

**MINUTES  
TOWN OF STOKESDALE  
SPECIAL CALLED  
TOWN COUNCIL MEETING  
BUDGET WORKSHOP  
8325 ANGEL-PARDUE ROAD  
STOKESDALE, NC 27357  
JUNE 14, 2023 AT 7:00 PM**

Member's present were: Mayor Pro-Tem Derek Foy; Council Members: Jimmy Landreth, Tim Jones, and Jim Rigsbee; Finance and Budget Officer Kim Thacker, and Town Clerk Dale Martin. Absent were Mayor Mike Crawford and Town Attorney Chuck Winfree.

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

Mayor Pro Tem Derek Foy called the meeting to order and led the Pledge of Allegiance. Councilman Jim Rigsbee delivered the invocation.

**2. Review and Adopt the Agenda.**

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

<b>Mayor Crawford</b>	<b>Absent</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>		

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

None presented.

**4. Discussion of Fiscal Year 2023-2024 Annual Budget.**

Mayor Pro Tem Foy began discussions with the General Fund. Council discussed fire inspection and investigations and who is responsible for those for our local businesses and who pays for the inspections.

Council discussed the \$40,000 projected for the code of ordinance book and recodification of the development ordinance. Mrs. Martin explained that the proposal was from Municipal Code, the company that prepared the Stokesdale Development Ordinance. She stated that the development ordinance will be updated and the cost is based on the number of text amendments that has been generated since 2018. Her best estimate was that it would not be \$20,000, that she could only recall 2

or 3 amendments in her research. She added that the Code of Ordinance book would be created from scratch by pulling all the town's operating ordinances together. It was asked if the code would be accessed through the internet as opposed to hard copies. Mrs. Martin stated that the Town will have both a hard copy as well as it being accessible through the internet.

Mayor Pro Tem Foy asked if Mrs. Martin thought the Code book projects could be done with a budget of \$30,700. Councilman Jones recalled when the development ordinance was done back in 2016 and believes the Town got a proposal for both. He asked if staff could locate that proposal and share it with Council. Mrs. Martin noted other companies out there such as American Legal, but having the development ordinance prepared by Municipal Code she speculated that they would be cheaper. Mrs. Martin stated that she would give it her best shot to work within that budget.

Council then discussed the \$1,000 for traffic control at Stokesdale Elementary School and their objections due to it not being the Town's responsibility. There was concern that it would be a recurring expense and a short route for the school's administration to get money. Councilman Landreth asked if staff could contact the school and ask them to submit their request for funding in writing. By consensus, the \$1,000 remained in the budget.

Mayor Pro Tem Foy then brought up special revenue funds and highlighted those.

Mayor Pro Tem Foy referenced conversations with Mr. Balmforth with Stokesdale Parks and Recreation.

**Mr. Jordan Balmforth, 7708 Hap Court, Kernersville, NC** – provided the organizations Articles of Incorporation and was able to determine that no bylaws were created. He stated that they have paid to have bylaws drafted and read 2 sections included in these bylaws. The sections read dealt with protection to the Town should the organization disband or transfer property ownership.

Councilmember Rigsbee explained that these bylaws and any agreement would need to be voted on by Stokesdale Parks and Recreation and then presented to Town Council for a vote as well.

Mr. Balmforth explained the transparency set out in the bylaws and noted the section whereby the bylaws can be amended or repealed except for Article III, the section that provides for the transfer of property and the protection to the Town. He added that the Stokesdale Parks and Recreation Board has adopted these bylaws. Council commended Mr. Balmforth for his diligence in getting this done so quickly. He was asked if this document will be recorded, and Mr. Balmforth stated that it would be recorded. Mr. Balmforth stated that this provides protection for the Town but also for the organization forever.

Mayor Pro Tem Foy asked that the document be emailed to staff so that it can be shared with Council.

Mayor Pro Tem Foy made a **Motion** that in the General Fund, reduce Account # 40350 \$40,000 to \$30,700 and to remove \$9,300 from undesignated funds and strike \$7,100 for survey that was duplicated. Councilman Jones seconded motion.



<b>Mayor Crawford</b>	<b>Absent</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, vote 4-0.**

### **Water Enterprise Fund**

Council had no concerns with the proposed budget.

Mayor Pro Tem Foy made a **Motion** that the Finance/Budget Officer propose this draft water enterprise fund budget as presented at the next budget meeting. Councilman Landreth seconded the motion.

<b>Mayor Crawford</b>	<b>Absent</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, vote 4-0.**

### **5. Discussion and possible vote on Town Hall meeting room usage.**

Councilman Landreth stated that we called this meeting for Thursday and found we had a conflict with the use of this room. Council discussed reserving the room for Thursdays throughout the year for use by the Council.

Councilman Jones made a **Motion** to reserve the Council Chambers each Thursday at 6 pm to conduct Town business, Council meetings, Planning Board meeting, etc. Councilman Rigsbee seconded the motion.

<b>Mayor Crawford</b>	<b>Absent</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, vote 4-0.**

Councilman Jones then made a **Motion** for the non-profits, that are not paying for the use of the room, that we add verbiage to the Town's Facility Use Agreement, that the Town reserves the right to cancel

their reservation of the room with a 48-hour notice for conducting town business. Mayor Pro Tem Foy seconded the motion.

Mayor Pro Tem asked that we always be considerate as these organizations must plan ahead and often use management companies that have to carve time out to meet with these groups. Although he realizes that town business should take place. Councilman Jones suggested they pay a fee which would help the Town's budget and that that might warrant removing this clause from the agreement.

<b>Mayor Crawford</b>	<b>Absent</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, vote 4-0.**

**6. Citizen Comments from the Floor (3-Minute Limit per Speaker).**

None presented.

**7. Council Comments.**

Councilman Rigsbee thanked everyone for being here.

Mayor Pro Tem Foy congratulated Stokesdale Parks and Recreation group for creating their bylaws and on the grant to improve the ballfields for generations to use. He reminded everyone of the Special Called meeting for next Wednesday June 21, 2023, to continue the public hearing on the budget and for the adoption of the budget.

Mayor Pro Tem Foy asked for the following agenda items: \$50,000 grant to Stokesdale Parks and Recreation for lights and poles, a 3% cost of living adjustment for staff in this budget.

Mayor Pro Tem Foy thanked everyone for coming out also.

Councilman Landreth is happy with budget, thanks to Parks and Recreation, and thanks to Tee Stephenson for being here.

Councilman Jones also thanked everyone for being here and Parks and Recreation for understanding the need to protect the Town's money and for the bylaws.

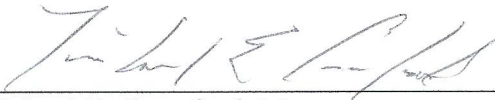
**8. Adjournment.**

Councilman Landreth made a **Motion** to adjourn the meeting at 8:02 pm. Councilman Jones seconded the motion.

<b>Mayor Crawford</b>	<b>Absent</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, vote 4-0.**

Approved: January 11, 2024.

  
 Michael E. Crawford, Mayor

ATTEST:

  
 Dale F. Martin, Town Clerk