



AGENDA
TOWN OF STOKESDALE
REGULAR TOWN COUNCIL MEETING
8325 ANGEL-PARDUE ROAD
STOKESDALE, NC 27357
DECEMBER 8, 2022 AT 7:00PM

Available Venues to Watch/Attend:

- a) Attend in Person at Stokesdale Town Hall in Council Chambers at 7 PM.
- b) View Live Stream on Town of Stokesdale's YouTube Channel at 7 PM:
https://www.youtube.com/channel/UC1tJH7T0Q_56F_EDH6wljiA/live
- c) View & Participate (Citizen Comments) Virtually via Zoom at 7PM:

Join Zoom Meeting

<https://us02web.zoom.us/j/89719382438?pwd=RFg0UVpURjVEeVhLRDIrc0haSEhUdz09>

Meeting ID: 897 1938 2438

Passcode: 373596

One tap mobile 1-646-876-9923

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- 1. Call to Order, Pledge of Allegiance, and Invocation
 - 2. Review and Adopt the Agenda
 - 3. Review and Adopt the Minutes: October 13, 2022 Closed Session, February 10, 2022 Regular Council Meeting.
 - 4. Public Safety Reports: Fire Department
 - 5. Administrative Reports:
 - a) Administrative Report from Deputy Town Clerk: Robbie Lee Wagoner II
 - b) Planning Board:
 - c) Events Committee:
 - d) Property Committee:
 - e) Town Park Improvement Committee:
 - 6. Financials: Finance/Budget Officer: Kim Thacker
 - 7. Town Financial Audit Presentation 2021-2022 by Rouse, Rouse, Rouse & Gardner

8. **Reece Walker, Metropolitan Planning Organization (MPO) Presentation**
9. **Citizen's Comments from the Floor (3-Minute Limit per Speaker).**

PUBLIC HEARINGS:

10. **Consideration and Adoption of an Ordinance closing a portion of Angel-Pardue Road. (Metes and bounds description and map attached)**

NEW BUSINESS:

11. **Adoption of 2023 Meeting Calendar.**

OLD BUSINESS:

12. **Discussion on Town Park**
13. **Consideration of a Certification of Municipal Declaration to Enact Speed Limits and Request for Concurrence for a speed limit reduction from 35 mph to 25 mph on Angel-Pardue Road, Adano Road and Athens Road. (Continued from November)**
14. **Discussion of Water System Capital Improvements**
15. **Continued discussion and consideration of Hall Well and Plumbing estimate for Woodford Model 67 Wall Faucet, Woodford Model R34 2' Bury Locking Yard Hydrant, 2-Hour Labor for Drinking Fountain. (Continued from November meeting)**
16. **Consideration of Renewal of Health Insurance Plan for Full-Time Town Employees.**
17. **Consideration and Discussion on Cleaning Services for Town Hall and Town Park.**
18. **Consideration of Application for Alternate Member of the Town's Planning Board.**
19. **Discussion of Water System Spending Authorities and Emergency Water System Repairs/Purchases.**
20. **Budget Amendment # 1 for HVAC ordered last budget year, installed in November 2022.**
21. **Discussion to hire a Public Utility Consultant.**
22. **Citizen's Comments from the Floor (3-Minute Limit per Speaker).**
23. **§ 143-318.11. Closed sessions.**
 - (a) Permitted Purposes. - It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required.

(3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

(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.

(7) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.

24. Council Comments.

25. Adjournment.

ANNOUNCEMENTS:

- **No petitions filed. Meeting will be cancelled. The Town of Stokesdale Town Planning Board will hold a meeting on Thursday, December 22, 2022, at 7:00 PM inside the Town Hall Council Chambers, located at 8325 Angel Pardue Road, Stokesdale, NC 27357.**
- **The Town of Stokesdale Town Council will hold a regular meeting on Thursday, January 12, 2023, at 7:00 PM inside the Town Hall Council Chambers, located at 8325 Angel Pardue Road, Stokesdale, NC 27357.**



**MINUTES
TOWN OF STOKESDALE
REGULAR TOWN COUNCIL MEETING
8325 ANGEL PARDUE ROAD
STOKESDALE, NC 27357
FEBURARY 10th AT 7:00 P.M.**

Members present: Mayor Mike Crawford, Mayor Pro Tempore Derek Foy, Councilman Jimmy Landreth, Councilman Tim Jones, Councilman Jim Rigsbee, Town Attorney Tom Medlin, Interim Town Clerk Dale Martin, Finance and Budget Officer Kim Thacker, Deputy Clerk Robin Yount

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

The meeting was called to order by Mayor Mike Crawford at 7:00 pm. Mayor Crawford led the Pledge of Allegiance, and Pastor Ed McKinney delivered the invocation.

2. Review and Adopt Agenda:

Councilman Tim Jones added #17 to review the Town's Fee Schedule.

Motion by Mayor Pro Tem Foy to adopt the agenda as amended. The motion was seconded by Councilman Jim Rigsbee.

Vote: aye- Mayor Mike Crawford, Mayor Pro Tempore Derek Foy, Councilman Jimmy Landreth, Councilman Tim Jones, Councilman Jim Rigsbee. Motion Carried.

3. Review and Approve Minutes (April 14, 2021 Closed Session; January 13, 2022 Regular):

April 14, 2021 Closed Session

Motion by Mayor Pro Tem Foy to approve the minutes as presented. The motion was seconded by Councilman Jimmy Landreth.

Vote: aye- Mayor Pro Tempore Derek Foy, Councilman Jimmy Landreth, Councilman Jim Rigsbee

Vote – nay – Mayor Crawford and Councilman Jones.

January 13, 2022

Motion made by Councilman Jones to approve the minutes as presented. Mayor Pro Tem Foy seconded the motion.

Vote: aye- Mayor Mike Crawford, Mayor Pro Tempore Derek Foy, Councilman Jimmy Landreth, Councilman Tim Jones, Councilman Jim Rigsbee. Motion Carried.

4. Public Safety Reports: Fire Department

Fire Chief Todd Gauldin reported the number of calls answered during the month of January and reminded everyone to check their fire extinguishers periodically and recharge them when necessary.

5. Administrative Reports:

a) Administrative Report from Town Clerk

Town Clerk presented the administrative report for January noting the number of meters installed, new service requests, number of 811's processed, waters bills sent out and other work orders prepared. The Clerk advised that the water disconnect letters were mailed for accounts that are 60 days or more past due as requested by Council. She noted that 10 have paid in full, 5 have made partial payments. She noted Staff has worked with Spectrum to change settings on our phones, contacted Blaney Electric to inspect outside lighting and advise the Town on repairs needed, contacted Stokesdale Heating and Air in regard to the units ordered last October. Staff received large maps from Guilford County GIS department with updated streets in Stokesdale. Worked with Matt Casto in preparing annual reports on the Town's water system. Assisted Mayor Pro Tem Foy with preparing bid information for the Town's Solid Waste & Recycling vendor.

b) Planning Board

None presented.

c) Events Committee

d) Property Committee

6. Financial Reports: Finance/Budget Officer Kim Thacker

Kim Thacker reported the following for the General Fund: the Bank of Oakridge checking account had \$23,139.29, Bank of Oakridge CDARS at \$2,558,527.38. The Fidelity Bank checking account was reported at \$541,547.34, petty cash at \$150.

She noted that the health insurance for the two full-time employees started January 1st, and dental, vision, and short-term disability began on February 1st.

The account values for the Water Enterprise Fund were the following: Bank of Oakridge CDARS were \$499,581.12, the Fidelity checking account was \$607,470.81, the Capital reserve was at \$154,675.59. The NC Management Trust Fund was reported at \$522,513.23.

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

John Flynt, 8133 Belews Creek Rd – Commented that he was glad to see NCDOT making a report and seemed to change their priorities on a few things. He asked that Council talk about a few issues later in the meeting, particularly the move to increase the speed limit along a largely residential stretch of 68. He mentioned that this would be extremely dangerous and disagreed with the change.

Mayor Crawford agreed with Mr. Flynt and mentioned his own experience with the danger of that intersection by way of an accident in 2009 which totaled his vehicle.

Sandra Dunagan, 8210 Windy Gayle Dr – Stated that she appreciated the concern for Hwy. 158 being dangerous but wasn't convinced that there was another better route.

Councilman Rigsbee returned to a comment by Mr. Flynt, noting that he had been looking at GIS maps and saw that trucks were allowed up 158 to 65 to 73, but not allowed on 68 north of 73.

Eileen Thiery, 3101 Meadow Springs Place – Raised concerns about the “cavalier attitude” taken with regards to the residents along 65. She stated that many elderly people were living there and would have particular difficulty with increased traffic and traffic speed along that road. She also voiced a concern about the “ugly walls” often put up along busy roadways, highways, etc.

Mark Nadel, 8211 Windy Gale Dr – He called to question an issue with appointing a new Planning Board. He stated that Mayor Crawford had no knowledge of how appointments worked, and he requested that this issue be put on the agenda for this meeting. He then noted his concern that Council was uninformed and neglectful, and he had to pick up the slack. He handed out documents with information on the Planning Board procedures.

Mary Carroll, 8100 68N – Asked that signs be put up with air-break operational hours for large trucks, and to stop calls requesting to buy her house.

Councilmen commented that, though obligated to discuss roadworks, they didn't have enforcement capability over either the truckers or the road widening project and associated calls to buy property.

Danny O'Connor, unknown address – Noted that he regularly helped out at schools that his son attended and was “disgusted” by the high school. He put time in to help with clean up and repairs. He expressed concerns that the school was overcrowded, in poor repair, had no funding,

and had been generally neglected for decades. He wanted to bring attention to the issue and request real effort be put into improvements.

Old Business

8. Presentation by NCDOT representative on future project that may impact the Town of Stokesdale and our citizens (continued from January 13th):

Mr. Archer introduced himself and his associates, Bobbie Norris and Brian Ketner, then explained that they had a presentation prepared to clarify details on projects in the area. Mr. Ketner took over to walk through the slides. The items in the presentation were the 65/68 Project Status, 158 Widening Status, and discussing safety concerns around intersections of Angel-Pardue Rd, Athens Rd, and 158.

Mr. Ketner spoke about the varied traffic volumes along 65 and 68, noting that there were increases through 2015 and 2017, but based on numbers taken through 2018 and 2019 it was no longer considered necessary to expand to a multilane facility. After showing a few diagrams of crash reports and analysis, he noted that new project considerations were to add medians and turn lanes to improve safety. The project was briefly cancelled then re-started. He concluded this section noting that NCDOT was back in evaluation and planning and were committed to improving the roadways.

For the second project, dealing with 158, Mr. Ketner described some of the history involving laws going back to the 80's. He explained that this project was, thus, locked in as far as planning went. It lacked funding however, and likely wouldn't have funding for decades.

For the final project, the intersection safety issues, Mr. Norris took over. He noted that two alternatives had been proposed and were being considered. One issue was that, due to the school planning to expand, those considerations were delayed and it would take additional time and evaluation before anything could advance.

Mayor Pro Tem Foy asked what the difference in traffic would need to be to justify a multilane structure as opposed to the scaled-back plans currently in the queue. Mr. Ketner clarified that he wasn't certain off the top of his head, and it was more complex than just total numbers, but it was likely around 14,000-16,000 cars per day. Mr. Foy then asked about his concern that some plans would prevent people from making certain turns out of their neighborhoods. Mr. Ketner explained that it was true that some people would no longer be able to directly turn left out of their properties, but that it was actually safer to make a right, turn around by making a left U-turn at a better-designed intersection.

Mark Nadel raised concerns about how expansion projects would impact lots that would be losing a lot of property and property value. Mr. Ketner noted that nothing was in the works yet, current options were devised before a lot of the properties that would be affected were present. New evaluations were on the schedule to factor in the new landscape.

John Flynt stated that, speaking to representatives from the Guilford County Board of Education and the principal of the elementary school, he heard that there was no money to alleviate traffic issues. He then commented that the issues were larger than rearranging some lanes, particularly as he recalled a survey of 60-70 schools which showed that nearly all of them were overcrowded. He then asked why people were getting letters not to interfere with an environmental impact study, when supposedly that had been completed in 2018. He didn't wait for an answer and commented that there was going to be a significant increase in traffic along 68.

Mr. Foy was concerned about the schools in general, informing everyone that Stokesdale grade schools had some of the worst funding and overcrowding in the county. He noted that the school couldn't really expand immediately as they had many considerations to make but wanted to know if NCDOT had considered the traffic impact should the school expand significantly. Mr. Norris noted that the most recent NCDOT plans were made with the prediction of a 1/3 increase in students at a minimum, and that another evaluation was planned. Mr. Foy then noted that he didn't think the Land Use Plan allowed Council to cite the schools as a reason to deny new construction projects, and traffic was likely to increase even more as new developments were created in the area.

Councilman Jones asked if Guilford County Schools had anyone that specialized in managing transportation and traffic. Mr. Norris explained that they did not have such a person on staff, and instead referred to NCDOT. They did, however, have a facilities administrator that might be worth speaking with when attempting to collaborate on different plans.

Mayor Pro Tem Foy requested that the item on trash and recycling be moved up, on account of the meeting having gone on for 2 hours and not wanting to make them wait any longer. Mayor Crawford agreed, and agenda item 10 was moved ahead of item 9.

New Business

10. Request for proposal (RFP) review/contractor presentations for trash/recycling service contract (Franchise Agreement)

Mr. Fernandez with Republic Services started by apologizing for the less-than-ideal service that had been provided up to that point and thanked the Council for taking time to talk about things, and asked what specifically they wanted to focus on during the meeting. Mayor Pro Tem Foy asked if trash and recycling could be picked up on the same day and if something could be done about hydraulic fluid leaking in developments. Councilman Jones seconded his concern about the leaks.

Mr. Fernandez noted that he proposed three different options for pickup routines, then commented on the leaks. He stressed that the issues with Republic were very personal to him, from the service problems to the leaks, and that he was working on them. He then explained that some issues required more time to fix and apologized again.

Questions and comments were made from the floor but were inaudible. Mr. Fernandez regularly responded by noting that, while he appreciated citizens being understanding of the challenges

posed by local and global events, that Republic was still ultimately responsible to take care of their customers and not the other way around. He reiterated that he was dedicated to straightening out the company and making sure everyone was serviced properly and thanked them for their patience.

Mr. Jones asked if there was a specific explanation for the issue of leaking hydraulic fluid. He went on to describe his history working with machinery and trucks, noting that he had worked on hydraulics and had some understanding of the mechanics. Mr. Fernandez explained that there were multiple factors, largely logistic, from not having enough technicians to not having enough supplies. He also noted that Republic Services had been owed new trucks for two years, and they were currently making do with older vehicles they could keep running and supplementing with rentals. He commented that he didn't want to make excuses, but properly servicing a truck would mean taking it down for several days which would leave potentially hundreds of homes without service in the down-time, which was not ideal with their already struggling to fulfill service agreements.

Mr. Heath, representing GFL, took the stand and opened by explaining that the issues Mr. Fernandez was dealing with were also facing GFL. He specified that mechanical issues stemming from manufacturing errors, supply chain problems, and staffing issues were industry-wide. He continued that, despite this, he felt GFL was doing well by having stocked up on parts and overstaffed where possible both before and through the pandemic. He also described that they had multiple lines of communication for customers, such as dedicated emails and call centers. He noted that GFL also made sure that all customers had a direct line to a supervisor, so comments, questions, and complaints could be made to the company directly.

Mr. Foy noted that Republic Services had been with Stokesdale since 2011, which was an advantage for them. He also explained that he was still focused on trash and recycling pickups taking place on the same day and every week. Mr. Heath stated that GFL preferred splitting service across two days each week, half of the routes one day and the other half the next. This method allowed for redundancy, if anyone was missed on the first day then they could be picked up on the next day. Mr. Foy asked when his own house would be serviced, and if his trash and recycling would be picked up on the same day and every week. Mr. Heath stated that yes, they could do trash and recycling on the same day, and Mr. Foy might expect a Thursday pickup.

Councilman Landreth asked if GFL was facing any staffing issues, to which Mr. Heath replied that GFL was fully staffed. He commented that they did face issues earlier in the pandemic, especially for drivers, but the company had since recovered. Mr. Landreth asked about the servicing process, and Mr. Heath described the safety procedure for ensuring all vehicles were ready for service, and that they had a 35% overage to ensure they could always take vehicles off the routes for maintenance without interruptions to pickup service.

Mr. Jones asked about the customer service process, particularly for complaint calls. He expanded, describing that with Republic Services, Council and Staff were spending large amounts of time dealing with complaints. Mr. Heath explained that with GFL being a subscription service, customers were contacted and billed individually. They were also provided with phone numbers and email addresses to contact the company directly (restating some

explanations given earlier). With these procedures, Council and Staff would not need to receive any communications as they would all be going directly to GFL. Mr. Jones complained that Council *was* getting calls, though. Mr. Heath explained again that GFL would, if they took over from Republic, have customers contact them directly rather than going through the Town.

Mr. Foy then invited Dale Martin to open up the bids for the contract. Mrs. Martin stated that requests were sent out to three companies, Republic Services, Waste Industries, Waste Management. Waste Management declined to submit a proposal stating that they could not meet the July 1st deadline to implement service.

Republic Services:

Option 1: Weekly curbside collection of solid waste with contractor-supplied, 96-gallon roll-out polycart plus weekly curbside collection of recyclables with contractor-supplied, 96 gallon roll out polycarts - \$27.00

Service charge for bi-annual bulk waste disposal collection at location in the town of Stokesdale TBD - \$0.50 each month (2 times per year) Total per year

Total Quarterly Charge for each residential customer – \$27.50/monthly

- Trash and Recycling collected on the same day

Option 2: Weekly curbside collection of solid waste with contractor-supplied, 96-gallon roll-out polycart plus weekly curbside collection of recyclables with contractor-supplied, 96 gallon roll out polycarts - \$25.00

Service charge for bi-annual bulk waste disposal collection at location in the town of Stokesdale TBD - \$0.50 each (2 times per year) Total per year

Total Quarterly Charge for each residential customer – \$25.50

- Trash and Recycling collected on different days

Option 3: Weekly curbside collection of solid waste with contractor-supplied, 96-gallon roll-out polycart plus weekly curbside collection of recyclables with contractor-supplied, 96 gallon roll out polycarts - \$24.00

Service charge for bi-annual bulk waste disposal collection at location in the town of Stokesdale TBD - \$0. each (2 times per year) Total per year

Total Quarterly Charge for each residential customer – \$24.00

- Trash and Recycling collected on different days and bill town monthly for service

Mayor Pro Tem Foy asked for clarification that these are monthly amounts and not quarterly as specified in the contract. Mr. Fernandez confirmed that these are monthly charges.

Mayor Pro Tem Foy stated that he was willing to make a motion that the Council not consider Republic due to not following instructions for the proposals.

Waste Industries DBA - GFL: Weekly curbside collection of solid waste with contractor-supplied, 96-gallon roll-out polycart plus weekly curbside collection of recyclables with contractor-supplied, 96 gallon roll out polycarts - \$22.75/month
Service charge for bi-annual bulk waste disposal collection at location in the town of Stokesdale TBD - \$500.00 each (2 times per year) Total \$1,000.00 per year
Total Quarterly Charge for each residential customer - \$68.25

- Trash and Recycling collected on the same day

Mr. Foy raised some concerns about the prices but noted that, with inflation the way it was, there was some hope that the prices might come down eventually.

Motion by Councilman Rigsbee to accept, with negotiations, the proposal from GFL for service with a monthly charge of \$22.75. Councilman Landreth seconded the motion and suggested an amendment for a 3% cap not including the landfill fee. Mayor pro tem Foy also offered an amendment that Town Attorney Medlin review the documentation and prepare the contract for the service, which Mayor Crawford would have the authority to sign on behalf of the Town.

Councilman Jones asked for clarification that all of the variables had been considered before the contract was put into action. Attorney Medlin explained that nothing would be actionable as a result of this motion, and that they were simply taking the first steps to fully consider a contract with GFL.

Vote: aye- Mayor Mike Crawford, Mayor Pro Tempore Derek Foy, Councilman Jimmy Landreth, Councilman Tim Jones, Councilman Jim Rigsbee. Motion carried.

Mayor Pro Tem Foy requested a recess at 10:07pm which was approved.
The meeting was reconvened at 10:18om.

Old Business

9. Consideration of a proposal for wiring in the Council Chambers to connected TV and laptop and for a microphone at the podium (continued from January 13th)

Councilman Rigsbee explaining that their new computers used new ports, and some of the other devices in the chamber were not yet hooked up properly for those new ports. He continued, pointing to blank displays for emphasis, that new wiring was needed to ensure everything could be connected with little hassle. He then suggested the microphone element be tabled.

Motion by Mayor pro tem Foy to continue in March to further clarifying what was actually needed.

Councilman Jones asked if meetings could still be attended via Zoom, as advertised by the Town. Councilman Landreth suggested they simply stop advertising Zoom meetings until this

was fixed. Clerk Martin stated that Zoom seemed to be functional. Mr. Jones asked if they were presently required to provide Zoom access, and Mr. Foy stated that it was not required.

Motion by Councilman Rigsbee to spend up to \$2000 to have Brian Cox connect the devices in the Council Chambers. The motion was seconded by Councilman Jones and carried.

Vote: aye- Mayor Mike Crawford, Mayor Pro Tempore Derek Foy, Councilman Jimmy Landreth, Councilman Tim Jones, Councilman Jim Rigsbee

New Business

11. Discussion on PARTF Grant

Mayor pro tem Foy explained that this was a state-funded Parks and Recreation Trust Fund Grant, for which municipalities could apply for up to \$500,000 with the condition that the municipality matches the amount requested. He also noted that the Town had applied for this grant in 2008 for \$500,000 and received it and completed it in good standing. He also noted that they had applied in 2020 and did not receive the grant. He then said that he had reached out to Christine Schmidt to talk about the Town's ranking in this previous grant process, and was told that Stokesdale ranked dead-last. Specifically, in their scoring, they received 0/20 points in Planning, 0/15 in Public Involvement, 20/45 in Recreational Facilities, etc. He informed everyone that March 15th was the deadline to work with their consultant, and May 2nd was the deadline to get everything submitted to the state.

Motion by Councilman Jones to appoint Derek Foy and Jimmy Landreth as a subcommittee to pursue a proper application for this grant. Mr. Foy suggested an amendment to include a \$3500 allowance, which was accepted. The motion was seconded by Councilman Rigsbee.

Vote: aye- Mayor Mike Crawford, Mayor Pro Tempore Derek Foy, Councilman Jimmy Landreth, Councilman Tim Jones, Councilman Jim Rigsbee. Motion carried.

12. Consideration of Budget Amendment #3

Mayor pro tem Foy explained that this amendment was necessary to allow Finance Officer Thacker to write a check, complete the project to run new wires in the Council Chambers, and to enter a contract to get new HVAC units. Councilman Landreth asked if excess money from the ARP could be used to cover other projects such as these. Mr. Foy suggested that it might be legal to do so, and Councilman Jones agreed, but Mr. Foy wasn't sure and wanted to discourage such a use.

Mayor Pro Tem Foy made a **Motion** to approve the following Budget Amendment to increase the amount of money the Council could pull from undesignated funds by \$30,000, offset by an increase the expenditures of the Town Hall Repairs and Maintenance expense line. Seconded by Councilman Rigsbee.

Vote: aye- Mayor Mike Crawford, Mayor Pro Tempore Derek Foy, Councilman Jimmy Landreth, Councilman Tim Jones, Councilman Jim Rigsbee



**2021-2022 FISCAL YEAR BUDGET
BUDGET ORDINANCE AMENDMENT #3
ORDINANCE NO: O-2022-01**

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

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

	<u>Decrease</u>	<u>Increase</u>	<u>Balance</u>
Undesignated Funds/Revenues		\$30,000	\$232,044
Town Hall Repairs & Maintenance Expense		\$30,000	\$42,000

Section 2: Copies of this budget amendment shall be furnished to the Clerk of the Governing Board, and to the Budget Officer for their direction.

Adopted this 10th day of February, 2022.

13. Readoption of the Records Retention Schedule issued 2021

Interim Town Clerk Dale Martin presented a fully redesigned schedule for readoption. Councilman Landreth asked if the old one would need to be cancelled, which was confirmed.

Motion by Councilman Rigsbee to approve the schedule as presented. The motion was seconded by Mayor pro tem Foy.

Councilman Jones asked for clarification as to why the notebooks provided were much thinner than the other documentation, to which he was told one was the schedule and the other the policy.

Vote: aye- Mayor Mike Crawford, Mayor Pro Tempore Derek Foy, Councilman Jimmy Landreth, Councilman Tim Jones, Councilman Jim Rigsbee

14. Discussion and Action on Employee Benefits

Mayor Pro Tem Foy explained that three questions needed to be answered to finalize the plan. These were: Are retirees covered under the plan; are same-gender spouses covered; and are domestic partners covered? Councilman Jones noted that Council had previously voted only to cover employees for dental and vision and asked what this follow-up was for. Robin Yount clarified the previous motion for the Council.

Motion by Mayor Pro Tem Foy that retirees are not covered by the dental and vision plan. The motion was seconded by Councilman Jones.

Vote: aye- Mayor Mike Crawford, Mayor Pro Tempore Derek Foy, Councilman Jimmy Landreth, Councilman Tim Jones, Councilman Jim Rigsbee.

Motion by Mayor pro tem Foy that same-gender spouses would be eligible to be covered with the understanding that the employee would be 100% responsible for the premium. The motion was seconded by Councilman Rigsbee.

Councilman Jones asked why they were not also being asked about different-gender couples as well, or why these were separate items. Mr. Foy noted that it might be a data-collection issue, and Councilman Landreth questioned if this was a legal query, Council agreeing that it would not be legal to deny one and not the other regardless. Councilman Jones commented that he would not go against “3000 years of recorded history,” and responding to a comment that “the law is the law,” that there was a “higher law,” to which Mayor Crawford stated he was not disagreeing.

Vote: aye- Mayor Mike Crawford, Mayor Pro Tempore Derek Foy, Councilman Jimmy Landreth, Councilman Jim Rigsbee

Vote: nay- Councilman Tim Jones

Motion by Mayor pro tem Foy that domestic partners are not covered by the plan. The motion was seconded by Councilman Rigsbee.

Councilman Jones asked what a domestic partner was, with Mr. Foy explaining that it was not an arrangement legally recognized by the government.

Vote: aye- Mayor Mike Crawford, Mayor Pro Tempore Derek Foy, Councilman Jimmy Landreth, Councilman Tim Jones, Councilman Jim Rigsbee.

15. Consideration and Vote on dates for 2022-2023 Budget Workshops

Motion by Mayor Pro Tem Foy that the Town have a minimum of three Budget Workshops, with the first held on Thursday, March 3rd, the second on Thursday, April 7th, and the third on Thursday, May 5th, each at 7:00pm. The motion was seconded by Councilman Landreth.

Councilman Jones asked if any votes would be held during those meetings, or if it was purely discussion. Attorney Medlin commented that, legally, they could only hold discussions.

Vote: aye- Mayor Mike Crawford, Mayor Pro Tempore Derek Foy, Councilman Jimmy Landreth, Councilman Tim Jones, Councilman Jim Rigsbee

16. Discussion and possible vote on closed session minutes

Mayor Crawford noted that he had asked if he had access to closed session minutes and was informed that all current Council members should have access.

Motion by Councilman Jones to release the March 12th, 2020 Closed Session minutes unredacted. The motion was seconded by Mayor Pro Tem Foy.

Vote: aye- Mayor Mike Crawford, Mayor Pro Tempore Derek Foy, Councilman Jimmy Landreth, Councilman Time Jones

Vote: nay- Councilman Jim Rigsbee

17. Discussion and possible vote on agenda deadlines

Councilman Landreth asked what the cutoff was for adding items to the agenda, and if Councilman Jones was also concerned about this issue. He agreed that he was, explaining that he understood both sides of the problem. He said that he did appreciate that sometimes items came up late that were worth discussing, but that late additions to the agenda had been used for political attacks against him personally before. He continued that in the past, citizens were encouraged to suggest items to add to the agenda. He noted that he was not making a motion, but instead encouraging Council to think about the matter further.

18. Fee Schedule

Councilman Jones noted that the last schedule they had was 3 years old and incomplete. He suggested that a single consolidated schedule be arranged, as it was required by law. Mayor pro tem Foy asked if a fee schedule could be presented at a budget meeting, and if changes to the water fees was covered in the ordinance or fee schedule. Attorney Medlin responded, but his explanation was inaudible.

Mayor Crawford announced there would be a Planning Board meeting on Thursday, February 24th at 7:00pm, and a Town Council meeting on Thursday, March 10th at 7:00pm.

19. Citizen's Comments from the floor (3-minute limit per speaker):

Beatriz Abella, 8111 Richback Ct.– Asked about the inquiries into a backup reserve for the water supply, wondering why it was necessary and if there were any issues with the current supply. She also asked who to contact if she had further questions about this issue. Mayor Crawford responded that all he and Councilman Jones had done so far was arrange a preliminary meeting with representatives of Rockingham County and it was uneventful. He continued that the primary source of water was a single pipeline and all they had for a backup was one water tower. Mr. Jones noted that there was no current issue with the water, in terms of safety or quantity, and he could explain further after the meeting. Councilman Rigsbee, asking to respond on the record, stated that they had no plans to separate from Winston Salem. Mayor Pro Tem Foy noted that any member of Council or Staff could be contacted about any issue and the contact information was on cards and the Town website.

20. Council Comments:

Councilman Rigsbee thanked everyone for remaining for such a late meeting.

Mayor Pro Tem Foy explained that he tried to refrain from speaking up during citizen comments, but that earlier a citizen had claimed the Town Council did not follow policy when appointing Planning Board members. He explained that he was unaware of any official policy for how Town Council would appoint Planning Board members, but rather there was a statute, and the document handed out by Mr. Nadel earlier was not a policy but instead an internal Planning Board procedures document.

Councilman Landreth added that other comments Mr. Nadel made about appointments were inaccurate. He and Councilman Jones thanked the three remaining citizens, and then Mr. Jones noted that while it was a Town Council responsibility to appoint Planning Board members, that the details were “always in flux.”

Mayor Crawford thanked everyone for attending as well.

21. Adjournment:

Motion by Councilman Landreth to adjourn at 11:48pm, seconded by Councilman Jones.

Vote: aye- Mayor Mike Crawford, Mayor Pro Tempore Derek Foy, Councilman Jimmy Landreth, Councilman Tim Jones, Councilman Jim Rigsbee.

Approved: _____

Michael E. Crawford, Mayor

ATTEST:

Dale F. Martin, Town Clerk

Town of Stokesdale
Balance Sheet
 Nov-22

	Total	Interest %	Mature Date
ASSETS			
Current Assets			
Bank Accounts			
American Rescue Plan Act (ARPA) - Fidelity Bank -7869	723,965.00	0.00%	
Bank of Oak Ridge Checking (Money Market)	23,336.67	1.4900%	As of 11/23/2022
Bank of Oak Ridge-CDARS			
CDAR - Acct # 1025707377	270,237.91	0.16986%	3/2/2023
CDAR- Acct#1026227972	279,568.40	0.29954%	3/2/2023
CDAR- Acct#1026317432	630,993.69	1.24226%	3/30/2023
CDAR - Acct #1026317459	53,453.02	1.24226%	3/30/2023
CDAR - Acct# 1025607275	313,920.55	0.16986%	1/26/2023
CDAR - Acct# 1025707369	171,548.28	0.16986%	3/2/2023
CDAR - Acct# 1026156862	139,634.85	0.24968%	2/9/2023
CDAR- Acct# 1026249895	431,363.19	0.29954%	3/9/2023
CDAR - Acct#1025951758	45,190.50	0.16986%	12/1/2022
CDAR - Acct#1025951766	49,508.66	0.16986%	12/1/2022
CDAR -Acct# 1026456246	178,513.14	2.71296%	11/9/2023
Total Bank of Oak Ridge-CDARS	\$ 2,563,932.19		
Fidelity Bank - 002762	279,193.80	0.05%	
Petty Cash	150.00	0.00%	
Total Bank Accounts	\$ 3,590,577.66		
Accounts Receivable			
Salary & F.I.C.A. Due from Water Enterprise	530.35		
Sales Tax 2022-2023	296.05		
Water Enterprise Reimbursement	10,203.17		
Total Accounts Receivable	\$ 11,029.57		
Total Current Assets	\$ 3,601,607.23		
TOTAL ASSETS	\$ 3,601,607.23		

Town of Stokesdale **Budget vs. Actuals: FY2023** **Nov-22**

	Actual	Budget	over Budget	% of Budget
<u>Section A: Income</u>				
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	3,675.00	2,000.00	1,675.00	183.75%
Greensboro-Jamestown Profit Share	1,106.91	20,000.00	-18,893.09	5.53%
Investment Earnings	3,683.36	5,000.00	-1,316.64	73.67%
Miscellaneous	18.75	1,000.00	-981.25	1.88%
Planning & Zoning Fees	4,203.95	35,000.00	-30,796.05	12.01%
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	335.00	3,000.00	-2,665.00	11.17%
Total Income	\$ 375,760.47	\$ 794,737.50	\$ -418,977.03	47.28%
Gross Profit	\$ 375,760.47	\$ 794,737.50	\$ -418,977.03	47.28%
<u>Section B: Expenses</u>				
10000 - Capital Outlays			0.00	
10100 - Park Investment	2,010.00	412,737.50	-410,727.50	0.49%
Total 10000 - Capital Outlays	\$ 2,010.00	\$ 412,737.50	\$ -410,727.50	0.49%
20000 - Cultural & Recreational			0.00	
20100 - Events Fund/Community Day	360.00	7,500.00	-7,140.00	4.80%
20300 - Park Electrical, Repairs, Cleaning, Lighting	1,319.09	6,000.00	-4,680.91	21.98%
Total 20000 - Cultural & Recreational	\$ 1,679.09	\$ 13,500.00	\$ -11,820.91	12.44%
30000 - Economic & Physical Development				
Planning & Zoning				
30100 - Advertising - Planning & Zoning	305.40	6,500.00	-6,194.60	4.70%
30200 - Planning Fees - Planning & Zoning	12,500.00	25,000.00	-12,500.00	50.00%
Total Planning & Zoning	\$ 12,805.40	\$ 31,500.00	\$ -18,694.60	40.65%
Total 30000 - Economic & Physical Development	\$ 12,805.40	\$ 31,500.00	\$ -18,694.60	40.65%

Budget vs Actual Nov 22

40000 - General Administrative Expense				0.00	
40100 - Administrative Expenses, & Fees, Education	588.00	5,000.00	-4,412.00	11.76%	
40200 - Advertising (not zoning related)	0.00	1,000.00	-1,000.00	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%	
40500 - Town Hall Repairs & Maintenance	2,024.35	15,000.00	-12,975.65	13.50%	
40600 - Office Equipment Purchase/Repair	2,020.64	7,000.00	-4,979.36	28.87%	
40700 - Housekeeping, Printing, Office Supplies & Software	8,587.26	20,000.00	-11,412.74	42.94%	
40800 - Postage	7.85	1,000.00	-992.15	0.79%	
40900 - Insurance, Bonding, Workers Comp	8,559.04	9,000.00	-440.96	95.10%	
41000 - Lawn/Outdoor Maintenance	17,400.00	47,000.00	-29,600.00	37.02%	
70100 - Town Hall Electricity	3,934.53	14,000.00	-10,065.47	28.10%	
70200 - Internet/Phone	4,225.60	11,200.00	-6,974.40	37.73%	
70300 - Security/Alarm	636.00	3,500.00	-2,864.00	18.17%	
70400 - IT Security & Website Design	2,313.27	8,000.00	-5,686.73	28.92%	
Total 40000 - General Administrative Expense	\$ 58,027.04	\$ 153,700.00	-\$ 95,672.96	37.75%	
60000 - Legal & Professional Services			0.00		
60200 - Audit	0.00	14,000.00	-14,000.00	0.00%	
60300 - Legal & Professional - Attorney	13,678.00	50,000.00	-36,322.00	27.36%	
Total 60000 - Legal & Professional Services	\$ 13,678.00	\$ 64,000.00	-\$ 50,322.00	21.37%	
80000 - Payroll Expenses			0.00		
80100 - F.I.C.A.	5,358.13	15,315.30	-9,957.17	34.99%	
80200 - Mileage Reimbursement	26.88	200.00	-173.12	13.44%	
80300 - Payroll Processing Fees	995.80	2,300.00	-1,304.20	43.30%	
80400 - Town Hall Staff Salaries	57,993.24	165,400.00	-107,406.76	35.06%	
80500 - Health Insurance	5,112.35	19,200.00	-14,087.65	26.63%	
80501 - State Retirement	3,366.10	10,500.00	-7,133.90	32.06%	
80600 - Stipends-Council Expense	13,384.80	34,800.00	-21,415.20	38.46%	
Total 80000 - Payroll Expenses	\$ 86,237.30	\$ 247,715.30	-\$ 161,478.00	34.81%	
90000 - Public Safety			0.00		
90100 - Fire Inspections & Investigations	1,027.00	10,000.00	-8,973.00	10.27%	
90200 - Guilford County / Animal Control Service	4,063.00	16,800.00	-12,737.00	24.13%	
Total 90000 - Public Safety	\$ 5,090.00	\$ 26,800.00	-\$ 21,720.00	18.96%	
90500 - Contingency Appropriations		3,474.81	-3,474.81	0.00%	

Budget vs Actual Nov 22

Total Expenses	\$	179,516.83	\$	953,427.61	-\$	773,910.78	18.83%
Net Operating Income	\$	196,243.64	-\$	158,690.11	\$	354,933.75	-123.66%

Section C: Reduction in GF Expenses from WE Fund Reimbursement

40600 - Office Equipment Purchase/Repair	(1,070.94)	(3,710.00)	-2,639.06	28.87%
40700 - Housekeeping, Printing, Office Supplies & Software	(4,551.25)	(10,600.00)	-6,048.75	42.94%
40900 - Insurance, Bonding, Workers Comp	(4,536.29)	(4,770.00)	-233.71	95.10%
70100 - Town Hall Electricity	(2,085.30)	(7,420.00)	-5,334.70	28.10%
70200 - Internet/Phone	(2,239.57)	(5,936.00)	-3,696.43	37.73%
70300 - Security/Alarm	(337.08)	(1,855.00)	-1,517.92	18.17%
70400 - IT Security & Website Design	(1,226.03)	(4,240.00)	-3,013.97	28.92%
60200 - Audit	0.00	(7,420.00)	-7,420.00	0.00%
80100 - F.I.C.A.	(2,839.81)	(8,117.11)	-5,277.30	34.99%
80300 - Payroll Processing Fees	(527.77)	(1,219.00)	-691.23	43.30%
80400 - Town Hall Salaries	(30,736.42)	(87,662.00)	-56,925.58	35.06%
80500 - Health Insurance	(2,709.55)	(10,176.00)	-7,466.45	26.63%
80501 - State Retirement	(1,784.03)	(5,565.00)	-3,780.97	32.06%
99000 - Water Enterprise Reimbursement -	(53,573.10)	(158,690.11)	-105,117.01	33.76%
Total Water Reimbursement	(54,644.04)	(0.00)		
Total General Fund Actual vs Budget Expenses	\$ 125,943.73	\$ 794,737.50	\$ (668,793.77)	15.85%

Account QuickReport

General Fund Checks Debits Deposits Nov-22

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount	Balance
Beginning Balance							294,283.27
11/03/2022	Expense			Employee/Council - Net Pay	R	-5,440.68	288,842.59
11/03/2022	Expense		Blue Cross & Blue Shield	ACH Pmnt - Blue Cross/Blue Shield	R	-1,258.56	287,584.03
11/03/2022	Expense			Federal NC FICA - Employee/Employer	R	-2,014.27	285,569.76
11/03/2022	Deposit			City of Greensboro - Board of Alcoholic Beverage	R	1,106.91	286,676.67
11/07/2022	Payment (Check)	6259	Total Computer Solutions		R	-853.06	285,823.61
11/07/2022	Payment (Check)	6250	BB&T Financial, FSB		R	-956.51	284,867.10
11/07/2022	Payment (Check)	6253	Excellence Lawncare & Landscaping		R	-2,000.00	282,867.10
11/07/2022	Payment (Check)	6256	Offit Kurman P.A.	November Retainer Fees	R	-2,600.00	280,267.10
11/07/2022	Payment (Check)	6249	B & B Service Solutions			-495.00	279,772.10
11/07/2022	Payment (Check)	6258	Spectrum Business		R	-813.12	278,958.98
11/07/2022	Expense Deposit			NCLM - Dental/Disability/Vision Northwest Observer	R	-77.00	278,881.98
11/07/2022	Payment (Check)	6251	Carolina Digital Phone		R	-30.00	279,351.98
11/07/2022	Payment (Check)	6254	Guilford Locksmith		R	-453.41	278,898.57
11/07/2022	Payment (Check)	6257	Sentry Watch, Inc		R	-102.00	278,796.57

Account QuickReport

11/07/2022	Payment (Check)	6255	Kallam Exterminators, Inc.	Destination Arts	R	-40.00	278,756.57
11/08/2022	Deposit			Friends of Stokesdale	R	150.00	278,906.57
11/08/2022	Bill				R	150.00	279,056.57
11/08/2022	Payment (Check)	ACH	Salem Benefits Group, Inc	Ctr 4 - Fee Insurance	R	-600.00	278,456.57
11/09/2022	Deposit			GreenGo Buggies	R	25.00	278,481.57
11/10/2022	Deposit			Get Wet Marine	R	25.00	278,506.57
11/10/2022	Check	50022	Tim Jones	Stipend - 10/21 - Tim Jones	R	-234.43	278,272.14
11/10/2022	Deposit			RS Parker Homes LLC	R	1,253.95	279,526.09
11/14/2022	Check	50023	Tim Jones	Stipend - 11/04 - Tim Jones	R	-234.43	279,291.66
11/14/2022	Deposit			Green Pond/Dillon Tree Service	R	50.00	279,341.66
11/14/2022	Deposit			Health Team Advantage	R	150.00	279,491.66
11/14/2022	Expense			ADP Payroll Fees	R	-91.02	279,400.64
				Per Auditor - Water Enterprise Clear out past			
				Sales Tax due to WE-			
				Per Auditor - Water Enterprise Clear out account			
11/15/2022	Journal Entry	482		from past payable to WE		5,007.00	284,407.64
11/17/2022	Expense			Employee/Council Net Pay	R	-4,967.37	279,440.27
11/17/2022	Expense			Employee/Employer Fed NC FICA	R	-1,931.64	277,508.63
11/18/2022	Deposit			Northstar Medical Group	R	50.00	277,558.63
11/18/2022	Deposit			Ingle Law PLLC	R	150.00	277,708.63
11/22/2022	Deposit			Brad & Ashley Mims/Kenneth Simpson	R	50.00	277,758.63
11/22/2022	Deposit			Tire Max Tire Pros	R	150.00	277,908.63
11/23/2022	Check	50024	Tim Jones	Stipend 11/18 - Tim Jones	R	-234.43	277,674.20
11/25/2022	Expense			ADP Payroll Fees	R	-91.02	277,583.18
11/28/2022	Deposit			A New Dawn Realty	R	500.00	278,083.18
11/28/2022	Deposit			Bream Medical	R	500.00	278,583.18
	Bill						
11/29/2022	Payment (Check)	6252	Community Fire Extinguisher Sales & Service	Christmas Parade Entry Fees	R	-450.96	278,132.23
11/29/2022	Deposit			JNA Signs & Graphics	R	50.00	278,182.23
11/29/2022	Deposit			Christmas Parade Entry Fees	R	500.00	278,682.23
11/29/2022	Deposit			Mark Miller	R	225.00	278,907.23
11/30/2022	Deposit			Interest Earned Checking	R	25.00	278,932.23
11/30/2022	Deposit			Culp Inc	R	11.57	278,943.80
11/30/2022	Deposit				R	250.00	279,193.80
						<u>- \$</u>	<u>15,089.47</u>

Water Enterprise Account
Balance Sheet
 As of November 30, 2022

	Total	Interest %	Mature Date
ASSETS			
Current Assets			
Bank Accounts			
Bank Of Oak Ridge CDARS			
CDAR - Acct# 1025459241	248,925.07	0.17%	12/1/2022
CDAR - Acct# 1026480864	74,480.47	2.71296%	11/6/2023
CDAR - Acct#1026433319	116,401.38	1.24226%	5/4/2023
CDAR - Acct#1025951774	60,627.12	0.16986%	12/1/2022
Total Bank Of Oak Ridge CDARS	\$ 500,434.04		
Capital Reserve Fund - CRF (0345)	190,247.95	0.05%	
Fidelity-Water Enterprise (0504)	634,335.60	0.05%	
NCCMT	528,833.05		
Regular Savings (0403)	45,056.29	0.02%	
Total Bank Accounts	\$ 1,898,906.93		
Accounts Receivable			
AR- Water Sales			
	43,797.36	Includes November billing	
Active - 90+Days Past Due	0.00	0 Account	
Inactive - 90+Days Past Due	6,050.80	27 Accounts	
Sales Tax Refund 2022-2023	270.00		
Total Accounts Receivable	\$ 50,118.16		
TOTAL ASSETS	\$ 1,949,025.09		
LIABILITIES			
Liabilities			
Accounts Payable			
Water Reimbursement due to General Fund	10,203.17		
Payroll due to General Fund Account	530.35		
Total Accounts Payable	\$ 10,733.52		
Total Liabilities	\$ 10,733.52		
TOTAL LIABILITIES	\$ 10,733.52		

Water Enterprise Account **Budget vs. Actuals: FY 23**

	30-Nov				
	Actual	Budget	over Budget	% of Budget	
Section A: Income					
Backflow Preventer Fees	0.00	1,500.00	-1,500.00	0.00%	
Investment Income	6,186.18	2,000.00	4,186.18	309.31%	
Taps & Connection Fee	7,600.00	55,000.00	-47,400.00	13.82%	
Water Capacity Fees	14,250.00	60,000.00	-45,750.00	23.75%	
Water Sales	247,350.52	525,000.00	-277,649.48	47.11%	
Damage Penalties/Meter Reading	455.00	1,500.00	-1,045.00	30.33%	
Late Fees	655.89	2,500.00	-1,844.11	26.24%	
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	\$ 276,497.59	\$ 1,801,581.75	\$ -1,525,084.16	15.35%	
11000- Water Purchase	86,314.99	165,000.00	-78,685.01	52.31%	
Total Water Purchase	\$ 86,314.99	\$ 165,000.00	\$ -78,685.01	52.31%	
Expenses					
12000 - Administrative					
12001 - Bond & Insurance	0.00	1,000.00	-1,000.00	0.00%	
12002 - Contract Operation	21,702.12	110,000.00	-88,297.88	19.73%	
12003 -Engineering Consultation Fees	30,256.25	35,000.00	-4,743.75	86.45%	
12004 - Dues & subscriptions	2,474.94	1,800.00	674.94	137.50%	
12005 - ORC Gary Matchunis	8,000.00	16,000.00	-8,000.00	50.00%	
12006 - Postage	1,700.00	6,000.00	-4,300.00	28.33%	
12008 - F.I.C.A. Expense	201.55	765.00	-563.45	26.35%	
12009 - Mileage Reimbursement	433.83	2,000.00	-1,566.17	21.69%	
12010 - Salaries	2,634.66	10,000.00	-7,365.34	26.35%	
Total 12000 - Administrative & Payroll Expenses	\$ 67,403.35	\$ 182,565.00	\$ -115,161.65	36.92%	
13000 - Repairs & Maintenance					
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	269.79	550.00	-280.21	49.05%	

Budget vs Actual November 22

13006 - Marking Water Lines 811	124.44	1,000.00	-875.56	12.44%
13007 - Supplies/Water Hydrant Maintenance	0.00	5,000.00	-5,000.00	0.00%
13008 - Water Line/Meter Installation/Gen Repair	8,735.81	15,000.00	-6,264.19	58.24%
13009 - Water Tank Maintenance	0.00	1,000.00	-1,000.00	0.00%
13010 - Water Testing	1,493.10	4,000.00	-2,506.90	37.33%
Water Lines and General Repairs				
Total 13000 - Repairs & Maintenance	\$ 10,623.14	\$ 31,250.00	\$ 20,626.86	33.99%
14000 - Water Capital			0.00	
14002 - Transfer to Capital Reserve Fund (CRF)	14,250.00	60,000.00	-45,750.00	23.75%
Total 14000 - Water Capital	\$ 14,250.00	\$ 60,000.00	\$ 45,750.00	23.75%
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	10,895.60	20,000.00	-9,104.40	54.48%
Total 16000 - Meters	\$ 10,895.60	\$ 45,000.00	\$ 34,104.40	24.21%
17000 - Contingency Appropriations	0.00	4,994.89	-4,994.89	0.00%
*House Bill 436		1,154,081.75	-1,154,081.75	0.00%
15000 - Over Head Reimbursement Expense to General Fund				
15001 - Office Equipment Purchase/Repair	1070.94	3,710.00	-2,639.06	28.87%
15002 - Housekeeping, Printing, Office Supplies & Software	4551.25	10,600.00	-6,048.75	42.94%
15003 - Insurance, Bonding, Workers Comp	4536.29	4,770.00	-233.71	95.10%
15005 - Audit	0.00	7,420.00	-7,420.00	0.00%
15006 - Town Hall Electricity	2085.30	5,936.00	-3,850.70	35.13%
15007 - Internet/Phone	2239.57	1,865.00	384.57	120.73%
15008 - Security/Alarm	337.08	4,240.00	-3,902.92	7.96%
15009 - IT Security & Website Design	1226.03	7,420.00	-6,193.97	16.52%
15010 - F.I.C.A.	2839.81	8,117.11	-5,277.30	34.99%
15011 - Payroll Processing Fees	527.77	1,219.00	-691.23	43.30%
15012 - Town Hall Salaries	30736.42	87,662.00	-56,925.58	35.06%
15013 - Health Insurance	2709.55	10,176.00	-7,466.45	26.63%
15014 - State Retirement	1784.03	5,565.00	-3,780.97	32.06%
55000 - Reimbursement to General Fund (Expense)	54,644.04	158,690.11	-104,046.07	34.43%
Total Expenses	244,131.12	1,801,561.75	-1,557,450.63	13.55%

Account QuickReport

Water Enterprise

Checks Debits Deposits

Nov-22

Date	Transaction Type	Num	Name	Memo/Description	Cir	Amount	Balance
Beginning Balance							625,497.48
11/01/2022	Deposit				R	50.00	625,547.48
11/01/2022	Deposit				R	175.00	625,722.48
11/02/2022	Deposit		Wolfe Construction, Inc. - DBA Wolfe Homes	Wolfe Construction, Inc. DBA - Wolfe Homes	R	1,200.00	626,922.48
11/02/2022	Deposit				R	3,305.42	630,227.90
11/03/2022	Deposit				R	1,640.17	631,868.07
11/04/2022	Deposit				R	308.41	632,176.48
11/07/2022	Bill Payment (Check)	5751	American Realty Capital	8401 Ivan St	R	-24.50	632,151.98
11/07/2022	Bill Payment (Check)	5752	City of Winston Salem Water	09/23/2022 - 10/19/2022	R	-16,362.24	615,789.74
11/07/2022	Bill Payment (Check)	5753	Energy United		R	-54.55	615,735.19
11/07/2022	Bill Payment (Check)	5754	Hazen and Sawyer	31410-004 No.02 - 31410-005 - 31410-006	R	-11,513.75	604,221.44
11/07/2022	Bill Payment (Check)	5756	Redline Data Systems		R	-265.64	603,955.80
11/07/2022	Bill Payment (Check)	5755	Kennedy Engineering & Design, Inc.	Invoice #22-084 (25%) PO 20210816-A	R	-4,500.00	599,455.80
11/07/2022	Deposit				R	50.00	599,505.80
11/07/2022	Deposit				R	430.09	599,935.89
11/07/2022	Deposit				R	467.44	600,403.33
11/07/2022	Deposit				R	64.63	600,467.96
11/08/2022	Deposit			IB Transfer Deposit IB FROM Publi IB Transfer Deposit IB FROM Public MM XXXXXX504 September Octobe	R	-3,750.00	596,717.96
11/08/2022	Deposit				R	7,197.92	603,915.88
11/08/2022	Deposit				R	175.00	604,090.88
11/08/2022	Deposit				R	113.65	604,204.53
11/08/2022	Deposit				R	1,890.94	606,095.47
11/08/2022	Deposit		Disney Construction	Disney Construction	R	1,200.00	607,295.47

Account QuickReport

11/09/2022	Deposit	Bret Lawson	Bret Lawson	R	1,200.00	608,495.47
11/09/2022	Deposit			R	1,545.33	610,040.80
11/10/2022	Deposit			R	146.42	610,187.22
11/10/2022	Deposit			R	110.00	610,297.22
11/14/2022	Deposit			R	323.77	610,620.99
11/14/2022	Deposit			R	50.00	610,670.99
11/14/2022	Deposit			R	270.00	610,940.99
11/14/2022	Deposit			R	369.08	611,310.07
11/14/2022	Deposit			R	553.29	611,863.36
11/15/2022	Deposit	Lamb & Peoples Builders Inc	Lamb & Peoples Builders	R	1,200.00	613,063.36
11/15/2022	Deposit			R	186.61	613,249.97
11/15/2022	Deposit			R	423.00	613,672.97
11/16/2022	Deposit			R	58.89	613,731.86
11/17/2022	Deposit			R	162.04	613,893.90
11/18/2022	Deposit			R	133.31	614,027.21
11/18/2022	Deposit			R	105.00	614,132.21
11/18/2022	Deposit			R	50.00	614,182.21
11/21/2022	Deposit			R	50.00	614,232.21
11/21/2022	Deposit			R	670.08	614,902.29
11/22/2022	Deposit			R	986.59	615,888.88
11/22/2022	Deposit			R	91.55	615,980.43
11/22/2022	Deposit			R	1,631.05	617,611.48
11/22/2022	Deposit			R	50.00	617,661.48
11/22/2022	Deposit			R	213.57	617,875.05
11/23/2022	Deposit			R	1,415.49	619,290.54
11/23/2022	Deposit			R	40.98	619,331.52
11/25/2022	Deposit			R	265.54	619,597.06
11/25/2022	Deposit			R	801.70	620,398.76
11/28/2022	Deposit			R	41.11	620,439.87
11/28/2022	Deposit			R	644.77	621,084.64
11/28/2022	Deposit			R	436.37	621,521.01
11/29/2022	Deposit			R	50.00	621,571.01
11/29/2022	Deposit			R	147.19	621,718.20
11/29/2022	Deposit			R	50.00	621,768.20
11/29/2022	Deposit			R	152.78	621,920.98

Account QuickReport

11/29/2022	Deposit	R	873.48	622,794.46
11/30/2022	Deposit	R	25.95	622,820.41
11/30/2022	Deposit	R	7,260.96	630,081.37
11/30/2022	Deposit	C	443.25	630,524.62
11/30/2022	Deposit	C	3,209.29	633,733.91
11/30/2022	Deposit	C	601.69	634,335.60
			<u>\$ 8,838.12</u>	

Parade 2022			
Sponsorship/Parade Entry Fee			
Date	Memo/Description	Account	Amount
10/17/2022	Berico	Sponsor	150.00
10/31/2022	Diagnostic Radiology	Parade Entry Fee	25.00
11/07/2022	Northwest Observer	Sponsor	500.00
11/08/2022	Friends of Stokesdale	Sponsor	150.00
11/08/2022	Destination Arts	Sponsor	150.00
11/09/2022	GreenGo Buggies	Parade Entry Fee	25.00
11/10/2022	Get Wet Marine	Parade Entry Fee	25.00
11/14/2022	Health Team Advantage	Sponsor	150.00
11/14/2022	Green Pond Social Club	Parade Entry Fee	25.00
11/14/2022	Dillon Tree Service	Parade Entry Fee	25.00
11/18/2022	Ingle Law PLLC	Sponsor	150.00
11/18/2022	Northstar Medical Group	Sponsor	50.00
11/22/2022	Tire Max Tire Pros	Sponsor	150.00
11/22/2022	Brad Mims & Ashley Mims	Parade Entry Fee	25.00
11/22/2022	Kenneth Simpson	Parade Entry Fee	25.00
11/28/2022	A New Dawn Realty	Sponsor	500.00
11/28/2022	Bream Medical	Sponsor	500.00
11/29/2022	JNA Signs & Graphics	Sponsor	500.00
11/29/2022	E&W Hauling & Grading	Parade Entry Fee	25.00
11/29/2022	Countryside Manor	Parade Entry Fee	25.00
11/29/2022	Timeless Grace Esthetics	Parade Entry Fee	25.00
11/29/2022	Fidelity Bank	Parade Entry Fee	25.00
11/29/2022	Randy Braswell	Parade Entry Fee	25.00
11/29/2022	WP Supply	Parade Entry Fee	25.00
11/29/2022	Mike Turner	Parade Entry Fee	25.00
11/29/2022	Rebecca Richardson	Parade Entry Fee	25.00
11/29/2022	Hometown Tractor Club	Parade Entry Fee	25.00
11/29/2022	That "Dale" Life	Parade Entry Fee	25.00
11/29/2022	Paul Robertson	Parade Entry Fee	25.00
11/30/2022	Culp Inc	Sponsor	250.00
11/30/2022	Mark Miller	Parade Entry Fee	25.00
12/01/2022	State Employee Credit Union	Sponsor	150.00
12/02/2022	James Yates	Parade Entry Fee	25.00
12/02/2022	Stokesdale Baptist Church	Sponsor	150.00
12/02/2022	Kimberly Thacker Acctg & Tax	Sponsor	500.00
12/02/2022	Sadies Of Stokesdale	Parade Entry Fee	25.00
			\$ 4,525.00

Return to:
Charles H. Winfree
Law Offices of Adams & Winfree
100 South Elm Street, Suite 430
Greensboro, NC 27401

ORDINANCE NO. O-2022-_____
AN ORDINANCE AND ORDER TO CLOSE
A PORTION OF ANGEL PARDUE ROAD

WHEREAS, on the 19th day of October, 2022, Angel Family Limited Partnership filed a petition, by the terms of which they requested that a portion of Angel Pardue Road be closed pursuant to the provisions of North Carolina General Statutes §160A-299; and

WHEREAS, the Town Council of the Town of Stokesdale did on the 10th day of November, 2022, at its regular monthly meeting, adopt a Resolution of Intent to Close a portion of Angel Pardue Road calling for a public hearing to be held on the 8th day of December, 2022; and

WHEREAS, the required legal notice was published in the News and Record on the 15th and 22nd and 29th days of November, 2022 and the 6th day of December, 2022, and copies were sent to the property owners as required by law on the 15th day of November, 2022, and a copy was posted on the 15th day of November, 2022, as required by law; and

WHEREAS, the public hearing was held at the regular monthly meeting of the Town Council on the 8th day of December, 2022; and

WHEREAS, the evidence offered at the public hearing did not establish that the closing would be detrimental to the public interest or would deprive an individual owning property in the vicinity thereof of reasonable means of ingress and regress to and from his/her property; and

WHEREAS, it appears to the satisfaction of and it is determined by the Town Council of Stokesdale from the Petition and other evidence submitted at said hearing that:

- Angel Family Limited Partnership is the sole owner of the property on each side of the portions of Angel Pardue Road to be closed.

- That Angel Pardue Road is under the control or supervision of the Department of Transportation and it has consented to the abandonment of the road from the State Maintenance System.
- That the closing of a portion of Angel Pardue Road is not contrary to the public interest and that no individual owning property in the vicinity thereof will thereby be deprived of reasonable means of ingress and regress to or from his/her property.
- That the Town of Stokesdale does not maintain, and is not in need of, an easement within the road to be closed for utilities, drainage, landscaping, conservation, or otherwise.
- That upon closing of said portion of Angel Pardue Road, all right, title and interest therein shall be conclusively presumed to be vested in Angel Family Limited Partnership, the owners of the parcels of land adjacent thereto, as provided by law.
- That it appears that the provisions of the North Carolina General Statutes have been complied with fully in this matter.
- That a portion of Angel Pardue Road should be closed as requested.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Stokesdale, that a portion of Angel Pardue Road in the Town of Stokesdale be and the same is hereby closed, said Angel Pardue Road being more particularly described as follows:

COMMENCING FROM A FOUND IRON PIN ON THE EXISTING RIGHT-OF-WAY OF ANGEL PARDUE ROAD (DESCRIBED BOOK 5422, PAGE 775), SAID POINT BEING THE 'POINT OF BEGINNING'; THENCE, LEAVING SAID EXISTING RIGHT-OF-WAY OF ANGEL PARDUE ROAD (DESCRIBED IN BOOK 5422, PAGE 775) ON A BEARING OF S01°28'00" E, A DISTANCE OF 171.22 FEET; THENCE, ON A CURVE TO THE LEFT, HAVING A RADIUS OF 325.00 FEET, A CHORD BEARING S04°56'26" E, AND AN ARC LENGTH OF 40.23 FEET; THENCE, ON A CURVE TO THE RIGHT, HAVING A RADIUS OF 215.00 FEET, A CHORD BEARING OF S41°41'21" W, AND AN ARC LENGTH OF 33.09 FEET; THENCE, BEARING S73°50'48"W, FOR A DISTANCE OF 119.99 FEET, TO A POINT ON SAID EXISTING RIGHT-OF-WAY OF ANGEL PARDUE ROAD (DESCRIBED IN BOOK 5422, PAGE 775); THENCE, ALONG SAID EXISTING RIGHT-OF-WAY, BEARING N32°47'59"W, A DISTANCE OF 13.88 FEET, TO A CORNER OF SAID EXISTING RIGHT-OF-WAY; THENCE, CONTINUING ALONG SAID EXISTING RIGHT-OF-WAY, N57°12'01"E, FOR A DISTANCE OF 83.70 FEET, TO A CORNER ON SAID EXISTING RIGHT-OF-WAY; THENCE, CONTINUING ALONG SAID RIGHT-OF-WAY, N47°11'46"W, FOR A DISTANCE OF 39.24 FEET; THENCE, CONTINUING ALONG SAID RIGHT-OF-WAY, N37°13'48"E, FOR A DISTANCE OF 44.05 FEET, TO A CORNER ON SAID EXISTING RIGHT-OF-WAY; THENCE, CONTINUING ALONG SAID EXISTING RIGHT-OF-WAY, N16°14'16"E, FOR A DISTANCE OF 32.81 FEET, TO A CORNER ON SAID EXISTING RIGHT-OF-WAY; THENCE, CONTINUING ALONG SAID EXISTING RIGHT-OF-WAY, N00°56'54"E, FOR A DISTANCE OF 119.11 FEET, TO AN EXISTING FOUND IRON PIN ON THE EXISTING RIGHT-OF-WAY OF ANGEL PARDUE ROAD, SAID POINT BEING THE 'POINT OF BEGINNING'.

AND

COMMENCING AT A FOUND IRON PIN ON EXISTING ANGEL PARDUE RIGHT-OF-WAY (BOOK 5422, PAGE 775); THENCE, LEAVING THE EXISTING RIGHT-OF-WAY OF ANGEL PARDUE ROAD FROM SAID FOUND IRON PIN FOR A DISTANCE OF 304.56 FEET ; ON A BEARING OF S10°17'31"W, TO A POINT ON SAID EXISTING RIGHT-OF-WAY LINE, SAID POINT BEING THE 'POINT OF BEGINNING'; THENCE, ALONG SAID RIGHT OF WAY, S57°12'01"W, FOR A DISTANCE OF 21.62 FEET, TO A POINT ON SAID RIGHT OF WAY; THENCE ALONG SAID RIGHT-OF-WAY, N32°47'59"W, FOR A DISTANCE OF 6.47 FEET, TO A POINT ON SAID

RIGHT-OF-WAY; THENCE LEAVING SAID RIGHT-OF-WAY LINE, N73°51'52"E, FOR A DISTANCE OF 22.57 FEET, TO A POINT ON SAID EXISTING RIGHT-OF-WAY, SAID POINT BEING THE 'POINT OF BEGINNING'.

IT IS FURTHER ORDERED that in the event there is no appeal from the adoption of this Ordinance and Order within thirty (30) days of the date hereof as provided by law, a certified copy of this Ordinance and Order shall be recorded in the Office of the Register of Deeds of Guilford County, North Carolina.

APPROVED, ADOPTED AND EFFECTIVE, this 8th day of December, 2022.

TOWN OF STOKESDALE

ATTEST:

By: _____
Michael E. Crawford, Mayor

Dale F. Martin, Town Clerk

STATE OF NORTH CAROLINA
GUILFORD COUNTY

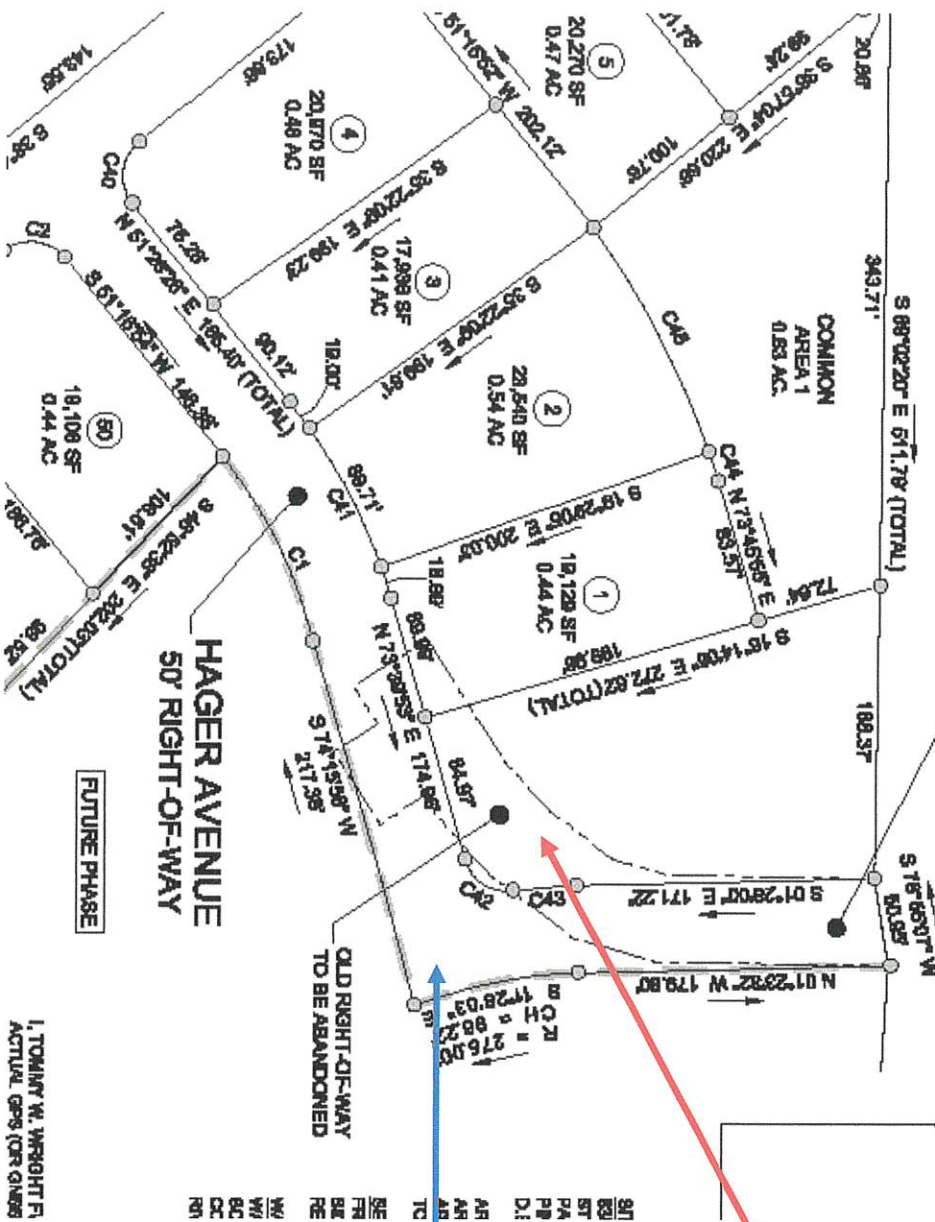
I, Dale F. Martin, Town Clerk for the Town of Stokesdale, North Carolina, do hereby certify that the foregoing instrument is a true, correct and complete copy of an Ordinance and Order to Close a portion of Angel Pardue Road that was duly adopted by the Town Council of Stokesdale, at a regular meeting of said Town Council duly sworn and convened and held on the 8th day of December, 2022, as appears upon the minutes of said meeting.

I do further certify that due notice of said meeting was given pursuant to the provisions of Section 160A-299 of the General Statutes of North Carolina, and further that no appeal of the Council's Order was filed within thirty (30) days of its adoption.

WITNESS my hand and the corporate seal of the said Town of Stokesdale, North Carolina, this the ____ day of _____, 2022.

Dale F. Martin, Town Clerk
for the Town of Stokesdale, North Carolina

ANGEL-PARDUE ROAD 50' RIGHT-OF-WAY



This portion of right of way
interferes with
development of this tract
of land

This allow alignment to be
90 degrees with Hager
Ave.

1. TOWARD W. WRIGHT F.
ACTUAL GPS (CR 61006)



Town of Stokesdale

2023 Meeting Schedule

Effective 01/01/2023

Cut-Off Date for Planning Board Meeting	Planning Board 7:00 PM Town Hall-8325 Angel Pardue Rd Stokesdale, NC	Town Council 7:00 PM Town Hall-8325 Angel Pardue Rd Stokesdale, NC
<i>28 days before Planning Board Mtg.</i>	<i>Meeting Date (4th Thursday)*</i>	<i>Meeting Date (2ND Thursday)*</i>
December 29, 2022	January 26, 2023	February 9, 2023
January 26, 2023	February 23, 2023	March 9, 2023
February 23, 2023	March 23, 2023	April 13, 2023
March 30, 2023	April 27, 2023	May 11, 2023
April 27, 2023	May 25, 2023	June 8, 2023
May 25, 2023	June 22, 2023	July 13, 2023
June 29, 2023	July 27, 2023	August 10, 2023
July 27, 2023	August 24, 2023	September 14, 2023
August 31, 2023	September 28, 2023	October 12, 2023
September 28, 2023	October 26, 2023	November 9, 2023
October 19, 2023	*November 16, 2023	December 14, 2023
November 30, 2023	December 28, 2023	January 11, 2024
December 28, 2023	January 25, 2024	February 8, 2024

CUT-OFF TIME: 12:00 Noon

APPLICATIONS: *Planning and zoning fees are paid directly to Town of Stokesdale.* Applications with proof of fee payment are filed with the Guilford County Planning and Development Office, 400 W. Market Street, Greensboro. Only complete applications will be processed for review. **Regular meeting dates that may have been changed due to a conflict with official holidays. Cutoff Dates that conflicts with official holidays or weekends will be accepted next business day.*

NOTES: Major Subdivisions and Major Site Plans must first be reviewed by Guilford County Technical Review Committee. Planning Board recommendations on rezonings are forwarded from Planning Board to Town Council for public hearing at the next meeting date that allows appropriate legal notice.

Cut-Off Date	Board of Adjustment/Town Council 7:00 PM Town Hall-8325 Angel Pardue Rd Stokesdale, NC
<i>28 days before meeting date</i>	<i>Meeting Date (2ND Thursday)</i>
December 15, 2022	January 12, 2023
January 12, 2023	February 9, 2023
February 12, 2023	March 9, 2023
March 16, 2023	April 13, 2023
April 13, 2023	May 11, 2023
May 11, 2023	June 8, 2023
June 15, 2023	July 13, 2023
July 20, 2023	August 10, 2023
August 17, 2023	September 14, 2023
September 14, 2023	October 12, 2023
October 12, 2023	November 9, 2023
November 16, 2023	December 14, 2023
December 14, 2023	January 11, 2024

CUT-OFF TIME: 12:00 NOON

ITEMS: Includes applications that require quasi-judicial decisions by Board of Adjustment or Town Council (Variances, Appeals, Special Use Permits) and Street Renaming. Applications to close a utility easement or public right-of-way will be scheduled for public hearing for the second meeting after the cut-off date.

ITEM #13.

Consideration of a Certification of Municipal Declaration to Enact Speed Limits and Request for Concurrence for a speed limit reduction from 35 mph to 25 mph on Angel-Pardue Road, Adano Road and Athens Road. (Continued from November)

Still waiting on paperwork NCDOT to add Adano Road and Athens Road. If we don't receive amended paperwork, the item will need to be continued to January.

Deputy Clerk

From: clrobertson@hallwellplumbing.com
Sent: Wednesday, November 9, 2022 3:59 PM
To: Deputy Clerk
Subject: Town Hall Projects

ESTIMATE:

Hall Well & Plumbing agrees to:

- 1-Install 1 Woodford Model 67 wall faucet in the end of concession stand wall for a total estimated price of \$1047.20.
- 2-Install 1 Woodford Model R34 2' Bury locking yard hydrant near the backflow for a total estimated price of \$1325.26.
- 3-Install a new backflow enclosure over the existing backflow for a total estimated price of \$455.00.
- 4- Installing a new SJE Rhombus EZ time dose sewer lift controller, supplied by the town, for a total estimated price of \$625.00.

This price includes a certified time dose operator to set the unit up.

5-2 hour labor only estimate to work on the drinking fountain issue \$236.00.

If you have any questions please feel free to call.

Thanks,

Chris Robertson
Hall Well & Plumbing Inc.
2433 Flat Rock Road
Reidsville, NC 27320
336-342-1386
clrobertson@hallwellplumbing.com

ITEM #16.

Consideration of Renewal of Health Insurance Plan for Full-Time Town Employees.

Two health plan proposals are being reviewed. Information will be sent to Council prior to the meeting on Thursday.

**TOWN OF STOKESDALE
PLANNING BOARD APPLICATION**

NAME: Tee Stephenson PHONE: (919) 270-1316
Email: tstephenson3@nc.rr.com FAX: _____
ADDRESS: 7900 Carra Way
TOWN: Stokesdale, NC
ZIP: 27357

HOW LONG HAVE YOU LIVED IN STOKESDALE? 5 years
ARE YOU OVER 18 YEARS OF AGE? ☒ Yes ☐ No

OCCUPATION: Retired
EMPLOYER/ADDRESS: N/A
BUSINESS PHONE: N/A

EDUCATION: High School Millbrook High School, Raleigh, NC Graduate? ☒ Yes ☐ No
College: North Carolina State University, Raleigh, NC Graduate? ☒ Yes ☐ No Year 1979
Major: Recreation and Parks Administration

I HAVE READ AND UNDERSTAND THE PURPOSE AND MISSION STATEMENT OF THE
PLANNING BOARD: ☒ Yes ☐ No

OTHER EXPERIENCE RELATIVE TO LAND USE AND PLANNING:
Chairperson of Building Committee - Greystone Baptist Church, Raleigh, NC
Designed (with assistance of Builder and/or architect) 3 personal residences

REASONS WHY YOU WOULD LIKE TO SERVE ON THE PLANNING BOARD: _____
Would like to use my experience to assist in the development of our Town while preserving the rural
character, natural habitat and beauty of the community.

Signature: Tee Stephenson Date: 10/12/2022

PLEASE COMPLETE AND MAIL TO: Town of Stokesdale, PO Box 465, Stokesdale, NC 27357

HAND DELIVER TO: Stokesdale Town Hall, 8325 Angel Pardue Road, Stokesdale, NC 27357

FAX TO: 336-643-4016

EMAIL TO: stokesdale@stokesdale.com

CALL WITH QUESTIONS: 336-643-4011

Planning Board Application: Revised 06-14-2016



Emergency repairs/purchases may be approved by polling town council by email or telephone.

Emergency repairs will be defined as any item that does not fit into the category of non-emergency as defined in item 4. Emergency repairs for the Water System up to \$25,000 per occurrence do not need the approval of town council and can be authorized by any 2 people consisting of the Town Finance Officer, Mayor and Mayor Pro Tem

5-A. Water System Spending Authorities.

- \$1,500 spending authority for any one council member along with the finance officer for water system needs that are directly used by the water system.
 - This spending limit **does not** include disbursements related to cost of goods sold (Water from Winston-Salem), salaries, or contract operations.
- Emergency Water System repairs are defined as repairs/purchases that are necessary to avoid or repair items with an imminent danger to water system. Broadly defining imminent danger would include repairs to address items that would negatively impact customer's assurance of water supply or water quality as well as any infrastructure in need of immediate repair. The spending limit for Emergency repairs is \$25,000 per occurrence without a vote of council.
 - Any two council members together have a \$25,000 Water System spending authority for these repairs without a vote of council. All council members must be made aware of any emergency expenditure via an email from the finance officer within two business days of the Emergency Expenditure.
6. All paid invoices and vouchers effectively stamped "paid" to prevent re-use.
 7. Payment of photocopied invoices or statements is prohibited; pay only from original invoices.
 8. The practice of signing blank checks in advance is prohibited.
 9. The practice of making checks to the order of "cash" is prohibited.
 10. The proper authority should approve all expense reports.
 11. Maintain effective control over mailing or distribution of checks after they are signed.
(Checks should not be handed back to persons who prepared checks for distribution; person signing checks should distribute.)
 12. All checks require a second signature of an official or employee who does not have access to the accounting records on all disbursements. (The purpose of this internal control procedure is defeated if one employee or official possesses a stamp or signature plate of the other individual required to sign checks.)
 13. Cash disbursement of recurring expenses can be reviewed and signed by the finance officer but will also need to be reviewed and signed by the Mayor or Mayor Pro Tempore. One other council member that is authorized on the bank signature cards to sign checks.

E. CASH DISBURSEMENTS - PAYROLL

Revised Separation of Duties Policy approved 08-13-2020.docx Revised 08-13-2020



2022-2023 FISCAL YEAR BUDGET
BUDGET ORDINANCE AMENDMENT #1
ORDINANCE NO: -2023-__

BE IT ORDAINED by the Governing Board of the Town of Stokesdale, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2023:

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

	<u>Decrease</u>	<u>Increase</u>	<u>Balance</u>
Section A: Income – Undesignated Funds		\$20,000.00	\$20,000.00
Section B: Expenses - #40500-		\$20,000.00	\$35,000.00

Section 2: Copies of this budget amendment shall be furnished to the Clerk of the Governing Board, and to the Budget Officer for their direction.

Adopted this 8th day of December 2022.

Michael E. Crawford, Mayor

ATTEST:

Dale F. Martin, Town Clerk