second item, asking the Board if a hardship might be presented by the specific factors of the property such as topography. Mr. Landreth commented that they had already found no evidence for a hardship, and Mayor Flynt explained that they were considering different factors in sequence. Attorney Medlin suggested that, for this point, the Board might state that the location specifically did not create a hardship, and that the goal was to ensure that the Board considered things like the factors of the landscape when making their deliberations.

Jim Rigsbee commented that he saw no hardship created by the land, and that the proposed fence was for aesthetics and not related to issues of runoff or other issues with the land. Derek Foy asked for clarification, and Mr. Rigsbee again stated that he did not believe the landscape created a necessity for the proposed fence. Mr. Foy thanked him, and then agreed that the landscape created no hardship. Mr. Landreth also agreed that it did not create a hardship. Mr. Hooks and Mayor Flynt also agreed that the landscape did not create a hardship.

The Board moved to item 3, asking if the hardship results from actions taken by the applicant. Mr. Rigsbee stated that, due to the fence being planned to hide a parking pad and shed that Mr. Kelly installed on the property himself, any hardship would result from actions taken by the applicant. Mr. Foy agreed, as did Mr. Landreth, Mr. Hooks, and Mayor Flynt.

Mayor Flynt moved to the final item, asking if the variance was consistent with the spirit, purpose, and intent of the ordinance, such that public safety was secured and substantial justice achieved. Mr. Rigsbee stated that he believed it was not consistent given that there was no safety issue in question. Mr. Foy stated that he could debate the issue, but would not, and agreed with Mr. Rigsbee. Mr. Landreth asked for clarifications on this point, Mr. Medlin explained that the question was if the variance was consistent with the spirit of the ordinance, and Mr. Foy stated that he was changing his position. He believed that the variance *was* consistent with the spirit of the ordinance and asked for some assistance with wording his point. Mr. Medlin offered the phrasing that, regardless of the answers to the other questions, the variance did not present anything contrary to the spirit of the ordinance. Mr. Foy thanked him and agreed that described his position. He merely feels there was not a hardship presented. Mr. Rigsbee asked for further clarification on the wording of this point, and Mr. Medlin explained that it was just about considering the original purpose of the ordinance. Things like public safety and substantial justice were only examples, and in this case the spirit of the ordinance was focused more on issues of architecture and aesthetics. Mayor Flynt then stated that the purpose of the ordinance was to prevent fences of higher than 4ft from being put in peoples' front yards, and therefore the variance was not consistent with the ordinance. Mr. Hooks stated that it was consistent, and Mr. Landreth that it was not consistent.

**Motion** by Mayor Flynt to deny the application due to the Board finding no suitable hardships in maintaining the ordinance to justify the variance. Seconded by Mr. Foy.

Mr. Rigsbee commented that the law was clear in this case, but that he was regretful that things worked out this way. Mr. Foy agreed with his statement.

**Vote:** aye- Mayor John Flynt, Mayor Pro-Tem Thearon Hooks, Councilman Jimmy Landreth, Councilman Derek Foy, Councilman Jim Rigsbee

Mayor Flynt thanked everyone for coming, and Mr. Landreth asked if there was a right to appeal the decision. The mayor responded that he did, and Mr. Foy stated that it would go to a superior court.

The Board of Adjustment adjourned and took a brief recess at 9:49pm.

**Reconvene as Town Council at 9:55pm**

**OLD BUSINESS**

**11. Consideration of a Proposal to Clean Up front of Town Hall and install netting to prevent birds from nesting along the ceiling (Tabled from August 12)**

Councilman Rigsbee requested that the issue be pushed back again so that he could consider cheaper options, and perhaps receive another quote. The item was moved to October.

**12. Update on Rockingham County/Madison Water Source (Tabled from August 12)**

Mayor Flynt commented that he had requested a representative visit to talk about this in person, but the man had been unable to join them. He passed out a document with information, including a phone number, that people could use to call the representative about this issue. He then suggested that this item be tabled until the October meeting.

After some discussion about possibly running a line down 65, council agreed to discuss the matter further at another date once more research had been done.

**13. Budget Amendment for Capital Improvement (land purchase)**

Councilman Foy started by listing the steps needed to complete the land purchase. Mayor Flynt asked for some clarifications on where the money was coming from and expressed concern that there would be no budget for other improvements in the Town. After some debate, Mayor Flynt determined that an action was needed to avoid excessive consideration of the item.

**Motion** by Mayor Flynt to approve the budget amendment, seconded by Councilman Landreth.

**Vote:** aye- Mayor Pro-Tem Thearon Hooks, Councilman Jimmy Landreth, Councilman Derek Foy, Councilman Jim Rigsbee  
nay- Mayor John Flynt

**14. Consideration of Proposal from Vaugh Surveying Co., Inc. for survey work for water line extension/connection along Ellisboro Road**

Mayor Flynt stated that the contract they had awarded previously did not include survey work, so he requested that Vaugh provide an estimate for the surveying.

**Motion** by Mayor Flynt to approve the \$2500 proposal, seconded by Councilman Foy.

**Vote:** aye- Mayor John Flynt, Mayor Pro-Tem Thearon Hooks, Councilman Jimmy Landreth, Councilman Derek Foy, Councilman Jim Rigsbee

**15. Resolution Formalizing the Town of Stokesdale's request from Guilford County's allotment of American Rescue Plan Funding for Capital Projects concerning the Town's Water System**

Councilman Foy brought up the Town's lack of action on requesting funds from the County and presented a formal request which he had drafted to submit to the County.

**Motion** by Councilman Foy to approve the request for funds from Guilford County's allotment of the American Rescue Plan, seconded by Councilman Rigsbee.

**Vote:** aye- Mayor John Flynt, Mayor Pro-Tem Thearon Hooks, Councilman Jimmy Landreth, Councilman Derek Foy, Councilman Jim Rigsbee

**16. 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.

**Motion** by Mayor Flynt to enter closed session at 10:23pm. The motion was seconded by Councilman Foy, who suggested an amendment that it would be clarified that the purpose of the closed session was to discuss the qualifications of a potential Town Clerk candidate.

**Vote:** aye- Mayor John Flynt, Mayor Pro-Tem Thearon Hooks, Councilman Jimmy Landreth, Councilman Derek Foy, Councilman Jim Rigsbee

**Reconvened** in open session at 11:06pm.

**17. Council Comments:**

Mayor Pro-Tem Hooks thanked everyone for attending and wished them safe travels home.

**18. Announcements**

Mayor Flynt announced that there would be a Planning Board meeting on Thursday, September 23<sup>rd</sup>, a Town Council meeting on Thursday, October 14<sup>th</sup>, and a 9/11 ceremony at the fire station Saturday, August 14<sup>th</sup>. He also mentioned there would be candidate forms available at Town Hall.

**19. Adjournment:**

**Motion** by Mayor Flynt to adjourn the meeting. Councilman Derek Foy seconded the motion.

**Vote:** aye- Mayor John Flynt, Mayor Pro-Tem Thearon Hooks, Councilman Jimmy Landreth, Councilman Derek Foy, Councilman Jim Rigsbee

Being no further business to come before Council, the meeting was adjourned at 11:07 PM.

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

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

ATTEST:

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



**MINUTES**  
**TOWN OF STOKESDALE**  
**REGULAR TOWN COUNCIL MEETING**  
**8325 ANGEL PARDUE ROAD**  
**STOKESDALE, NC 27357**  
**JULY 14, 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 and Budget Officer Kim Thacker, Town Clerk Dale Martin and Guilford County Planner Oliver Bass.

**1. Call to Order, Pledge of Allegiance and Invocation**

Mayor Mike Crawford called the meeting to order and led the Pledge of Allegiance. Councilman Tim Jones delivered the invocation.

Mayor Crawford introduced and welcomed Mr. Robbie Wagoner as the new Deputy Clerk for the Town of Stokesdale.

**2. Review and Adopt the Agenda**

Councilman Jones made a **Motion** to add the following items:

1. 8.1 before New Business - Discussion of work performed on the pressure reducing valve by Underwood.
2. 16.1 Discussion on the Metropolitan Planning Organization, Town's Representation and NCDOT projects

Mayor Pro Tem Derek Foy seconded the motion.

**The Vote: Councilman Rigsbee – aye, Mayor Pro Tem Foy – aye, Councilman Landreth – aye, Councilman Jones – ayes, Mayor Crawford – aye. Motion carried.**

**3. Review and Approve Minutes: May 5, 2022 Budget Work Shop; May 12, 2022 Regular Town Council meeting; June 28, 2022 Open Session; June 28, 2022 Closed Session;**

**May 5, 2022**

Mayor Crawford made a **Motion** to approve the minutes of May 5, 2022 as presented. Mayor Pro Tem Foy seconded the motion.

**The Vote: Councilman Rigsbee – aye, Mayor Pro Tem Foy – aye, Councilman Landreth – aye, Councilman Jones – ayes, Mayor Crawford – aye. Motion carried.**

**May 12, 2022**

Mayor Crawford made a **Motion** to approve the minutes of May 12, 2022 as presented. Councilman Jones seconded the motion.

**The Vote: Councilman Rigsbee – aye, Mayor Pro Tem Foy – aye, Councilman Landreth – aye, Councilman Jones – ayes, Mayor Crawford – aye. Motion carried.**



**June 28, 2022 Open session**

Mayor Crawford made a **Motion** to approve the minutes of June 28, 2022 Open Session as presented. Mayor Pro Tem Foy seconded the motion.

**The Vote: Councilman Rigsbee – aye, Mayor Pro Tem Foy – aye, Councilman Landreth – aye, Councilman Jones – ayes, Mayor Crawford – aye. Motion carried.**

**June 28, 2022 Closed session**

Mayor Crawford made a **Motion** to approve the minutes of June 28, 2022 Closed Session as presented. Mayor Pro Tem Foy seconded the motion.

**The Vote: Councilman Rigsbee – aye, Mayor Pro Tem Foy – aye, Councilman Landreth – aye, Councilman Jones – ayes, Mayor Crawford – aye. Motion carried.**

**4. Public Safety Reports: Fire Department**

Fire Chief Todd Gauldin presented the Stokesdale Fire Department report and reminded Council of their annual meeting on Tuesday, July 26<sup>th</sup> at 7:30 pm.

Chief Gauldin then issued a correction to a comment previously made regarding the clock. He stated that it was not a member of Friends of Stokesdale that made the presentation on the clock and he wanted that corrected for the record.

Mayor Pro Tem Foy presented an update on the transition from Republic Services to GFL. He noted the transition has not gone smoothly as Republic did not allocate enough resources to picking up the cans in a timely manner. He noted that the Town Staff will stay in contact with Republic until all the cans have been collected.

**5. Administrative Reports:**

**a) Administrative Report from Interim Town Clerk:**

The Town Clerk presented the following:

8 meters installed, 699 water bills sent out, 68 811's, 59 meters in stock and 51 on hold for developers. The Consumer Confidence report has been filed, the HUBSCO report has been filed and the NC Demographic report has been filed.

Mrs. Martin reported that the Governor's Office has issued a statement that the State of Emergency declaration issued at the beginning of the pandemic may be allowed to expire on August 15<sup>th</sup> which may affect the Town's ability to hold remote meetings and remote participation. More information to follow.

**b) Planning Board:** None presented.

**c) Events Committee:** None presented.

**d) Property Committee:**

It was reported that the coke machine was still sitting at the Town Park.

**6. Financials: Finance/Budget Officer: Kim Thacker**

Mrs. Kim Thacker presented the financial reports for the general fund and water fund for the month of June 2022. She added that the sales tax report is almost finished and currently working on closing out items for the year.

Mayor Pro Tem Foy made a **Motion** to reach out to four other accounting/auditing firms to solicit proposals for next year's Town audit. Councilman Jones second the motion.

Councilman Jones requested an **amendment** to the motion that Council review list prior to mailing out a request for proposals. Mayor Pro Tem Foy accepted the amendment.

**The Vote: Councilman Rigsbee – aye, Mayor Pro Tem Foy – aye, Councilman Landreth – aye, Councilman Jones – ayes, Mayor Crawford – aye. Motion carried.**

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

**Cheri Picket, 7804 Robinson Road, Summerfield, NC** - brought to the Council's attention seven books that do not belong in an elementary school library.

**PUBLIC HEARINGS:**

- 8. REZONING CASE 22-04-STPL-02908, 7808 US Highway 158, AG to RS-30:** Located on the north side of US Highway 158, approximately 785 feet west of the Athens Road intersection, Guilford County Tax Parcel 164054. This is a request to rezone said property from AG, Agricultural to RS-30, Single-family Residential. After the hearing, the Planning Board made a recommendation to the Stokesdale Town Council to approve the request. Applicant name is The Hen Group, LLC, Kidel Zamamiri.

Mayor Crawford introduced the rezoning case #22-04-STPL-02908 for property located at 7808 US Highway 158 and deferred to Oliver Bass, Guilford County Planner to give the staff report.

Mr. Oliver Bass presented the location of the property on Hwy. 158, west of Athens Road. He described the AG and RS-30 zoning districts and noted the mixed uses in the area. He noted the area will be served by private septic systems and Town of Stokesdale water system.

Mr. Bass reported that the Land Use Plan recommends this area as a professional and manufacturing corridor. He stated that the request is inconsistent with the Stokesdale Land Use Plan; however, Staff recommends approval of this request which is reasonable and in the public interest because it is adjacent to residential uses in the area and provide housing opportunities for citizens in an area served by the Stokesdale municipal water system. A Land Use Plan amendment is required if Council approves the rezoning request.

Mayor Crawford declared the public hearing open.

### **In Favor**

**Rick Ringler, 8642 W. Market Street, Suite 136, Greensboro, NC** – stated that he is the Engineer on this project. He explained the single-family residential neighborhood planned for this area. He stated that the project has been through the planning process and that NCDOT is aware of their plans. He made himself available for questions.

### **Opposed**

None presented.

Mayor Crawford closed the public hearing.

Council pointed out that this neighborhood is partially in an area of future plans for road construction by NCDOT. Council discussed whether or not future property owners would be notified by the Realtors and/or developers. It was noted that the Town has no responsibility in regard to road construction by NCDOT and if or when any construction may occur. While Council hoped any future property owners would be notified of these future plans, it was the right of the property owner to request such rezoning and develop the property for the highest and best use as they wish. The Town Attorney reminded Council of the general use rezoning and conditions would not be allowed.

Mayor Pro Tem Foy made a **Motion** to deny the rezoning request because the property is in an area for a future highway and not in the best interest of the public. Councilman Landreth seconded the motion

**The Vote: Councilman Rigsbee – no, Mayor Pro Tem Foy – aye, Councilman Landreth – no, Councilman Jones – no, Mayor Crawford – no. Motion failed.**

Councilman Jim Rigsbee made a **Motion** to approve the rezoning in Case 22-04-STPL-02908 property located at 7808 US Highway 158 from AG to RS-30. Councilman Jones seconded the motion.

Attorney Medlin stated that the request is inconsistent with the Land Use Plan and therefore the motion should reflect the findings and reason for approving the request.

Councilman Rigsbee **amended** his motion to state that the request is reasonable to rezone the property from AG to RS 30 to provide single-family residential and in the public interest. The request is inconsistent for business use. Councilman Jones accepted the amendment.

**The Vote: Councilman Rigsbee – aye, Mayor Pro Tem Foy – no, Councilman Landreth – aye, Councilman Jones – ayes, Mayor Crawford – aye. Motion carried.**

### **8.1 Report of Pressure Reducing Valve work performed by Underwood**

Councilman Jones explained that work performed to replace the pressure reducing valve and then the subsequent issues that resulted from the valve not being set correctly. He explained that the tank was monitoring by Yates Construction, Gary Machunis and himself over the holiday weekend. Gary Wilkerson of Underwood came back on site to fix the issues, and all seems to be

working as it should. Councilman Jones asked Mr. Wilkerson to adjust the Town's bill for the work performed since the Town had to incur additional charges to have it monitored over the weekend. Mr. Wilkerson has agreed to a \$500 adjustment to the invoice.

Councilman Jones then made a **Motion** to accept a \$500 credit from Underwood. Mayor Pro Tem Foy seconded the motion.

Council then thanked all those involved in this process and for staying on top of it until it was fixed. They also thanked the Fire Department for monitoring the situation as well.

**The Vote: Councilman Rigsbee – aye, Mayor Pro Tem Foy – aye, Councilman Landreth – aye, Councilman Jones – ayes, Mayor Crawford – aye. Motion carried.**

## **NEW BUSINESS**

### **9. Consideration of NCDOT Blacksmith Subdivision Encroachment Agreements (2) with NCDOT and Angel Farm Development LLC**

The Town Clerk stated that this is a request by the Engineer for the Blacksmith subdivision.

Town Attorney Tom Medlin explained the need for the encroachment agreements on behalf of the NCDOT. He noted the Town's liability should the developer default on the project. He recommended the Town have an agreement that binds the developer until the construction is complete and water lines are operational.

Councilman Jones made a **Motion** to approve two Encroachment Agreements with NCDOT and Angel Farm Development, LLC for the Blacksmith Subdivision, a development agreement to be reviewed and approved by the Town Attorney and to authorize the Mayor to sign all documents.

Councilman Rigsbee seconded the motion.

**The Vote: Councilman Rigsbee – aye, Mayor Pro Tem Foy – aye, Councilman Landreth – aye, Councilman Jones – ayes, Mayor Crawford – aye. Motion carried.**

### **10. Discussion on Town Park**

Mayor Pro Tem Foy stated that in order for the Town to apply for grant money and to develop the park, a Park Improvement Committee needs to be established. He has two applicants to recommend for this committee: Deanna Ragan and Tee Stephenson. Councilman Rigsbee stated that he may have a recommendation for the committee as well.

Mayor Pro Tem Foy made a **Motion** to appoint Deanna Ragan to the Town Park Improvement Committee. Councilman Landreth seconded the motion.

It was noted that Mayor Pro Tem Foy and Councilman Landreth will be a part of the committee.

Councilman Jones stated that a 3 or 5 person committee works best to prevent any split votes. He also asked if the Committee would have any spending authority. It was noted that all expenditures would be brought to Council.

**The Vote: Councilman Rigsbee – aye, Mayor Pro Tem Foy – aye, Councilman Landreth – aye, Councilman Jones – ayes, Mayor Crawford – aye. Motion carried.**

Mayor Pro Tem Foy made a **Motion** to appoint Tee Stevenson to serve on the Town Park Improvement Committee. Councilman Landreth seconded the motion.

**The Vote: Councilman Rigsbee – aye, Mayor Pro Tem Foy – aye, Councilman Landreth – aye, Councilman Jones – ayes, Mayor Crawford – aye. Motion carried.**

Councilman Landreth noted a problem with trash at the park and explained this occurred during the holiday weekend. It has been cleaned up.

Mayor Pro Tem Foy stated that he would support some of the Town's grant money being used for an Amphitheater that would be utilized by both the Town and our schools. He noted that he and Councilman Landreth met briefly with an Architect, walked the property and identified an area that could be used to build this facility.

Mayor Pro Tem Foy made a **Motion** to hire Hawkins Landscape Architecture to create a design for an Amphitheater for the Town Park. Councilman Jones seconded the motion.

Council briefly discussed the site, cost and uses for this Amphitheater. It was noted that the funds will not come from property tax money but from grant money that must be spent or returned. Specific costs and details will be discussed once we get a design drawn up. It was suggested that Council look at costs of facilities in surrounding communities such as Summerfield and Oak Ridge.

**The Vote: Councilman Rigsbee – aye, Mayor Pro Tem Foy – aye, Councilman Landreth – aye, Councilman Jones – ayes, Mayor Crawford – aye. Motion carried.**

#### **11. Discussion on closing Town Hall to the public on Fridays**

Councilman Landreth recommended Town Hall be closed on Fridays to the general public. He stated that this will give Staff the opportunity to catch up. Council discussed placing a notice on the front door, the website and facebook page. It was suggested that in certain situations where deadlines are to be met, staff will be available. There was some disagreement that once another part-time employee was hired, staff would be able to handle the traffic. It was noted that this is not a day off for staff but an opportunity to catch up on paperwork. Council asked that Staff notify them when there would be no staff in the office on Friday. The Town Attorney advised that there was no statutory requirement regarding the hours Town Hall is open.

**Vote: Councilman Rigsbee-no, Mayor Pro Tem Foy - yes, Councilman Landreth - yes, Councilman Jones - yes, Mayor Crawford – no. Motion carried 3-2.**

#### **12. Discussion on Visitor Log**

Councilman Landreth stated that there is a visitor log kept for anyone coming into the building to make payments, etc and felt that this was not necessary. He suggested a log be kept for those that

have appointments or have a need to enter the office area. Councilman Jones stated that in the past it was used to determine the flow of traffic through Town Hall and a valid management tool.

Councilman Landreth made a **Motion** for Staff to remove the Visitor Log for anyone coming into the Town Hall Lobby. Mayor Pro Tem Foy seconded the motion.

**Vote: Councilman Rigsbee-yes, Mayor Pro Tem Foy - yes, Councilman Landreth - yes, Councilman Jones - yes, Mayor Crawford – no. Motion carried 4-1.**

Council discussed keeping a visitor log for anyone entering the back office area

Councilman Rigsbee made a **Motion** to keep a Visitor Log for anyone entering the secured office area of Town Hall. Councilman Jones seconded the motion.

Councilman Rigsbee stated that the log should be kept in the back and in a professional manner with the individual information being verified before the visitor enters the office area.

Councilman Jones recommended we use the current form we have on file.

**The Vote: Councilman Rigsbee – aye, Mayor Pro Tem Foy – aye, Councilman Landreth – aye, Councilman Jones – ayes, Mayor Crawford – aye. Motion carried.**

**13. Discussion of drafting summary meeting minutes conforming to NCGS 143-318.10(e)"**

Councilman Jones asked that this item be placed on the agenda. Council discussed what is required by the NC General Statutes for Council minutes. It was suggested that brief and accurate minutes be kept, and that long narratives were not necessary. Councilman Jones referenced a publication by Trey Allen with the UNC School of Government "What are "Full and Accurate" that said minutes should contain what Council has done and not what is said by individual members. It was suggested that the Town retain the YouTube videos and audio recordings as part of the Town's records.

Councilman Rigsbee stated that the Town will need to make sure that we have storage space in the future for keeping these electronic records and retaining a hard copy. He also cautioned Councilmembers to speak into the microphones so that everything is audible.

The Town Attorney Medlin reminded Council that the minutes have to be approved by Council and that is done with the written record that would show the motion or action and vote, and kept in an official minute book, discussion is not necessary. Council would all have to listen to the recordings to be able to approve those but maintaining the recordings is acceptable.

**14. Review of Friends of Stokesdale paid invoices and canceled checks in conformance with NCGS 159-40"**

Finance and Budget Officer Kim Thacker sent an email on June 6<sup>th</sup> to Friends of Stokesdale however, no response has been received. Council discussed sending additional request by formal letter drafted by the Town Attorney.



Councilman Jones made a **Motion** that the Town Attorney draft a letter and send certified to the Friends of Stokesdale requesting a copy of all paid invoices, cancelled checks and contracts they have with the Town of Stokesdale. Mayor Pro Tem Foy seconded the motion.

Council discussed how the clock, mural and school sign all came about and the grant money received to pay for most of it. Eileen Thiery was present and stated that the Friends of the Stokesdale was not a part of the clock, it was suggested by an individual.

Council discussed their authority through the NC General Statutes to request financial information from non-profits when the Town gives them money.

**Joe Thacker, PO Box 82, Mayodan, NC 27027** -reported that the Friends of Stokesdale received 501c3 non-profit status in 2019. He stated that he did not receive any correspondence regarding this request but read about it in the Northwest Observer. He stated that the group will provide invoices and cancelled checks as requested; however, he did not see any reason for requesting an audit.

After a brief discussion regarding an audit, Council felt that one was not necessary.

**Councilman Jones stated that he has previously made a motion that was seconded and passed to have staff locate documents or request Friends of Stokesdale to present the Town a copy of receipts, cancelled checks or agreements for money given to the Friends of Stokesdale.**

Councilman Jones then **amended** his **Motion** to have the Town Clerk draft a letter to the Friends of Stokesdale requesting all paid invoices, cancelled checks and contracts with the Town of Stokesdale. Mayor Pro Tem Foy accepted the amendment.

Ms. Molly Byrd, member of Friends of Stokesdale encouraged Council to call and ask for any of this information before it is discussed like this in an open forum.

**Vote: Councilman Rigsbee-yes, Mayor Pro Tem Foy - yes, Councilman Landreth - yes, Councilman Jones - yes, Mayor Crawford –yes. Motion carried.**

## **15. Discussion on water rates**

Mayor Pro Tem Foy presented the following handout for discussion.

What Forsyth County Charges the Town of Stokesdale				
Date	Water Rate Per Cubic Foot	Percent Increase	Cumulative Water Increase	
7/1/2019	\$0.02406			
7/1/2020	\$0.02406			
7/1/2021	\$0.02490	3.49%	3.49%	
7/1/2022	\$0.02569	3.17%	6.77%	
Data Taken From Hazen & Sawyer Document Titled "Town of Stokesdale Water Projections" dated 2/15/2021				
The average household in the Town of Stokesdale consists of 2.85 residents				



The projected per capita use per person is 60 gallons per day.

2.85 residents \* 60 gallons per day \* 365 days per year means the average household consumes 62,415 gallons annually or 5,201 gallons per month

The TOS charges customers \$6.49 per 1,000 gallons used plus a \$25 service fee each month.

The average CURRENT residential water bill is currently \$58.75

Motion 1: To increase the price per 1000 gallons by 3.17%. New Price per 1000 gallons will be \$6.70

Motion 2: To increase the service fee by 2%. New service fee would be \$25.50

If motion number 1 passes, the new average residential water bill would be \$59.85 (increase of 1.96%)

If both motions pass, the new average residential water bill would be \$60.35 (increase of 2.72%)

Mayor Pro Tem Foy made a **Motion** to increase Town water rates by 3.17% per 1000 gallons to \$6.70, and to increase the service fee by 2% to \$25.50, increases to be effective with the August billing. Mayor Crawford seconded the motion.

**Vote: Councilman Rigsbee-yes, Mayor Pro Tem Foy - yes, Councilman Landreth - yes, Councilman Jones - yes, Mayor Crawford –yes. Motion carried.**

**16. Discussion on part-time Deputy Clerk (20 hours/week)**

Mayor Pro Tem Foy stated that he still sees a need for a parttime clerk to be a back up for current staff and to take Mrs. Martin's position when she retires. Mayor Crawford offered to assist with developing a job description. Item will be revisited once a description is drafted.

**16a. Discussion on MPO (Metropolitan Planning Organization)**

Councilman Jones questioned the Town's involvement with this areas MPO and the need to stay abreast of projects going on within Stokesdale. It was noted that this area's Representative is Reese Walker a Councilman in Summerfield. Mayor Crawford offered to contact Mr. Walker and see what information he could provide. Council asked that Staff check into the process for appointing a representative to the organization.

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

None presented.

**18. Council Comments.**

Councilman Rigsbee expressed support for Friends of Stokesdale and the work they do in the community.

Mayor Pro Tem Foy referred to the rezoning case and expressed his support for the development but wanted potential citizens to be aware of future road plans in that area. Thanked Mr. Wagoner for attending the meeting tonight and looks forward to working with him.

Councilman Landreth also thanked everyone for coming out to the meeting and welcomed Mr. Wagoner.

Councilman Jones also thanked everyone for being here. He welcomed Mr. Wagoner. He expressed support for Friends of Stokesdale but also felt he had obligation to account for every dollar of the Town's money. He thanked Yates, Mr. Matchunis for their work on the water issues over the holiday weekend.

Mayor Crawford made the following announcements:

**Announcements:**

**Cancelled - Planning Board Meeting Thursday, July 28<sup>th</sup> at 7pm at Town Hall  
Town Council Meeting Thursday, August 11<sup>th</sup> at 7 pm at Town Hall**

**19. Adjournment.**

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

**Vote: Councilman Rigsbee-yes, Mayor Pro Tem Foy - yes, Councilman Landreth - yes, Councilman Jones - yes, Mayor Crawford -yes. Motion carried.**

Being no further business to come before Council, the meeting was adjourned at 10:33 pm.

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

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

ATTEST:

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

**Town of Stokesdale**  
**Balance Sheet**  
As of August 31, 2022

	Total	Interest %	Mature Date
<b>ASSETS</b>			
Current Assets			
Bank Accounts			
ARPA - Fidelity Bank -7869	725,475.00	0.00%	
Bank of Oak Ridge Checking (Money Market)	23,284.48	0.30%	
Bank of Oak Ridge-CDARS			
CDAR - Acct # 1025707377	270,123.48	0.16986%	3/2/2023
CDAR - Acct# 1025218848	279,359.68	0.17%	9/1/2022
CDAR - Acct# 1025287688	629,560.07	0.17%	9/29/2022
CDAR - Acct# 1025287696	53,331.57	0.17%	09/29/202
CDAR - Acct# 1025607275	313,787.64	0.16986%	1/26/2023
CDAR - Acct# 1025707369	171,475.65	0.16986%	3/2/2023
CDAR - Acct# 1026156862	139,547.95	0.24968%	2/9/2023
CDAR - Acct#1025236234	431,051.87	0.17%	9/8/2022
CDAR - Acct#1025951758	45,171.36	0.16986%	12/1/2022
CDAR - Acct#1025951766	49,487.70	0.16986%	12/1/2022
CDAR -Acct# 1025892913	178,207.40	0.07996%	11/10/2022
Total Bank of Oak Ridge-CDARS	<b>\$ 2,561,104.37</b>		
Fidelity Bank - 002762	243,208.02	0.05%	
Petty Cash	150.00	0.00%	
Total Bank Accounts	<b>\$ 3,553,221.87</b>		
Accounts Receivable			
Salary & F.I.C.A. Due from Water Enterprise	530.35		
Sales Tax 2022-2023	18.73		
Water Enterprise Reimbursement	9,738.92		
Total Accounts Receivable	<b>\$ 10,288.00</b>		
Total Current Assets	<b>\$ 3,563,509.87</b>		
<b>TOTAL ASSETS</b>	<b>\$ 3,563,509.87</b>		

# Town of Stokesdale

## Budget vs. Actuals: FY2023 - FY23 P&L

Aug-22

	Actual	Budget	over Budget	% of Budget
<b>Section A: Income</b>				
American Rescue Plan - ARP	362,737.50	362,737.50	0.00	100.00%
Beer & Wine Excise Tax	0.00	21,000.00	-21,000.00	0.00%
Contributions & Donations - Parade	0.00	2,000.00	-2,000.00	0.00%
Greensboro-Jamestown Profit Share	0.00	20,000.00	-20,000.00	0.00%
Investment Earnings	766.31	5,000.00	-4,233.69	15.33%
Miscellaneous	7.50	1,000.00	-992.50	0.75%
Planning & Zoning Fees	1,500.00	35,000.00	-33,500.00	4.29%
Small Town Development Grant	0.00	50,000.00	-50,000.00	0.00%
State Collected Revenues (Utilities)	0.00	295,000.00	-295,000.00	0.00%
Town Hall & Park Facility Rentals	185.00	3,000.00	-2,815.00	6.17%
Total Income	\$ 365,196.31	\$ 794,737.50	-\$ 429,541.19	45.95%
Gross Profit	\$ 365,196.31	\$ 794,737.50	-\$ 429,541.19	45.95%
<b>Section B: Expenses</b>				
10000 - Capital Outlays				
10100 - Park Investment	500.00	412,737.50	-412,237.50	0.12%
Total 10000 - Capital Outlays	\$ 500.00	\$ 412,737.50	-\$ 412,237.50	0.12%
20000 - Cultural & Recreational				
20100 - Events Fund/Community Day	0.00	7,500.00	-7,500.00	0.00%
20300 - Park Electrical, Repairs, Cleaning, Lighting	290.98	6,000.00	-5,709.02	4.85%
Total 20000 - Cultural & Recreational	\$ 290.98	\$ 13,500.00	-\$ 13,209.02	2.16%
30000 - Economic & Physical Development				
Planning & Zoning	0.00		0.00	
30100 - Advertising - Planning & Zoning	305.40	6,500.00	-6,194.60	4.70%
30200 - Planning Fees - Planning & Zoning	0.00	25,000.00	-25,000.00	0.00%
Total Planning & Zoning	\$ 305.40	\$ 31,500.00	-\$ 31,194.60	0.97%
Total 30000 - Economic & Physical Development	\$ 305.40	\$ 31,500.00	-\$ 31,194.60	0.97%

40000 - General Administrative Expense				0.00	
40100 - Administrative Expenses, & Fees, Education	0.00	5,000.00	-5,000.00	0.00%	0.00%
40200 - Advertising (not zoning related)	0.00	1,000.00	-1,000.00	0.00%	0.00%
40300 - Membership & Dues	7,730.50	10,000.00	-2,269.50	77.31%	
40400 - Travel & Conferences	0.00	2,000.00	-2,000.00	0.00%	0.00%
40500 - Town Hall Repairs & Maintenance	250.80	15,000.00	-14,749.20	1.67%	
40600 - Office Equipment Purchase/Repair	0.00	7,000.00	-7,000.00	0.00%	0.00%
40700 - Housekeeping, Printing, Office Supplies & Software	1,640.98	20,000.00	-18,359.02	8.20%	
40800 - Postage	0.00	1,000.00	-1,000.00	0.00%	0.00%
40900 - Insurance, Bonding, Workers Comp	8,559.04	9,000.00	-440.96	95.10%	
41000 - Lawn/Outdoor Maintenance	7,000.00	47,000.00	-40,000.00	14.89%	
70100 - Town Hall Electricity	1,443.65	14,000.00	-12,556.35	10.31%	
70200 - Internet/Phone	1,691.24	11,200.00	-9,508.76	15.10%	
70300 - Security/Alarm	438.00	3,500.00	-3,062.00	12.51%	
70400 - IT Security & Website Design	1,460.21	8,000.00	-6,539.79	18.25%	
Total 40000 - General Administrative Expense	\$ 30,214.42	\$ 153,700.00	-\$ 123,485.58	19.66%	
60000 - Legal & Professional Services			0.00		
60200 - Audit	0.00	14,000.00	-14,000.00	0.00%	
60300 - Legal & Professional - Attorney	5,410.00	50,000.00	-44,590.00	10.82%	
Total 60000 - Legal & Professional Services	\$ 5,410.00	\$ 64,000.00	-\$ 58,590.00	8.45%	
80000 - Payroll Expenses			0.00		
80100 - F.I.C.A.	2,084.28	15,315.30	-13,231.02	13.61%	
80200 - Mileage Reimbursement		200.00	-200.00	0.00%	
80300 - Payroll Processing Fees	449.68	2,300.00	-1,850.32	19.55%	
80400 - Town Hall Staff Salaries	22,340.74	165,400.00	-143,059.26	13.51%	
80500 - Health Insurance	1,315.79	19,200.00	-17,884.21	6.85%	
80501 - State Retirement	1,397.39	10,500.00	-9,102.61	13.31%	
80600 - Stipends-Council Expense	5,119.49	34,800.00	-29,680.51	14.71%	
Total 80000 - Payroll Expenses	\$ 32,707.37	\$ 247,715.30	-\$ 215,007.93	13.20%	
90000 - Public Safety			0.00		
90100 - Fire Inspections & Investigations	0.00	10,000.00	-10,000.00	0.00%	
90200 - Guilford County / Animal Control Service	0.00	16,800.00	-16,800.00	0.00%	
Total 90000 - Public Safety	\$ 0.00	\$ 26,800.00	-\$ 26,800.00	0.00%	
90500 - Contingency Appropriations		3,474.81	-3,474.81	0.00%	

Total Expenses	\$	69,428.17	\$	953,427.61	-\$	883,999.44	7.28%
Net Operating Income	\$	295,768.14	-\$	158,690.11	\$	454,458.25	-186.38%
<u>Section C: Reduction in GF Expenses from WE Fund Reimbursement</u>							
40600 - Office Equipment Purchase/Repair		0.00		(3,710.00)		-3,710.00	0.00%
40700 - Housekeeping, Printing, Office Supplies & Software		(869.72)		(10,600.00)		-9,730.28	8.20%
40900 - Insurance, Bonding, Workers Comp		(4,536.29)		(4,770.00)		-233.71	95.10%
70100 - Town Hall Electricity		(765.13)		(7,420.00)		-6,654.87	10.31%
70200 - Internet/Phone		(896.36)		(5,936.00)		-5,039.64	15.10%
70300 - Security/Alarm		(232.14)		(1,855.00)		-1,622.86	12.51%
70400 - IT Security & Website Design		(773.91)		(4,240.00)		-3,466.09	18.25%
60200 - Audit		0.00		(7,420.00)		-7,420.00	0.00%
80100 - F.I.C.A.		(1,104.67)		(8,117.11)		-7,012.44	13.61%
80300 - Payroll Processing Fees		(238.33)		(1,219.00)		-980.67	19.55%
80400 - Town Hall Salaries		(11,840.59)		(87,662.00)		-75,821.41	13.51%
80500 - Health Insurance		(697.37)		(10,176.00)		-9,478.63	6.85%
80501 - State Retirement		(740.62)		(5,565.00)		-4,824.38	13.31%
99000 - Water Enterprise Reimbursement -		(22,695.13)		(158,690.11)		-135,994.98	14.30%
TOTAL WATER ENTERPRISE REIMBURSEMENT		(22,695.13)		(0.00)			
TOTAL GENERAL FUND ACTUAL EXPENSES VS BUDGETED EXPENSES	\$	46,733.04	\$	794,737.50	\$	(748,004.46)	5.88%

**General Fund**  
**Checks/Debits/Deposits**  
**Aug-22**

Date	Transaction Type	Num	Name	Memo/Description	r	Amount	Balance
Beginning Balance							277,506.29
08/01/2022	Bill Payment (Check)	6194	Hunter Enterprises	Quarterly Fee - Soccor Fields	R	-3,000.00	274,506.29
08/01/2022	Bill Payment (Check)	6197	School of Government				
08/01/2022	Bill Payment (Check)	6193	Foundation, Inc.	2022-2023 SOG Membership Dues	R	-827.00	273,679.29
08/01/2022	Bill Payment (Check)	6198	Duke Energy	Alarm - Town Hall	R	-565.28	273,114.01
08/01/2022	Bill Payment (Check)		Sentry Watch, Inc		R	-102.00	273,012.01
08/01/2022	Bill Payment (Check)	6196	NC Assoc. of Municipal Clerks	FY 2022/2023 Membership Dues Robbie Waggoner Invoice	R	-80.00	272,932.01
08/01/2022	Bill Payment (Check)	6195	Kallam Exterminators, Inc.	Exterminator - Monthly Fee - July	R	-40.00	272,892.01
08/01/2022	Bill Payment (Check)	6199	Town of Stokesdale	Petty Cash reimbursement - Batteries for Alarm front door	R	-5.78	272,886.23
08/02/2022	Bill Payment (Check)		NC Retirement	Employee/Employer NC Retirement - July	R	-943.33	271,942.90
08/03/2022	Bill Payment (Check)		Salem Benefits Group, Inc	Qtrly Fee Blue Cross/Blue Shield	R	-600.00	271,342.90
08/03/2022	Expense		Blue Cross & Blue Shield	Health Insurance payment - Employee/Employer	R	-939.15	270,403.75
08/03/2022	Bill Payment (Check)		Tim Jones	Slipend Check	R	-234.43	270,169.32
08/05/2022	Expense	50016	ADP	ADP Payroll Fees	R	-91.02	270,078.30
08/10/2022	Deposit		NC Retirement Fund	NCOSC ACH Deposit NCOSC VENDOR PAY NC ARP Payment	R	362,737.50	632,815.80
08/11/2022	Expense		Payroll	Net Pay Employee/Council	R	-5,592.51	627,223.29
08/11/2022	Expense		Payroll Taxes	Employee/Employer FICA - Federal - NC	R	-2,091.73	625,131.56
08/11/2022	Expense		Colonial Life	Colonial Life Insurance - Priscilla	R	-155.43	624,976.13
08/15/2022	Check		Tim Jones	Tim Jones - Stipend Net	R	-234.43	624,741.70
08/17/2022	Deposit	50017	ADP	Land Solutions - Eversfield Road	R	800.00	625,541.70
08/19/2022	Expense			ADP Payroll Fees	R	-91.02	625,450.68
08/22/2022	Deposit			Park Rental	R	25.00	625,475.68
08/24/2022	Bill Payment (Check)	6210	Offit Kurman P.A.	Attorney Fees - Retainer August	R	-2,600.00	622,875.68
08/24/2022	Bill Payment (Check)		Excellence Lawncare & Landscaping	Lawncare - August		-2,000.00	620,875.68
08/24/2022	Deposit	6204		Park Rental	R	25.00	620,900.68
08/24/2022	Deposit			IB Transfer Deposit IB FROM Transfer ARP Fund Acct #7869	R	-362,737.50	258,163.18
08/24/2022	Bill Payment (Check)	6202	Carolina Digital Phone	Line for Zoom		-30.00	258,133.18
08/24/2022	Bill Payment (Check)	6207	Kallam Exterminators, Inc.	Exterminator - Monthly Fee - August		-40.00	258,093.18
08/24/2022	Bill Payment (Check)	6211	Spectrum Business	Internet/Phone - Did not receive July invoice -		-1,631.24	256,461.94
08/24/2022	Bill Payment (Check)	6203	Duke Energy			-1,169.35	255,292.59
08/24/2022	Bill Payment (Check)	6200	B & B Service Solutions	Town Hall / Park Cleaning		-990.00	254,302.59
08/24/2022	Bill Payment (Check)	6212	Total Computer Solutions	IT Services/Computer		-607.15	253,695.44
08/24/2022	Bill Payment (Check)	6201	BB&T Financial, FSB	Credit Card payment		-584.22	253,111.22
08/24/2022	Bill Payment (Check)	6205	Services	Printer/Copier Monthly fee		-310.91	252,800.31
08/24/2022	Bill Payment (Check)	6209	News & Record	Planning & Zoning Advertisement		-305.40	252,494.91
08/24/2022	Bill Payment (Check)	6208	Mike Crawford	Reimbursement for Coffee/Coffee maker		-180.01	252,314.90
08/24/2022	Bill Payment (Check)	6206	Gulfford Locksmith	Lock for Safe		-170.80	252,144.10



[illegible]

**Water Enterprise Account**  
**Balance Sheet**  
As of August 31, 2022

	Total	Interest %	Mature Date
<b>ASSETS</b>			
Current Assets			
Bank Accounts			
Bank Of Oak Ridge CDARS			
CDAR - Acct# 1025459241	248,819.58	0.17%	12/1/2022
CDAR - Acct# 1025912485	74,390.45	0.08%	11/17/2022
CDAR - Acct#1025385752	116,256.39	0.17%	11/3/2022
CDAR - Acct#1025951774	60,601.46	0.16986%	12/1/2022
Total Bank Of Oak Ridge CDARS	<b>\$ 500,067.88</b>		
Capital Reserve Fund - CRF (0345)	178,974.64	0.05%	
Fidelity-Water Enterprise (0504)	630,808.09	0.05%	
NCCMT	524,945.69		
Regular Savings (0403)	45,054.04	0.02%	
Total Bank Accounts	<b>\$ 1,879,850.34</b>		
Accounts Receivable			
AR- Water Sales	32,407.59	Includes Active/Inactive	
Sales Tax Refund 2022-2023	270.00		
Total Accounts Receivable	<b>\$ 32,677.59</b>		
<b>TOTAL ASSETS</b>	<b>\$ 1,912,527.93</b>		
<b>LIABILITIES</b>			
Liabilities			
Accounts Payable			
Water Reimbursement due to General Fund	9,738.92		
Payroll due to General Fund Account	530.35		
Total Accounts Payable	<b>\$ 10,269.27</b>		
Total Liabilities	<b>\$ 10,269.27</b>		
<b>TOTAL LIABILITIES</b>	<b>\$ 10,269.27</b>		

# Water Enterprise Account

## Budget vs. Actuals: FY 23 - FY 23 - FY23 P&L

Section A: Income	August			
	Actual	Budget	over Budget	% of Budget
Backflow Preventer Fees	0.00	1,500.00	-1,500.00	0.00%
Investment Income	1,828.10	2,000.00	-171.90	91.41%
Taps & Connection Fee	4,000.00	55,000.00	-51,000.00	7.27%
Water Capacity Fees	7,500.00	60,000.00	-52,500.00	12.50%
Water Sales	100,135.71	525,000.00	-424,864.29	19.07%
Damage Penalties/Meter Reading	255.00	1,500.00	-1,245.00	17.00%
Late Fees	253.24	2,500.00	-2,246.76	10.13%
Transfer from Fund Balance	0.00	0.00		
House Bill 436	0.00	1,154,081.75	-1,154,081.75	0.00%
Total Income	\$ 113,972.05	\$ 1,801,581.75	\$ -1,687,609.70	6.33%
11000- Water Purchase	33,595.99	165,000.00	-131,404.01	20.36%
Total Water Purchase	\$ 33,595.99	\$ 165,000.00	\$ -131,404.01	20.36%
Expenses				
12000 - Administrative			0.00	
12001 - Bond & Insurance	0.00	1,000.00	-1,000.00	0.00%
12002 - Contract Operation	7,304.00	110,000.00	-102,696.00	6.64%
12003 -Engineering Consultation Fees	9,550.00	35,000.00	-25,450.00	27.29%
12004 - Dues & subscriptions	0.00	1,800.00	-1,800.00	0.00%
12005 - ORC Gary Matchunis	0.00	16,000.00	-16,000.00	0.00%
12006 - Postage	800.00	6,000.00	-5,200.00	13.33%
12008 - F.I.C.A. Expense	88.48	765.00	-676.52	11.57%
12009 - Mileage Reimbursement	0.00	2,000.00	-2,000.00	0.00%
12010 - Salaries	1,156.68	10,000.00	-8,843.32	11.57%
Office Expense	850.00		850.00	
Total 12000 - Administrative & Payroll Expenses	\$ 19,749.16	\$ 182,565.00	\$ -162,815.84	10.82%
13000 - Repairs & Maintenance			0.00	
13002 - Chemicals	0.00	700.00	-700.00	0.00%
13003 - Chlorinator Maintenance	0.00	4,000.00	-4,000.00	0.00%
13004 - Electricity Chlorinator Utilities	53.97	550.00	-496.03	9.81%

13006 - Marking Water Lines 811	62.22	1,000.00	-937.78	6.22%
13007 - Supplies/Water Hydrant Maintenance	0.00	5,000.00	-5,000.00	0.00%
13008 - Water Line/Meter Installation/Gen Repair	0.00	15,000.00	-15,000.00	0.00%
13009 - Water Tank Maintenance	0.00	1,000.00	-1,000.00	0.00%
13010 - Water Testing	108.60	4,000.00	-3,891.40	2.72%
Water Lines and General Repairs	4,000.00		4,000.00	
<b>Total 13000 - Repairs &amp; Maintenance</b>	<b>\$ 4,224.79</b>	<b>\$ 31,250.00</b>	<b>\$ 27,025.21</b>	<b>13.52%</b>
14000 - Water Capital			0.00	
14002 - Transfer to Capital Reserve Fund (CRF)	7,500.00	60,000.00	-52,500.00	12.50%
<b>Total 14000 - Water Capital</b>	<b>\$ 7,500.00</b>	<b>\$ 60,000.00</b>	<b>\$ 52,500.00</b>	<b>12.50%</b>
16000 - Meters			0.00	
16001 - Electronic Water Meters Changeout	0.00	25,000.00	-25,000.00	0.00%
16002 - Electronic Water Meters New Construction	0.00	20,000.00	-20,000.00	0.00%
<b>Total 16000 - Meters</b>	<b>\$ 0.00</b>	<b>\$ 45,000.00</b>	<b>\$ 45,000.00</b>	<b>0.00%</b>
17000 - Contingency Appropriations	0.00	4,994.89	-4,994.89	0.00%
<b>*House Bill 436</b>		<b>1,154,081.75</b>	<b>-1,154,081.75</b>	<b>0.00%</b>
<b>15000 - Over Head Reimbursement Expense to General Fund</b>				
15001 - Office Equipment Purchase/Repair	0.00	3,710.00	-3,710.00	0.00%
15002 - Housekeeping, Printing, Office Supplies & Software	869.72	10,600.00	-9,730.28	8.20%
15003 - Insurance, Bonding, Workers Comp	4,536.29	4,770.00	-233.71	95.10%
15005 - Audit	0.00	7,420.00	-7,420.00	0.00%
15006 - Town Hall Electricity	765.13	5,936.00	-5,170.87	12.89%
15007- Internet/Phone	896.36	1,855.00	-958.64	48.32%
15008 - Security/Alarm	232.14	4,240.00	-4,007.86	5.48%
15009 - IT Security & Website Design	773.91	7,420.00	-6,646.09	10.43%
15010 - F.I.C.A.	1,104.67	8,117.11	-7,012.44	13.61%
15011 - Payroll Processing Fees	238.33	1,219.00	-980.67	19.55%
15012 - Town Hall Salaries	11,840.59	87,662.00	-75,821.41	13.51%
15013 - Health Insurance	697.37	10,176.00	-9,478.63	6.85%
15014 - State Retirement	740.62	5,565.00	-4,824.38	13.31%
<b>55000 - Reimbursement to General Fund (Expense)</b>	<b>22,695.13</b>	<b>158,690.11</b>	<b>-135,994.98</b>	<b>14.30%</b>
<b>Total Expenses</b>	<b>87,765.07</b>	<b>1,801,581.75</b>	<b>-1,713,816.68</b>	<b>4.87%</b>

Water Enterprise Account  
Checks/Debits/Deposits  
August 2022

Date	Transaction Type	Num	Name	Memo/Description	Ctr	Amount	Balance
Beginning Balance							633,161.04
08/01/2022	Bill Payment (Check)	5704	Gary Matchunis	May & June Mileage Reimbursement	R	-275.64	632,885.40
08/01/2022	Bill Payment (Check)	5705	Town of Stokesdale	Voided		0.00	632,885.40
08/01/2022	Bill Payment (Check)	5706	Yates Construction Company, Inc.	Invoice #'s 867 & 868	R	-1,550.00	631,335.40
08/01/2022	Bill Payment (Check)	5707	Charles R Underwood, Inc		R	-4,270.00	627,065.40
08/01/2022	Bill Payment (Check)	5708	Energy United		R	-53.97	627,011.43
08/01/2022	Bill Payment (Check)	5709	Granville Homes, LLC	8228 Cornelius Ct Lot 2	R	-28.89	626,982.54
08/01/2022	Bill Payment (Check)	5710	Joshua Hester	8105 Poplar Bluff Drive	R	-3.58	626,978.96
08/01/2022	Bill Payment (Check)	5703	City of Winston Salem Water		R	-27,447.81	599,531.15
08/02/2022	Deposit				R	50.00	599,581.15
08/02/2022	Deposit				R	3,895.81	603,476.96
08/03/2022	Deposit				R	1,200.00	604,676.96
08/04/2022	Deposit				R	4,575.09	609,252.05
08/04/2022	Deposit				R	513.58	609,765.63
08/04/2022	Deposit				R	474.81	610,240.44
08/05/2022	Deposit				R	236.44	610,476.88
08/05/2022	Deposit				R	696.79	611,173.67
08/08/2022	Expense				R	-50.00	611,123.67
08/08/2022	Deposit				R	520.27	611,643.94
08/08/2022	Deposit				R	280.89	611,924.83
08/08/2022	Deposit				R	1,151.54	613,076.37
08/09/2022	Deposit				R	8,681.13	621,757.50
08/09/2022	Deposit				R	442.76	622,200.26
08/10/2022	Deposit				R	257.22	622,457.48
08/10/2022	Deposit				R	68.42	622,525.90
08/10/2022	Deposit				R	1,593.96	624,119.86
08/11/2022	Deposit				R	444.73	624,564.59
08/11/2022	Deposit				R	563.29	625,127.88
08/11/2022	Expense				R	-88.51	625,039.37
08/12/2022	Deposit				R	127.56	625,166.93
08/12/2022	Deposit				R	214.47	625,381.40
08/15/2022	Deposit				R	80.20	625,461.60
08/15/2022	Deposit				R	122.57	625,584.17
08/15/2022	Deposit				R	380.54	625,964.71
08/16/2022	Deposit				R	4.38	625,969.09
08/17/2022	Deposit				R	761.55	626,730.64



# Memo

**To:** Town of Stokesdale Town Council  
**From:** Robbie Lee Wagoner II, Deputy Town Clerk  
**cc:** Dale Martin, Town Clerk  
**Date:** September 1, 2022  
**Re:** Contract - Copier/Printer Machine - 2022



The Town of Stokesdale entered into a 36-month contract for a copier/printer machine with Gray and Creech Office Solutions on September 26, 2019. Therefore, this contract is set to expire on September 26, 2022. This contract included the following specifications:

- Upgrade To The New SHARP MX-3071 System
- Monthly Base Payment For 36 Months: \$249.99 (Plus Applicable Taxes) Per Month
- Annual Maintenance Agreement Payment: \$1,452.00 (Plus Applicable Taxes)
  - Included: Toner, Labor, Parts, and All Service Calls
  - Included: 60,000 Black/White Copies Per Year
  - Included: 18,000 Color Copies Per Year
  - Overages: Black/White Copies - \$0.095 Per Copy
  - Overages: Color Copies - \$0.049 Per Copy

After meeting with Ryan Throckmorton, Business Consultant for Gray and Creech Office Solutions, the Town of Stokesdale was offered the ability to enter into a new contract with the following specifications:

- Keep The Same SHARP MX-3071 System
- Monthly Base Payment For 36 Months: \$144 (Plus Applicable Taxes) Per Month
- Annual Maintenance Agreement Payment: \$1,464 (Plus Applicable Taxes)
  - Included: Toner, Labor, Parts, and All Service Calls
  - Included: 19,200 Black/White Copies Per Year
  - Included: 16,800 Color Copies Per Year
  - Overages: Black/White Copies - \$0.015 Per Copy
  - Overages: Color Copies - \$0.070 Per Copy



After meeting with Patrick Crahen, Account Executive for Carolina Office Equipment Company (COECO), the Town of Stokesdale was offered the ability to enter into a new contract with the following specifications:

- Upgrade To The New Xerox Altalink C8135/T2 System
- Monthly Base Payment For 36 Months: \$329.34 Per Month
  - Included: Maintenance Agreement
  - Included: 24,000 Black/White Copies Per Year
  - Included: 13,200 Color Copies Per Year
  - Overages: Black/White Copies - \$0.010 Per Copy
  - Overages: Color Copies - \$0.050 Per Copy

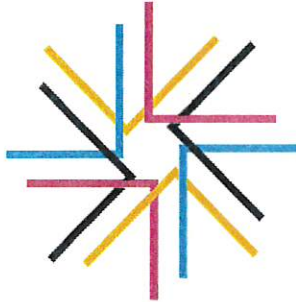
Town Staff has discussed each of the new contract proposals provided by Gray and Creech Office Solutions and Carolina Office Equipment Company (COECO). Town Staff would like to relay the following subjective opinions to Town Council for their consideration:

- Town Staff is satisfied with the current SHARP MX-3071 System
- Town Staff is satisfied with the services provided by Gray and Creech Office Solutions
- Town Staff is satisfied that the services provided by Ryan Throckmorton, Business Consultant for Gray and Creech Office Solutions

Town Staff has discussed each of the new contract proposals provided by Gray and Creech Office Solutions and Carolina Office Equipment Company (COECO). Town Staff would like to relay the following objective facts to Town Council for their consideration:

- The Town of Stokesdale's current contract with by Gray and Creech Office Solutions contains the following pricing information:
  - Annual Maintenance Agreement Payment: \$1,452.00
  - Monthly Base Payment For 36 Months: \$249.99 Per Month
  - **Total Cost Over 36 Month Period: \$13,355.64**
- The Town of Stokesdale has the option of entering into a new contract with Gray and Creech Office Solutions, containing the following pricing information:
  - Annual Maintenance Agreement Payment: \$1,464
  - Monthly Base Payment For 36 Months: \$144 Per Month
  - **Total Cost Over 36 Month Period: \$9,576.00**
- The Town of Stokesdale has the option of entering into a new contract with Carolina Office Equipment Company (COECO), containing the following pricing information:
  - Monthly Base Payment For 36 Months: \$329.34
  - **Total Cost Over 36 Month Period: \$11,856.24**
- The Town of Stokesdale would save **\$2,280.24 over a 36-month period** by entering into a new contract with Gray and Creech Office Solutions, instead of entering into a new contract with Carolina Office Equipment Company (COECO)

HIGHEST LEVEL OF SERVICE PERFORMANCE



# Gray & Creech

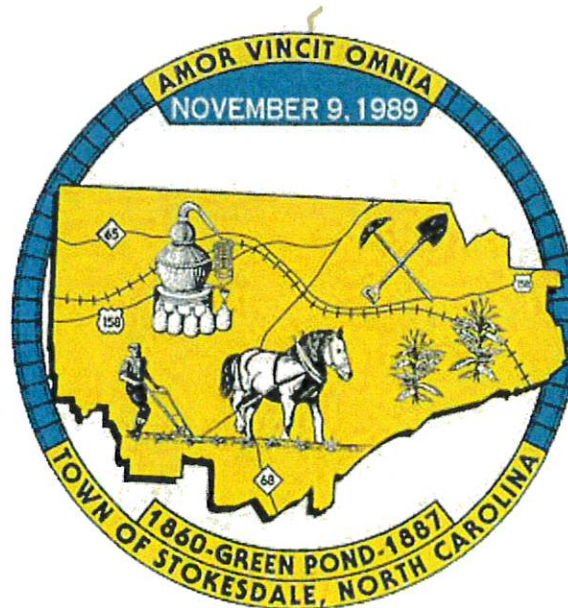
OFFICE SOLUTIONS

— since 1922 —

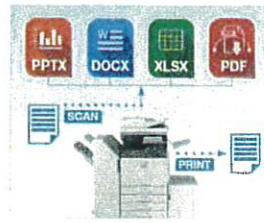
## SHARP MX-3071



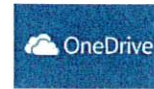
Presented to:







amazon alexa



# SHARP MX-3071

- 30 Pages Per Minute in Color/B.W.
- 10.1" Customizable Touchscreen Display
- 1200 x 1200 DPI Imaging
- Retractable Keyboard
- 220/110 IPM Scan Speed
- Department Security with Convenience
- Postscript 3 Expansion/Compact PDF
- Built in WiFi (Print & Scan Zone)
- Scan to MS Office Formats
- Scan to OCR / Searchable PDF
- 1.4 GHz, 500 GB, 5GB
- Walkup Sensor/Instant Warm Up
- Open Systems Architecture
- 110# Cover in All Paper Trays
- Pantone / Color Consistency



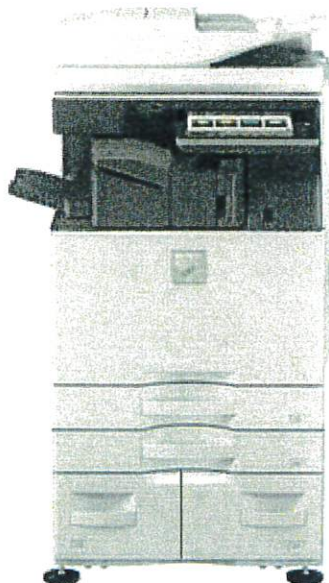


## Product Configuration

### Sharp MX-3071



- Tandem Drawers w/Bypass Tray (1,300 capacity)
- 50-Sheet Inner Stapling Finisher w/Convenience Stapling and Staple-less Stapling
- Fax w/Fax Forwarding & PC Faxing
- Copy/Print/Scan/Email



- Remote Email Diagnostics
  - Micas Cloud Monitoring
  - Print Tracker Pro
- Full Installation
- Full Ongoing Training
- Full Ongoing Support



# Color MFP Solution

## CONFIDENTIAL PRICING

### Sharp MX-3071

**36 Month Lease  
\$144\***

\*plus applicable taxes

### **Equipment Maintenance Agreement (EMA)**

**\$1,464\* / year**

#### **Included:**

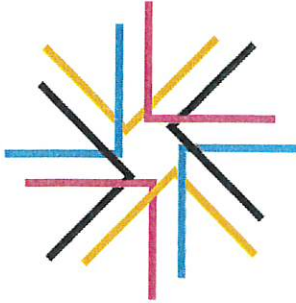
**19,200 B/W Images Per Year  
16,800 Color Images Per Year**

#### **Overages:**

**B/W @ .015  
Color @ .07**

**Includes Toner, Labor, Parts and  
All Service Calls**

HIGHEST LEVEL OF SERVICE PERFORMANCE



# Gray & Creech

OFFICE SOLUTIONS

— since 1922 —



**Ryan Throckmorton**  
**Business Consultant**

**336-691-0203 x205 (o)**  
**336-317-5267 (c)**

**Ryan@GCCopiers.com**

**www.GCCopiers.com**



# DATA SHEET

Xerox AltaLink C8135/T2 Color Multifunctional Digital Printer Up To 35ppm

**In-Stock Machine on Promo  
- only 2 in stock**

The Xerox AltaLink C8135 is a workgroup size machine with copy/print/scan and optional fax capability. With high quality output, reliable operation, and an easy-to-use interface this machine will provide years of excellent service.

## FEATURES

- Up to 35 ppm in monochrome or color
- Up to 1200 X 2400 dpi resolution
- 4 x 520 Sheet Paper Drawers
- 100 Sheet Bypass Tray
- 130 Sheet Single Pass Document Auto Duplex Feeder
- Floor Staple Finisher
- Hole Punch Unit



Pictured with high capacity trays and inner finisher



info@coeco.com • (800) 682-6844

QUALITY • INTEGRITY • TRADITION

# PROPOSED SOLUTION



Qty	Manufacturer	Model	Description
1	Xerox	Altalink C8135/T2	Color Multifunctional Digital Printer Up To 35ppm
			BR Finisher With 2/3 Hole Punch And Horizontal Transport Kit
			4 x 520 Sheet Paper Trays
			120V/15A Power Filter

## Service Agreement

	Color Images		B&W Images	
	Volume	Overage	Volume	Overage
Altalink C8135/T2	1,100	0.05	2,000	0.01
		<u>36 Month</u>	<u>48 Month</u>	<u>60 Month</u>
Monthly Lease Investment		\$329.34	\$288.55	\$253.65
Outright Purchase Price			\$7,175.00	
Service Agreement billed Monthly			\$75.00 + any overages	

Proposal Includes: Delivery, install/networking/pick-up and return shipping of old device/training on new machine





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QUALITY • INTEGRITY • TRADITION

# PROPOSED SOLUTION

Qty	Manufacturer	Model	Description
1	Xerox	Altalink C8135/T2	Color Multifunctional Digital Printer Up To 35ppm
			BR Finisher With 2/3 Hole Punch And Horizontal Transport Kit
			4 x 520 Sheet Paper Trays
			120V/15A Power Filter

## Service Agreement

	Color Images		B&W Images	
	Volume	Overage	Volume	Overage
Altalink C8135/T2	1,100	0.05	2,000	0.01
Monthly Lease Investment		<u>36 Month</u>	<u>48 Month</u>	<u>60 Month</u>
		\$329.34	\$288.55	\$253.65
Outright Purchase Price			\$7,175.00	
Service Agreement billed Monthly			\$75.00 + any overages	
Proposal Includes: Delivery, install/networking, cabling, 1 year warranty, 1st year maintenance				

Proposal Includes: Delivery, install/networking/pick-up and return shipping of old device/training on new machine



*Hunter Enterprises  
8920 Styers Ferry Road  
Clemmons, NC 27012*

*336 945 9693 (office)  
336 813 3631 (cell)  
336 945 0417 (fax)*

August 26 2022

**To: Town of Stokesdale**

**Re: Quote for Bermuda Field Maintenance**

---

Fill in with sand and install new sod

Total \$ 1400.00



Hazen and Sawyer  
620 Green Valley Rd Suite 101  
Greensboro, NC 27408 (336)-292-7490

September 6, 2022

Stokesdale Town Council  
Town of Stokesdale, NC  
8325 Angel Pardue Road  
Stokesdale, NC 27357

**Re: On-Call Engineering Services for Plan Review and Intermittent Inspection – Blacksmith Subdivision and Others**

Dear Stokesdale Town Council:

Hazen and Sawyer is pleased to submit this proposal for on-call engineering services on the Blacksmith subdivision and others to assist the town in reviewing plans and providing inspections in regards to compliance with the Town of Stokesdale Water Line Specifications

## **Background**

The Town adopted the revised water system specifications and guidance document in March 2022 and is in need of support in plan review to ensure compliance with the intent with those specifications.

## **Scope of Work**

- Hazen and Sawyer will review plans and specifications submitted by the permit applicant for compliance with the adopted water system specifications and will provide comment back to the Town in regards to this review.
- Hazen and Sawyer will provide periodic inspection services as required during construction to ensure the contractor is providing the level of service required by the local specifications. Contractor shall notify the Town of the need for inspection and the Town will request inspection services with at least 96 hour notification by the Town. This service will not include third-party concrete or geotechnical inspection services, nor bacteriological sampling of the completed water line. Hazen reserves the right to subcontract the inspection services as required to meet the needs of the Town of Stokesdale.

Hazen will complete the review and inspection services with the standard of care expected for this service, however, our review will not release the certifying engineer, architect, and/or developer from their liability to meet any applicable standards as required by the Town of Stokesdale specifications, UDO, County, State or Federal guidelines.

## Proposed Fees

We propose billing at the previously provided categorical rates.

Expenses will be billed at cost with no markup, including travel expenses at the current IRS approved mileage rate.

Services will be provided as specifically authorized by the Town of Stokesdale in writing, until the not to exceed fee below is met. The total fee will not exceed EIGHT THOUSAND DOLLARS (\$8,000.00) without additional authorization.

## Schedule

We will begin work on this task and complete each assignment as expeditiously as possible.

Please call if you have any questions about this proposal.

Very truly yours,



Aaron D. Babson, PE  
Associate Vice President

cc:

Accepted by: \_\_\_\_\_

(Signature)

Date: \_\_\_\_\_



**YATES CONSTRUCTION COMPANY, INC.**  
**UTILITY CONTRACTOR**

P.O. BOX 707  
9220 NC 65 • STOKESDALE, N.C. 27357  
PHONE: (336) 548-9621 or (336) 379-8131  
FAX: (336) 548-1903

**TIME & MATERIAL INVOICE**

**RECEIVED**

SEP 06 2022

**TO:** Town of Stokesdale  
P.O. Box 465  
Stokesdale, NC 27357

**DATE:** 8-18-22

**INVOICE #** 982

**JOB NUMBER:** #302 Stokesdale Town Park

**T&M #** 10625, 13830

**DESCRIPTION OF**

**WORK PERFORMED:** Labor, equipment and materials required to repair broken storm water drain system at the soccer field as per the attached T&M sheets.

\*\*\*\*\*

**Labor**

Gross Payroll	852.79
Taxes & Insurance (32%)	272.90
Overhead (15%)	168.86
Profit (10%)	129.46
<b>Total Labor</b>	<b>1,424.01</b>

=====

**Equipment**

<b>Total Equipment</b>	<b>1,232.50</b>
------------------------	-----------------

=====

**Materials**

Material Cost	128.76
6.75% Sales Tax	8.70
Profit (10%)	13.75
<b>Total Materials</b>	<b>151.21</b>

=====

**Miscellaneous**

Backfill Soil & 57 Stone	140.40
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=====

**TOTAL AMOUNT DUE**

**2,948.12**

=====





# YATES CONSTRUCTION COMPANY, INC.

## UTILITY CONTRACTOR

9220 NC 65 • STOKESDALE, N.C. 27357  
PHONE: (336) 548-9621 or (336) 379-8131  
FAX: (336) 548-1903

10625

Date 8-18-2022

### TIME AND MATERIAL SLIP Extra Work Authorization

To: Town of Stokesdale  
Job: 302 Stokesdale Town Park Location Stokesdale Soccer Field

Signature of Authorizing Agent \_\_\_\_\_

Firm of Authorizing Agent \_\_\_\_\_

Description of Work Performed: DOG OUT AND DISCOVERED MULTIPLE BROKEN JOINT IN CONCRETE STORM SEWER MH AND MADE REPAIRS w/ HYDRA REPAIRMENT AND BRICKS. BACKFILLED w/ 57 STONE AND REPLACED SOIL WITH NEW UP TO SOD LEVEL AND COMPACTED

ITEM	QUANTITY	UNIT PRICE	TOTAL
PT 170	5 1/2 hrs	15.00	82.50
D. Ricketts Sr.	5 1/2 hrs	31.87	175.29
Josh Edwards	5 1/2 hrs	21.00	115.50
Marko Hernandez	5 1/2 hrs	22.00	121.00
Ronald Duncap	5 1/2 hrs	22.00	121.00
TB 61	5 1/2 hrs	100.00	550.00
Tandem Good Dump Truck TDC2	5 1/2 hrs	60.00	330.00
2 Tons 57 stone	2.02 tons	20.00	40.40
1 Load backfill soil	1 Load	\$ 100.00	100.00
Grease No. 100 Saw	8 hrs	40.00	320.00
Fast Plug, Preco Plug	LS	128.76	128.76

Signature of Superintendent \_\_\_\_\_



# YATES CONSTRUCTION COMPANY, INC.

## Daily Haul Receipt

Day Tuesday Date 8-10 20 22

Job Number 302 302 Town Park

Hauled By Donald D. [Signature]

Truck Number 7060 ☐ Single ☐ Tandem ☐ Tri-axle  
☐ Trailer ☐ Bottom Dump

Hauled From Shelby County Hwy To Colony

Total Hours For Day \_\_\_\_\_ Less \_\_\_\_\_ Deducted For Lunch \_\_\_\_\_

Total Hours Operated 5 1/2

MATERIAL HAULED <u>7:00 12:30</u>	NO. OF LOADS
Asphalt	
Stone <u>45.7</u>	<u>✓</u>
Earth	
Sandrock	
<u>Gravel to Colony</u>	<u>1</u>
<u>Gravel from Colony</u>	<u>1</u>

Signature of Driver [Signature]

Signature of Job Foreman \_\_\_\_\_

NOTE: This Copy Must Be Returned with Request for Payment.



VULCAN CONSTRUCTION MATERIALS, LLC

# INVOICE

SHIP TO:  
JOB 2698  
Sylvania Road  
Southern Rockingham Industrial Park Job 2674  
Sylvania Road  
STOKESDALE, NC 27357

RECEIVED  
AUG 25 2022

To ensure proper credit, please include remittance or list invoice numbers on your check remittance and send to:  
Vulcan Construction Materials, LLC  
PO Box 75219  
Charlotte, NC 28275-5219, US  
Phone: 1-800-777-8752 or  
help@vmcmail.com

CUSTOMER NO: 48701-91336  
INVOICE NO: 42117171  
INVOICE DATE: 08/24/2022  
INVOICE AMT: 40.40  
ORDER: 1597308  
DUE DATE: 09/15/2022

YATES CONSTRUCTION

Invoices not paid according to our credit terms will be assessed a Finance Charge. Customer shall pay all cost of collection including but not limited to a reasonable attorney's fee for services rendered by suit or otherwise in collecting past due invoices.

TAXES:

PERCENT:

AMOUNT:

SALES TAX:

TOTAL PRODUCT:

TOTAL FREIGHT:

TOTAL OTHER:

TOTAL QUANTITY: 2.02 TOTAL LOADS: 1.00

202

FEES:

TOTAL PRODUCT:

TOTAL FREIGHT:

TOTAL OTHER:

SALES REP

PO NUMBER

REF

CONTRACT NO.

TAX EXEMPT ID.

TERMS

10112 Nathan Bond

217390

LOCATION

ORDER

BILL OF LADING

FOB

NET 15TH PROX - Payable full by the 15th of each month following month of shipment

INVOICE #

INVOICE DATE

CUSTOMER NUMBER

LOCATION

STOKESDALE

1597308

BILL OF LADING

FOB

PICKUP

42117171

08/24/2022

48701-91336

2812-112

STOKESDALE

1597308

BILL OF LADING

FOB

PICKUP

SHIP DATE

TICKET

VEHICLE

CLASS

PROD CODE

NC #57M

DESCRIPTION

UOM

QTY

PRICE

UOM

QTY

PRICE

AMOUNT

08/18/2022

21041126

✓ Y60

STANDARD

25460

NC #57M

DESCRIPTION

T

2.02

20.00

UOM

QTY

PRICE

AMOUNT

Receive your invoices faster and help save the environment by enrolling in our email invoicing service. With email, invoices are sent in one easy to open file directly to your inbox. To sign up, contact us at help@vmcmail.com or call us at 1-800-777-8752.

SAVE TIME AND SAVE A TREE WITH EMAIL INVOICE DELIVERY!

VULCAN MATERIALS COMPANY AND SUBSIDIARIES, VULCAN CONSTRUCTION MATERIALS, LLC



Vulcan Construction Materials, LLC  
STOKESDALE CA76  
6826 HWY 158  
STOKESDALE, NC 27357  
3366437770

**DANGER**



**PELIGRO**

Do not handle until the safety information presented in the Safety Data Sheet (SDS) has been read and understood. Follow applicable local, state and federal health and safety standards. For further health and safety information regarding this product, please refer to the SDS. An electronic version of the SDS is available at <http://www.vulcanmaterials.com/construction-materials/safety-data-sheets> or by calling 1-866-401-5424

No usar hasta que la información de seguridad presentada en la Ficha de Datos de Seguridad (SDS) haya sido completamente leída y entendida. Siga las reglas locales, estatales y federales de salud y seguridad. Para mayor información sobre la salud y seguridad de este producto, por favor referirse al documento de SDS. Una versión de SDS electrónica está disponible en <http://www.vulcanmaterials.com/construction-materials/safety-data-sheets> o llamando al 1-866-401-5424

RECEIVED BY: <b>X DRIVER</b>		CUSTOMER/CONSIGNEE	
DATE 8/18/2022	TIME 9:07AM	PLANT 2812-112 STOKESDALE CA76	Ticket No 21041126
<small>Note: When initialized below the aggregate shipped under this certificate has been tested and conforms to the requirements of VDOT except for crushed concrete and other non-specification products not listed in the VDOT standard specifications.</small> Public weighmaster license 34874 State NC LARRY KEEN			
		Expires 06302023 Vulcan Materials Company <small>Invalid unless signed or initialed</small>	

**LIMITED WARRANTY AND WARRANTY DISCLAIMER:** Seller warrants for a period of one (1) year from date of delivery only that the material sold hereunder substantially complies with Seller's specification for said material or the specifications set forth in the Seller's quotation. SELLER HEREBY EXCLUDES ALL WARRANTIES OF MERCHANTABILITY AND FITNESS FOR ANY PURPOSE, AND ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, OF THE MATERIAL SOLD HEREUNDER, OTHER THAN THE EXPRESS WARRANTY STATED ABOVE. In addition, except to the extent otherwise set forth in the specification described above, Seller makes no warranty whatsoever with respect to specific gravity, absorption, whether the material is innocuous, non-deleterious, or non-reactive, or whether the material is in conformance with any plans, other specifications, regulations, ordinances, statutes, or other standards applicable to customer's job or to said material as used by customer, SELLER SHALL IN NO EVENT BE RESPONSIBLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGE CAUSED BY NON-COMPLIANCE OF THE MATERIAL WITH SPECIFICATION, OR FOR ANY DEFECTS IN THE MATERIALS SOLD HEREUNDER.

ALL SALES AND DELIVERS MADE SUBJECT TO SELLER'S GENERAL TERMS AND CONDITIONS.

AS EVIDENCED BY SIGNATURE, OR DEPARTURE FROM SELLER'S FACILITY, CARRIER ACKNOWLEDGES THAT CARRIER IS SOLELY RESPONSIBLE FOR THE ACCURACY OF THIS VEHICLE'S TARE WEIGHT, AXLE WEIGHTS AND GROSS WEIGHT. CARRIER SHALL BE RESPONSIBLE FOR NOTIFYING SELLER WHEN ANY TRUCK OR TRAILER HAS BEEN OVERLOADED SO AS TO RENDER IT OUT OF COMPLIANCE WITH ANY APPLICABLE WEIGHT LIMITS. TO THE MAXIMUM EXTENT ALLOWED BY LAW, CARRIER SHALL INDEMNIFY SELLER FOR ANY LOSS CAUSED BY OVERLOADING.

TRUCK TARE AND GROSS WEIGHTS ARE DETERMINED WITH THE DRIVER IN THE VEHICLE.

CUSTOMER: 91336 CK# YATES CONSTRUCTION		CUSTOMER PURCHASE ORDER: 217390		GOVT CONTRACT:	
ORDER: 1597308		Southern Rockingham Industrial Park/Job 2674 Sylvania Road		PICKED UP	
DESTINATION: 03		JOB 2698 Sylvania Road		ZONE/MILES 3 MILES	
PRODUCT: 25460 NC #57M					
COMMENTS:					
TRUCK Y60 LICENSE FREIGHT TYPE A		YATES CONSTRUCTION Tandem Dump AXLES 3		CARRIER E999 CUSTOMER FOB - TRUCK TRAILER ID NO WHIT FORD TRAILER ID NO TARE DATE 08/18/2022 TARE EXPIRE 09/18/2022	
GROSS LBS (Scale 1) 29,600	TARE LBS (Scale 1) 25,560	NET LBS 4,040	TONS 2.02	TONS TODAY 2.02	LOADS TODAY 1
GROSS KG 13,426	TARE KG 11,594	NET KG 1,833	NET KG 1.83	MG TODAY 1.83	IN PLANT 8:57 am
CASH SALE PER TON	MATERIAL	HAUL	OTHER CHARGES		
TOTAL	MATERIAL	HAUL	TAX	OTHER CHARGES	COD TOTAL
FREIGHT TIME REPORT	ARRIVE JOB	START UNLOAD	FINISH UNLOAD	JOB TIME	DELAY TIME

We make deliveries inside the curb line at the customer's risk only and accept no responsibility whatsoever for damage resulting from such deliveries.



CORE & MAIN

# INVOICE

830 Craig Park Court  
St. Louis, MO 63146

RECEIVED

AUG 22 2022

Invoice # R432140  
Invoice Date 8/19/22  
Account # 012912  
Sales Rep EUGENE RIDGEWAY  
Phone # 336-668-1033  
Branch #217 Greensboro, NC  
Total Amount Due \$137.46  
Remit To:  
CORE & MAIN LP  
PO BOX 28330  
ST. LOUIS, MO 63146

YATES CONST CO  
PO BOX 707  
STOKESDALE NC 27357 0707

YATES CONSTRUCTION  
00000

Shipped To:  
CUSTOMER PICK-UP

2670 ✓

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice#
8/18/22	8/18/22	222178	STOKESDALE			WILL CALL	R432140

Product Code	Description	Quantity		B/O	Price	UM	Extended Price
		Ordered	Shipped				
96FASTPLUGBLUE	FAST PLUG (BLUE)	2	2		32.19000	EA	64.38
96PRECO	5GAL PAIL PRECO PLUG 50#	2	2		32.19000	EA	64.38

Freight	Delivery	Handling	Restock	Misc	Subtotal:	
					Other:	128.76
					Tax:	.00
						8.70
Terms: NET 30					Invoice Total:	\$137.46

This transaction is governed by and subject to Core & Main's standard terms and conditions, which are incorporated by reference and accepted.  
To review these terms and conditions, please visit: <http://tandc.coreandmain.com/>

Signature of Superintendent



# CONSTRUCTION COMPANY, INC.

## Daily Haul Receipt

Day THURS Date 8-18 2022

Job Number 302

Team of Stokesdale Soccer Field

Hauled By TONY DARNED

Truck Number TB-65 ☐ Single ☐ Tandem ☐ Tri-axle  
☐ Trailer ☐ Bottom Dump

Hauled From ONTX To STOKESDALE TOWN HALL

Total Hours For Day 1 Less 0 Deducted For Lunch

Total Hours Operated 1 HOUR

MATERIAL HAULED <u>7:00AM - 8:00AM</u>	NO. OF LOADS
Asphalt	
Stone	
Earth	
Sandrock	
<u>TB-61</u>	

Signature of Driver TONY DARNED

Signature of Job Foreman

NOTE: This Copy Must Be Returned with Request for Payment.



# YATES CONSTRUCTION COMPANY, INC.

## Daily Haul Receipt

Day THURS Date 8-18 2022

Job Number 302 Town of Stokesdale Soccer field

Hauled By TONY DANDEN

Truck Number TB-65 ☐ Single ☐ Tandem ☐ Tri-axle  
☐ Trailer ☐ Bottom Dump

Hauled From STOKESDALE TOWN HALL To ONTARIO

Total Hours For Day 1 Less 0 Deducted For Lunch

Total Hours Operated 1 HOUR

MATERIAL HAULED	NO. OF LOADS
Asphalt	
Stone	
Earth	
Sandrock	
<u>TB-61</u>	

Signature of Driver Tony Danden

Signature of Job Foreman \_\_\_\_\_

NOTE: This Copy Must Be Returned with Request for Payment.





**CONFLICT OF INTEREST POLICY  
TOWN OF STOKESDALE  
8325 ANGEL PARDUE ROAD  
STOKESDALE, NC 27357**

This conflict-of-interest policy is designed to help directors, officers, and employees of the Town of Stokesdale, North Carolina identify situations that present potential conflicts of interest and to provide Town of Stokesdale, North Carolina with a procedure that, if observed, will allow a transaction to be treated as valid and binding even though a director, officer, or employee has or may have a conflict of interest with respect to the transaction. In the event there is an inconsistency between the requirements and the procedures prescribed herein and those in federal or state law, the law shall control. All capitalized terms are defined in Part 2 of this policy.

1. Conflict of Interest Defined. For purposes of this policy, the following circumstances shall be deemed to create Conflicts of Interest:

A. Outside Interests.

(i) A Contract or Transaction between Town of Stokesdale, North Carolina and a Responsible Person or Family Member.

(ii) A Contract or Transaction between Town of Stokesdale, North Carolina and an entity in which a Responsible Person or Family Member has a Material Financial Interest or of which such person is a director, officer, agent, partner, associate, trustee, personal representative, receiver, guardian, custodian, conservator, or other legal representative.

B. Outside Activities.

(i) A Responsible Person competing with Town of Stokesdale, North Carolina in the rendering of services or in any other Contract or Transaction with a third party.

(ii) A Responsible Person's having a Material Financial Interest in; or serving as a director, officer, employee, agent, partner, associate, trustee, personal representative, receiver, guardian, custodian, conservator, or other legal representative of, or consultant to; an entity or individual that competes with Town of Stokesdale, North Carolina in the provision of services or in any other Contract or Transaction with a third party.

C. Gifts, Gratuities and Entertainment. A Responsible Person accepting gifts, entertainment, or other favors from any individual or entity that:

(i) does or is seeking business with, or is a competitor of Town of Stokesdale, North Carolina; or

(ii) has received, is receiving or is seeking to receive a loan or grant, or to secure other financial commitments from Town of Stokesdale, North Carolina;

(iii) is a charitable organization;

under circumstances where it might be inferred that such action was intended to influence or possibly would influence the Responsible Person in the performance of his or her duties. This does not preclude the acceptance of items of nominal or insignificant value or entertainment of nominal or insignificant value that are not related to any particular transaction or activity of Town of Stokesdale, North Carolina.

## 2. Definitions.

A. A *Conflict of Interest* is any circumstance described in Part 1 of this Policy.

B. A *Responsible Person* is any person serving as an officer, employee or member of the Town Council of Town of Stokesdale, North Carolina.

C. A *Family Member* is a spouse, domestic partner, parent, child, or spouse of a child, brother, sister, or spouse of a brother or sister, of a Responsible Person.

D. A *Material Financial Interest* in an entity is a financial interest of any kind that, in view of all the circumstances, is substantial enough that it would, or reasonably could, affect a Responsible Person's or Family Member's judgment with respect to transactions to which the entity is a party. This includes all forms of compensation.

E. A *Contract or Transaction* is any agreement or relationship involving the sale of purchase of goods, services, or rights of any kind, the providing or receipt of a loan or grant, the establishment of any other type of pecuniary relationship or review of a charitable organization by Town of Stokesdale, North Carolina. The making of a gift to Town of Stokesdale, North Carolina is not a Contract or Transaction.

## 3. Procedures.

A. Before board or committee action on a Contract or Transaction involving a Conflict of Interest, a director or committee member having a Conflict of Interest and who is in attendance at the meeting shall disclose all facts material to the Conflict of Interest. Such disclosure shall be reflected in the minutes of the meeting.

B. A director or committee member who plans not to attend a meeting at which he or she has reason to believe that the board or committee will act on a matter in which the person has a Conflict of Interest shall disclose to the chair of the meeting all facts material to the Conflict of Interest. The chair shall report the disclosure at the meeting and the disclosure shall be reflected in the minutes of the meeting.

C. A person who has a Conflict of Interest shall not participate in or be permitted to hear the board's or committee's discussion of the matter except to disclose material facts and to respond to questions. Such person shall not attempt to exert his or her personal influence with respect to the matter, either at or outside the meeting.

D. A person who has a Conflict of Interest with respect to a Contract or Transaction that will be voted on at a meeting shall not be counted in determining the presence of a quorum for purposes of the vote. The person having a conflict of interest may not vote on the Contract or Transaction and shall not be present in the meeting room when the vote is taken, unless the vote is by secret ballot. Such person's ineligibility to vote shall be reflected in the minutes of the meeting. For purposes of this paragraph, a member of the Town Council of Town of Stokesdale, North Carolina has a Conflict of Interest when he or she stands for election as an officer or for re-election as member of the board of directors.

E. Responsible Persons who are not members of the Town Council of Town of Stokesdale, North Carolina or who have a Conflict of Interest with respect to a Contract or Transaction that is not the subject of board or committee action, shall disclose to the Chair or the Chair's designee any Conflict of Interest that such Responsible Person has with respect to a Contract or Transaction. Such disclosure shall be made as soon as the Conflict of Interest is known to the Responsible Person. The Responsible Person shall refrain from any action that may affect Town of Stokesdale, North Carolina's participation in such Contract or Transaction. In the event it is not entirely clear that a Conflict of Interest exists, the individual with the potential conflict shall disclose the circumstances to the Chair or the Chair's designee, who shall determine whether there exists a Conflict of Interest that is subject to this policy

4. Confidentiality. Each Responsible Person shall exercise care not to disclose confidential information acquired in connection with such status or information the disclosure of which might be adverse to the interests of Town of Stokesdale, North Carolina. Furthermore, a Responsible Person shall not disclose or use information relating to the business of Town of Stokesdale, North Carolina for the personal profit or advantage of the Responsible Person or a Family Member.

5. Review of Policy.

A. Each new Responsible Person shall be required to review a copy of this Policy and to acknowledge in writing that he or she has done so.

B. Each new Responsible Person shall annually complete a disclosure from identifying any relationships, positions, or circumstances in which the Responsible Person is involved that he or she believes could contribute to a Conflict of Interest arising. Such relationships, positions, or circumstance might include service as a director of or consultant to a not-for-profit organization, or ownership of a business that might provide goods or services to Town of Stokesdale, North Carolina. Any such information regarding business interests of a Responsible Person or a Family Member shall be treated as confidential and shall generally be made available only to the Chair, the Executive Director, and any committee appointed to address Conflicts of Interests, except to the extent additional disclosure is necessary in connection with the implementation of this Policy.

C. This policy shall be reviewed annually by each member of the Town Council. Any changes to the policy shall be communicated immediately to all Responsible Persons.

Adopted the \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mr. Michael Crawford, Mayor  
Town of Stokesdale

Attest:

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



**Town of Stokesdale, North Carolina  
Conflict of Interest Information Form**

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Please describe below any relationships, positions, or circumstances in which you are involved that you believe could contribute to a Conflict of Interest (as defined in Town of Stokesdale, North Carolina's Policy on Conflicts of Interest) arising.

I hereby certify that the information set forth above is true and complete to the best of my knowledge. I have reviewed, and agree to abide by, the Policy of Conflict of Interest of [Organization Name] that is currently in effect.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **RESOLUTION BY GOVERNING BODY OF APPLICANT**

WHEREAS, The Town of Stokesdale has need for and intends to conduct a study on their water system described as Stokesdale Water Supply Pre-Construction Planning Grant, and

WHEREAS, The Town of Stokesdale intends to request State grant assistance for the project,

### **NOW THEREFORE BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN OF STOKESDALE:**

That Town of Stokesdale, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State grant award.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That Mike Crawford, Mayor, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a grant to aid in the study of or construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants pertaining thereto.

Adopted this the 8<sup>th</sup> day of September, 2022 at Stokesdale, North Carolina.

---

Signature

---

Title

**CERTIFICATION BY RECORDING OFFICER**

The undersigned duly qualified and acting Town Clerk of the Town of Stokesdale does hereby certify:  
That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of  
an application with the State of North Carolina; as regularly adopted at a legally convened meeting of  
the Town Council duly held on the 8<sup>th</sup> day of September, 2022; and, further, that such resolution has  
been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I  
have hereunto set my hand this 8<sup>th</sup> day of September, 2022.

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Signature of Recording Officer

Town Clerk

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Title of Recording Officer

## **RESOLUTION BY GOVERNING BODY OF APPLICANT**

WHEREAS, The Town of Stokesdale has need for and intends to conduct a study to develop asset inventories, condition assessment of critical assets, and other components of a comprehensive asset management program for their water system, and

WHEREAS, The Town of Stokesdale intends to request State grant assistance for the project,

### **NOW THEREFORE BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN OF STOKESDALE:**

That Town of Stokesdale, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State grant award.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That Mike Crawford, Mayor, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a grant to aid in the study of or construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants pertaining thereto.

Adopted this the 8<sup>th</sup> day of September, 2022 at Stokesdale, North Carolina.

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Signature

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Title

**CERTIFICATION BY RECORDING OFFICER**

The undersigned duly qualified and acting Town Clerk of the Town of Stokesdale does hereby certify:  
That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of  
an application with the State of North Carolina, as regularly adopted at a legally convened meeting of  
the Town Council duly held on the 8<sup>th</sup> day of September, 2022; and, further, that such resolution has  
been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I  
have hereunto set my hand this 8<sup>th</sup> day of September, 2022.

---

Signature of Recording Officer

Town Clerk

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Title of Recording Officer



Hazen and Sawyer  
620 Green Valley Road, Suite 101  
Greensboro, North Carolina 27408 336-292-7490

September 6, 2022

Stokesdale Town Council  
Town of Stokesdale, NC  
8325 Angel Pardue Road  
Stokesdale, NC 27357

**Re: Proposal for NC Division of Water Infrastructure Funding Application Assistance**

Dear Stokesdale Town Council:

Hazen and Sawyer (Hazen) is pleased to submit this proposal to provide the Town of Stokesdale (Town) assistance in the development of planning funding applications through the NC Department of Environmental Quality (DEQ), Division of Water Infrastructure (DWI) for the Fall 2022 funding round. Hazen is excited to work with the Town to develop competitive applications for the American Rescue Plan Act planning grant funds.

## **Scope of Work**

1. Hazen shall conduct a virtual workshop with Town Staff to discuss the Fall 2022 American Rescue Plan Act planning grant opportunities and identify which opportunities the Town would like to apply for.
2. Based on the results of the funding workshop, Hazen shall develop American Rescue Plan Act planning grant fund applications, made available through the DWI for the Fall 2022 submission cycle. It is anticipated that two planning grant fund applications will be developed. One application will be dedicated to drinking water infrastructure, and the second application will be dedicated to the preliminary alternative selection and feasibility design of the selected alternative.



September 6, 2022

## Proposed Fee

We propose billing at the previously provided categorical rates.

Expenses will be billed at cost with no markup, including travel expenses at the current IRS approved mileage rate.

The maximum compensation to the engineer for all services performed under the proposed Funding Application Assistance Project shall not exceed EIGHT THOUSAND DOLLARS (\$8,000.00). A summary of the not to exceed fee by task is provided below.

## Schedule

Completed applications will be submitted no later than September 30, 2022.

Please call if you have any questions about our proposal. We look forward to working with you.

Respectfully,

**HAZEN AND SAWYER**

A handwritten signature in black ink, appearing to read "A. D. Babson".

Aaron D. Babson, PE  
Associate Vice President

Accepted by: \_\_\_\_\_  
(Signature)

Date: \_\_\_\_\_