



AGENDA
TOWN OF STOKESDALE
REGULAR TOWN COUNCIL MEETING
8325 ANGEL-PARDUE ROAD
STOKESDALE, NC 27357
APRIL 13, 2023 AT 7:00 PM

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:
<https://us02web.zoom.us/j/85930859940?pwd=eDJPUUpQQzlnWld2OUN0VmN1Zm42QT09>
Meeting ID: 859 3085 9940
Passcode: 650909
One-Tap Mobile: 1-301-715-8592
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- 1. Call to Order, Pledge of Allegiance, and Invocation by Pastor Xavier Kelly of Oak Level Baptist Church.
- 2. Review and Adopt the Agenda.
- 3. Review and Adopt the Minutes: December 10, 2020 Regular Town Council Meeting; December 13, 2020 Special Call Town Council Meeting; February 9, 2023 Closed Session; February 9, 2023 Regular Town Council Minutes (continued from March 9th); March 9, 2023 Regular Session Minutes; March 9, 2023 Closed Session Minutes.
- 4. Public Safety Reports:
 - a) Stokesdale Fire Department
 - b) Guilford County Sheriff's Office
- 5. Administrative Reports:
 - a) Administrative Report: Dale Martin, Town Clerk
 - b) Planning Board:
 - c) Events Committee:
 - d) Property Committee:
 - e) Town Park Improvement Committee:
- 6. Financial Reports:
 - a) Finance/Budget Officer: Kimberly Thacker

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

OLD BUSINESS:

8. **Proposal to extend lawn care contract with Excellence Lawn Care for 1 year at the same terms and conditions. (Continued from January 12, 2023)**
9. **Consideration of Vendor to maintain Soccer Fields at Town Park. (No action from January 2023)**
10. **Opening and Consideration of Proposals for Auditing Services.**

NEW BUSINESS:

11. **Town Park Improvements. (Additions to Town Park: New Playground Equipment)**
12. **Discussion regarding the recording of Closed Sessions.**
13. **Consideration to accept Scott transcript dated May 24, 2022.**
14. **Council Comments.**
15. **Adjournment.**

ANNOUNCEMENTS:

- **The Town of Stokesdale Town Planning Board will hold a meeting on April 27, 2023 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 Budget Workshop meeting on May 04, 2023 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 May 11, 2023 at 7:00 PM inside the Town Hall Council Chambers, located at 8325 Angel-Pardue Road, Stokesdale, NC 27357.**



**TOWN OF STOKESDALE
REGULAR TOWN COUNCIL MEETING
8325 ANGEL PARDUE ROAD
STOKESDALE, NC 27357
December 10, 2020 AT 7PM**

Attendance: Mayor John Flynt, Thearon Hooks, Jimmy Landreth, Derek Foy, Jim Rigsbee, Tom Medlin, Oliver Bass, Town Clerk

- I. **Meeting: Call to Order:** Mayor Flynt called the meeting to order at 7PM
- II. **Review and Adopt the Agenda:** Mayor Flynt stated that Item # 6. Presentation of The Town of Stokesdale Annual Audit, we received a call from Jay Stone of Rouse, Rouse, Rouse, and Gardner at 4:00 PM. He said they could not complete and present the Audit until they received for review all the 6 Budget Meeting Minutes. Mayor Flynt said this was the first we have heard of this. He knew we had to get the minutes, but we did not know that they required these completed and that the Auditor had to read them all before they could present our Budget. So, they are not going to be here tonight. Mayor Flynt said as soon as we get those done, and he believes they must be done by end of the year. Mayor Flynt ask that we postpone Item # 6 until a future meeting. He asked if there were any other questions or additions to the Agenda. No one spoke.

Mayor Flynt motioned to adopt the Agenda with the one change postponing Item # 6 until a future meeting. There was not second before the Mayor called to question.

Vote:

Mayor Flynt	Yes	Derek Foy	Yes
Thearon Hooks	Yes	Jimmy Landreth	Yes
Jim Rigsbee	Yes		

- III. **Board & Administrative Report:** Alisa gave the Admin report see attached. During this report Alisa mentioned that Guilford County Code Enforcement has sent letters to the owner of the business at the corner of Hwy 68 and Hwy 158 where all the vehicles are being stored to remove those vehicles because that property is not zoned for that. Oliver Bass confirmed that they are following the process of removal and all salvage vehicles are supposed to be gone by February 2, 2021.
- IV. **Financials: Derek Foy presented the financials in Kim Thacker's absence.**
Derek Foy asked Alisa, the Audio/Visual upgrade work will begin next week, correct. Alisa said that is correct, Mr. Cox called and asked a few questions and got the contact information for our IT people. And he does plan to begin install next week. Mayor Flynt recognized Derek and asked him since he and Jim Rigsbee did the lions share of the work if he wanted to talk about the fact that we did get the grant. Derek said yeah, so the Town of Stokesdale through Guilford County from the Cares Act was eligible for \$53,000 from Covid Related reimbursements. The Town of Stokesdale did receive that check. Derek Foy made a motion that the Town of Stokesdale close the account at SunTrust and transfer that money to our Fidelity General Fund checking account as soon as possible. Mayor Flynt seconded the motion.

Vote:

Mayor Flynt	Yes	Derek Foy	Yes
Thearon Hooks	Yes	Jimmy Landreth	Yes
Jim Rigsbee	Yes		

V. Citizen's Comments from the Floor (3-minute Limit per Speaker) No one spoke.

VI. Presentation of the Town of Stokesdale's Annual Audit -has been postponed until a future meeting.

VII. Public Hearings:

1. Public Hearing: Rezoning Case # 20-10-STPL-07030: 7721 NC Highway 68N CU-HB to CZ-HB.

Mayor Flynt opened the public hearing for this case. He turned the presentation over to Oliver Bass.

Located on west side of NC Highway 68 approximately 1724 feet from intersection of Haw River Road, Guilford County Tax Parcels 163771 and 163774, approximately 6.09 acres. This is a request to amend the conditions of rezoning case #08-02-STPL-00785 to add Warehouse (self-storage) to the list of permitted uses. If approved, the following use and ~~development~~ conditions would apply. **Use**

Conditions: Use of the property shall be limited to the following uses as listed in Article IV, Table 4-3-1 (Permitted Use Schedule) (1) Accounting, Auditing or Bookkeeping; (2) Administrative or Management Services; (3) Engineering, Architect or Survey Service; (4) Finance or Loan Office; (5) Insurance Agency (no on-site claims inspections); (6) Law Office; (7) Medical, Dental or Related Office; (8) Medical or Dental Laboratory; (9) Noncommercial Research Organization; (10) Office Uses Not Otherwise Classified ; (11) Real Estate Office; (12) Rehabilitation or Counseling Services Stock; (13) Security or Commodity Broker; (14) Travel Agency; and (15) Warehouse (self-storage) has been added. **Development**

Conditions: The property is currently undeveloped. Development of the property shall take place in accordance with the following requirements, which are in addition to those specified by the Town of Stokesdale Development Ordinance: (1) All applicable scenic corridor guidelines as outlined and specified in the Town of Stokesdale Future Land Use Plan and/or the Town of Stokesdale Development Ordinance shall be followed when developing this site; (2) Any Site Plan submittals that include new building construction shall include front, back and side building elevations to ensure compliance with the Scenic Corridor Guidelines; (3) A Master Sign Plan shall be submitted to the Town of Stokesdale for review and approval. All signs on the property shall follow the approved plan to provide uniform signage for the entire property and to ensure compatibility in scale, size, material, and character; (4) All illuminated signs must be lighted internally or lighted by top mounted lights pointed down. No sign may be illuminated by fixtures not shielded from upward transmission of light. Lights that flash, pulse, move or simulate motion are not permitted; and (5) All outdoor light fixtures shall be shielded to prevent light trespass on adjacent properties or upward transmission of light, except for those lights necessary for safety and security.

The HB, highway business district is primarily intended to accommodate those retail service and distributive uses which are typically located along thoroughfares. The district is established to provide locations for establishments which require high visibility and good road access, or which

cater primarily to passing motorists. Developments in this district generally have substantial front setbacks. A conditional zoning {CZ} district, bearing the designation CZ, is established as a companion district for *every* district established in section 4-2. All regulations which apply to a general use zoning district also apply to the companion conditional zoning (CZ) district. All other regulations, which may be offered by the property owner and approved by the jurisdiction as part of the rezoning process, also apply.

The site has a Residential Development land use designation. This designation is attended to preserve Stokesdale's rural setting by establishing a uniform residential density. To achieve this, the following standards are recommended:

- Minimum lot size of 40,000 square feet.
- Increase natural buffers along perimeter roads and entrances into major developments.
Increase buffers and protection along creeks and waterways.
- Plan for interconnected residential development through street and trail links
- Eliminate the use of Planned Unit Development - Residential (PDR) outside the Town Core.

Consistency:

Land uses recommended in the Residential land use designation is inconsistent with those expressed in the Stokesdale Future Land Use Plan.

Staff Recommendation: Staff recommends approval. Although inconsistent with the land use designation in the Stokesdale Future Land Use Plan, rezoning is reasonable because the site is currently zoned CU-HB with conditions. The site is on a major thoroughfare suitable for Highway Business land uses. The request zoning imposes conditions that will help mitigate impact on surrounding uses. Warehouse (self-storage) site cannot exceed five acres in the HB district. If approved, an amendment is required to the Stokesdale Future Land Use Map to change the land use designation to Non-Residential Zoning Outside Town Core. This concluded Oliver Bass's report. Tom Medlin stated that he wanted to add something that he also shared with the Planning Board. The last part of Oliver's report regarding having to amend the Stokesdale Future Land Use Map, should have been done back when this property was first rezoned for Conditional Use. This needs to be verified and if it did occur then you not going to have to change the plan this time because it has already been done. If it was not done back in 2008 then it is appropriate to change it now. Mayor Flynt asked if anyone wanted to speak in favor of this rezoning case? No one spoke, so Mayor Flynt then asked if anyone wanted to speak against this request? No one spoke. **Mayor Flynt motioned to deny this request, Thearon Hooks seconded the motion to get it on the floor for discussion.** After questions to the Planner and Attorney it was determined that at this time, we are still under the Covid-19 State of Emergency Regulations that we must hold the votes for these cases for 24 hours to allow citizens that may not be able to have their voices heard during this meeting time to respond for or against this rezoning case. Mayor Flynt said they will vote to set a day and time for the vote, but he would like to give his thoughts on this case first. He said he looked at the Town's long-range plan and said we have several light industrial and heavy industrial zonings on Highway 158 and the long-range planning committee had wanted to keep the light and heavy industrial along that east corridor of Highway 158. He also is concerned that we are changing the table of permitted uses. The Mayor said to him this is just a way of circumventing zoning. He reminded everyone that currently the only place in our ordinances for warehouse (self-storage) is under light and heavy industrial, so to the Mayor if we approve this, we are setting a bad precedent. Mayor said somebody could come in next week and say they want the permitted use in a residential area to allow

mini-storage and put a storage unit in the middle of a sub-division. Mayor Flynt said people probably don't understand what we are saying when we say we want to change the table of permitted uses. It's just setting a dangerous precedent. The Mayor stated that it is a big difference between commercial/retail, and light industrial/mini storage. Mayor Flynt said he was on the long-range planning committee and what they were trying to do originally on Hwy 68 and Haw River Rd was a small commercial node. He thinks this is out of character for the neighborhood. The long-range plan asked us to limit light and heavy industrial to Hwy 158 East. His biggest issue is changing the Table of Permitted Uses, he thinks that is opening Pandora's Box and it will come back to haunt us significantly later. There were no other comments. So, Mayor Flynt asked Council to set a date and time to meet to vote on this case.

After some discussion regarding a date and time all of council could be present, **Mayor Flynt motioned to set the meeting for Sunday, December 13, 2020 at 7:00PM. Thearon Hooks seconded the motion.**

Bill Greco broke in before the vote to say they had been having technical difficulties getting on the Zoom meeting platform and with audio, but he would like to speak on behalf of the owners of this property. Mayor Flynt told him that we had closed the public comment portion of the hearing and asked Tom Medlin if it was permissible for Mr. Greco to speak. Tom Medlin said considering the technical difficulties it would be permissible for Mr. Greco to speak. So, Mr. Greco went on to say, he wanted to revisit some history on this property. He said when they rezoned this property previously, we had a tailored list of permitted uses the reason for that is they had a group of people looking at the property for development. Mr. Greco said that by the time they got the property rezoning approved, just south at Hwy 68 and Haw River Road where the current Kings Crossing Shopping Center is located one of their major tenants, (Novant Health) chose to move down to that location. So, this property has just been sitting here waiting for the right group of uses to come back to the table and we have certainly reached that point. We have some interested parties, himself and his partner being one of them. Mr. Combs and his construction company being one and our third party interested is a storage and warehouse operation. They would be limited to five acres; we are looking at what would be called the anchor of that of the property. It will be a multi-story climate-controlled storage facility and then there would be some conditional storage on further back in the property. Mr. Greco said they are aware of the Scenic Corridor guidelines and understand the ramifications of that as we did ten years ago. Mr. Greco said he has a staff report that is favorable, and he has a planning board decision that is favorable. We have had zero opposition, he said they have done their homework and community outreach. Another point, the extension of the Town's water line down Hwy 68, he was part of that extension and they are certainly looking forward to tying in this facility. He said his group feels like this is a solid well-rounded application. He would be willing to revisit Mayor Flynt's comments about the Use Table. He believes they are working within that Use Table. He does not think this will set a dangerous precedent, or open Pandora's Box. Mr. Greco thinks this facility is permitted in this table, he pointed out that the west side of Hwy 68 is commercial and listed off some of businesses along the corridor. Mr. Greco said his group invested heavily in market studies and these studies support a very significant demand for these types of storage facilities. Mayor Flynt addressed Mr. Greco and cited Table 4-3-1 Permitted Use Schedule, down near the bottom, Warehouse (self-storage) reference the Use Code 4225 Warehouse(self-storage): Highway Business/Heavy Industrial/Light Industrial is a permitted zoning the only other thing is design standards for general business/highway business that

you will have to meet. Mayor Flynt said if he remembers when this was rezoned Highway Business did not you represent that it was going to be a Dentist Office? Mr. Greco answered no, it was Novant Health from the start. Mayor Flynt asked if there were any other comments for or against. No one spoke up. Mayor Flynt reiterated that they could not vote tonight and restated his motion: **Mayor Flynt motioned to set the meeting for Sunday, December 13, 2020 at 7:00PM. Thearon Hooks seconded the motion.**

Vote:

Mayor Flynt	Yes	Derek Foy	Yes
Thearon Hooks	Yes	Jimmy Landreth	Yes
Jim Rigsbee	Yes		

Public Hearing: Rezoning Case # 20-10-STPL-07100 8228 ZZ Coldwater Road, AG to RS-40. Mayor Flynt opened this case, but said he had a question for Oliver Bass before we start the presentation. Mayor Flynt went on to say it is his understanding that Guilford County recently passed an amendment to their Ordinance that would have allowed a road to be dedicated without the rezoning to a residential use zoning district. So, Mayor Flynt is wondering if that is correct do, we still have this Public Hearing, or does that change to the Ordinance take care of this case in its own right? Oliver Bass answered Mayor Flynt, he said it does not change the Stokesdale Ordinance it only changed the County Ordinance that allows a public road to be extended through a Minor Subdivision. Stokesdale's Ordinance still states that if there is a public right of way of a public road then that becomes a Major Subdivision, and a Major Subdivision cannot go in an AG Zoning District. The Mayor said okay he just wanted that clarified. Mayor Flynt turned the presentation of the case back over to Mr. Bass. Oliver stated, this property is located on Coldwater Road approximately 340 ft. north of US Highway 158 at the Forsyth County line, Guilford County Tax Parcel 229722, approximately 11.89 acres. Applicant: First Carolina Homes, LLC. This is a request to rezone property from AG (Agricultural) to RS-40 (Residential, Single-family). The AG zoning district, is primarily intended to accommodate agricultural uses, including farm residences and minor subdivisions. The RS-40, residential single-family district is primarily intended to accommodate single-family detached dwellings and does allow major subdivisions. The area primarily consists of single-family residential lots along Coldwater Road. The existing property is primarily AG and undeveloped, there are some single-family residences in the vicinity, large acreage residenceals, and there is some undeveloped property in Forsyth County which to Oliver's understanding is subject to development. When you go into the land use analysis the site has a Residential Development land use designation. This designation is attended to preserve Stokesdale's rural setting by establishing a uniform residential density. To achieve this, the following standards are recommended minimum lot size of 40,000 square feet, increase natural buffers along perimeter roads and entrances into major developments. The RS-40 district is consistent with the density recommendation in the Residential Development land use designation. Staff recommends approval, the proposed rezoning is reasonable because the RS-40 district is consistent with the recommendation of the Stokesdale Future Land Use Plan and development patterns along Coldwater Road. If approved, an amendment to the Stokesdale Land Use Plan will not be required. This concluded Mr. Bass's presentation. Mayor Flynt ask if there were any questions for Mr. Bass? No one spoke up, so Mayor Flynt began the discussion by saying Oliver it is my understanding that there are 64-65 lots exclusively in Forsyth County, that have already been approved by Forsyth County. And the sole purpose of this hearing is just to have a legal access of a road to be built to State Standards that will lead into this subdivision. Oliver Bass answered, correct. Mayor Flynt went on to add that he believes there is only one lot that will be in Guilford County, is that correct. Oliver Bass answered that is correct. Oliver Bass added that there would also be some open space common areas as well. Derek Foy asked, Stokesdale Ordinance 5-13.3 Table 5-13-2, No single entrance to a

subdivision shall serve more than 50 lots or 500 trips per day. Derek said it sounds like there are going to be more than 50 lots with this one single entrance. Oliver agreed that is Stokesdale's Ordinance, however the subdivision is in Forsyth County, you may consider that in your decision, but you cannot apply Stokesdale's Ordinance in Forsyth County. Mayor Flynt asked if there were any other questions? Tom Medlin stated one other thing he wants to point out that should be mentioned is to remind Council when you are looking at rezoning from AG to RS-40, you are not supposed to be considering any particular use or plan at this point. This is strictly you going to allow this rezoning regardless to what they may do. They are telling you they may put a road through there that will service a development in Forsyth County, but that plan may change. This is just a matter of whether you are going to allow the rezoning to RS-40. Mayor Flynt asked if there were any other comments? Then Mayor Flynt asked if anyone wanted to speak in favor of this request. Owner of the property, Paul Holst, introduced himself, he explained that he purchased this property from the Parrish Family Trust, the total property size is roughly 78 acres, and largely in Forsyth County. Only about 12 acres are in Stokesdale and Guilford County. He has a total of 56 lots planned and there is a second stub street that Forsyth County required that would provide a second entrance. 55 of the lots are in Forsyth County, 1 in Stokesdale, and the remainder approximately 12 acres is low lying 100-year flood plain on a third of it, it does not perk. Its not suitable for anything other than common area. There is only one way to enter the subdivision from Coldwater due to a stream running across this portion. Mayor Flynt asked if anyone else wanted to speak in favor? No one else spoke. Mayor Flynt then asked if anyone wanted to speak in opposition? No one spoke up. Mayor Flynt asked Tom Medlin if the Council could or should hold discussion tonight or wait until the Sunday meeting before the vote. Tom Medlin answered that if Council had any more questions, they could ask them, he added a reminder that the public has 24 for hours/ until the meeting on Sunday to call, email, write in their questions or concerns to be shared on Sunday before the vote. Town Clerk Alisa Houk gave out her Town email address stokesdale@stokesdale.org for anyone wishing to comment or ask questions. **Mayor Flynt said then we will continue this Public Hearing Case on Sunday, December 13, 2020 at 7PM**

VIII. Old Business:

1. Christmas Cruise-Thru Update. Derek Foy announced that we would have the Christmas Cruise-Thru this coming Saturday December 12, 2020 at 5:00PM to 8:00PM, they are doing this in absence of our usual annual Christmas parade. Derek recognizes and thank everyone on the Events Committee they have been meeting every week since October to put this together, hats off to Deanna Reagan, Elizabeth Privette, Mark Nadel, Ed McKinney, and David Bailey. Also, hats off to Wally Plummer, he is once again going to be our Santa. He wants to recognize our Grand Marshalls, the Teachers and Staff at Stokesdale Elementary School, it has been a tough year for them with the virtual learning, teaching in this Covid climate, and Good Samaritan's Ministry as this is a food collection/donation event. They will be set up at the Stokesdale Christian Church to accept donations. The Cruise-Thru route will begin where Stokesdale Street intersects with Belews Creek Road, it will continue past Stokesdale Christian Church, veer off into the church parking lot, out of the lot take a right onto Belews Creek Road, through downtown on Hwy 158, take a right into the United Methodist Church, there will be four or five stations set up at the church, and will conclude at Stokesdale Elementary School. Derek said we have about 20 businesses and organizations in Stokesdale. He wants to thank the Northwest Observer for sharing the advertisement in the paper and on Social Media. He believes it is being well received and he just looks forward to a creative special event.
2. Discuss status of the Town's offer on land acquisition. Jim Rigsbee said Mr. Mayor, I guess the question is, does this need to be in public or closed session? The Mayor answered that he believes Tom Medlin ruled that this needed to be in open session, but he will let Tom Medlin speak on that. Tom Medlin said if there are no instructions to future negotiations, you are just going to report about what was done and that it is not being pursued he thinks that is fine to report in public. Jim

Rigsbee then began by saying the Town did make an offer on the Joyce Trust for the land. He does not have the figure in front of him, but it was the figure Council discussed, approximately \$15,000 per acre. Jim Rigsbee said that is lower than the appraisal obtained by the Town. The representatives of the Joyce Trust said they are not willing to counter that offer. So, we are at a stand still with that, he does not anticipate a counteroffer coming from them. Jim Rigsbee added that he felt like we had a fiduciary responsibility to make a fair offer but not exceed current value. He feels the Town was consistent with that. Derek said he wanted to expand on this a little bit. Derek said the land in subject is adjacent to the Town Park. Road frontage is on Angel-Pardue and Athens Road. and is roughly 9 ½ acres. He said for the right price he thinks it would be a good acquisition for the Town to expand the park. Derek asked Jim Rigsbee to confirm that the appraisal came in at \$185,000. Jim said he did not have it in front of him so he cannot confirm but it sounds close. Derek said he certainly agrees with Jim Rigsbee's comments about being over the appraisal price. At the same time Derek said, he personally wants to keep the line of communication open in the event they decide to counter-offer. Derek said he is open to a counteroffer. Mayor Flynt agreed he was also open. Jim Rigsbee also agreed.

IX. New Business:

2. Discuss Republic Services proposal for 2021 Renewal Contract and Price Freeze. Tony Krasienko started by saying as a former elected official of 16 years he appreciates the courtesy. Tony said just to give a brief background on this renewal contract back in October 2019, we came before Council regarding changing the recycle services to every other week, we also did some clean up in the agreement some thing that either no longer belonged or really did not apply. Then Council approved us to switch to every other week recycling. That service change was supposed to happen in December 2019. We went through some changes in our division and at the time it was decided to delay that implementation. We did not want to implement this and then it fails. We wanted to make sure the service was there. The plan was to wait until Spring. Thanks to Covid-19 for throwing a wrench in those plans as well. Republic had a 17% increase in the amount of trash at the curbs. They had to put all their focus on making sure the trash services were taken care of, so it delayed the recycle switch again. So, they are revisiting this again now and wanting to get this implemented. At the same time, we were coming to the end of term with this agreement was coming up in June 2021. The current agreement does allow for mutual agreeable one year term extensions. Republic would like to extend for that one year and do the implementation in the Spring. That will give them the opportunity to get the containers out and some additional recycle information to the public to refresher their memories what is recyclable what is not, what goes in your curbside and what cannot. As a courtesy to the Town, Republic will hold their current rate of cost for this one- year term extension. Tony said to put that into terms, over the past 12 years the monthly rate has only increased \$3.03 per month., or about .25 cents per year. Going to every other week for recyclable pick up is going to offer them enough savings to stay at the current rate for another 12 months. Jim Rigsbee asked how much of the 17% increase in trash is attributed to additional customers coming online? Jim said we have had a boom in housing in the last couple of years. Tony answered that the 17% increase is based per stop. We have seen a lot of growth, but the 17% increase is per set out. It comes to about 8lbs. more trash per container. Derek Foy asked Tony if he could give them an idea of Republic's overall cost structure? Tony said it is probably 40-45% of the cost is disposal. He added the rest is labor, insurance, worker's comp, fuel, maintenance. Derek said he commends Republic on their communication. Derek said the communication is great, but we have had some lapses in services, some not explainable. One

incident that sticks out in Derek's mind over the summer. Maybe over the 4th of July time it seemed like to Derek there were two or three weeks consistently where we are not just missing our Wednesday pick up, but that pick up may not have occurred until the following weekend. Derek said he does know that caused a lot of hurt feelings in Town and nobody knows that better than Alisa, our Town Clerk as she receives most of those calls. Derek said he knows we all always have room for improvement, but what can we do to make sure we hit that Wednesday delivery and if it is not Wednesday then its Thursday. Tony said yes absolutely, Tony said the summer was especially challenging. He said Republic was receiving waivers from NCDOT, we do not want out workers working more than 10 hours a day due to safety reasons. As the tonnage went up the drivers are not just dumping once a day but as many as two or three trips and that can hour and hour or two to the day. So, they were running into routes where they were hitting the wall, things were running behind. We did hire more workers, we added two more routes, more assets coming in, so it is problematic that it does not get fixed like that. Republic recognizes the short coming in July but should not see that continuing. We are now fully staffed; it has been a challenge up to this point. But we are anticipating the additional growth. Normally, we see 2-3% organic growth, currently we are seeing 7-10% growth in Guilford County altogether even through the Pandemic. Then Tony turned the conversation over to Jorge Fernandez the General Manager for Republic Services, he oversees the day-to-day operations. Jorge thanked everyone for allowing them to speak at this meeting. He said he and his family moved to Stokesdale about 8 months ago. There was a change in management that was required, to Tony's point it has been a tough year, growth tends to sugar-coat problems. We have seen unprecedented growth in Guilford County, Summerfield, Stokesdale, and then you couple that with Covid. Jorge said his intention here is not to give excuses but to let us know what they have done. Jorge said he came in and said hey we have a budget that no longer exist. We went from 19 drivers to 29 drivers; we went from 19 trucks to 25 trucks. Jorge said he does not care how much money that cost, because if you cannot service the customers money is not going to matter. Jorge added to Jim Rigsbee's point you couple this with growth, and it can be challenging. They have switched out every single supervisor and manager at that division and it has paid some dividends. The call volume has gone down until the Call Center has asked what did you will do in Greensboro? We have a liaison, dispatcher that her soul purpose is to serve our Municipalities. We have concentrated on invested a lot in the service end, he cannot say at some point someone might get missed but nobody else is going to react faster. Jimmy Landreth asked if Alisa, the Town Clerk was on the meeting. She answered, I am. Jimmy asked Alisa, you are always the one that takes the complaints, she said the number of complaints has fallen off. We are not receiving many, she cannot recall even getting a call in the last month. Complaints have dropped immensely. Mayor Flynt asked if anyone else had any questions. No one spoke. Mayor Flynt motioned to approve the one-year Third amendment to the Franchise Ordinance and Agreement for Residential Solid Waste and Recycling Services for the term of 12 months (1 year) effective July 1, 2021 with no cost increase. Thearon Hooks seconded the motion.

Vote:

Mayor Flynt	Yes	Derek Foy	Yes
Thearon Hooks	Yes	Jimmy Landreth	Yes
Jim Rigsbee	Yes		

1. Town of Stokesdale Water System Supply, Water Outside Territorial Jurisdiction. Derek Foy placed this on the agenda. Derek said he sees this as a lengthy conversation, if this is improper, Tom or John please correct me if I am wrong. Derek said he sees Mr. Krasienko online as a courtesy to him, Mayor Flynt interjected and

said change the agenda. Derek Foy motioned under new business to move item # 2 Discuss Republic Services proposal for 2021 Renewal Contract and Price Freeze. Above number 1. Thearon Hooks seconded the motion.

Vote:

Mayor Flynt	Yes	Derek Foy	Yes
Thearon Hooks	Yes	Jimmy Landreth	Yes
Jim Rigsbee	Yes		

Derek began by saying he sent out a Discussion Guide, it looks like Council is going to be voting to expand our water system outside the Town Limits he sees a lot of positives to that not only to our water system, but he has some questions that he would like Council to discuss. At this point Derek went to his discussion guide. To save time and typing I will attach the discussion guide to these minutes but record the answers here with the corresponding number of his questions.

1. The Mayor answered, It will be the same situation as it is now with somebody that lives in Guilford County. Mayor Flynt said he spoke with Courtney Driver, Utilities Director of Winston Salem this afternoon, she said anything we serve from the Chlorination Station North, we can serve anybody we want to. The Town of Stokesdale Water Specifications states that anybody including developers that want to hook on/extend our water lines, they pay the entire cost. They pay the development fees when the individual lots are sold. They warranty the installation and all materials for 1 (one) year. Then it is just like a road that is dedicated to the State, it becomes the property of the Town of Stokesdale. Mayor Flynt then asked Tom Medlin if he had anything to add. Tom Medlin in a few short words, basically said he wasn't sure if we had some type of formal written document that confirmed our acceptance of the water lines once they were ready for dedication to the Town. Tom Medlin said he just wasn't sure what the procedures were. Town Clerk Alisa Houk said the Town does have procedures in place. She has a checklist that is marked each time a new subdivision begins to be built. There are certain forms that are required by the Town and the State at different stages of the development from the time the Site is evaluated and site approval to the Application to the Town of Stokesdale for water lines through Final Approval from NCDENR to begin to build the houses. When the water line warranty is about to hit the one year mark we send Yates Construction to do a final inspection to make sure everything meets our Specifications and is running smoothly. The developer then signs a Certification form to turn the water lines over to the Town.

3. Discuss and possible vote to ask Town Attorney Tom Medlin to review March 12, 2020 Closed Session meeting minutes for release to the public.

Councilman Jimmy Landreth made a Motion to request the Town Attorney to review the minutes to determine if they meet all requirements to be released to the public and if so release the March 12, 2020 closed session minutes. Councilman Derek Foy seconded the motion.

Vote:

Mayor Flynt	Yes	Derek Foy	Yes
Thearon Hooks	Yes	Jimmy Landreth	Yes
Jim Rigsbee	Yes		

4. Discuss Spectrum Phone/Internet at Town Hall.

Councilman Foy made a Motion that Town Clerk Alisa Houck, Kim Thacker, Councilman Landreth and himself to hold a meeting with Spectrum to negotiate the length of the contract and rate currently being paid and bring back to Council for a final vote. Mayor Pro Tem Hooks seconded the motion.

Vote:

Mayor Flynt	Yes	Derek Foy	Yes
Thearon Hooks	Yes	Jimmy Landreth	Yes
Jim Rigsbee	Yes		

5. Discuss the recording of the minutes and set a deadline for the minutes to be caught up.

Councilman Foy asked the Town Clerk to specify the minutes that need to be caught up. The Clerk estimated a dozen sets of minutes to be done. Councilman Foy recommended the budget minutes be done as soon as possible. The Clerk explained the difficulty in getting these minutes done in a timely manner. Councilmen Foy and Rigsbee asked what help was needed to get these caught up. She stated that to have days without interruption would be extremely helpful.

- X. **Citizen's Comments from the Floor. You will be called in the order your call came into the queue. Please be brief so everyone has a chance to make their comments.**

Mark Nadel, 8211 Wendy Gayle Dr., Stokesdale, NC – expressed concern about procedures for the Council meetings and negative comments made by Mayor and Council. He expressed concern with the Mayor meeting outside his authority.

Mayor Flynt stated that he was open to suggestions to have Councilmembers meet with developers, staff from Winston-Salem, etc when we need to discuss matters or address complaints.

XI. Closing Comments from Council

Mayor Pro Tem Hooks wished everyone a Merry Christmas.

Councilman Foy appreciated the open discussion tonight, wished everyone a Merry Christmas and thanked those that helped with the Christmas parade as he heard a lot of good feedback.

Councilman Landreth wished everyone a Merry Christmas.

Councilman Rigsbee reminded everyone of the upcoming event at Stokesdale Elementary School on Saturday and the up coming blood drive on December 22.

XII. Announcements:

1) Stokesdale Christmas- Cruise-In will be December 12, 2020 from 5pm to 8pm

2) Planning Board does not have any cases currently for December.

X. Adjournment

Mayor Flynt made a Motion to adjourn the meeting. Mayor Pro Tem Hooks seconded the motion.

Mayor Flynt	Yes	Derek Foy	Yes
Thearon Hooks	Yes	Jimmy Landreth	Yes
Jim Rigsbee	Yes		

Being no further business to come before Council, the meeting was adjourned at 10:21 pm.

Approved: _____

Michael E. Crawford, Mayor at the time of signing

ATTEST:

Dale F. Martin, Town Clerk at the time of signing



TOWN OF STOKESDALE
REGULAR TOWN COUNCIL MEETING
8325 ANGEL PARDUE ROAD
STOKESDALE, NC 27357
December 13, 2020 AT 7PM
VIA ZOOM

Attendance: Mayor John Flynt, Mayor Pro Tem Thearon Hooks, Councilman Jimmy Landreth, Councilman Derek Foy, Councilman Jim Rigsbee, Town Attorney Tom Medlin, Town Clerk Alisa Houk

I. Call to Order

Mayor John Flynt called the meeting to order and established a quorum by calling the roll with each member noting their attendance.

II. Review and Adopt the Agenda

Mayor Flynt noted the public hearing cases explained the mandate by the Governor in regard to Covid a public hearing was heard on Thursday, December 10, 2020 and to allow time for public comments, the issues were continued to tonight. No agenda items can be added therefore no motion and vote is necessary.

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

Mr. Bill Greco, Land Solutions Inc., addressed Council in regard to a matter on Notees Lane and information that was sent to Council. He requested that a decision be made.

Mayor Flynt informed Mr. Greco that this matter is not on the agenda and therefore a discussion and decision is not allowed. It will need to be addressed at the January Council meeting.

Public Hearings:

- 1. Public Hearing: Rezoning Case # 20-10-STPL-07030: 7721 NC Highway 68N CU-HB to CZ-HB.** Oliver Bass presented the case Thursday night during the regular Town Council meeting. Mayor Flynt opened the floor to citizens that wanted to speak for the case, and those who wanted to speak against. Council will leave this Hearing open for email and phone message citizen's comments until Sunday, December 13, 2020 at 7PM.

Town Attorney Tom Medlin asked if the Clerk has received public comments. It was noted that comments were submitted by Mr. Greco.

Mr. Medlin noted a letter from Mr. Greco, dated 12-11-2020 and addressed to all Council Members. Each Council member acknowledged receipt of the letter.

Mayor Flynt referred to the letter whereby a comment was made by him that this was not a permitted use in the Highway Business district. He clarified his comments that warehouse self-

storage use is permitted in Light Industrial and Heavy Industrial and with design standards in Highway Business and local business. His point is that they have design standards in Highway Business and noted the significant restrictions. He added that this rezoning is for a very different type of use and it would be inappropriate to do so.

Mayor Flynt noted that this use is restricted to tracts of five acres and expressed concern that this tract is 6.09 acres and what will happen on the remaining 1.9 acres. He noted that this property is in the Town's scenic corridor and noted the building requirements used in that corridor. He noted that the zoning is conditional use already and in his opinion the developer is adding a use that is inconsistent with the original rezoning and plans for this site. For those reasons, Mayor Flynt stated that he was in opposition to this rezoning request.

Councilman Foy stated that at Thursday's meeting, Mr. Greco stated that he is aware of the requirements of the Town's scenic corridor. Mayor Flynt agreed that the developer has agreed to follow those but felt he is changing the character of the site. Council Foy pointed out that any change in zoning changes the use on a site.

Council then discussed the safety concerns along Hwy. 68, citing the narrow road and the number of traffic accidents that have occurred there.

Town Attorney Tom Medlin pointed out that there is no site plan being considered and reminded Council that this is a rezoning request and that the uses pointed out may or may not occur here. Council must decide if this use would be appropriate or not.

Councilman Foy made a **Motion** to approve the rezoning Case # 20-10-STPL-07030: property located at 7221 NC Highway 68N, from CU-HB to CZ-HB, to include Warehouse (self-storage) use. The Warehouse (self-storage) is a permitted use in the HB zoning district subject to meeting developmental standards. Councilman Landreth seconded the motion.

Mayor Flynt	No	Derek Foy	Yes
Thearon Hooks	No	Jimmy Landreth	Yes
Jim Rigsbee	Yes		

Motion carried 3-2 vote.

2. **Public Hearing: Rezoning Case # 20-10-STPL-07100 8228 ZZ Coldwater Road, AG to RS-40.** Oliver Bass presented the case Thursday night during the regular Town Council meeting. Mayor Flynt opened the floor to citizens that wanted to speak for the case, and those who wanted to speak against the matter. Council will leave this Hearing open for email and phone messages and citizen comments until Sunday, December 13, 2020 at 7PM.

Town Attorney Medlin asked if any emails, phone calls or other communication was received in regard to this case. Town Clerk Alisa Houk stated that no comments were received.

Mayor Flynt made a **Motion** to approve the rezoning Case # 20-10-STPL-07100-8227 ZZ property located on Coldwater Road from AG to RS-40. Mayor Pro Tem Hooks seconded the motion.

Mayor Flynt	Yes	Derek Foy	Yes
Thearon Hooks	Yes	Jimmy Landreth	Yes
Jim Rigsbee	Yes		

Motion carried.

X. Citizen's Comments from the Floor. None presented.

XI. Closing Comments from Council. None presented.

XII. Announcements: None presented.

X. Adjournment

Mayor Flynt made a **Motion** to adjourn the meeting at 7:26 PM. Mayor Pro Tem Hooks seconded the motion.

Mayor Flynt	Yes	Derek Foy	Yes
Thearon Hooks	Yes	Jimmy Landreth	Yes
Jim Rigsbee	Yes		

Motion carried.

Being no further business to come before Council, the meeting was adjourned at 7:26 PM.

Approved: _____

Michael E. Crawford, Mayor at the time of signing

ATTEST:

Dale F. Martin, Town Clerk at the time of signing

MINUTES
TOWN OF STOKESDALE
REGULAR TOWN COUNCIL MEETING
8325 ANGEL-PARDUE ROAD
STOKESDALE, NC 27357
FEBRUARY 09, 2023 AT 7:00 PM

Member's present were: Mayor Mike Crawford; Mayor Pro-Tem Derek Foy; Council Members: Jimmy Landreth, Tim Jones, and Jim Rigsbee; Town Attorney Charles Winfree; Finance and Budget Officer Kim Thacker, Town Clerk Dale Martin and Deputy Town Clerk Robbie Wagoner and Justin Snyder, Guilford County Planner.

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.

2. Review and Adopt the Agenda.

Mayor Pro Tem Derek Foy added:

#10A - Consideration of an Ordinance to amend the Speed Limit on Athens Drive
Removed # 18

Councilman Jones added:

#18A - Discussion on increase in plan review fees and inspection fees
#18B-- Discussion on the protection of water meter vaults near driveways

Mayor Pro Tem Foy made a **Motion** to adopt the agenda as amended: Councilman Jones seconded the motion.

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

Motion carried.

3. Review and Adopt the Minutes: May 5, 2022 Special Called Budget Workshop; October 13, 2022. (delayed to later in the mtg. but failed to act on it in January), January 12, 2023 Closed Session Minutes

May 5 Special Called Budget Workshop

Mayor Crawford made a **Motion** to approve the May 5, 2022 Special Called Budget Workshop Minutes as presented. Mayor Pro Tem Foy seconded the motion.

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

Motion carried.

October 13, 2022 Closed Session Minutes

Mayor Crawford made a **Motion** to approve the October 13, 2022 Closed Session Minutes as presented. Councilman Landreth seconded the motion.

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

Motion carried.

January 12, 2023 Closed Session Minutes

Mayor Crawford made a **Motion** to approve the January 12, 2023 Closed Session Minutes as presented. Councilman Landreth seconded the motion.

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

Motion carried.

4. Public Safety Reports:

a) Stokesdale Fire Department

Fire Chief Todd Gauldin gave the Fire Department's report for January.

b) Guilford County Sheriff's Office

Master Corporal Swaringen gave the Guilford County Sheriff Department's report.

5. Administrative Reports:

a) Administrative Report:

Town Clerk Dale Martin presented the Administrative Report for January.

b) Planning Board:

Justin Snyder, Guilford County Planner introduced himself and presented the Planning Board Report.

c) Events Committee:

None presented.

d) Property Committee:

- **Purchase a replacement refrigerator/freezer for kitchen at Town Hall**

Councilman Landreth announced that the refrigerator at Town Hall is in need of repair or replacing.

Councilman Jones made a **Motion** authorizing Property Committee to spend up to \$450 to repair existing refrigerator or \$900 to purchase a new refrigerator, if necessary. Councilman Landreth seconded the motion.

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

Motion carried.

- **Discussion on leak in men's restroom**

Councilman Landreth explained a leak at the urinal in the men's restroom.

Councilman Jones made a **Motion** authorizing the Property Committee to spend up to \$400 to repair the leak. Mayor Crawford seconded the motion.

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

Motion carried.

e) Town Park Improvement Committee:

Mr. Tee Stephenson, Chair of the Town Park Improvement Committee presented the monthly report on proposed improvements to the park and announced the deadline for submitting bids for the basketball and pickleball court and the playground Feb. 10th and the deadline for RFQ's for engineering of the Amphitheater is March 2nd.

6. Financial Reports:

a) Finance/Budget Officer: Kimberly Thacker

Kim Thacker, Budget and Finance Officer presented the financial report for the General Fund and the Water Fund.

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

None presented.

PUBLIC HEARINGS:

- 8. Rezoning Case # 22-12-PLBD-0031, 7577 Happy Hill Road, Kernersville, NC – Property is located on the west side of Happy Hill Road (SR 2032), approximately 1,740 feet north of the Monty Drive intersection, Guilford County Tax Parcel 164961. This is a request to rezone the subject property, which contains 10.158 acres and is located within the town limits of Stokesdale despite its Kernersville address, from AG, Agricultural, to RS-40, Single-Family Residential. The applicants upon any major development of the property intend to connect to Stokesdale's water system.**

Mayor Crawford introduced the rezoning case and deferred to Justin Snyder, Guilford County Planner to give the Staff Report.

Mr. Snyder identified the property at 7577 Happy Hill Road, Kernersville, NC, Guilford County Tax Parcel 164961 and the request to rezone from AG, Agricultural to RS-40 Residential. He highlighted the zoning districts description and the character and history of the area. Mr. Snyder presented the infrastructure and community facilities in place and an environmental assessment of the site. Mr. Snyder noted that Staff recommends approval of this rezoning request which is consistent with the Stokesdale Future Land Use Plan and is reasonable and in the public interest because it is adjacent to residential uses in the area and will provide low-density housing opportunities for the citizens and the development will be served by the Stokesdale Municipal Water System.

Mayor Crawford then declared the public hearing open.

In Favor:

Greg Garrett, RS Park Homes – PO Box 5987, High Point, NC – identified himself as the developer of this site. He presented the history of a previous rezoning request that was withdrawn. He noted that acquisition of this site as a better access into the development in which a majority of the lots fall within Forsyth County and which has already been approved. He noted the approval of this request would allow for six more homes, bringing the total for the development to 101 homes. He noted that the developer plans to extend public water to the property by way of Happy Hill Road. He introduced Mr. Norris Clayton as the Engineer for the project. He pointed out that the request is consistent with the Stokesdale Land Use Plan and requested a favorable vote by Council.

Council, Staff and Developer discussed the history of the previous case involving a Duke Energy access.

In Opposition:

Shanea Carroll, 7581 Happy Hill Road, Kernersville, NC – lives adjacent to the property and expressed concerns with the traffic safety issues with the entrance located at the top of the hill and recommended a traffic analysis be conducted.

Darrell Watkins, 7575 Happy Hill Road, Kernersville, NC – has lived here all of his life and pointed out that the access road will encroach onto his property affecting all the utilities located in this area. He asked Council to come look at the site and think about the effect on the area. He spoke of the rock in this area and that has always been there and asked who would be responsible for the damage caused by the blasting that will have to be done.

Council and the Attorney discussed allowing more time to ensure that everyone is heard.

Councilman Jones made a **Motion** to allow speakers both for and against 10 minutes to speak and asked that they not be redundant with their comments. Councilman Landreth seconded the motion.

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

Motion carried.

Mr. Norris Clayton, Engineer with Hugh Creed, noted that the right-of-way should be sufficient for the 8 inch water line.

Dwayne Dalton, (no address given) spoke on behalf of the wildlife in the area and asked that it not be developed but left for the wildlife.

Gerard Carter, 7565 Happy Hill Road, Kernersville, NC – expressed concerns with the location of the access road and suggested they use the access the Developer says he already has and not this location as it is in a blind spot and will be a safety issue. Reminded Council that this is for 101 homes and not the 7 proposed on this site.

Albert Schnever, 7544 Happy Hill Road, Kernersville, NC -- reminded Council all the traffic will access this development by Happy Hill Road and asked who would put in a turn lane and stoplight here. He noted other traffic concerns on Happy Hill Road and Hwy. 158 that already exists. He expressed concern also for eliminating wildlife and agricultural uses and open spaces.

Reece Curry, 8756 Van Hoy Road, Kernersville, NC -- asked if this is to rezone the entrance on Happy Hill Road or does it include Bentrige Forest also?

Mayor Pro Tem Foy stated that this request is to rezone approximately 10 acres on Happy Hill Road and that to the best of his knowledge the land adjacent to Mr. Curry's property and lies within Forsyth County has already been approved by Forsyth County.

Rebuttal:

Greg Garrett, corrected his comments from before based on emails from Mr. Oliver Bass and Mr. Tom Medlin that stated that we did not have to rezone property if there were not going to be any houses built on that property. He then explained the topography and environmental issues with this other access making it a more expensive option. He added that NCDOT will conduct a traffic analysis and any turn lanes or stoplights would fall under its jurisdiction and be required if deemed necessary. He then noted that he was well aware of the rock in the area and would take all precautions necessary to protect structures in the area.

Margaret King, 7582 Happy Hill Road, Kernersville, NC – spoke of the rock present when building her house on Happy Hill Road and expressed a concern that the developer not be aware of how much rock is in this area.

Adam Meylor, 7587 Happy Hill Road, Kernersville, NC – stated that his property adjoins this site and spoke of the numerous holes he had to dig for his perk test when building his home. He attested to the amount of rock in the area.

Mr. Garrett readdressed the rock issues and stated that the testing that has been conducted will strategically dictate where the road will be constructed.

Council and Mr. Snyder discussed the connection to the Town's water system. It was noted that there is no condition that they be connected through this rezoning as this is a straight rezoning request.

Mayor Pro Tem Foy then presented maps and documents from Forsyth County that illustrates the road would encroach on the property to the south and north of this access to the development. He questioned whether or not there is sufficient right-of-way here to construct the street. Mr. Clayton stated that there is a 57-foot easement, and they would have to work within the easement.

Council expressed concern with easement that this access could encroach onto private property.

Mr. Clayton reminded Council that this is a rezoning request and what is the best use of the property. He noted that the request would have to go through a subdivision approval process where these concerns would be addressed.

Darrell Watkins, adjacent resident to the south, stated that he measured today and if this roadway takes up 70 feet, then it will take his driveway.

Several Councilmembers stated that they were very familiar with the area as they have ridden through this area all their lives and expressed concerns with this access.

Mr. Snyder spoke of the rezoning request and explained that Council will need to determine whether or not they are comfortable with the RS-40 zoning of this site or is it to remain agricultural. The alternate questions are all great questions; however, they can't be answered at this stage in the process.

Mayor Pro Tem Foy then asked about the water main shown through lot 33. Mr. Garrett explained that the project has been approved by Forsyth County in two sections. He asked Staff to present the special use map that has been approved to show that the sections have been segregated so that the traffic for all 94 homes could not come out on Happy Hill Road. He noted that they are obligated to follow this map.

Council asked questions about the stream crossing and the location of the water line. Mr. Clayton pointed out the layout of the waterline. It was noted that there is no requirement that they connect to the Town's water. Mr. Garrett stated that they have publicly said they would connect to the Town of Stokesdale's water system. Mr. Clayton added that the approved plans indicate they connect to the Town's water system.

Mayor Crawford declared Public Hearing closed.

Councilman Jones made a **Motion** to deny Zoning Case # 22-12-PLBD-0031 for property located at 7577 Happy Hill Road, Kernersville, NC. Mayor Pro Tem Foy seconded the motion.

Mayor Crawford stated his support for property owner rights.

Verbatim transcript of Councilman Jones comments inserted here at the direction of Council at the March 9, 2023 Regular Council meeting:

"Councilman Jones said yes Mr. Mayor, I have got several points I'm going to make here and it's going to take a while. I will try to be as brief as possible. I observed this previous Council rezoned the property off of Cold Water Road and this was the first time that the Town of Stokesdale water had been extended back over into Forsyth County, we buy our water from Forsyth County. I observed that Mayor John Flynt at the time provided a letter to Forsyth County promising water to that particular developer and at that time, he had no vote of Council to sign such a letter. Council subsequently made a vote, I don't know how long it was after that letter was signed, but subsequently Council voted to provide water on Cold Water. I bring this up because of some technical points, the way our water system operates, the way our administrative process operates, the Cold Water project, there was no plan review so no Stokesdale, no Engineer looking at the plan on behalf of the Town of Stokesdale, reviewed that plan and there were no inspections were done on that Cold Water Road water main extension over to Forsyth County. That gets us to Happy Hill. There was a subsequent vote by the previous Council regarding, agreeing to provide, to allow RS Parker Homes to connect to our Town of Stokesdale water system. Where I have, I have several different issues pertaining to this, like my good friend Mr. Landreth pointed out, if it was just a rezoning case about seven lots off of Happy Hill Road it would be a lot more simple. As the applicant pointed out, there are multiple jurisdictions involved here and that is unfortunate but that doesn't mean that I am an automatic yes vote on

anything going across the county line. The Town of Stokesdale currently has a cap of 300,000 gallons per day to buy water from Forsyth County. We're negotiating to raise that cap and I think that will be done relatively soon. But, I as a Councilmember, at the moment have to consider that it is still capped at 300,000 gallons a day. There's a usage that is going back over to Forsyth County and I don't know what that will, once that is completely built out here what's proposed, I don't know what that usage will be and I'm concerned about that. Just like Mr. Landreth, I grew up in this area and I have been up and down Happy Hill Road countless times. I'm not sure I could brag about riding my bicycle up and down that road but I've been up and down that road on tractors and I have picked up rocks off the farms on Happy Hill Road. I have that merit badge. I am well aware of the rock over there. God made that corner of the Town a little rougher than He did the rest of Stokesdale and the applicant can't help that and those that are opposed to this rezoning can't help that. That's just a fact. It is rocky over there especially along the ridges and Pearman Quarry Road. The rock quarry is right around the road, excuse me, right around the corner on Pearman Quarry Road. I have concerns that we will have a difficult time getting Town of Stokesdale water lines installed there. I don't like the idea of cross-country water lines without interfacing with the Town of Stokesdale Engineer. We have no memo of understanding or interlocal agreement with Forsyth County, Oak Ridge or anybody else here involved regarding the administration of our water system in Forsyth County into this development and that concerns me. We would need to be able to collect a plan review fee, and an inspections fee and then we need to provide those services for this development and until the Town of Stokesdale is satisfied I wouldn't want to see the plat recorded and any lots sold over in Forsyth County. Right now we don't have so much as one contact in Forsyth County that we are discussing these procedural issues with. Again if it was just about seven lots, I couldn't really see much of a problem with that but I don't like the little bottleneck I see going into this property, fifty seven foot is not much. Just like my friend Mr. Landreth, I generally vote for rezonings, I think property rights are a fundamental freedom that we have in this country and I am always very careful how I consider voting on a rezoning case as a Planning Board member and a Council member. And in this case, I have done a lot of pondering and I have examined this several different times over a period of time. I have talked to various people. At the end of the day, I have elected to use my judgement and common sense can't be defined. But this project, everything I can see goes against my common sense and goes against my judgement and I'm not voting for it and that's why I made the motion."

Mayor Pro Tem Foy agreed with the safety concerns brought up tonight. He also supports property rights and has a problem with this easement encroaching on other people's property. He expressed concern with the water connection that there is no binding document in this situation. He stated that this is a big deal and that he is not in favor of this request.

Councilman Rigsbee agreed with previous comments in regard to the encroachment on the adjoining properties. He expressed concern with the unknown and the impact it will have on the area. If approved, this is out of our hands. He felt this project does not fit the land here and is inconsistent with what is out there now.

Town Attorney Chuck Winfree reminded Council this is a straight rezoning and that the developer could reconfigure the projects if they desired. This plan presented is not binding.

Councilman Landreth also expressed concern with this project. He also supports property rights and the right to sell their property if they so desire.

Mr. Winfree reminded Council that the motion must include a consistency statement with their findings of fact regarding this request.

Councilman Jones **Amended** his motion to include that this request is not consistent with the area and the topography of the land and is inconsistent with good planning despite the Staff's recommendation to approval, they have not considered all these factors.

Mayor Pro Tem Foy agreed to the amendment.

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

Motion carried.

Mayor Pro Tem Foy then referenced his earlier comments regarding the approval by Forsyth County.

Mayor Pro Tem Foy made a **Motion** for the Town Clerk to draft a resolution and obtain Mayor Crawford's signature in reference to the Forsyth County approved site plan F1623 stating that the Town of Stokesdale's governing board respectfully objects to Forsyth County's decision to remove the internal road connection between Lakeside Manor Drive and Bentrige Forest Drive that was originally approved with rezoning case F-1597. The resolution to include verbiage stating that the request to add back an internal road connection aligns with the requirement in the written conditions of Zoning Case F-1623 pursuant to NCGS 160D-703 and that the developer has signed off to agree to these conditions, and that removing the internal connection resulted in Stokesdale Municipal water lines going through three (3) lots back yards and removes the practical connectivity desired in new subdivisions.

Mayor Crawford seconded the motion.

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

Motion carried.

Mayor Crawford recessed the meeting at 9:21 pm and reconvened the meeting at 9:36 pm.

OLD BUSINESS:

- 9. Adoption of Internal Controls and Separation of Duties Policy. (Continued from January 12, 2023)**

Councilman Jones made a **Motion** to approve the Internal Controls and Separation of Duties Policy as presented and noted Revised February 9, 2023. Mayor Pro Tem Foy seconded the motion.

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

Motion carried.

10. Discussion on Town of Stokesdale's IT Contract. (Continued from January 12, 2023)

Councilman Rigsbee presented two quotes:

1. Total Computer Solution (TCS) at \$677.84 per month and no extra cost for service calls as bill under the current contract, 2-year contract.
2. GeekBox IT at \$667.19 per month

Mr. Thacker stated that a budget amendment would be required.

Mayor Pro Tem Foy made a **Motion** to enter into a 1-year contract with Total Computer Solutions (TCS) for \$677.84 per month, contract to be effective 4-1- 2023 and that a budget amendment be placed on the March 9th agenda. Councilman Rigsbee seconded the motion.

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

Motion carried.

10 A. Consideration of a Concurring Ordinance to amendment the Speed Limit on Athens Drive.

Mayor Pro Tem Foy made a **Motion** to approve the following Ordinance amending the speed limit on Athens Drive to 25 mph. Councilman Landreth seconded motion.

ORDINANCE NO. O-2023-03

**AN ORDINANCE TO REGULATE THE SPEED LIMIT
ON ATHENS DRIVE**

WITHIN THE TOWN OF STOKESDALE

WHEREAS, the municipality of the Town of Stokesdale became a body corporate and politic effective November 9, 1989 as provided by Chapter 488 Senate Bill 663 and as amended by Chapter 956 Senate Bill 1384 Session Laws of 1989 of the General Assembly of North Carolina; and

WHEREAS, by General Statute (G.S. 20-141 (b) (1)) the statutory speed limit within the incorporated areas of a municipality is 35 miles per hour until and/or unless changed and/or modified by duly enacted ordinances of said municipality and after adoption by the State of North Carolina Department of Transportation of concurring ordinances and upon the erection of signs giving notice of the established and authorized speed limits.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Stokesdale as follows:

- Section 1. The posted speed limit on Athens Drive (SR 2101) between a point 0.03 miles south west of SR 5007 and SR 2102 (Angel Pardue Road) in Stokesdale is therewith set and established as 25 miles per hour.
- Section 2. This ordinance is adopted on the basis of engineering and traffic investigations that it is unsafe and therefore it shall be unlawful to exceed the speed limits established in this ordinance on the designated roads and/or highway as set forth in Section 1 preceding.
- Section 3. This ordinance is adopted pursuant to the authority granted by G.S. 20-141 (f).
- Section 4. This ordinance becomes effective upon the adoption by the State of North Carolina Department of Transportation of Concurring State Ordinance Number 1083310 and the erection of signs giving proper notice of the said established and authorized speed limit.
- Section 5. The enforcement of this ordinance shall be in accordance with the provisions of G.S. 20-169, G.S. 20-176, and G.S. 20-183.
- Section 6. This ordinance shall remain in effect until modified, amended and/or rescinded in due lawful course by the Town Council of the Town of Stokesdale.

The 9th day of February, 2023.

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

Motion carried.

NEW BUSINESS:

11. Discussion on Vendor to maintain Soccer Fields at Town Park.

No action taken at the present time. Representatives of the Property Committee will reach out to the Town's current vendor and discuss maintenance issues and possible solutions.

12. Discussion and Approval of dates for Budget Workshops for FY23/24 budget.

Mrs. Thacker proposed the following dates for Council's Budget Workshops:

March 2, 2023

April 6, 2023

May 4, 2023

Mayor Crawford made a **Motion** to schedule the Budget Workshops as proposed on March 2, April 6 and May 4 at 7 pm. Councilman Jones seconded the motion.

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

Motion carried.

13. Consideration of a Request for Proposal (RFP) for Audit Firms for FY 2022-2023 Financial Records.

Mrs. Thacker referenced the Request for Proposals included in the agenda packet and sent out to Council by email. It was noted that Rouse, Rouse, Rouse and Gardner, LLP has performed the Town's audit for a number of years and that it is good practice for the Town to change auditors and should be removed from the list.

Councilman Jones made a **Motion** to approve the Request for Proposal and to send to the amended list of auditors as presented by the Finance Officer. Councilman Landreth seconded the motion.

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

Motion carried.

14. Consideration of Appointment/Reappointment to the Planning Board. (2-year term to expire on 01/01/2025)

Councilman Jones made a **Motion** to appointment Michael Threatt to the Planning Board for a 2 year term ending 01/01/2025. Councilman Landreth seconded the motion.

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

Motion carried.

15. Adoption of Final Version of Stokesdale Planning Board Rules & Procedures.

Town Clerk stated that this is to clean up the document revised by Council at various times in the past.

Councilman Landreth made a **Motion** to approve the Stokesdale Planning Board Rules and Procedures as presented February 9, 2023. Councilman Jones seconded the motion.

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

Motion carried.

16. Discussion and Approval of Interlocal Agreement: Guilford County Contract No. 90004963, American Rescue Plan Act of 2021, Coronavirus State and Local Fiscal Recovery Funds Agreement between Guilford County and Town of Stokesdale.

Mayor Pro Tem Foy introduced the item as part of the Guilford County ARPA grant and which has been reviewed by the Town Attorney Mr. Winfree.

Mayor Crawford made a **Motion** to approve the Interlocal Agreement: Guilford County Contract No. 90004963, American Rescue Plan Act of 2021, Coronavirus State and Local Fiscal Recovery Funds Agreement with Guilford County and Town of Stokesdale as presented. Councilman Rigsbee seconded the motion.

Councilman Jones requested an **Amendment** to authorize the Mayor and Finance Officer Mrs. Thacker to sign the document.

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

Motion carried.

17. Consideration of a Job Description of part-time Administrative Assistant Position.

It was suggested that a skills test be administered, a probationary period be implemented and that reference checks be conducted.

Mayor Crawford made a **Motion** to approve the Administrative Assistant Job description as presented. Councilman Jones seconded the motion.

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

Motion carried.

18. Consideration of a Proposal for Engineering Services for Plan Review and Intermittent Inspection with Hazen and Sawyer.

Removed from the agenda.

18A: Discussion on increase in plan review fees and inspection fees

Council discussed increasing the Town's plan review fees and an inspection fee to offset the fees paid to the Town Engineer to review and inspect plans for the extension of water lines.

Councilman Jones made a **Motion** to increase the Plan Review fee to \$1500 per review and to implement a \$1 per linear foot inspection fee. Mayor Pro Tem Foy seconded the motion.

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

Motion carried.

Councilman Jones made a **Motion** that the plan review fee and the inspection fee become affective 2-9-2023. Councilman Landreth seconded the motion.

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

Motion carried.

18B. Discussion on the protection of water meter vaults near driveways.

Councilman Jones noted an issue where a property owner has widened their driveway and installed a new culvert, and it appears the water meter is now closer to the driveway. Council discussed the issue and the responsibility should the meter be damaged.

Councilman Jones made a **Motion** that Staff draft a letter to the property owner advising them of the situation and their responsibility for the repairs should the water meter be damaged. The letter is to be sent by certified mail. Mayor Crawford seconded the motion.

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

Motion carried.

19. Council Comments.

Mayor Pro Tem Foy revisited the issue of no representation for Stokesdale on the Guilford County School Board. Several Councilmembers were interested in possibly adopting a resolution or other measures to help the situation.

Mayor Crawford thanked everyone for attending the meeting.

Councilman Jones also expressed concern with the situation with the school board. He thanked everyone for attending the meeting.

Councilman Landreth also thanked those in attendance.

Mayor Crawford thanked everyone for coming out and announced a fundraiser for First Christian Church.

20. Closed Session in accordance with § 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.

Mayor Crawford made a **Motion** to enter into closed session at 11:07 pm. Councilman Jones seconded the motion.

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

Motion carried.

Council reconvened in Open Session at 11:40 pm.

21. Adjournment.

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

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

Motion carried.

Being no further business to come before Council, the meeting was adjourned at 11:40 pm.

ANNOUNCEMENTS:

- The Town of Stokesdale Town Planning Board will hold a meeting on February 21, 2023, 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 March 09, 2023, at 7:00 PM inside the Town Hall Council Chambers, located at 8325 Angel-Pardue Road, Stokesdale, NC 27357.

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
MARCH 09, 2023 AT 7:00 PM

Member's present were: Mayor Mike Crawford; Mayor Pro-Tem Derek Foy; Council Members: Jimmy Landreth, Tim Jones, and Jim Rigsbee (arrived at 7:13 PM); Town Attorney Charles Winfree; Finance and Budget Officer Kim Thacker, Town Clerk Dale Martin and Deputy Town Clerk Robbie Wagoner.

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

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

2. Review and Adopt the Agenda

Mayor Crawford requested that item #10 be removed - First Amendment to Ancillary Intergovernmental Water Services Agreement.

Mayor Crawford requested that item #12A be added: Administrative Assistant Staff Position.

Councilman Jones requested that item 12B be added: Discussion on the deannexation in Summerfield.

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

Mayor Crawford	Aye	Mayor Pro Tem Foy	Aye
Councilman Landreth	Aye	Councilman Jones	Aye
Councilman Rigsbee	Not present		

Motion carried.

3. Review and Adopt the Minutes: March 10, 2022 Regular Council Meeting; June 9, 2022 Closed Session; June 9, 2022 Regular Council Meeting; October 13, 2022 Regular Council Meeting; February 9, 2023 Regular Council Meeting, March 2, 2023 Budget Workshop Meeting

March 10, 2022 Regular Council Meeting

Mayor Crawford made a **Motion** to approve the March 10, 2022 Regular Council Meeting minutes as presented. Councilman Landreth seconded the motion.

Mayor Crawford	Aye	Mayor Pro Tem Foy	Aye
Councilman Landreth	Aye	Councilman Jones	Aye
Councilman Rigsbee	Not present		

Motion carried.

June 9, 2022 Closed Session

Mayor Crawford made a **Motion** to approve the June 9, 2022 Closed Session minutes as presented. Councilman Landreth seconded the motion.

Mayor Crawford	Aye	Mayor Pro Tem Foy	Aye
Councilman Landreth	Aye	Councilman Jones	Aye
Councilman Rigsbee	Not present		

Motion carried.

June 9, 2022 Regular Council Meeting

Mayor Crawford made a **Motion** to approve the June 9, 2022 Regular Council Meeting minutes as presented. Councilman Landreth seconded the motion.

Mayor Crawford	Aye	Mayor Pro Tem Foy	Aye
Councilman Landreth	Aye	Councilman Jones	Aye
Councilman Rigsbee	Not present		

Motion carried.

October 13, 2022 Regular Council Meeting

Mayor Crawford made a **Motion** to approve the October 13, 2022 Regular Council Meeting minutes as presented. Mayor Pro Tem Foy seconded the motion.

Mayor Crawford	Aye	Mayor Pro Tem Foy	Aye
Councilman Landreth	Aye	Councilman Jones	Aye
Councilman Rigsbee	Not present		

Motion carried.

February 9, 2023 Regular Council Meeting

Mayor Crawford made a **Motion** to approve the February 9, 2023 Regular Council Meeting minutes as presented. Mayor Pro Tem Foy seconded the motion.

Councilman Jones referred to comments he made at the meeting in regarding to a letter sent to Forsyth County by the former Mayor giving the developer of Coldwater permission to connect to the Town's water system. He asked that the letter be attached to these minutes. Mayor Pro Tem

Foy added that the Council did ratify that action. Town Clerk Dale Martin asked for direction in the event that the letter is not located. Discussion was held in regard to the letter whether or not it can be found. Councilman Jones then asked that a verbatim transcript of his comments at the February 9, 2023 meeting be inserted in the minutes.

Mayor Crawford withdrew his motion.

Councilman Jim Risgbee arrived at the meeting at 7:13 PM.

Councilman Jones made a **Motion** to continue approval of the February 9, 2023 minutes and that a verbatim transcript of his comments be inserted in the minutes. Mayor Pro Tem Foy seconded the motion.

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

March 2, 2023 Budget Workshop Meeting

Mayor Crawford made a **Motion** to approve the March 2, 2023 Budget Workshop Meeting minutes as presented. Councilman Landreth seconded the motion.

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

Motion carried.

4. Public Safety Reports: **a) Stokesdale Fire Department**

Fire Chief Todd Gauldin presented the Stokesdale Fire Department's report.

b) Guilford County Sheriff's Office

Mayor Crawford read written report submitted by the Guilford County Sheriff's office.

5. Administrative Reports: **a) Administrative Report:**

Town Clerk Dale Martin presented the Administrative report.

b) Planning Board:

None presented.

c) Events Committee:

None presented.

d) Property Committee:

Mayor Crawford updated Council on the mirror purchased for men's restroom which should be hung up shortly.

Councilman Jimmy Landreth reported that a representative from Mr. Appliance checked out the refrigerator and recommended, as a last source before replacing the unit, that it be unplugged and plugged back up to see if it had frozen up. Mrs. Hunsucker did that and it appears to be working fine for the time being.

e) Town Park Improvement Committee:

Mr. Tee Stephenson, Chairman of the Town Park Improvement Committee reported that bids were requested and received for the basketball and pickle ball courts and the playground. Committee will be reviewing the proposals to submitted to Council for approval.

However, for the amphitheater, bids were requested but we did not receive any and there will be further discussion on this later in the meeting.

6. Financial Reports:

a) Finance/Budget Officer: Kimberly Thacker

Mrs. Kim Thacker presented the finance report for both the General Fund and Water Fund.

Mayor Pro-Tem Foy announced the receipt of a \$400,000 grant for the water system from the Department of Water Infrastructure.

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

Tyler McGee, 8037 NC Hwy. 69 N, Stokesdale, NC – stated that he has lived here his whole life. He explained the drainage situation and the need to reroute water through his property. He discussed it with NCDOT, and they bought in the pipe and installed it. He received a certify letter from the Town advising him that if you damage your box, you are responsible for any repairs. He stated that he felt he was singled out to receive this letter since other citizens were not sent letter also.

Mayor Crawford stated that the letter was sent certify only to ensure that he received the letter. The Town is concerned with the meter and simply wanted to advise you of your responsibility.

Councilman Jones echoed the Mayor's concern with the vault and the separation between the vault and the driveway.

Eddie McGee, father of Tyler McGee – reminded Council that the State did this work. The water line was located prior to the work however, the water line was still cut. That was not their fault but the State's. He stated that the driveway was only widened at the road.

Priscilla Olinicle, 8100 Pleasant Ridge Road, Summerfield, NC – thanked Council for their support of Summerfield's deannexation issue. She spoke of the detrimental effect this could have on the Town of Summerfield and asked for Council's continued support of this issue.

Mark Nadel, 8211 Wendy Gayle Dr., Stokesdale, NC – stated that he has sent a request to Council to review the Town's Development Ordinance as it is outdated and expressed his concern that it was not addressed by Council. He spoke of the development happening in town and the Town's need to stay on top of it.

Councilmembers took note of Mr. Nadel's request. Several members pointed out measures being taken to ensure that Town ordinances are being followed and reviewed in a timely manner. It was noted that a number of grant projects have time lines and the Town is taking care of those items first. The review of town regulations may require professional assistance but is on the Town's radar.

One Councilmember referenced Mr. Nadel's mass email and that replies by Council could be a violation on the Open Meetings Law and therefore, Council shouldn't reply to emails in this manner.

OLD BUSINESS

8. Consideration of a request to move funds within the General Administrative Expense and Payroll Expense Categories.

Mrs. Thacker explained the need to move money within the following categories.

	INCREASE	DECREASE	Balance
40000 – General Administrative Expense			
Item #41000 Lawn/Outdoor Maintenance -		\$3,500.00	\$17,100.00
Item #40800 Postage -	\$1,500.00		\$2,500.00
Item #70400 IT Security & Website Design -	\$2,000.00		\$10,000.00
80000 – Payroll Expenses			
Item #80500 Health Insurance -		\$1,000.00	\$18,700.00
Item #80200 Mileage Reimbursement -	\$500.00		\$700.00
Item #80300 Payroll Processing Fees	\$500.00		\$2,800.00

Mayor Pro Tem Foy noted that \$17,100 would not be enough for Lawn/Outdoor Maintenance. Mrs. Thacker corrected the amount to be \$43,500.

Mayor Crawford made a **Motion** to approve moving funds as requested.

Mayor Pro Tem Foy recommended the **Amended amount of \$43,500** be noted in the motion. Councilman Jones asked that the document name be referenced in the motion "**Requests to move money within the categories – Thursday, March 9, 2023**".

Mayor Crawford accepted both amendments. Councilman Jones seconded the motion.

	INCREASE	DECREASE	Balance
40000 – General Administrative Expense			
Item #41000 Lawn/Outdoor Maintenance -		\$3,500.00	\$43,500.00
Item #40800 Postage -	\$1,500.00		\$2,500.00
Item #70400 IT Security & Website Design -	\$2,000.00		\$10,000.00
80000 – Payroll Expenses			
Item #80500 Health Insurance -		\$1,000.00	\$18,700.00
Item #80200 Mileage Reimbursement -	\$500.00		\$700.00
Item #80300 Payroll Processing Fees	\$500.00		\$2,800.00

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

Motion carried.

NEW BUSINESS

9. Opening and Consideration of Proposals for Auditing Services

Mrs. Thacker reported that a request for proposals was sent to the list of vendors approved at the February meeting and the submittal deadline was March 3rd. She stated that we have received an email from Gibson & Company that they were unable to submit a proposal at this time. We have received one proposal from Wade Greene, PLLC and read the company's bio sheet.

Council was concerned that we have only one proposal to review and asked that it be resubmitted to an extended list of vendors.

Mayor Pro Tem Foy made a **Motion** to resubmit proposals with a submittal deadline of April 7, 2023, and present proposals at the April 13 meeting.

Councilman Jones seconded the motion and offered an **Amendment** to send to firms off the NC State Treasurers website, post to the Town's website and any appropriate listserv.

Mayor Pro Tem Foy asked that Council receive the proposals at least 2 days prior to the meeting to allow for their review.

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

Motion carried.

10. First Amendment to Ancillary Intergovernmental Water Services Agreement

This item was withdrawn from the agenda.

11. Discussion on 5% rate increase projected by GFL for solid waste and recycling services.

Mayor Pro Tem Foy referenced a letter received from GFL in regards to an increase of 5% in service fee to be affective July 1, 2023. He explained that in accordance with the contract with GFL, an increase could be imposed based upon the Consumer Price Index. He commended Councilman Landreth for requesting a cap of 5% during those negotiations and therefore this increase is capped at 5% instead of the 7% CPI rate. He noted the lack of complaints the Town has received in regard to their service. Town Clerk Martin noted that citizens have complained that no bulk pick up is offered which was not a free service by the prior provider either.

Mayor Crawford recalled the contract contained a provision that a dumpster be brought in once or twice a year and asked that staff follow up with GFL on setting a date.

12. Town Park Improvement Projects

Mayor Pro Tem Foy explained that proposals were received for the playground and basketball and pickleball courts. Committee is currently reviewing these proposals and hope to have a package to Council prior to the April meeting.

Mayor Pro Tem Foy expressed his disappointment that no bids were received for the amphitheater. He stated that vendors are booked or it's costs prohibitive. He stated that others he has talked with did not share his excitement for this project. He stated that the Committee may be looking at other options for the park.

Councilman Landreth agreed with Mr. Foy and added that the Committee will be looking at upgrades to what we already have out there, erosion control, improvements to the soccer fields among other things.

13A. Administrative Assistant Position

Mayor Crawford stated that a job description was approved at the last meeting and read the description. He stated that the position is needed.

Mayor Crawford made a **Motion** to create an open Administrative Assistant position, rate of \$16/hr at 20 hrs per week and that a 90-day probationary period be implemented.

The Mayor asked the Finance Officer if a budget amendment is needed. Mrs. Thacker stated that due to transferring money within the category, she believes the money is available.

Councilman Rigsbee stated that he felt it more appropriate to wait on the new budget year.

Mayor Pro Tem Foy seconded the motion.

Council discussed and requested the position be a sworn position.

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

Motion carried.

13B. Discussion on Summerfield Deannexation

Council noted this issue needs to be watched closely as it could have an effect on small towns across the State. Several other communities were mentioned, Kingston and Lexington, Topsail Beach have all had similar issues with deannexation.

Priscilla Olinicle spoke again and thanked Council for their continued support and suggested a resolution approved by Council should Summerfield need it in the future.

13. Citizen's Comments from the Floor (3-Minute Limit per Speaker)

None presented.

14. Closed Session in accordance with § 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.

6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among

its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge, or removal shall be taken in an open meeting.

Mayor Crawford made a **Motion** to enter into Closed Session at 8:53 pm. Mayor Pro Tem Foy seconded the motion.

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

Motion carried.

Council reconvened in Open Session at 9:10 pm.

Mayor Crawford made a **Motion** to hire Mrs. Lynn Callahan, effective 3-13-2023, pay rate of \$16 per hour, at 20 hours per week and that a 90-day probationary period be implemented. Councilman Landreth seconded the motion.

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

Motion carried.

15. Council Comments

Councilman Rigsbee thanked Mr. Wagoner for attending in his absence, reading to students at Stokesdale Elementary School.

Councilman Landreth referenced the new format for the minutes and thanked Staff for work on catching up minutes. He referenced the issues going on in Summerfield. He spoke of Stokesdale's good quality of life and his hope of small businesses moving to town.

Councilman Jones thanked citizens and staff for being here tonight.

Mayor Crawford thanked Council for assisting him with Town issues and procedures.

16. Adjournment

Councilman Jones made a **Motion** to adjourn the meeting at 9:17 PM. Councilman Landreth seconded the motion.

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

Motion carried.

Being no further business to come before Council, the meeting adjourned at 9:17 pm.

ANNOUNCEMENTS:

- **The Town of Stokesdale Town Planning Board will hold a meeting on March 25, 2023 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 Budget Workshop on April 6, 2023 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 April 13, 2023 at 7:00 PM inside the Town Hall Council Chambers, located at 8325 Angel Pardue Road, Stokesdale, NC 27357.**

Approved: _____

Michael E. Crawford, Mayor

ATTEST:

Dale F. Martin, Town Clerk

Stokesdale Town Hall


















From: Ryan Seals <rseals@guilfordcountync.gov>
Sent: Monday, April 3, 2023 9:12 AM
To: Andrew Drake
Cc: Owen Myles; Latoya Howell; Mike Burns; Stokesdale Town Hall
Subject: Information for Stokesdale Town Council Meeting April 13

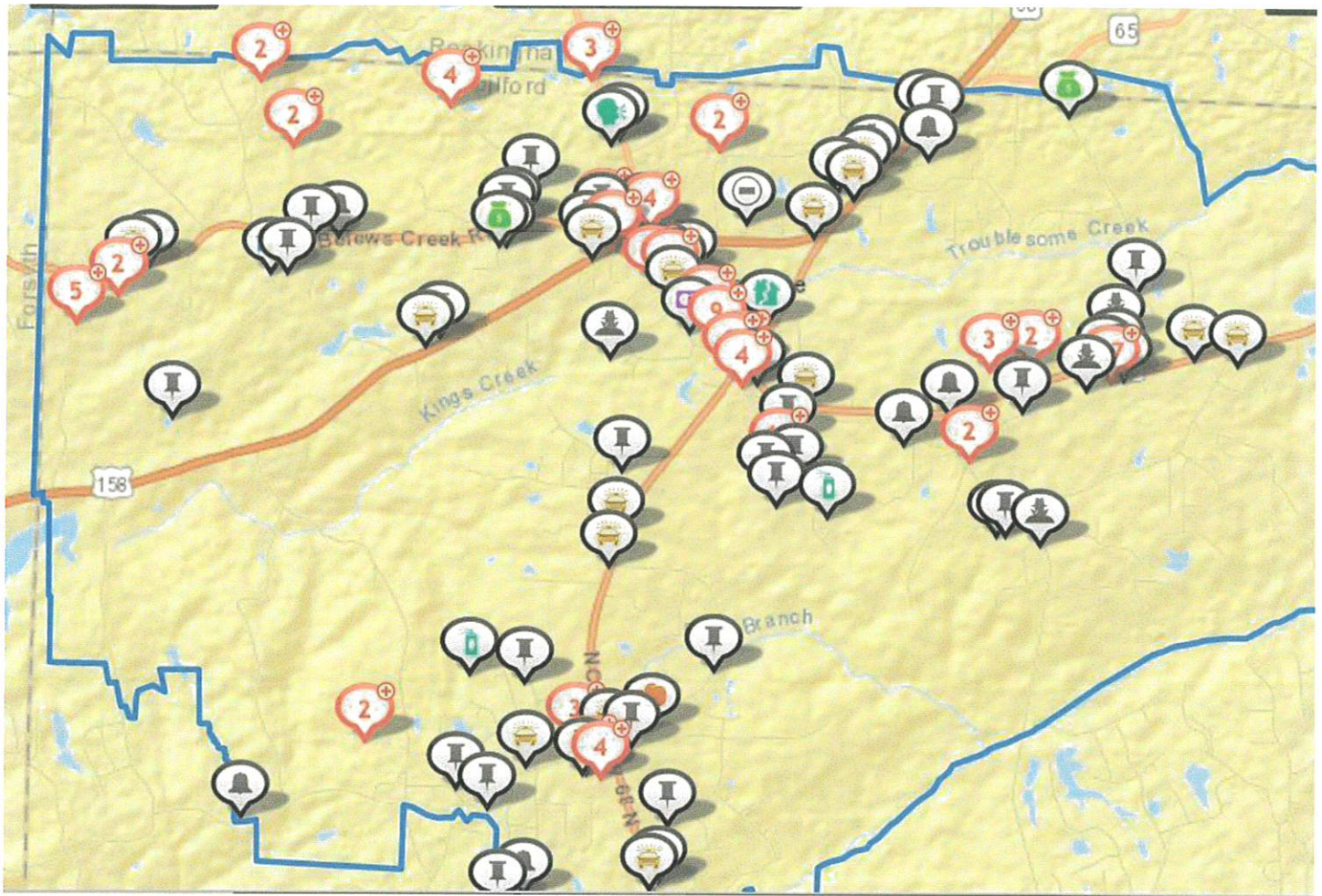
For whomever is attending the April 13 Stokesdale Town Council Meeting:

For the month of March, the sheriff's office responded to a total of **214** calls for service, resulting in **18** formal case reports.

Highlights:

- On March 5, the sheriff's office responded to two outbuilding break-ins in the 8500-block of Blackthorne Drive in which tools were stolen. We would like to remind residents to secure their valuables and keep detailed information on their belongings to include make/model and serial numbers. The case remain under investigation.
- On March 15, the sheriff's office took a residential burglary case on Colgate Road. The case remains under investigation.
- On March 30, we assisted the NC Highway Patrol on an motor vehicle accident on NC 65 in which a 6-year-old child was struck while getting on the school bus when a driver failed to stop for the bus's stop arm and flashing lights. The Highway Patrol has charged the subject with numerous traffic charges related to the incident.

	BURGLARY - RESIDENTIAL	2
	DISTURBANCE	3
	ALARM	18
	ALCOHOL	3
	ASSAULT	1
	DOMESTIC	3
	WEAPONS OFFENSE	1
	DRUGS	1
	FRAUD	1
	SEX CRIME	1
	ACCIDENT	2
	OTHER	132
	SUSPICIOUS	14
	VANDALISM	2
	THEFT	2
	TRESPASSING	2
	TRAFFIC	26



Sergeant Ryan Seals

District I

Guilford County Sheriff's Office

7504 Summerfield Road, Summerfield, NC 27358

336-641-2303 | m: 336-382-8877

rseals@guilfordcountync.gov | www.guilfordcountysheriff.com



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This document is the property of the Guilford County Sheriff's Office and is marked Law Enforcement Sensitive (LES). Further dissemination of this document is strictly forbidden except to other law enforcement agencies for criminal law enforcement purposes. The preceding and following information must be handled and protected accordingly.

GF Balance Sheet March 23

**Town of Stokesdale
Balance Sheet
Mar-23**

	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)	23,452.23	1.4900%	As of 2/1/2023
Bank of Oak Ridge-CDARS			
CDAR - Acct # 1026529839	49,996.19	2.95601%	11/30/2023
CDAR- Acct#1026843118	172,141.03	3.6816%	2/29/2024
CDAR- Acct#1026715802	316,067.72	3.6816%	1/25/2024
CDAR - Acct #1026772164	140,422.20	3.6816%	2/8/2024
CDAR - Acct# 1026843126	271,171.65	3.6816%	2/29/2024
CDAR - Acct# 1026849388	280,625.10	3.6816%	2/29/2024
CDAR - Acct# 1026872924	432,712.90	3.6816%	3/7/2024
CDAR- Acct# 1026970586	633,682.27	3.6816%	3/28/2024
CDAR - Acct#1026970594	53,680.77	3.6816%	3/28/2024
CDAR - Acct#1026529812	45,635.49	2.95601%	11/30/2023
CDAR -Acct# 1026456246	180,125.81	2.71296%	11/9/2023
Total Bank of Oak Ridge-CDARS	\$ 2,576,261.13		
Fidelity Bank - 002762	326,193.11	0.05%	
Petty Cash	150.00	0.00%	
Total Bank Accounts	\$ 3,650,021.47		
Accounts Receivable			
Salary & F.I.C.A. Due from Water Enterprise	599.52		
Sales Tax 2022-2023	539.69		
Water Enterprise Reimbursement	10,472.61		
Total Accounts Receivable	\$ 11,611.82		
Total Current Assets	\$ 3,661,633.29		
TOTAL ASSETS	\$ 3,661,633.29		
LIABILITIES			
Other Current Liabilities			
American Rescue Plan Act (ARPA)	723,965.00		
Accounts Payable	20,168.00		
Total Other Current Liabilities	\$ 744,133.00		
Total Current Liabilities			
Total Liabilities	\$ 744,133.00		
EQUITY			
Open Balance Equity	2,479,326.16		
Reserved for Specific Purpose (Public Safety)	23,500.00		
Stabilization by State Statute	92,794.00		
Net Revenue	321,880.13		
Total Equity	\$ 2,917,500.29		
TOTAL LIABILITIES AND EQUITY	\$ 3,661,633.29		

Town of Stokesdale Budget vs. Actuals: FY2023

Mar-23

	Actual	Budget	over Budget	% of Budget
Section A: Income				
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	5,375.00	2,000.00	3,375.00	268.75%
Greensboro-Jamestown Profit Share	3,531.91	20,000.00	-16,468.09	17.66%
Investment Earnings	16,174.06	5,000.00	11,174.06	323.48%
Miscellaneous	592.00	1,000.00	-408.00	59.20%
Planning & Zoning Fees	16,415.75	35,000.00	-18,584.25	46.90%
Small Town Development Grant	0.00	50,000.00	-50,000.00	0.00%
State Collected Revenues (Utilities)	137,756.28	295,000.00	-157,243.72	46.70%
Town Hall & Park Facility Rentals	460.00	3,000.00	-2,540.00	15.33%
Undesignated Funds/Town Reserves	20,000.00	20,000.00	0.00	100.00%
Total Income	\$ 583,042.50	\$ 814,737.50	\$ -251,695.00	69.11%
Gross Profit	\$ 583,042.50	\$ 814,737.50	\$ -251,695.00	69.11%
Section B: Expenses				
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	4,104.97	7,500.00	-3,395.03	54.73%
20300 - Park Electrical, Repairs, Cleaning, Lighting	3,211.78	6,000.00	-2,788.22	53.53%
Total 20000 - Cultural & Recreational	\$ 7,316.75	\$ 13,500.00	\$ -6,183.25	54.20%
30000 - Economic & Physical Development				
Planning & Zoning				
30100 - Advertising - Planning & Zoning	2,351.26	6,500.00	-4,148.74	36.17%
30200 - Planning Fees - Planning & Zoning	12,500.00	25,000.00	-12,500.00	50.00%
Total Planning & Zoning	\$ 14,851.26	\$ 31,500.00	\$ -16,648.74	47.15%

GF Budget vs Actual March 23

Total 30000 - Economic & Physical Developemnt	\$	14,851.26	\$	31,500.00	-\$	16,648.74	47.15%
40000 - General Administrative Expense						0.00	
40100 - Administrative Expenses, & Fees, Education		2,762.00		5,000.00		-2,238.00	55.24%
40200 - Advertising (not zoning related)		0.00		1,000.00		-1,000.00	0.00%
40300 - Membership & Dues		8,360.50		10,000.00		-1,639.50	83.61%
40400 - Travel & Conferences		1,232.67		2,000.00		-767.33	61.63%
40500 - Town Hall Repairs & Maintenance		23,918.36		35,000.00		-11,081.64	68.34%
40600 - Office Equipment Purchase/Repair		1,326.38		7,000.00		-5,673.62	18.95%
40700 - Housekeeping, Printing, Office Supplies & Software		15,318.30		20,000.00		-4,681.70	76.59%
40800 - Postage		996.18		1,000.00		-3.82	99.62%
40900 - Insurance, Bonding, Workers Comp		8,559.04		9,000.00		-440.96	95.10%
41000 - Lawn/Outdoor Maintenance		26,400.00		47,000.00		-20,600.00	56.17%
70100 - Town Hall Electricity		8,006.43		14,000.00		-5,993.57	57.19%
70200 - Internet/Phone		7,604.28		11,200.00		-3,595.72	67.90%
70300 - Security/Alarm		1,074.00		3,500.00		-2,426.00	30.69%
70400 - IT Security & Website Design		4,872.45		8,000.00		-3,127.55	60.91%
Total 40000 - General Administrative Expense	\$	110,430.59	\$	173,700.00	-\$	63,269.41	63.58%
60000 - Legal & Professional Services						0.00	
60200 - Audit		14,555.00		14,555.00		0.00	100.00%
60300 - Legal & Professional - Attorney		18,303.61		49,445.00		-31,141.39	37.02%
Total 60000 - Legal & Professional Services	\$	32,858.61	\$	64,000.00	-\$	31,141.39	51.34%
80000 - Payroll Expenses						0.00	
80100 - F.I.C.A.		10,529.70		15,815.30		-5,285.60	66.58%
80200 - Mileage Reimbursement		132.51		700.00		-567.49	18.93%
80300 - Payroll Processing Fees		1,958.08		2,800.00		-841.92	69.93%
80400 - Town Hall Staff Salaries		113,160.09		170,900.00		-57,739.91	66.21%
80500 - Health Insurance		9,802.35		12,200.00		-2,397.65	80.35%
80501 - State Retirement		7,644.47		10,500.00		-2,855.53	72.80%
80600 - Stipends-Council Expense		26,693.37		34,800.00		-8,106.63	76.71%
Total 80000 - Payroll Expenses	\$	169,920.57	\$	247,715.30	-\$	77,794.73	68.60%
90000 - Public Safety						0.00	
90100 - Fire Inspections & Investigations		3,465.50		10,000.00		-6,534.50	34.66%
90200 - Guilford County / Animal Control Service		8,107.00		16,800.00		-8,693.00	48.26%
Total 90000 - Public Safety	\$	11,572.50	\$	26,800.00	-\$	15,227.50	43.18%

GF Budget vs Actual March 23

90500 - Contingency Appropriations		3,474.81	-3,474.81	0.00%
Total Expenses	\$	348,960.28	\$ 973,427.61	35.85%
Net Operating Income	\$	214,082.22	\$ 158,690.11	-134.91%
<u>Section C: Reduction in GF Expenses from WE Fund Reimbursement</u>				
40600 - Office Equipment Purchase/Repair		(702.98)	(3,710.00)	18.95%
40700 - Housekeeping, Printing, Office Supplies & Software		(8,118.70)	(10,600.00)	76.59%
40900 - Insurance, Bonding, Workers Comp		(4,536.29)	(4,770.00)	95.10%
70100 - Town Hall Electricity		(4,243.41)	(7,420.00)	57.19%
70200 - Internet/Phone		(4,030.27)	(5,936.00)	67.90%
70300 - Security/Alarm		(569.22)	(1,855.00)	30.69%
70400 - IT Security & Website Design		(2,582.40)	(4,240.00)	60.91%
60200 - Audit		(7,714.15)	(7,714.15)	100.00%
80100 - F.I.C.A.		(5,580.74)	(8,382.11)	66.58%
80300 - Payroll Processing Fees		(1,037.78)	(1,484.00)	69.93%
80400 - Town Hall Salaries		(59,974.85)	(90,577.00)	66.21%
80500 - Health Insurance		(5,195.25)	(6,466.00)	80.35%
80501 - State Retirement		(4,051.57)	(5,565.00)	72.80%
99000 - Water Enterprise Reimbursement -		(108,337.60)	(158,719.26)	68.26%
Total Water Reimbursement		(108,337.60)	(158,719.26)	68.26%
			\$ 50,381.66	

General Fund
Checks/Debits/Deposits

General Fund
Checks/Debits/Deposits
Mar-23

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount	Balance
Beginning Balance							247,404.38
03/02/2023	Bill Payment (Check)	6319	Duke Energy		R	-1,595.00	245,809.38
03/02/2023	Bill Payment (Check)	6322	Kimberly Thacker	Reimbursement postage RFP's	R	-13.54	245,795.84
03/02/2023	Bill Payment (Check)	6320	Great American Financial Services	Monthly Lease printer/copier	R	-181.74	245,614.10
03/02/2023	Bill Payment (Check)	6321	Kallam Exterminators, Inc.	Monthly Pest Control	R	-40.00	245,574.10
03/02/2023	Bill Payment (Check)	6323	Mr. Appliance of Greensboro	Refrigerator repair	R	-95.01	245,479.09
03/02/2023	Bill Payment (Check)	6318	Carolina Digital Phone	ADP PAYROLL FEES	R	-30.00	245,449.09
03/03/2023	Expenditure		ADP Payroll	Dental/Vision/ST Disability Employee/Employer	R	-91.02	245,358.07
03/06/2023	Expenditure		NCLM	ACH Payment BCBS NC GRP DRAFT T2 ACH Payment BCBS	R	-77.00	245,281.07
03/06/2023	Expenditure		Blue Cross & Blue Shield	NC GRP DRAFT T26561179	R	-1,392.23	243,888.84
03/07/2023	Expenditure		NC Retirement	ACH Payment NC TREASURER-DST ER ACH Payment NC	R	-1,375.34	242,513.50
03/09/2023	Expenditure			TREASURER-DST ER EFT CSI 501306CCD533002	R	-5,549.33	236,964.17
03/09/2023	Expenditure			Staff/Council - Net Pay	R	-2,078.41	234,885.76
03/13/2023	Check	50032	Tim Jones	Fed/NC/FICA - Employee/Employer	R	-234.43	234,651.33
03/15/2023	Deposit		NCDOR	Tim Jones Net Stipend	R	75,395.95	310,047.28
03/17/2023	Expenditure		ADP Payroll	Deposit - NC State Collected (Utilities)	R	-91.02	309,956.26
03/19/2023	Bill Payment (Check)	6332	News & Record	ACH Payment ADP PAYROLL FEES ADP ACH Payment ADP	C	-2,045.86	307,910.40
03/19/2023	Bill Payment (Check)	6334	Tate X. Halvorsen	4000762	R	-174.00	307,736.40
03/19/2023	Bill Payment (Check)	6335	Total Computer Solutions	Minutes Transcript	R	-426.53	307,309.87
03/19/2023	Bill Payment (Check)	6324	BB&T Financial, FSB	Monthly IT Services	R	-1,283.81	306,026.06
03/19/2023	Bill Payment (Check)	6330	Mike Crawford	Reimbursement Travel for classes		-161.20	305,864.86

General Fund											
Checks/Debits/Deposits											
03/19/2023	Bill Payment (Check)	6331	Ms. Whitney Woody	Cleaning Services	R	-480.00	305,384.86				
03/19/2023	Bill Payment (Check)	6333	Spectrum Business	101366301	R	-818.74	304,566.12				
03/19/2023	Bill Payment (Check)	6329	Kallam Exterminators, Inc.	Monthly Pest Control	R	-40.00	304,526.12				
03/19/2023	Bill Payment (Check)	6328	Great American Financial Services	Monthly Lease Copier/Printer	R	-155.74	304,370.38				
03/19/2023	Bill Payment (Check)	6327	Gauldin Plumbing and Pump, Inc.		R	-381.10	303,989.28				
03/19/2023	Bill Payment (Check)	6326	Duke Energy		R	-1,369.29	302,619.99				
03/19/2023	Bill Payment (Check)	6325	ChemSource Direct		R	-259.53	302,360.46				
03/22/2023	Deposit			Deposit	R	50.00	302,410.46				
03/23/2023	Check	50033	Tim Jones	Tim Jones - Net Pay	R	-234.43	302,176.03				
03/23/2023	Expenditure		ADP Payroll	Fed/NC - FICA Employee/Employer	R	-2,233.43	299,942.60				
03/23/2023	Expenditure		Prime Pay	Staff/Council - Net Pay	R	-6,287.79	293,654.81				
03/24/2023	Payment		Water Enterprise Account	Gary's Salary/FICA Reimbursed from WE	R	21.30	293,676.11				
03/24/2023	Payment		Water Enterprise Account	Gary's Salary/FICA Reimbursed from WE	R	197.80	293,873.91				
03/24/2023	Payment		Water Enterprise Account	Gary's Salary/FICA Reimbursed from WE	R	16.40	293,890.31				
03/24/2023	Payment		Water Enterprise Account	Gary's Salary/FICA Reimbursed from WE	R	16.39	293,906.70				
03/24/2023	Payment		Water Enterprise Account	Gary's Salary/FICA Reimbursed from WE	R	257.17	294,163.87				
03/24/2023	Payment		Water Enterprise Account	Gary's Salary/FICA Reimbursed from WE	R	21.30	294,185.17				
03/24/2023	Payment		Water Enterprise Account	Gary's Salary/FICA Reimbursed from WE	R	16.39	294,201.56				
03/24/2023	Payment		Water Enterprise Account	Gary's Salary/FICA Reimbursed from WE	R	21.29	294,222.85				
03/24/2023	Payment		Water Enterprise Account	Gary's Salary/FICA Reimbursed from WE	R	197.81	294,420.66				
03/24/2023	Payment		Water Enterprise Account	Gary's Salary/FICA Reimbursed from WE	R	16.39	294,437.05				
03/24/2023	Payment		Water Enterprise Account	February - Shared Overhead Reimbursement	R	12,770.59	307,207.64				
03/24/2023	Payment		Water Enterprise Account	January - Shared Overhead Reimbursement	R	17,196.42	324,404.06				
03/24/2023	Payment		Water Enterprise Account	Gary's Salary/FICA Reimbursed from WE	R	257.11	324,661.17				
03/24/2023	Payment		Water Enterprise Account	Gary's Salary/FICA Reimbursed from WE	R	21.30	324,682.47				
03/29/2023	Deposit			Deposit - Planning/Zoning Fees	R	1,567.50	326,249.97				
03/30/2023	Deposit			Shelter/Rental	R	25.00	326,274.97				
03/31/2023	Deposit			Checking Interest	R	11.86	326,286.83				
03/31/2023	Expenditure		ADP Payroll	ADP PAYROLL FEES	R	-93.72	326,193.11				

Water Enterprise Account Balance Sheet Mar-23

	Total	Interest %	Mature Date
ASSETS			
Current Assets			
Bank Accounts			
Bank Of Oak Ridge CDARS			
CDAR - Acct# 1026529731	251,376.29	2.95601%	11/30/2023
CDAR - Acct# 1026480864	75,153.32	2.71296%	11/6/2023
CDAR - Acct# 1026433319	116,881.73	1.24226%	5/4/2023
CDAR - Acct# 1026529847	61,224.13	2.95601%	11/30/2023
Total Bank Of Oak Ridge CDARS	\$ 504,635.47		
Capital Reserve Fund - CRF (0345)	197,779.98	0.05%	
Fidelity-Water Enterprise (0504)	678,509.04	0.05%	
NCCMT	536,389.25		
Regular Savings (0403)	45,059.29	0.02%	
Total Bank Accounts	\$ 1,962,373.03		
Accounts Receivable			
AR- Water Sales	17,214.33	Includes March billing	
Active - 90+Days Past Due	0.00	0 Account	
Inactive - 90+Days Past Due	6,114.63	24 Accounts	
Sales Tax Refund 2022-2023	270.00		
Total Accounts Receivable	\$ 23,598.96		
Non-Current Assets			
Land and Other Nondepreciable Assets	8,500.00		
Other Capital Assets, Net of Depreciation	2,724,538.00		
Total Non-Current Assets	\$ 2,733,038.00		
TOTAL ASSETS	\$ 4,719,009.99		
LIABILITIES			
Accounts Payable			
Water Reimbursement due to General Fund	10,472.61		
Payroll due to General Fund Account	599.52		
Total Accounts Payable	\$ 11,072.13		
Other Current Liabilities			
Water Deposits Refundable	32,191.26		
Total Other Current Liabilities	\$ 32,191.26		
Total Current Liabilities	\$ 43,263.39		
TOTAL LIABILITIES	\$ 43,263.39		
EQUITY (Net Positions:)			
Capital Reserve Fund - SDF Fees (Restricted)	197,779.98		
Net Investment in Capital Assets	2,733,038.00		
Unrestricted	1,752,685.26		
Net Income	35,506.75		
TOTAL EQUITY (NET POSITION)	\$ 4,719,009.99		

Water Enterprise Account Budget vs. Actuals: FY 23

March-23

Section A: Income	Actual	Budget	over Budget	% of Budget
Backflow Preventer Fees	0.00	1,500.00	-1,500.00	0.00%
Investment Income	18,088.45	17,000.00	1,088.45	106.40%
Taps & Connection Fee	14,000.00	15,000.00	-1,000.00	93.33%
Water Capacity Fees	26,250.00	60,000.00	-33,750.00	43.75%
Water Sales	429,820.97	600,000.00	-170,179.03	71.64%
Damage Penalties/Meter Reading	455.00	1,500.00	-1,045.00	30.33%
Late Fees	1,069.29	2,500.00	-1,430.71	42.77%
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	\$ 489,683.71	\$ 1,851,581.75	\$ 1,361,898.04	26.45%
11000- Water Purchase				
Total Water Purchase	139,927.15	210,000.00	-70,072.85	66.63%
Expenses	\$ 139,927.15	\$ 210,000.00	\$ 70,072.85	66.63%
12000 - Administrative				
12001 - Bond & Insurance	0.00	1,000.00	-1,000.00	0.00%
12002 - Contract Operation	35,336.80	105,000.00	-69,663.20	33.65%
12003 -Engineering Consultation Fees	35,526.25	40,000.00	-4,473.75	88.82%
12004 - Dues & subscriptions	2,774.94	6,800.00	-4,025.06	40.81%
12005 - ORC Gary Matchunis	8,000.00	16,000.00	-8,000.00	50.00%
12006 - Postage	2,600.00	6,000.00	-3,400.00	43.33%
12008 - F.I.C.A. Expense	378.52	765.00	-386.48	49.48%
12009 - Mileage Reimbursement	1,121.10	2,000.00	-878.90	56.06%
12010 - Salaries	4,948.02	10,000.00	-5,051.98	49.48%
Total 12000 - Administrative & Payroll Expenses	\$ 90,685.63	\$ 187,565.00	\$ 96,879.37	48.35%
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	454.63	550.00	-95.37	82.66%
13006 - Marking Water Lines 811	278.76	1,000.00	-721.24	27.88%
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	3,069.70	4,000.00	-930.30	76.74%
Water Lines and General Repairs				
Total 13000 - Repairs & Maintenance	\$ 12,538.90	\$ 31,250.00	\$ -	40.12%
14000 - Water Capital			0.00	
14002 - Transfer to Capital Reserve Fund (CRF)	26,250.00	60,000.00	-33,750.00	43.75%
Total 14000 - Water Capital	\$ 26,250.00	\$ 60,000.00	\$ -	43.75%
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	\$ -	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	702.98	3,710.00	-3,007.02	18.95%
15002 - Housekeeping, Printing, Office Supplies & Software	8118.70	10,600.00	-2,481.30	76.59%
15003 - Insurance, Bonding, Workers Comp	4536.29	4,770.00	-233.71	95.10%
15005 - Audit	7714.14	7,420.00	294.14	103.96%
15006 - Town Hall Electricity	4243.41	7,420.00	-3,176.59	57.19%
15007- Internet/Phone	4030.27	5,936.00	-1,905.73	67.90%
15008 - Security/Alarm	569.22	1,855.00	-1,285.78	30.69%
15009 - IT Security & Website Design	2582.40	4,240.00	-1,657.60	60.91%
15010 - F.I.C.A.	5580.74	8,117.11	-2,536.37	68.75%
15011 - Payroll Processing Fees	1037.78	1,219.00	-181.22	85.13%
15012 - Town Hall Salaries	59974.85	87,662.00	-27,687.15	68.42%
15013 - Health Insurance	5195.25	10,176.00	-4,980.75	51.05%
15014 - State Retirement	4051.57	5,565.00	-1,513.43	72.80%
55000 - Reimbursement to General Fund (Expense)	108,337.60	158,690.11	-50,352.51	68.27%
Total Expenses	388,634.88	1,861,581.75	-1,462,946.87	20.99%

Water Enterprise
Checks/Debits/Deposits

Water Enterprise
Checks/Debits/Deposits
Mar-23

Transaction		Num	Name	Memo/Description	Cir	Amount	Balance
Date	Type						
Beginning Balance							676,885.20
03/02/2023	Bill Payment	5811	Pace Analytical Servives LLC		R	-637.20	676,248.00
03/02/2023	(Check)				R	3,057.26	679,305.26
	Deposit						
03/02/2023	Bill Payment	5809	Energy United		R	-58.87	679,246.39
	(Check)						
03/02/2023	Bill Payment	5808	Yates Construction Company, Inc.		R	-1,234.68	678,011.71
	(Check)						
03/02/2023	Bill Payment	5807	Wolfe Construction Inc.	6812 Coldwater Terrace Lot 29	R	-15.79	677,995.92
	(Check)			8008 Honkers Hollow Dr. Lot 77			
03/02/2023	Bill Payment	5806	Wenco Homes Inc.	8015 Honkers Hollow Dr. Lot 72	R	-40.36	677,955.56
	(Check)						
03/02/2023	Bill Payment	5805	Randy Eddy	7702 B Notees Lane	R	-158.11	677,797.45
	(Check)			8427 Peony Dr. Lot 25			
03/02/2023	Bill Payment	5804	R S Dezern Construction	8432 Peony Dr. Lot 113		-39.82	677,757.63
	(Check)						
03/02/2023	Bill Payment	5803	Keystone Group	7806 Northwest Meadows Dr. Lot 80	R	-35.06	677,722.57
	(Check)			7800 Northwest Meadows Dr. Lot 77			
03/02/2023	Bill Payment	5802	Johnson & Lee	7424 Kingsley Place Lot 28	R	-61.55	677,661.02
	(Check)			8013 Honkers Dr. Lot 71			
03/02/2023	Bill Payment	5801	Jamie Michaux	8008 NC Highway 68 N	R	-71.09	677,589.93
	(Check)						
03/02/2023	Bill Payment	5800	Hillcrest Partners LLC	7908 Hacker Dr. Lot 71	R	-35.60	677,554.33
	(Check)						
03/02/2023	Bill Payment	5799	Brian S. West	8311 Clintwood Drive	R	-24.30	677,530.03
	(Check)						
03/02/2023	Bill Payment	5798	North Carolina 811, Inc.		R	-31.11	677,498.92
	(Check)						
03/02/2023	Bill Payment	5797	NCRWA	Voided	R	0.00	677,498.92
	(Check)						
03/02/2023	Bill Payment	5810	City of Winston Salem Water		R	-15,177.62	662,321.30
	(Check)						
03/03/2023	Deposit				R	783.50	663,104.80
03/06/2023	Deposit				R	475.38	663,580.18
03/06/2023	Deposit				R	331.71	663,911.89

Water Enterprise

Checks/Debits/Deposits

03/06/2023	Deposit		Capacity Fees Jan-Feb	R	-4,500.00	659,411.89
03/06/2023	Deposit			R	393.51	659,805.40
03/07/2023	Deposit			R	50.00	659,855.40
03/07/2023	Deposit			R	2,680.03	662,535.43
03/07/2023	Deposit			R	352.36	662,887.79
03/07/2023	Deposit	Disney Construction	Disney Construction, Inc	R	2,400.00	665,287.79
03/07/2023	Deposit	Lamb & Peeples Builders Inc	Lamb & Peeples Builders	R	1,200.00	666,487.79
03/08/2023	Deposit			R	1,372.55	667,860.34
03/08/2023	Deposit			R	6,583.92	674,444.26
03/09/2023	Deposit			R	100.00	674,544.26
03/09/2023	Deposit			R	50.00	674,594.26
03/09/2023	Deposit			R	265.03	674,859.29
03/09/2023	Deposit			R	710.19	675,569.48
03/10/2023	Deposit			R	326.98	675,896.46
03/13/2023	Deposit			R	319.30	676,215.76
03/13/2023	Deposit			R	1,380.58	677,596.34
03/13/2023	Deposit			R	421.31	678,017.65
03/13/2023	Deposit			R	389.98	678,407.63
03/13/2023	Deposit			R	326.39	678,734.02
03/14/2023	Deposit	Wenco Homes Inc.	Wenco Homes, Inc.	R	1,200.00	679,934.02
03/14/2023	Deposit			R	2,439.40	682,373.42
03/14/2023	Deposit			R	50.00	682,423.42
03/14/2023	Deposit			R	44.32	682,467.74
03/15/2023	Deposit			R	152.37	682,620.11
03/15/2023	Deposit			R	175.00	682,795.11
03/15/2023	Deposit			R	128.22	682,923.33
03/16/2023	Deposit			R	175.00	683,098.33
03/16/2023	Deposit			R	195.43	683,293.76
03/16/2023	Deposit			R	60.00	683,353.76
03/17/2023	Deposit			R	217.74	683,571.50
03/17/2023	Deposit			R	148.09	683,719.59
03/19/2023	Bill Payment (Check)	Clontz Backflow SVC		C	-524.00	683,195.59
03/19/2023	Bill Payment (Check)	Yates Construction Company, Inc.		R	-4,325.00	678,870.59
03/19/2023	Bill Payment (Check)	North Carolina 811, Inc.		R	-30.70	678,839.89
03/19/2023	Bill Payment (Check)	Pace Analytical Servives LLC		R	-153.40	678,686.49
03/19/2023	Bill Payment (Check)	Lamb & Peeples Builders Inc	8426 Peony Dr. Lot 116	C	-22.98	678,663.51
03/19/2023	Bill Payment (Check)	Gary Matchunis	February Mileage - 279 miles @ 54.5 cents a mile	C	-152.06	678,511.45

Water Enterprise

Checks/Debits/Deposits

03/19/2023	Bill Payment (Check)	5813	Disney Construction Co	8005 Honkers Hollow Lot 67	R	-42.30	678,469.15
03/19/2023	Bill Payment (Check)	5812	Town of Stokesdale	8410 Poplar Bluff Dr. Lot 52	R	-31,027.66	647,441.49
03/20/2023	Deposit			Shared Overhead Reimbursement/Gary's	R	1,006.66	648,448.15
03/21/2023	Deposit			Salary FICA	R	85.91	648,534.06
03/21/2023	Deposit				R	212.08	648,746.14
03/22/2023	Deposit				R	1,200.00	649,946.14
03/22/2023	Deposit			Chris Clement Home Builders Inc	R	1,860.39	651,806.53
03/22/2023	Deposit				R	1,510.17	653,316.70
03/23/2023	Deposit				R	193.76	653,510.46
03/23/2023	Deposit				R	313.61	653,824.07
03/24/2023	Deposit				R	1,470.91	655,294.98
03/24/2023	Deposit				R	400.73	655,695.71
03/27/2023	Deposit				R	1,398.31	657,094.02
03/27/2023	Deposit				R	168.00	657,262.02
03/27/2023	Deposit				R	388.53	657,650.55
03/28/2023	Deposit				R	1,163.40	658,813.95
03/28/2023	Deposit				R	263.67	659,077.62
03/28/2023	Deposit				R	476.04	659,553.66
03/28/2023	Deposit			Heritage Home of the Carolinas	R	1,200.00	660,753.66
03/28/2023	Deposit			Heritage Home of the Carolinas	R	1,200.00	661,953.66
03/28/2023	Deposit			Brian Disney Homes	R	1,200.00	663,153.66
03/28/2023	Deposit			CJ Builders Inc	R	1,200.00	664,353.66
03/28/2023	Deposit				R	3,300.46	667,654.12
03/29/2023	Deposit				R	34.28	667,688.40
03/29/2023	Deposit				R	102.12	667,790.52
03/29/2023	Deposit				R	2,449.82	670,240.34
03/30/2023	Deposit				R	528.21	670,768.55
03/30/2023	Deposit				R	3,304.74	674,073.29
03/31/2023	Deposit				R	2,555.14	676,628.43
03/31/2023	Deposit				R	90.38	676,718.81
03/31/2023	Deposit				R	28.79	676,747.60
03/31/2023	Deposit				C	174.51	676,922.11
03/31/2023	Deposit				C	113.11	677,035.22
03/31/2023	Deposit				C	184.54	677,219.76
03/31/2023	Deposit				C	1,289.28	678,509.04
						<u>\$ 1,623.84</u>	

FIRST AMENDMENT TO SERVICES AGREEMENT

THIS FIRST AMENDMENT TO SERVICES AGREEMENT (the “**Amendment**”) dated as of February _____, 2023, is entered into by and between EXCELLENCE LANDSCAPING & LAWN CARE, LLC. (“**Provider**”), and The Town of Stokesdale (“**Stokesdale**”).

RECITALS

A. Provider and Stokesdale are parties to that certain Services Agreement executed on or about April 12, 2021, (the “**Services Agreement**”). All initially-capitalized terms not otherwise defined herein shall have the meanings set forth in the Services Agreement unless the context clearly indicates otherwise.

B. Provider and Stokesdale mutually desire to amend the Services Agreement as provided below.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto hereby agree as follows:

AGREEMENT

1. **Term:** Paragraph 2 of the Services Amendment is deleted and replaced with the following:

The term of this agreement shall be from April 12, 2021 until March 31, 2024. This agreement may be terminated before the end of the term by either party upon ninety (90) day’s written notice to the other party.

2. **Independent Contractor and Insurance Requirement:** Paragraph 4 of the Agreement is deleted and replaced with the following:

α. The Provider shall act as an independent contractor and understands that no federal, state, or other payroll tax of any kind shall be withheld or paid by Stokesdale on behalf of Provider or employees of the Provider. Provider shall be responsible for providing and maintaining general liability insurance in an amount of at least \$1,000,000 with a carrier approved by Stokesdale, worker’s compensation insurance for Providers employees, and any other appropriate insurance required by this Agreement or North Carolina law.

3. **Counterparts.** This Amendment may be executed in any number of counterparts, including pdf and facsimile counterparts, each of which shall be deemed an original, but all of which when taken together shall constitute one and the same instrument. Each counterpart may be delivered by facsimile or email transmission.

The signature page of any counterpart may be detached there from without impairing the legal effect of the signature(s) thereon provided such signature page is attached to any other counterpart identical thereto.

4. **Ratification.** All terms, covenants, and conditions of the Services Agreement not modified by this Amendment are hereby affirmed and ratified by Stokesdale and Provider. In the event of any inconsistency between the terms of the Services Agreement and the terms of this Amendment, the terms of this Amendment shall control.

IN WITNESS WHEREOF, each of the parties to this Services Agreement has caused this Amendment to be executed on their behalf.

PROVIDER:

EXCELLENCE LANDSCAPING & LAWN CARE, LLC

By: _____
Print Name:
Manager

STOKESDALE:

THE TOWN OF STOKESDALE

By: _____
Mike Crawford
Mayor

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Kimberly Thacker, Finance Officer



North Carolina Department of The Secretary of State

Invoice Number: 19431718

Billing Information

Excellence Landscaping & Lawn Care, LLC
7800 Pond Ridge Court
Stokesdale, NC 27357

Contact: Excellence Landscaping & Lawn Care, LLC

Invoice Number: 19431718

Customer Id Number: 201161364

Invoice Date: 1/30/2023

Account Type: Payment upon Delivery

Ship Via: Online

Invoiced Items

Description	Certificate Number	Customer Reference	Qty	Pages	Item Cost	Sub Total	Amount Due
Online Annual Report LLC Excellence Landscaping & Lawn Care, LLC							
1210 0511 435900061	115255132		1		\$200.00	\$200.00	Paid
Electronic Transaction Fee							
2120 0502 437993	115255133		1		\$3.00	\$3.00	Paid

Payment Details

Credit: Cart for \$203.00, Visa Acct XXXXXXXXXXXXXXX0142, TXId:

1	\$203.00	\$203.00	Payment
			\$0.00

Make check payable to:

NC Secretary of State

Online Payment:

<https://www.sosnc.gov/payinvoice>



Scan to pay online.

Include Invoice Number on all remittance and send to:

Secretary of State
PO Box 29622
Raleigh, NC 27626

For information regarding your filing contact:

Customer Service at (919) 814-5400 or toll free at (888) 246-7636

Notice: To avoid an additional assessment of a one-time 10% late penalty and interest of 5% per annum, as mandated by G.S. 147-86.23, the invoice must be paid in full.

There will be a \$35.00 processing fee for all returned checks and ACH returns.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/20/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Red Door Insurance Group Inc. PO Box 25105 Winston Salem NC 27114		CONTACT NAME: Red Door Insurance Group, Inc. PHONE (A/C, No, Ext): (336)996-7730 FAX (A/C, No): (336)760-1340 E-MAIL ADDRESS: information@reddoorinsurancegroup.com	
INSURED Excellence Landscaping & Lawn Care, LLC 7800 Pond Ridge Ct Stokesdale NC 27357-9385		INSURER(S) AFFORDING COVERAGE INSURER A: Erie Insurance Exchange INSURER B: Builders Mutual INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 26271

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		Q27-1921705	03/19/2022	03/19/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		Q07-3030923	07/30/2022	07/30/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 750,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	WCP 1081701 01	09/27/2022	09/27/2023	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Town of Stokesdale
8325 Angel-Pardue Rd

Stokesdale

NC 27357

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

A. Teague

Fax:

Email:

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ACORD 25 (2016/03)

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

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

April 4 2023

To: Town of Stokesdale

Re: Quote for Bermuda Field Maintenance

February/March

- Apply Ronstar pre-emergent @ full Rate

May

- Apply 17-17-17 fertilizer 1 lb per N

June

- Apply 17-17-17 fertilizer 1 lb per N

July

- Apply 17-17-17 fertilizer 1 lb per N

August

- Apply 45-0-0 fertilizer 1 lb per N

November

- Apply Simazine

Mow All Fields with reel mower 2 times per week as needed

Total

\$12000.00

Hunter Enterprises
9000 Hollydale Road
Clemmons, NC 27012

Invoice

Date	Invoice #
3/15/2023	1938

Bill To
Town of Stokesdale P.O. Box 465 Stokesdale, NC 27357

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	Field Maintenance Quarterly Bill for Field Maintenance Labor for the months of: January, February, March, and April of 2023	3,000.00	3,000.00
Thank you for your business.		Total	\$3,000.00

North Carolina)
)
Guilford County)

AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of _____ 2023, by and between the Town of Stokesdale, North Carolina, a North Carolina Municipal Corporation (the "Town"); and Michael Hunter (d/b/a Hunter Enterprises) the "Provider");

WITNESSETH:

For the purpose and subject to the terms and conditions hereinafter set forth, the Town hereby contracts for the services of the Provider, and, the Provider agrees to provide the services to the Town in accordance with the terms of the Agreement.

I.

The services to be performed by the Provider shall be as shown on the attached Exhibit A, which is incorporated herein by reference.

II.

The services of the Provider shall begin upon signing and shall be provided until December 31, 2023 as shown on the attached Exhibit A.

III.

As full compensation for the Provider's services, the Town agrees to pay the Provider the sum of Twelve Thousand Dollars for all the materials and labor.

IV.

The Provider shall bill the Town for services rendered during the preceding thirty (30) days. The Town shall promptly pay all such bills after it determines that the Provider has complied with the terms of the Agreement.

V.

The Provider shall operate as an independent contractor. The Provider is not eligible for worker's compensation coverage under the Town's Workers' Compensation Policy while performing the contracted service for the Town. The Provider understands that no federal, state or other payroll tax of any kind shall be withheld or paid by the Town on behalf of the Provider or employees of the Provider. The Provider understands and agrees that the Provider is fully responsible for the payment of all taxes arising from the payment of monies pursuant to the Agreement.

VI.

Provider shall defend, indemnify, and hold the Town, its Officials and Employees harmless from and against all claims, damages, loss and expenses, arising wholly or in part out of any act or omission of the Provider or its employees, related to the execution of this Agreement.

VII.

The Town shall not be liable to the Provider for any expenses paid or incurred by the Provider not provided within the scope of services of this Agreement unless otherwise agreed in writing. The Provider shall supply, at its sole expense, all equipment, tools, materials, and /or supplies required to provide the contracted services unless otherwise agreed in writing.

VIII.

The Provider declares that it has complied with all federal, state and local laws regarding business permits, certifications, and licenses that may be required to carry out the services to be performed under this Agreement and agrees to comply with all state and federal laws occupational safety and health laws, regulations and standards relating to services covered by this Agreement.

If required by Article 2 of Chapter 64 of the North Carolina General Statutes, the Provider and its subcontractors shall use the federal E-Verify program to verify the work authorization of new hired employees. Failure of the Provider to comply with this provision or failure of its subcontractors to comply could render this Agreement void under North Carolina Law.

This Agreement shall be governed by and construed in accordance with the laws of the State of North Carolina.

IN WITNESS WHEREOF, The Town and the Provider have set their hands and seals as of the day and year first above written.

SERVICE PROVIDER:

Michael Hunter, Hunter Enterprises

TOWN OF STOKESDALE

By: _____

ATTEST:

(SEAL)

Dale F. Martin, Town Clerk

This instrument has been pre-audited to the extent and in the manner required by the "Local Government Budget and Fiscal Control Act."

By: _____

Name: Kimberly Thacker

Title: Budget and Finance Officer, Town of Stokesdale

TOWN OF STOKESDALE, NORTH CAROLINA

Proposal to Perform
Financial and Compliance Audits
For the Years Ending June 30, 2023, 2024, and 2025

Section I

C. Randolph CPA, PLLC
Certified Public Accountant

C. Randolph CPA, PLLC

Certified Public Accountant

560 Beaver Creek School Rd.
West Jefferson, North Carolina 28694

Phone: (336) 846-3211

Fax: (336) 846-1142

Ms. Kimberly Thacker, Finance Officer
Town of Stokesdale
PO Box 465
Stokesdale, North Carolina 27357

April 3, 2023

Thank you for the opportunity to make a proposal to perform the audit for Town of Stokesdale, North Carolina. C. Randolph CPA, PLLC offers you valuable, personalized service and a critical understanding of all aspects of accounting. By allowing us to be your professional accountant your organization will acquire the services of a highly qualified, experienced professional not commonly available at an affordable price. We believe the personal involvement with which we commit to our clients, combined with the range of quality services that our firm offers, qualifies us to be a valuable advisor to your management team.

This proposal sets forth certain information about our firm and our proposed fees. If you should need any additional information, please contact us. We will be pleased to meet with you to further discuss this proposal and answer any questions that you may have.

Cynthia D. Randolph

Cynthia D. Randolph
CPA

Town of Stokesdale, North Carolina

Information About C. Randolph CPA, PLLC

C. Randolph CPA, PLLC formed in August 2017. The firm is composed of a staff of 4 employees, including 1 partner. Our experience includes 31 years of auditing including not-for-profit and governmental entities. We also have 31 years of public accounting in corporate, individual, and fiduciary taxation. Our firm is a member of the North Carolina Association of Certified Public Accountants and The American Institute of Certified Public Accountants.

Our firm is a member of the Private Companies Practice Section of the American Institute of Certified Public Accountants. As a member of the section, a firm is required to have a peer review by an independent CPA firm. A peer review becomes public information, and anyone can obtain a copy of the report on the reviewed firm. Such a review assures that the services our clients receive meet the highest standards of the accounting profession.

We receive a minimum of forty (40) hours of continuing professional education each year. Continuing professional education is required as part of our firm's quality control standards and it will be reviewed when we receive a peer review.

Our firm offers the following services: audit, review and compilation services; tax planning and preparation services; management advisory services; and computer and software consulting capabilities.

We presently provide services to numerous not-for-profit organizations and governmental entities in the region. The collective experience of the partner and staff includes non-profit organizations, housing authorities, governmental units, service organizations, professional corporations, retail, and construction.

Town of Stokesdale, North Carolina

1. Our office, located in West Jefferson, NC, will handle the audit.
2. We presently plan for two personnel to be utilized on the engagement. Those to be assigned to the engagement are as follows:

Cynthia D. Randolph - partner
Laura W. Bowers - staff accountant
- 3, 4. The audit team assigned to Town of Stokesdale, North Carolina engagement has provided audit services for the following:

Listing of Present and Prior Governmental and Governmental Related Entities for Whom We Have Provided Audit Services:

<u>Governmental Entities:</u>	<u>Years Served</u>
Burke County	23
Burke County Public Schools	15
City of Claremont	11
Town of Maiden	10
Town of Glen Alpine	12
* Town of Lansing	5
* Town of Ruth	10
City of Newton (CAFR)	18
City of Morganton Housing Authority	19
Foothills Area Programs (Mental Health)	18
City of Conover (CAFR)	2
* Town of Hudson (CAFR)	4
Town of Catawba	4
* Town of Newland	3
* Town of Beech Mountain	4
* Beech Mountain Tourism Development Authority	4
* Watauga County District U Tourism Development Authority	3
Graham Housing Authority	3
Town of Old Fort	16
Hickory Public Housing Authority	12
City of Lincolnton (CAFR)	12
Western Piedmont Council of Governments	15
Town of Marshall	6
Town of Fletcher	6
Town of Dallas	3
* Watauga County	3
* City of Lenoir (CAFR)	1

* Current client as of June 30, 2022

The partner and staff of our firm have governmental accounting experience that ranges up to 31 years. Our capabilities include governmental budgeting, bond refunding, lease vs. purchase computations, computer consulting for computer and software application, audits of special projects, special assistance in the areas of retirement plans for governmental units, accounting and internal control systems, computer systems for general fixed assets, tax consultation for nonprofit organizations and water and sewer rate studies. Additional services we provide to clients that are comparable to Town of Stokesdale are as follows:

- | | |
|--------------------------|---------------------------------|
| • Town of Lansing | AFIR, unit data input worksheet |
| • Town of Hudson | AFIR, unit data input worksheet |
| • Town of Newland | AFIR, unit data input worksheet |
| • Town of Ruth | AFIR, unit data input worksheet |
| • Town of Beech Mountain | AFIR, unit data input worksheet |
| • Watauga County | AFIR, unit data input worksheet |
| • City of Lenoir | AFIR, unit data input worksheet |

5. Our firm is a member of the Private Companies Practice Section of the American Institute of Certified Public Accountants. As a member of the section a firm is required to have a peer review by an independent CPA firm. A peer review becomes public information, and anyone can obtain a copy of the report on the reviewed firm. Such a review assures that the services our clients receive meet the highest standards of the accounting profession. The field work for our review was completed in December 2021 and has been approved as part of the AICPA Peer Review Program. A copy of the independent auditors' report on our firm is included with this proposal.

- 6-9. The professional experience of each member assigned to the Town of Stokesdale engagement is as follows:

Cynthia D. Randolph, CPA will coordinate, supervise, and be in charge of the engagement. She has 31 years of public accounting experience. Her expertise includes governmental units, furniture and textile manufacturing, retail, construction, and non-profit organizations. She has extensive experience in auditing capital projects (i.e. CDBG), Social Services Programs, Health and Human Services and other Federal and State grants. She also has experience in auditing and reporting for both public and governmental based water and electrical utilities. She will provide 80% of the total time allocated for the engagement.

Laura W. Bowers, staff accountant, will assist on the engagement. She has 3 years of public accounting experience with our firm. Her experience includes governmental units and nonprofit organizations. She will provide approximately 20% of total time allocated for the engagement.

Relevant educational background of individuals assigned to the engagement:

Cynthia D. Randolph, CPA, partner is a graduate of Lenoir-Rhyne University. She has experience in auditing governmental units, capital projects, health and human services, other federal and state grants, and nonprofit organizations. She obtains 40 hours of CPE each year with at least 24 hours every two years concentrated on governmental. A listing of CPE attended for the last three years is as follows:

Continuing Education

Year end 2022

	<u>Date</u>	<u>Hours</u>
Peer Review Insights: How to be Better Prepared and Spot Common Deficiencies	2/2/22	1
Preparing Schedules K-2 & K-3: Critical Tax Season Update	2/22/22	2
Engagement – Fund Reporting	4/28/22	6
CCH Prosystem FX Engagement – Getting Started (A&A)	5/17/22	1
CCH Prosystem FX Engagement – Importing & Navigating the TB	5/18/22	1
CCH Prosystem FX Engagement – Grouping Chart of Accounts	5/25/22	1
CCH Prosystem FX Engagement – Linking WPs & Financial Statements	5/26/22	1
Local Government Conference	6/8/22	8
2022 NC State Treasurer's Conference	6/14-6/21	9
Jeff Sailor's 2022 Accounting and Auditing Update and Review	8/11/22	8
Accounting for Not-for-Profit Entities	12/19/22	3
2022 Professional Ethics and Conduct	12/20/22	<u>1</u>
		<u>42</u>

Year end 2021

	<u>Date</u>	<u>Hours</u>
Local Government Conference	5/13/21	8
2021 State Treasurers Auditing, Reporting and Review	6/15/21	3.5
American Rescue Plan with NC Dept. of State Treasurer	6/16/21	1
2021 State Treasurers Auditing, Reporting and Review	6/22/21	3.5
2021 State Treasurers Auditing, Reporting and Review	6/24/21	3.5
Risk Assessment During the Recovery	7/20/21	2
A&A Update and Review Part I	7/27/21	4
A&A Update and Review Part II	7/28/21	4
GFOA Just in time training-Coronavirus State & Local Fiscal Recovery Fund-Compliance & Reporting Guidance	8/9/21	1
2021 Professional Ethics & Conduct	12/1/21	1
Defined Where and Why Internal Controls are Needed	12/15/21	2
2021 Federal Tax Update	12/20/21	8
Fraud's Greatest Hits	12/16/21	3
Accounting for Leases	12/14/21	<u>4</u>
		<u>48.50</u>

Year end 2020

	<u>Date</u>	<u>Hours</u>
2019 Individual Income Tax Workshop	1/9/20	8
Audits of 401(K) Plans	4/28/20	8
Generally Accepted Government Auditing Standards-The New Yellow Book	5/14/20	1.5
Covid-19: Update on Accounting and Auditing Issues	5/22/20	1
Nonattest Services	5/22/20	1
LGC Update	6/9/20	8
Cybersecurity/Preaudit Challenges	6/16/20	2
LGC and Single Audit Update/Covid 19 Finance Issues	6/18/20	2
State Auditor Update/New Yellowbook Requirements	6/23/20	2
GASB Update with David Bean	6/25/20	2
Jeff Sailor's 2020 Accounting and Auditing Update and Review	7/23/20	8
Jeff Sailor's Not Documented, Not Done	11/20/20	2
Federal Tax Update	12/14/20	8
Introduction to Profit-Focused Accounting	12/14/20	1
Segregation of Duties Concepts	12/16/20	1
Cloud Fund Accounting for Nonprofit Organizations	12/17/20	<u>1</u>
		<u>56.50</u>

Laura W. Bowers, staff accountant, is a graduate of the University of North Carolina Chapel Hill. Her experience includes audits of governmental units and nonprofit organizations. She obtains 40 hours of CPE each year with at least 24 hours every two years concentrated on governmental. A listing of CPE attended for the past two years is as follows:

Continuing Education

Year end 2022

	<u>Date</u>	<u>Hours</u>
Peer Review Insights: How to be Better Prepared and Spot Common Deficiencies	2/2/22	1
Preparing Schedules K-2 & K-3: Critical Tax Season Update	2/22/22	2
Engagement – Fund Reporting	4/28/22	6
CCH Prosystem FX Engagement – Getting Started (A&A)	5/17/22	1
CCH Prosystem FX Engagement – Importing & Navigating the TB	5/18/22	1
CCH Prosystem FX Engagement – Grouping Chart of Accounts	5/25/22	1
CCH Prosystem FX Engagement – Linking WPs & Financial Statements	5/26/22	1
Local Government Conference	6/8/22	8
2022 NC State Treasurer’s Conference	6/14-6/21	9
Jeff Sailor’s 2022 Accounting and Auditing Update and Review	8/11/22	8
Accounting for Not-for-Profit Entities	12/19/22	3
2022 Professional Ethics and Conduct	12/20/22	<u>1</u>
		<u>42</u>

Year end 2021

	<u>Date</u>	<u>Hours</u>
NCACPA Local Government Conference (Live Streaming Webcast)	5/13/21	8
ACC 129: Individual Income Taxes	5/11/21	45
ACC 221: Intermediate Accounting II	5/11/21	45
2021 State Treasurers Auditing, Reporting and Review	6/15/21	3.5
American Rescue Plan with NC Dept. of State Treasurer	6/16/21	1
2021 State Treasurers Auditing, Reporting and Review	6/22/21	3.5
2021 State Treasurers Auditing, Reporting and Review	6/24/21	3.5
Risk Assessment During the Recovery	7/20/21	2
A&A Update and Review Part I	7/27/21	4
A&A Update and Review Part II	7/28/21	4
GFOA Just in time training-Coronavirus State & Local Fiscal Recovery Fund-Compliance & Reporting Guidance	8/9/21	<u>1</u>
		<u>120.5</u>

Year end 2020

	<u>Date</u>	<u>Hours</u>
Generally Accepted Government Auditing Standards-The New Yellow Book	5/14/20	1.5
COVID-19: Updates on Accounting and Audit Services	5/22/20	1
Nonattest Services: The Importance of Focusing on Them	6/9/20	1
LGC Update	6/9/20	8
Cybersecurity/Preaudit Challenges	6/16/20	2
LGC Single Audit Update and Current Finance Issues with COVID-19	6/18/20	2
State Auditor Update/New Yellow Book Requirements	6/21/20	2
GASB Update with David Beam	6/23/20	2
Jeff Sailor’s 2020 Accounting & Auditing Update and Review	7/23/20	8
NCAPA 2020 Federal Tax Update	12/14/20	8
Accounting 220: Intermediate Accounting I	12/15/20	<u>45</u>
		<u>80.50</u>

10. **List of References:**

Mrs. Samantha Jones
Watauga County
814 W. King St., Room 216
Boone, NC 28607
Telephone No: (828)265-8007

Ms. Cathy Swanson, CEO
Caldwell Hospice and Palliative Care, Inc.
902 Kirkwood St., NW
Lenoir, NC 28645
Telephone No: (828)754-0101

Ms. Donna Bean, Finance Officer
City of Lenoir
801 West Avenue
Lenoir, North Carolina 28645
Telephone No: (828)757-2180

Mrs. Beth Johnson, Finance Officer
Town of Lansing
173 B Street
Lansing, NC 28643
Telephone No: (336)384-3938

Mrs. Marla Christie, Executive Director
The Foundation of Caldwell Community College & Technical Institute, Inc.
P.O. Box 600
Lenoir, NC 28645
Telephone No: (828)726-2203

Mr. Edward Wall, Owner
Wall Lumber Company, Inc.
712 S. Sterling Street
Morganton, NC 28655
Telephone No: (828) 437-2044

Mr. Steve Smith, Finance Officer
Town of Beech Mountain
403 Beech Mountain Parkway
Beech Mountain, NC 28604
Telephone No: (828)387-2753

Mrs. Shana Guy, Finance Officer
Town of Hudson
550 Central Street
Hudson, NC 28638
Telephone No: (828) 728-8272

11. The firm is a member of the Private Companies Practice Section of the AICPA. As a member of that organization, we are required to obtain independence statements from all professional staff each year and we monitor the independence requirements and compliance with those standards on a periodic basis. Our firm has adopted as part of its Quality Control Document, PPC's checklist for evaluating the effect of personal and external impairments on independence in accordance with Government Auditing Standards. A copy of this checklist is enclosed with this document.
12. We presently carry professional liability insurance with Penn National Insurance. The present coverage is \$3,000,000/\$3,000,000.
13. There has never been any regulatory action taken by an oversight board against our firm.
14. We remain updated on all Local Government Commission and North Carolina School of Government in Chapel Hill blogs and emails. We attend numerous continuing education seminars presented by both organizations. We have several contacts with both organizations that we can contact with any issues.



Koonce, Wooten & Haywood, LLP
CERTIFIED PUBLIC ACCOUNTANTS

Report on the Firm's System of Quality Control

To the Owner of C. Randolph CPA, PLLC and the
Peer Review Committee, Coastal Peer Review, Inc.

We have reviewed the system of quality control for the accounting and auditing practice of C. Randolph CPA, PLLC (the firm) in effect for the year ended October 31, 2021. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included an engagement performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act, and an audit of an employee benefit plan.

As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of C. Randolph CPA, PLLC in effect for the year ended October 31, 2021, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. C. Randolph CPA, PLLC has received a peer review rating of *pass*.

Koonce, Wooten & Haywood, LLP

Koonce, Wooten & Haywood, LLP

December 13, 2021

Raleigh
4060 Barrett Drive
Post Office Box 17806
Raleigh, North Carolina 27619

919 782 9268
919 783 8937 FAX

Durham
3500 Westgate Drive
Suite 203
Durham, North Carolina 27707

919 354 2584
919 489 8183 FAX

Pittsboro
579 West Street
Post Office Box 1399
Pittsboro, North Carolina 27312

919 542 6000
919 542 5764 FAX

Smithfield
212 East Church Street
Post Office Box 2348
Smithfield, North Carolina 27577

919 934 1121
919 934 1217 FAX

GQC-PA-3.3: Independence Representation

Name: [Client Name]

Date: []

Instructions: This representation should be completed when an individual is hired and, at a minimum, annually thereafter. The representation is required for all professionals, including partners and staff. It can also be used to verify the independence of seasonal, part-time, and contract employees or outside engagement quality control reviewers used by the firm. It may also be used to verify the independence of paraprofessionals if such individuals perform procedures on attest engagements. The questionnaire at GQC-PA-3.2 is provided as a supplement to this appendix. While its use is optional, GQC-PA-3.2 can facilitate completion of the representations. If GQC-PA-3.2 is completed, No. 8 below can simply be cross-referenced to the documentation in that questionnaire. The representation (and any attachments) should be routed to the ethics partner or other designated partner for review, then filed in the individual's personnel file. Each independence representation form received by the firm may be carried forward to GQC-PA-3.4, "Independence Representation Control Log," so the firm can readily track and account for the receipt of all employee representations. Obtaining this confirmation of independence from firm personnel is required by QC 10, as discussed at paragraph 303.8. Firms may choose to expand this form to include confirmation by personnel of compliance with other firm policies.

I have read and understand the firm's policy and procedures regarding the relevant ethical requirements as stated in the firm's quality control document. As such, I represent that:

- 1) I am familiar with and will adhere to the independence and other relevant ethical requirements of the AICPA, the State of [State] Board of Accountancy, the State of [State] CPA Society, state statutes, *Government Auditing Standards*, and other regulatory agencies (to the extent applicable).
- 2) I have reviewed the firm's most current client list dated [Month/Year] to determine if I have any financial interests or business relationships that create possible threats or breaches to independence.
- 3) Except as described in No. 8, I do not hold any prohibited investments, nor were any held during the period. I have not entered into any prohibited transactions, nor am I aware of having any prohibited relationships.
- 4) As a member of the engagement team, I know that in cases when the work of a component auditor or other auditor is used, a written representation regarding the other auditor's independence with respect to our client should be obtained, and, except as described in No. 8, I am not aware of an engagement where such a representation was required and not obtained.
- 5) Any situation where either I am not independent or I am unsure whether I am independent is listed and explained in No. 8.
- 6) I am not currently under any investigation or disciplinary proceeding, and no such matter is pending from the AICPA or any other professional organization or regulatory agency. There are no other matters that would cause a reasonable person to conclude that I lack integrity in the performance of my professional responsibilities, except as described in No. 8.
- 7) Any situation in which I am not able or am unsure whether I am able to exercise objectivity in performing an engagement is listed and explained in No. 8.
- 8) Potential Issues:

CLIENT	POTENTIAL ISSUE
(a)	
(b)	

CLIENT	POTENTIAL ISSUE
(c)	
(d)	
(e)	

Signed: _____ Date: _____

TOWN OF STOKESDALE
NORTH CAROLINA

PRICING ESTIMATE FOR
PROFESSIONAL AUDITING SERVICES

2023 - 2025

SUBMITTED

BY

W GREENE PLLC

M WADE GREENE, CPA, CFE

PO BOX 160

251 WASHINGTON STREET

WHITEVILLE, NC 28472

TEL: (910) 207-6564

EMAIL: wgreene@greenecocpa.com

WEBSITE: www.greenecocpa.com

W GREENE
PLLC

AUDIT APPROACH

The audit program that we use is based on a standard government approach developed by authors contracted with "Practitioners Publishing Company" that is updated annually for changes in generally accepted governmental accounting standards, Codification of Governmental Accounting Guides, generally accepted governmental auditing standards, and the GAO's *Government Auditing Standards*.

Once we have evaluated the internal control system, we will tailor the balance of the audit procedures to your particular situation.

We will use sampling methods in selecting audit evidence. The primary method will be random using computer generated random numbers. In all cases of sampling however, worksheets/computer programs are used to help us determine that the dollars examined are enough to satisfy us that the probability of material errors in the remaining population is very low.

Also, as part of our audit procedures, we include data extraction and analysis or Computer Assisted Audit Techniques (CAAT's). These CAAT's can provide us with the opportunity to look at 100% of the transactions and/or account balances without a substantial amount of additional work. We prefer to audit "through the computer not around the computer."

We will request various data files from your accounting and/or information systems. These data files can either be exported and/or printed to various ASCH file formats, including an Adobe Acrobat Portable Document Format (PDF) file. We can then import these files into our software and perform a host of audit procedures, fraud investigations, tests, analyses, etc.

Not only does CAAT's provide essential audit evidence, they normally result in less assistance required of your personnel since additional testing, documentation, and printing of reports may be reduced.

QUALITY REVIEW

Our firm requires that after initial review by the partner-in-charge, someone independent of the audit engagement review the financial statements before issuance.

PROFILE OF THE FIRM

Your audit will be conducted by a Partner-in-Charge of Engagement, and other staff, as needed, and support personnel.

1. Partner in Charge of Engagement – The Partner-in-Charge of Engagement will be on-site 100% of the duration of the audit. We believe that eliminating additional layers of management ensures clear communication and on-time delivery.
2. Staff will be available as scheduled by the engagement partner, as needed.
3. Support Personnel – Support personnel will be used for word processing/typing of statements and binding of final report, as well as any other administrative tasks related to the audit.

ASSISTANCE EXPECTED FROM STAFF

During the planning stages of the audit, we will work with your staff to determine what reports can be produced through your computer system in order to make the audit process more efficient. The more work that the computer can do will result in less time requirements on our staff in preparing detailed account analysis.

Throughout the audit process, we will need to examine certain documents. We will furnish your staff with items selected from the sampling procedures so that they can pull the information for us. You have many department heads that are responsible for scheduling of personnel. We will meet with those people responsible for the different areas affected by the audit and discuss with them what we need.

MANPOWER

The partner in charge will perform the internal control evaluation and will communicate weaknesses in a management letter after discussing weaknesses with appropriate members of management and/or the Board. In addition, he will perform the data extraction, planning, and field work.

The field work for the compliance auditing will be performed by the engagement partner, who has 25 or more years experience in auditing.

The partner in charge will review the financial statements. We will enter your trial balances into our computer to produce statements/spreadsheets and post adjustments. The detail accounts contained in statement balances are grouped on lead sheets so that your staff can easily reconcile the trial balance to the statements.

The partner in charge will review all the workpapers and communicate findings to management and deliver the reports to the Board.

The cost of the audit can be broken down as follows:

Manpower: The costs related to manpower are listed below for each engagement year.

Travel: There will be no charge for travel.

Other Cost: The cost of supplies, printing, binding and other costs are included in the charge for manpower.

FEES

TOWN OF STOKESDALE

TOTAL AUDIT FEE:

FY 2023: \$14,000

FY 2024: \$14,000

FY 2025: \$14,000

ADDITIONAL SERVICES

Any additional services will be billed at our standard hourly rates of \$250/hr –partner in charge, \$175/hr – managers, \$95/hr. – staff accountants.

We generally do not bill for questions/comments/telephone calls/etc. during the year, unless they are complex and time consuming. Our clients routinely ask about budgets, internal controls, grants, and payroll without incurring any additional charges.

SUBMITTED

M Wade Greene

M Wade Greene, CPA, CFE
Partner



PO Box 160
251 Washington Street
Whiteville, NC 28472
P. (910) 207-6564
F. (910) 207-6519
C. (910) 640-7313
wgreene@greenecocpa.com

M. Wade Greene, CPA, CFE Managing Partner

W GREENE
PLLC

M. Wade Greene, CPA, CFE
Managing Partner
P. (910) 207-6564
F. (910) 207-6519
C. (910) 640-7313
wgreene@greenecocpa.com

Experience

Specializes in governmental and nonprofit auditing, including Single Audits and Comprehensive Annual Financial Reports (CAFR). With over 25 years of experience in public accounting, he also provides tax and estate planning services to clients in a variety of industries, including healthcare, non-profits, and small businesses.

Education & Specialized Training

B.S., Accounting, University of North Carolina Wilmington
Certified Fraud Examiner (CFE)
AICPA Peer Reviewer
IDEA Data Extraction/Analysis – Computer Assisted Audit Techniques (CAATs)
Government Finance Officers Association Reviewer - Certificate of Achievement
for Excellence in Financial Reporting (CAFR Program)

Professional Affiliations

American Institute of Certified Public Accountants (AICPA)
North Carolina Association of Certified Public Accountants (NCACPA)
South Carolina Association of Certified Public Accountants (SCACPA)
Association of Certified Fraud Examiners (ACFE)
North Carolina CPA Certificate #20196
South Carolina CPA Certificate #04353

Continuing Education

Minimum of 40 hours per year in governmental accounting and auditing.

Lorna O. Greene, CPA, Manager



Lorna O. Greene, CPA
Manager
P. (910) 207-6564
F. (910) 207-6519
C. (910) 640-8975
lgreene@greenecocpa.com

Experience

Specializes in governmental and nonprofit accounting, including Single Audits. With over 25 years of experience in public accounting, she also provides tax and accounting services to clients in a variety of industries.

Education & Specialized Training

North Carolina CPA Certificate #21388
B.S., Accounting, University of North Carolina Wilmington

Professional Affiliations

American Institute of Certified Public Accountants (AICPA)
North Carolina Association of Certified Public Accountants (NCACPA)

Continuing Education

Minimum of 40 hours per year in governmental accounting and auditing.

REFERENCES

REFERENCES	CLIENT CONTACT	ADDRESS	TELEPHONE
County of Robeson	Carla Kinlaw	701 N Elm St, Lumberton, NC 28358	(910) 671-3000
County of Sampson	David Clack	406 County Complex Rd, Clinton, NC 28328	(910) 592-7181
Town of Carolina Shores	Julie Murday	200 Persimmon Road, Carolina Shores, NC 28467	(910) 575-4877
Brunswick County Association of Realtors	Charley Axsom	101 Stone Chimney Rd, Supply, NC 28463	(910) 754-5700
Town of Shallotte	Isaac Norris	PO Box 2287, Shallotte, NC 28459	(910) 754-4032
Town of Chadbourne	Pat Garrell	602 N Brown St, Chadbourne, NC 28431	(910) 654-4148
Town of Topsail Beach	Connie Forand	820 S Anderson Blvd, Topsail Beach, NC 28445	(910) 328-5841
Town of Pinebluff	Earlene McLamb	325 E Baltimore Ave, Pinebluff, NC 28373	(910) 281-3124
Robeson County Public Library	Catherine Roche	101 N Chestnut St, Lumberton, NC 28359	(910) 738-4859
Shallotte TDA	Isaac Norris	PO Box 2287, Shallotte, NC 28459	(910) 754-4032
Town of Cape Carteret	Sandra Favreau	102 Dolphin Street, Cape Carteret, NC 28584	(252) 393-8483
Sunset Beach ABC Board	Michael Wheat	7400 High Market Street, Sunset Beach, NC 28468	(910) 579-6872
Town of Summerfield	Dee Hall	P.O. Box 970, Summerfield, NC 27358	(336) 843-8655
Town of Wagram	Phyllis Lowery	24421 Marlboro St, Wagram, NC 28396	(910) 369-2776
Whiteville ABC Board	Amanda Richardson	112 S JK Powell Blvd, Whiteville, NC 28472	(910) 642-7241
Brunswick ABC Board	Tammy Blackmon	PO Box 7, Brunswick, NC 28424	(910) 642-4670
West Columbus ABC Board	Larry Britt	PO Box 486, Chadbourne, NC 28431	(910) 654-4621
Bertie County ABC Board	Miles Davis	PO Box 97, Windsor, NC 27983	(252) 794-4959
Sampson County TDA	David Clack	406 County Complex Rd, Clinton, NC 28328	(910) 592-7181
Town of Tabor City	Al Leonard	PO Drawer 655, Tabor City, NC 28463	(910) 653-3458
Town of Fair Bluff	Al Leonard	PO Box 157, Fair Bluff, NC 28439	(910) 849-7426
Town of Varnamtown	Sandi Parrish	100 Varnamtown Road, Supply, NC 28462	(910) 842-3095
Town of Bolton	Robyn Arp	PO Box 327, Bolton, NC 28423	(910) 655-8945
Town of Brunswick	Cheryl N. Suggs	PO Box 68, Brunswick, NC 28424	(910) 642-6741
Town of Sandyfield	Claudia Bray	PO Box 907, Riegelwood, NC 28456	(910) 655-9877
Town of Madison	Shirley S. Price	120 N. Market Street, Madison, NC 27025	(336) 427-2271
Cape Fear Council, Boy Scouts of America	Jaya Sheth	P.O. Box 7156, Wilmington, NC 28406	(910) 395-1100
Hertford County ABC Board	Clarence M Jordan	P.O. Box 374, Ahoskie, NC 27910	(252) 332-4408
Town of Sandy Creek	Marion Evans	114 Sandy Creek Drive, Leland, NC 28451	(910) 655-3153
Brunswick Regional Water & Sewer H2GO	Scott Hook	PO Box 2230, Leland, NC 28451	(910) 371-9949

SUMMARY OF AUDIT COSTS SHEET - TOWN OF STOKESDALE

FIRM: W GREENE PLLC

	FY 2023	FY 2024	FY 2025
1. Base Audit (General Purpose Financial Statements)	13,000	13,000	13,000
2. Financial Statement Preparation	1,000	1,000	1,000
3. Other (list and explain):			
Assistance with CAFR, included	-	-	-
Assistance with AFIR preparation	500	500	500
Single Audit	-	-	-
TOTAL BASE AUDIT & FINANCIAL PREPARATION (does not include fee for AFIR and Single Audit)	\$ 14,000	\$ 14,000	\$ 14,000



www.byparadise.com

3123-K Cedar Park Rd
Greensboro, NC 27405
(336) 697-3092
(336) 697-3095 Fax

Proposal Number: 6099f
Bill To: Town of Stokesdale
Address: 8325 Angel-Pardue Road
Stokesdale, NC 27357
Contact: Robbie Wagoner II
Phone: 336-643-4011
Email: deputyclerk@stokesdale.org

Deposit Received:
Subtotal: \$74,279.00
Tax : \$5,013.83
Freight: \$2,400.00
Grand Total: \$81,692.83
Progress Payment: \$40,846.42
Balance Upon Completion: \$40,846.41

Freight quote valid for 30 days.

50% Progress Payment upon Equipment Arrival

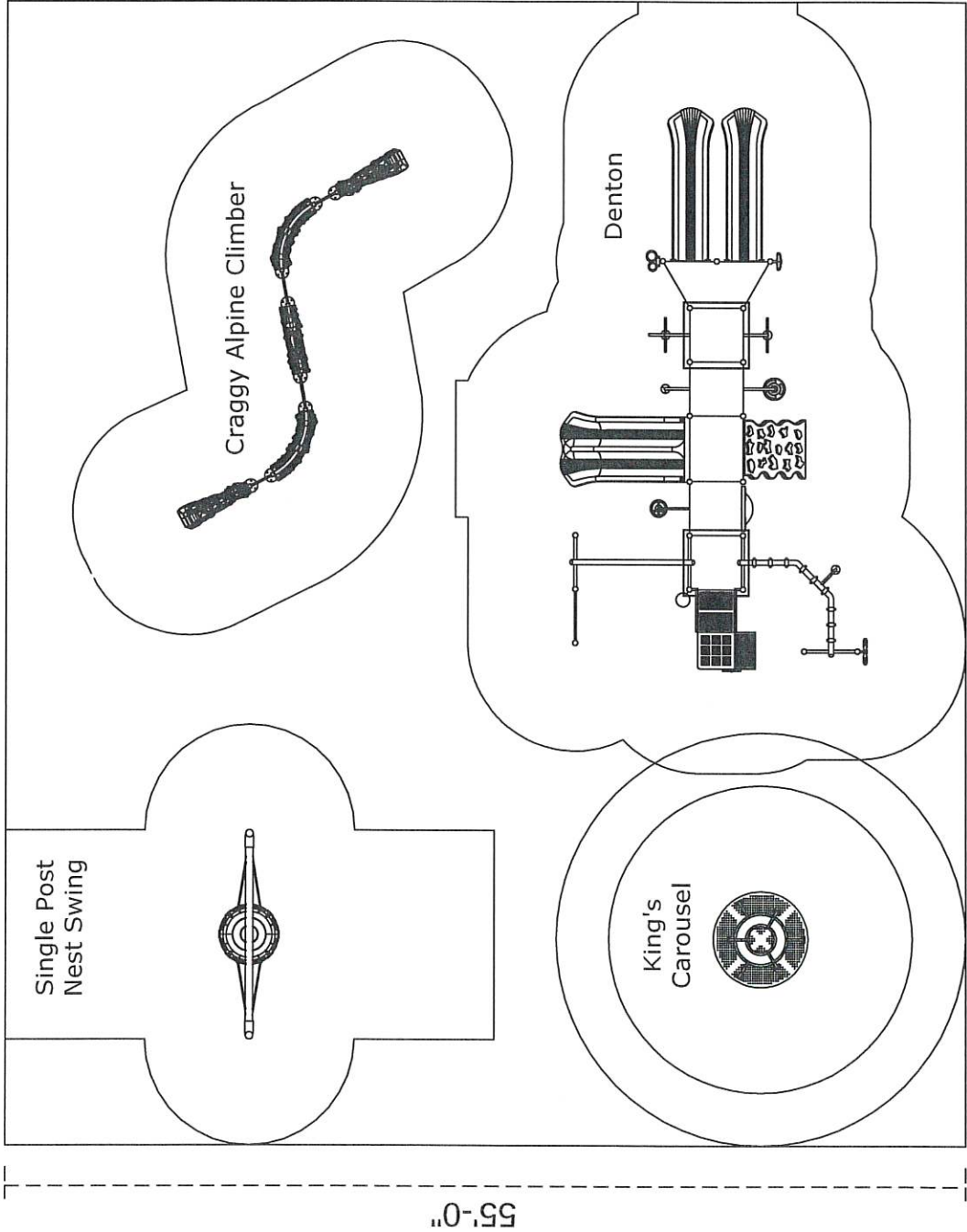
Lead time 16-20 weeks.

Date	Description	Qty	Amount Each	Total Amount
3/6/2023	Denton - Model Number: PKP179	1	29,169.00	\$29,169.00
	Installation	1	10,200.00	\$10,200.00
	7' Elite Single Post Swing w/ Nest Swing	1	2,725.00	\$2,725.00
	Installation	1	975.00	\$975.00
	Craggy Alpine -5 Panel Rock Climber w/ single pebble	1	8,906.00	\$8,906.00
	Installation	1	3,200.00	\$3,200.00
	Kings Carousel	1	4,637.00	\$4,637.00
	Installation	1	1,625.00	\$1,625.00
	Plastic Border 12" (136')	34	38.00	\$1,292.00
	Installation	1	600.00	\$600.00
	Wood Playground Mulch (12" deep) - Blown In	1	6,150.00	\$6,150.00
	Refreshing Wood Playground Mulch (3" Deep current playground)		2,000.00	\$2,000.00
	Tree/Brush Removal - Site Prep Work (estimate)	1	2,800.00	\$2,800.00
	Product Specifications: <u>Denton</u>			
	Age Range: 5-12 years Child Capacity:59-68			
	Fall Height: 84" Post Diameter:3.5-inch			
	Product Type: Spark Safety Zone: 29' 3" x 43' 11"			
	<u>Craggy Rock</u> Fall Height: 90"			
	<u>Elite Single Post Swing</u>			
	Fall Height:84" Post Diameter:5-inch			
	Product Type: Swing Set Safety Zone: 28' x 24'			

Subtotal: \$74,279.00
Tax: \$5,013.83
Freight: \$2,400.00
Total: \$81,692.83

Backyard Paradise

65'-0"



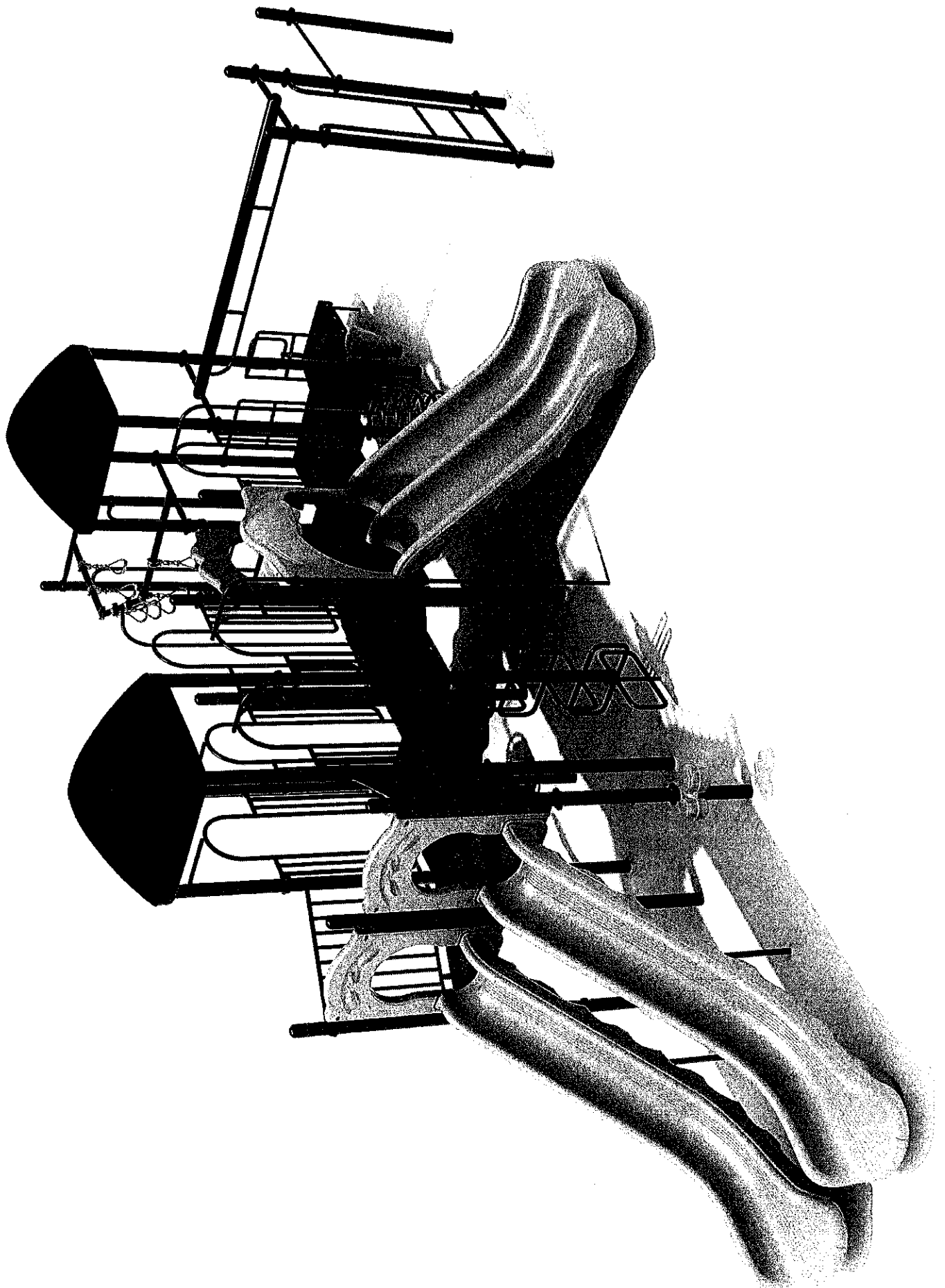
Perimeter: 240 ft
Area: 3575 sq ft

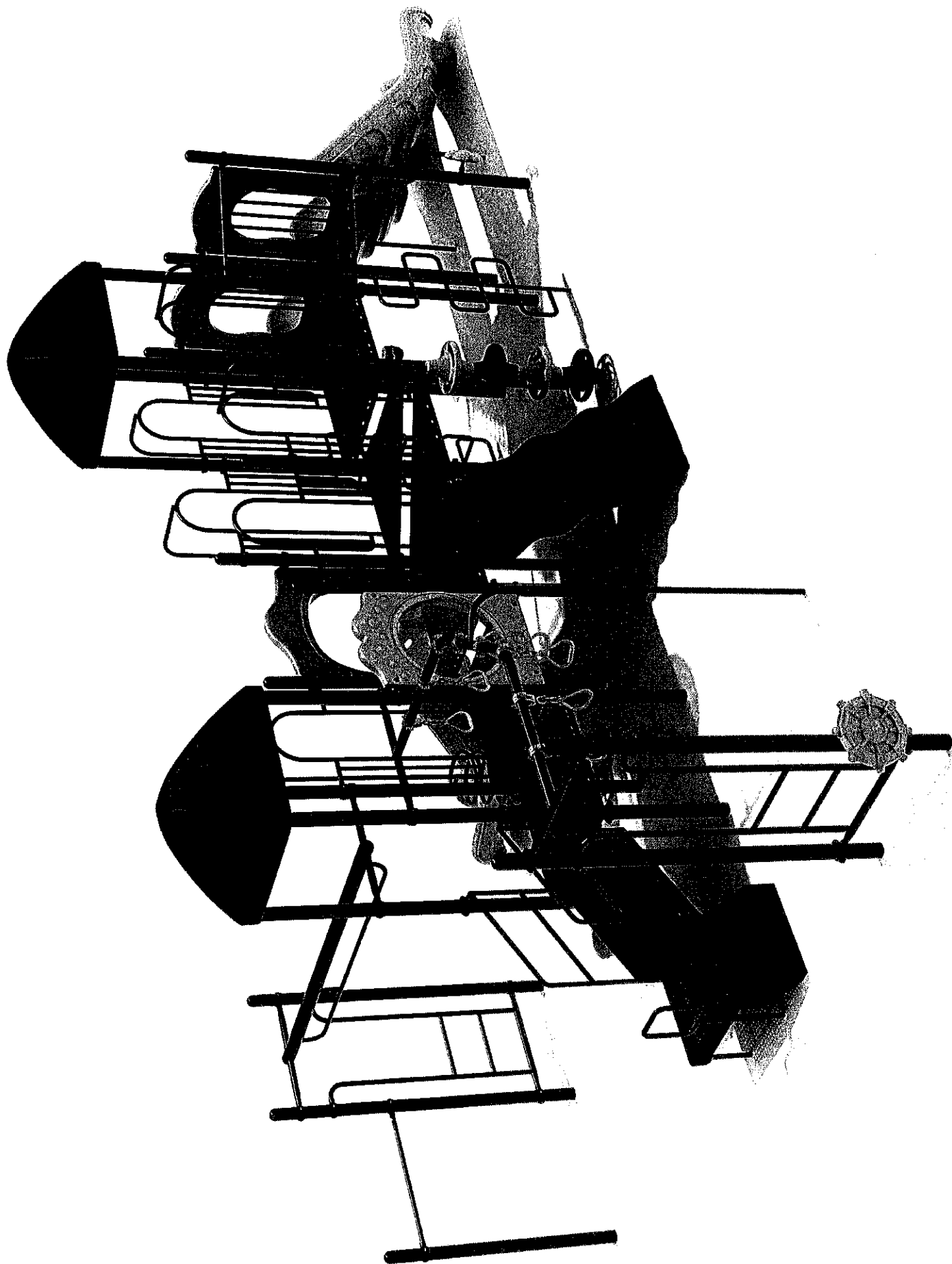


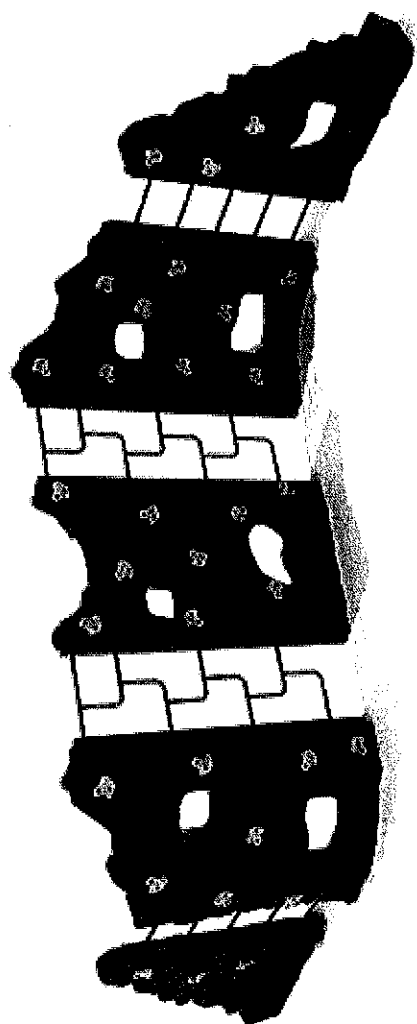
Design Request #23-02011

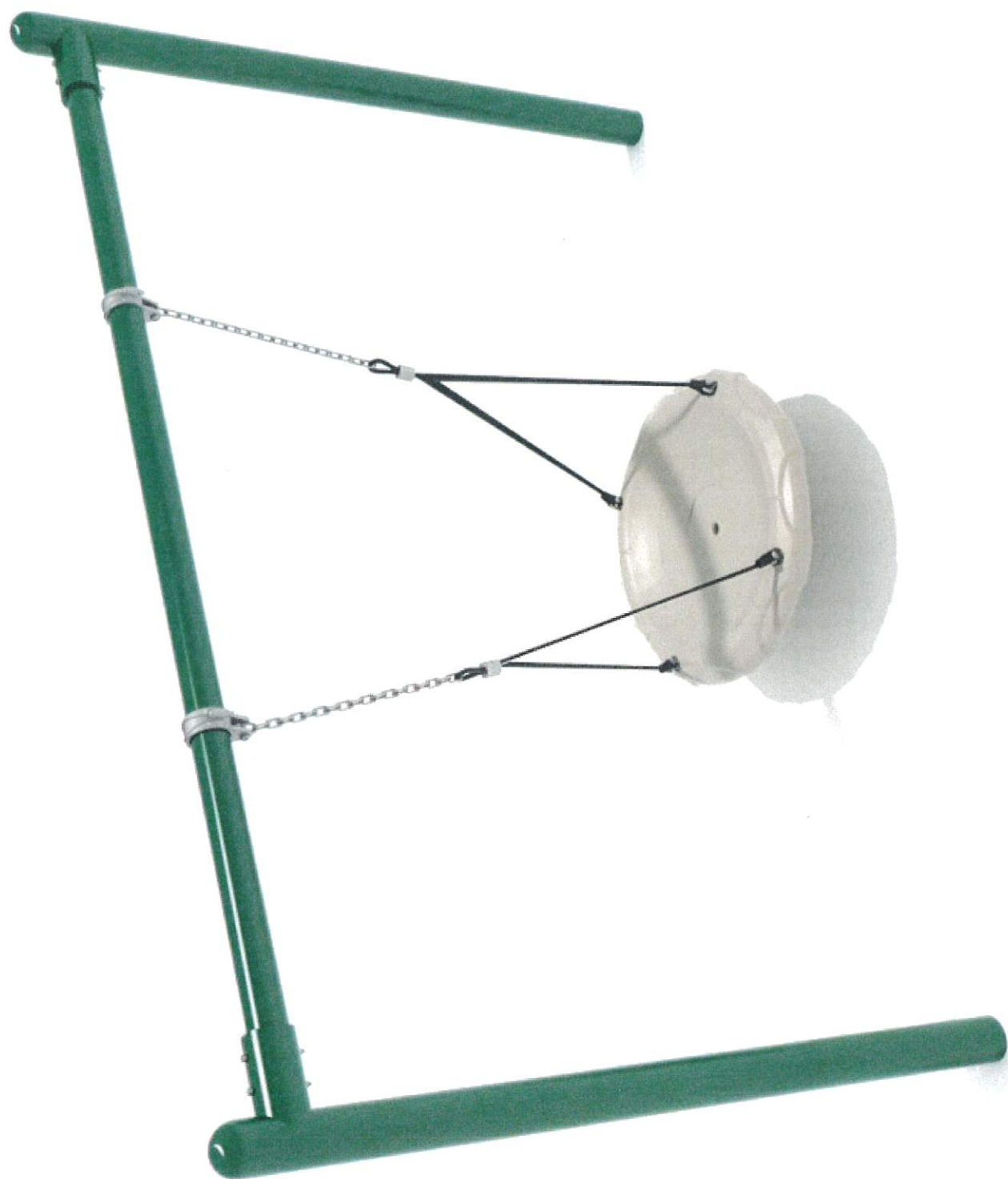
Created On: March 8, 2023

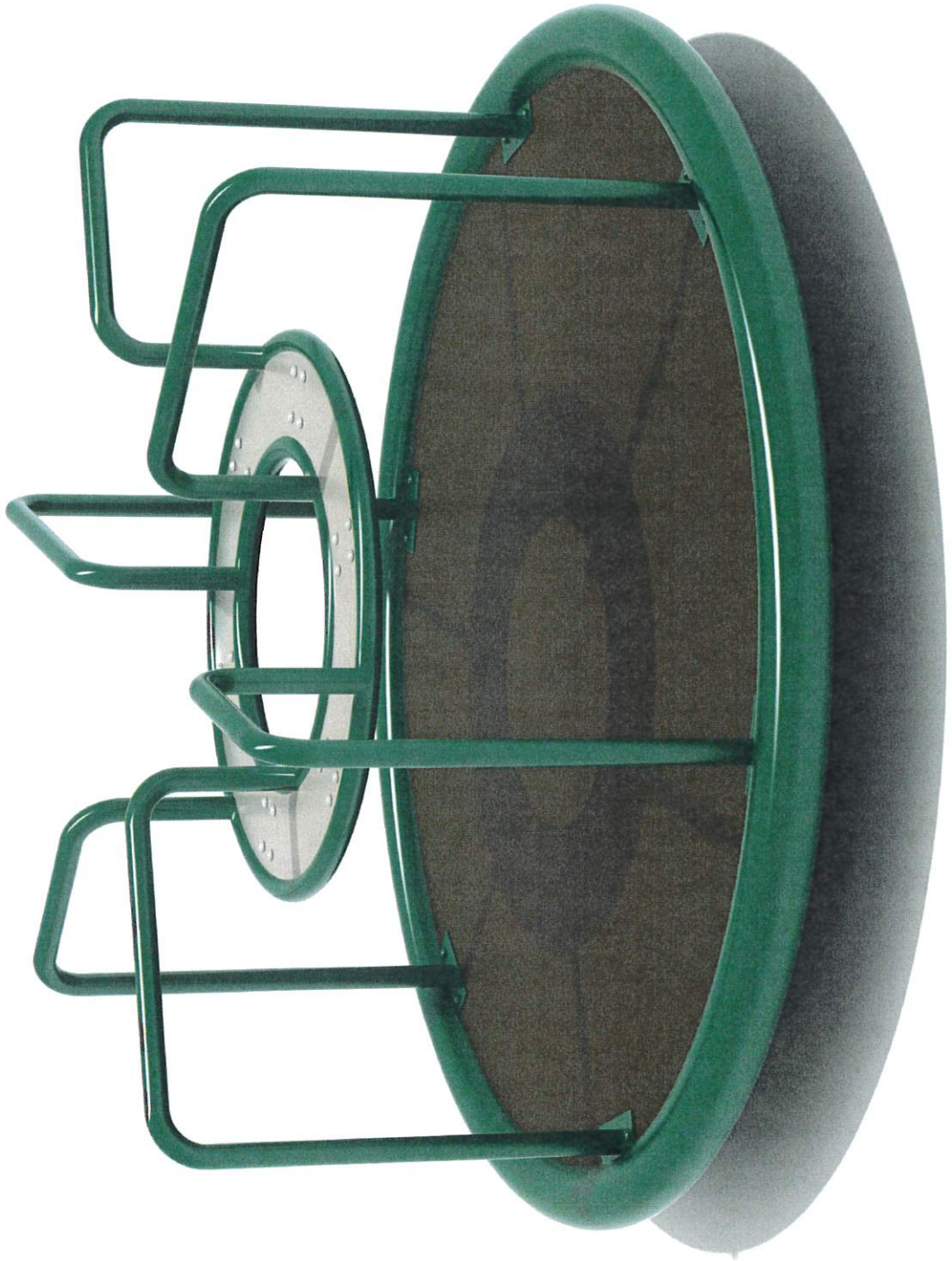
The information provided on this sheet is subject to change without notice.











Stokesdale Town Hall

From: taj1287@aol.com
Sent: Sunday, April 9, 2023 10:32 PM
To: Stokesdale Town Hall
Cc: mmec@yahoo.com; timjonesstokesdale@gmail.com
Subject: STOKESDALE- Scott May 24, 2022 transcript

To- TOWN OF STOKESDALE TOWN CLERK MRS DALE MARTIN

Hello Mrs. Martin,

Please add the following agenda item to the **April 13, 2023** regular Town council meeting.

"Consideration to accept Scott transcript dated May 24, 2022"

Thank you,
Tim Jones

STOKESDALE TOWN COUNCIL

Phone: 252-218-1904
Email: jgscottwork@gmail.com

TOWN OF STOKESDALE CLOSED SESSION:
DATE COMPLETED: 5/26/2022

FOR:
JENNIFER SCOTT

DESCRIPTION		RATE (PER PAGE)	AMOUNT
Closed Session Meeting March 12, 2020 - type - 95 pages		2.00	190.00
Printed Document and Mailing Fee			20.00
TOTAL			210.00