



**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.

<b>Mayor Crawford</b>	<b>Aye</b>	<b>Mayor Pro Tem Foy</b>	<b>Aye</b>
<b>Councilman Landreth</b>	<b>Aye</b>	<b>Councilman Jones</b>	<b>Aye</b>
<b>Councilman Rigsbee</b>	<b>Not present</b>		

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.

<b>Mayor Crawford</b>	<b>Aye</b>	<b>Mayor Pro Tem Foy</b>	<b>Aye</b>
<b>Councilman Landreth</b>	<b>Aye</b>	<b>Councilman Jones</b>	<b>Aye</b>
<b>Councilman Rigsbee</b>	<b>Not present</b>		

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.

<b>Mayor Crawford</b>	<b>Aye</b>	<b>Mayor Pro Tem Foy</b>	<b>Aye</b>
<b>Councilman Landreth</b>	<b>Aye</b>	<b>Councilman Jones</b>	<b>Aye</b>
<b>Councilman Rigsbee</b>	<b>Not present</b>		

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.

<b>Mayor Crawford</b>	<b>Aye</b>	<b>Mayor Pro Tem Foy</b>	<b>Aye</b>
<b>Councilman Landreth</b>	<b>Aye</b>	<b>Councilman Jones</b>	<b>Aye</b>
<b>Councilman Rigsbee</b>	<b>Not present</b>		

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.

<b>Mayor Crawford</b>	<b>Aye</b>	<b>Mayor Pro Tem Foy</b>	<b>Aye</b>
<b>Councilman Landreth</b>	<b>Aye</b>	<b>Councilman Jones</b>	<b>Aye</b>
<b>Councilman Rigsbee</b>	<b>Not present</b>		

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.

<b>Mayor Crawford</b>	<b>Aye</b>	<b>Mayor Pro Tem Foy</b>	<b>Aye</b>
<b>Councilman Landreth</b>	<b>Aye</b>	<b>Councilman Jones</b>	<b>Aye</b>
<b>Councilman Rigsbee</b>	<b>Aye</b>		

**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.

<b>Mayor Crawford</b>	<b>Aye</b>	<b>Mayor Pro Tem Foy</b>	<b>Aye</b>
<b>Councilman Landreth</b>	<b>Aye</b>	<b>Councilman Jones</b>	<b>Aye</b>
<b>Councilman Rigsbee</b>	<b>Aye</b>		

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 Olinick, 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.

	<b>INCREASE</b>	<b>DECREASE</b>	<b>Balance</b>
<b>40000 – General Administrative Expense</b>			
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
<b>80000 – Payroll Expenses</b>			
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
<b>40000 – General Administrative Expense</b>			
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
 <b>80000 – Payroll Expenses</b>			
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

<b>Mayor Crawford</b>	<b>Aye</b>	<b>Mayor Pro Tem Foy</b>	<b>Aye</b>
<b>Councilman Landreth</b>	<b>Aye</b>	<b>Councilman Jones</b>	<b>Aye</b>
<b>Councilman Rigsbee</b>	<b>Aye</b>		

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 3<sup>rd</sup>. 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.

<b>Mayor Crawford</b>	<b>Aye</b>	<b>Mayor Pro Tem Foy</b>	<b>Aye</b>
<b>Councilman Landreth</b>	<b>Aye</b>	<b>Councilman Jones</b>	<b>Aye</b>
<b>Councilman Rigsbee</b>	<b>Aye</b>		

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.

<b>Mayor Crawford</b>	<b>Aye</b>	<b>Mayor Pro Tem Foy</b>	<b>Aye</b>
<b>Councilman Landreth</b>	<b>Aye</b>	<b>Councilman Jones</b>	<b>Aye</b>
<b>Councilman Rigsbee</b>	<b>No</b>		

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 Olinick 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.

<b>Mayor Crawford</b>	<b>Aye</b>	<b>Mayor Pro Tem Foy</b>	<b>Aye</b>
<b>Councilman Landreth</b>	<b>Aye</b>	<b>Councilman Jones</b>	<b>Aye</b>
<b>Councilman Rigsbee</b>	<b>Aye</b>		

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.

<b>Mayor Crawford</b>	<b>Aye</b>	<b>Mayor Pro Tem Foy</b>	<b>Aye</b>
<b>Councilman Landreth</b>	<b>Aye</b>	<b>Councilman Jones</b>	<b>Aye</b>
<b>Councilman Rigsbee</b>	<b>No</b>		

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.

<b>Mayor Crawford</b>	<b>Aye</b>	<b>Mayor Pro Tem Foy</b>	<b>Aye</b>
<b>Councilman Landreth</b>	<b>Aye</b>	<b>Councilman Jones</b>	<b>Aye</b>
<b>Councilman Rigsbee</b>	<b>Aye</b>		

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: Approved April 13, 2023.

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Michael E. Crawford, Mayor

ATTEST:

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Dale F. Martin, Town Clerk