

# **TOWN OF STOKESDALE**

## **Regular Council Meeting**

8325 Angel Pardue Road

Stokesdale, NC 27357

**August 14, 2014**

The regular meeting of the Stokesdale Town Council was held on Thursday, August 14, 2014, at the Stokesdale Town Hall at 8325 Angel Pardue Road.

**Council members in attendance:** Mayor Randy Braswell, Frank Bruno, William N. (Bill) Jones, Vicki White-Lawrence, Joe Thacker.

**Others present included:** William B. Trevorrow, Town Attorney; Carolyn L. Joyner, Town Clerk/Finance Officer; Deputy Scott Casey, Guilford County Sheriff's Department.

**Call Council Meeting to Order:** Mayor Braswell called the meeting to order at 7:00pm.

**Invocation:** Given by Mayor Braswell.

**Pledge of Allegiance:** Recited by Council members and citizens in attendance.

**Review and Adopt Agenda:** Mayor Braswell asked to move the Executive Session down the Agenda because it could be lengthy and he does not want the citizens to wait for them to come back to make the announcements, so they will make the announcements and then go to the Executive Session.

Mayor Braswell made a motion to adopt the Agenda. Vicki White-Lawrence seconded the motion. All Council members voted aye and the Agenda was adopted.

**Comments from the Floor:** There were no comments from the floor.

### **New Business:**

**Report from Guilford County Sheriff's Department:** Deputy Scott Casey said that from the last meeting until today, they have taken nine reports from the calls that they received and one was a Part One crime which was at the Double K Lounge on Belews Creek Road. It was a burglary/attempted arson and it is an ongoing investigation that is two days old now, and as of yet, there are no suspects. Other than that, it has been really quiet.

Frank Bruno said that tomorrow night Woodmen of the World Chapter 26 in Greensboro are going to be presenting Deputy Scott Casey with the Community Leadership Award at 7:00pm and everyone is welcome to attend. The address is 5014 Wainright Road in McCleansville, and it will be a dinner and award banquet.

**Consider Water Contract for Angels Glen Phases 4 & 5:** Carolyn Joyner said that this item should be removed from tonight's agenda. It will be considered in the future.

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**Consider Water Plans, Application, and Contract Submitted for Northridge Phase 1:** Mayor Braswell said that he has received the application and has seen the water plans. He asked if anyone had any questions about the application or the plans. Their focus tonight will be to consider the water plans and application. He had a few questions about the application. On the very first page down by the project name and description, it says installation of 1536 feet of 6-inch water main that is going to service eleven houses, but what happens when that development extends on farther over that property. He wants to know if the engineers are saying that the 6-inch pipe could be added onto and continued on through Phase 2.

Carolyn Joyner said that it will be eventually, but this is for Phase 1 and that is all Council is being asked to approve tonight. The same process will be done for each Phase until the subdivision is complete. There are approximately 101 lots in the master plan for this subdivision, so this is just the first eleven and each time the engineer will have to go through the same process and will submit it to the State for approval.

Mayor Braswell asked what the size of the pipe was on Prince Edward Road. Carolyn Joyner said that their plans show that the pipe is a 6-inch. Mayor Braswell said that is going to be a key area of development down there as the years go on and wants to know if the Town would want to do 8-inch pipes down that road due to future expansion. He asked if the Town has run into this situation before as the system expands and it is not big enough.

Carolyn Joyner said that this was designed by the builder's engineer and then it was reviewed by the Town's engineer and they get flow rates and all of the numbers of that nature, so evidently the engineers think it is sufficient for what they need to do.

Bill Jones said that there is another road that comes off of Prince Edward Road in one of the other Phases so there will be another water main coming off of the 6-inch pipe. By the time they finish the 110 lots there will be two roads coming off of Prince Edward Road so there will be another water main serving the other half of the subdivision.

Carolyn Joyner said that the plans show the water system going down the first road, Green Pond Drive.

Bill Jones said that 6-inch pipe will not actually be servicing all 110 houses down Prince Edward Road.

Mayor Braswell said that it is a long way down Prince Edward Road and there is a lot more available open land for future developments. If it will be extended with 6-inch pipe, Charlie McGougan told them that they actually have twice as much volume in an 8-inch pipe than in a 6-inch pipe. It is about a half-mile to the end of Prince Edward Road. He asked if this may hurt the next development if you do not have enough volume in a 6-inch pipe and have to start over again with 8-inch pipe.

Bill Jones said that Mayor Braswell is questioning whether or not they should have 8-inch pipe extend down Prince Edward Road and then extend it into the neighborhood.

Joe Thacker mentioned a possible issue with the water pressure and flow in certain areas.

Mayor Braswell said that he does not want to hold the application up, but he is going to have to ask that

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question. He saw the 6-inch and assumed that it was another one that they recently approved. He thinks if there is not much difference in the cost of 8-inch versus 6-inch pipe for twice the flow, then they would want to go with an 8-inch pipe.

Joe Thacker said he does not think you can put an 8-inch pipe on a 6-inch pipe.

Mayor Braswell said that Mr. McGougan said you can go from a 6-inch pipe to an 8-inch pipe. He is concerned, but if that is as far as the subdivision is ever going to go, then that is just fine. He thinks the Town should be looking after themselves and also the next generation because in 20 or 30 years, someone will say the engineers should have used 8-inch pipe for five more dollars.

Mayor Braswell said that he also asked Carolyn Joyner about the Water System Management Plan. He said that was something that he had never seen in a workshop and he was satisfied that the Town are in compliance because it has already been submitted. In previous projects the Water System Management Plan had to be in place before the water system could be constructed. There may be some things in there that the engineers need to look back over. One of the statements on the application says by my signature below, I certify that the previously submitted WSMP contains the information required by the General Statute 15A, which he has read and Carolyn Joyner has assured him that it is there. He would have to make a clarification on that because the engineer is making plans for a 6-inch pipe, so it would have to be changed.

Bill Jones said the 1536 linear feet includes down Prince Edward Road and then through the subdivision with 11 connections before Green Pond Road. The 6-inch pipe would be fine to Green Pond Road.

Some further discussion took place about the cost of the 6-inch pipe and the 8-inch pipe and whether the Town could switch to 8-inch pipe beyond Green Pond Road.

Mayor Braswell said that he was going to call Mr. McGougan and get an expert's answer to that question.

Mayor Braswell made a motion that they accept this application from Brent Sievers of Fleming Engineering, Inc. for the engineering plans and specifications for the water system at Northridge Phase 1 contingent on a conversation with Charlie McGougan about 6-inch versus 8-inch.

Bill Jones said that on the second page part two, it says the applicant shall make no changes, so the change needs to be made before it is submitted. Therefore, he needs to have that conversation.

Bill Jones made a motion that they authorize the Mayor to sign the application, and if there are any changes made to it, Council will have a Special Meeting to make the changes. Joe Thacker seconded the motion. All Council members voted aye and the motion was approved.

**Mountains-To-Sea Trail: Trail Town Conference is Being Held in Hillsborough September 4-5:** Frank Bruno said that he received an email from Kate Dixon, the Executive Director of the Mountains-To-Sea Trail. On September 4<sup>th</sup> and 5<sup>th</sup>, there will be a conference in Hillsborough to talk about the Trail. The conference agenda is to help community leaders learn how towns in other areas have used trails to spark economic development and give the public and leaders of public trails a chance to talk to state, park, transportation commerce and FMST (Friends of the Mountains to Sea Trail), so these are what can

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be done to help the Town capitalize on the Mountains-To-Sea Trail. There was a committee in the past that talked about this and he thinks it would be a good idea to go down there and discuss this and see what the Town's options are. He knows that people are walking the proposed Trail right now. There are people going through Stokesdale, and Summerfield has done a good job with their trail, so he thinks it would be a good idea to go there and get some information and see how it can benefit the Town. The cost of the conference is \$85.00 per person.

Frank Bruno made a motion that whoever on the Council would like to attend the conference, that the Town pay for the \$85.00 registration fee and Council would be responsible for transportation back and forth. Vicki White-Lawrence seconded the motion.

Vicki White-Lawrence said that there was a committee that discussed this in the past and she thinks it would be a good for the Town to have some input about it and discuss how it might affect the Town.

Further discussion took place among the Council members about the money it would cost for the trail, what other small towns are doing about it, if it is feasible for the Town, maintenance of the trail, dirt trails, bike trails, paved trails, horse trails, and water fountains.

Mayor Braswell said that there was a feasibility study on the Mountains-To-Sea-Trail that a previous Council had voted on, and his problem with the study was that property owners had not given their permission for the trail to cross their property and so it did not seem feasible to him at that time. The presenter that did the study clarified that obtaining permission was not part of the feasibility study. It was more about where the trail is going. After that, permission would be obtained from property owners to cross their land. This has not been done yet. The process was confusing to him and he had concerns about how much the trail was going to cost Stokesdale.

All Council members voted aye and the motion was approved.

**Consider Facility Use Agreement for Use of Ball Fields for Soccer Practice:** Mayor Braswell said that he called Stokesdale Football and talked to one of their directors and asked them if there would be a problem with 20 more cars and possibly 40 more visitors. The farthest soccer field is not used and is what Joe Dixon is asking for, so there was not a problem with it.

Mayor Braswell made a motion to accept the Parks and Recreation application for use of what they are identifying as the larger field for those dates.

Carolyn Joyner said that it would start on the 16<sup>th</sup> and would be for practice every day, and the games are on Saturdays.

Frank Bruno said that the times would have to be clarified, but since the kids are in school, it would probably be after school, unless someone else wants to use the field that day. Then signs would be put up that say this field is booked in order to clarify to people when to be off the field.

Frank Bruno seconded the motion just based on clarifying the times.

Mayor Braswell said that he sent a text to Joe Dixon requesting the times for the calendar.



All Council members voted aye and the motion was approved.

#### **Unfinished Business:**

**Library Update:** Frank Bruno said that he has been working in the library the last few weeks straightening it up. He is looking for volunteers again for help to organize books and finish cleaning out the back room. It is pretty much done, but he needs help because it takes a while to go through five or six thousand books. Any help would be appreciated. He is working on dates to plan some type of a library open house and a book sale around the end of September. Woodmen of the World Chapter 6 will come and give out free hotdogs to everyone, but he just has to come up with a date and time that works for everyone. When he has more information about that in the next couple weeks, he will bring it before Council for approval. He also talked to some people today that want to donate a couple more computers. He would like to turn the back room into a little computer room for people, but that is something Council will have to talk more about. The only thing he really needs is for someone to donate a working printer and a flat screen monitor. The main thing is that he needs people to help. The library is open during Town Hall hours and it is self-checkout and people have been great about checking the books back in too. He still has some library cards that he needs to print up for people. The volunteers will be doing the organizing, so it is not a librarian position. The public can use the computer for the internet, research, and to check their emails or send emails. There are a lot of books going in and out which is great.

#### **Committee and Board Reports:**

**Parade Committee: Consider Appointments to Committee:** Vicki White-Lawrence said an organizational meeting was held last Thursday, August 7<sup>th</sup>, and she was very pleased because there were six volunteers. Applications were submitted and she would like for all of them to be added to the Parade Committee. She is also hoping some of the people who thought they might not continue participating on the Parade Committee will be willing to continue since there will be some new help coming in. The Parade Committee's next meeting will be on the 26<sup>th</sup> at 7:00pm, and the Parade will be held on December 13<sup>th</sup>. There were new people and some people that previously served but no one stepped up to become the Chairperson. She did offer to organize things this year and have someone shadow her, but no one stepped up, so she agreed to continue.

Mayor Braswell said that there were eleven people at that meeting which was awesome. Vicki White-Lawrence said she was pleasantly surprised.

Vicki White-Lawrence made a motion to accept the applications of the people who volunteered (David Baily, Pamela Mick, Mahalia McGee, Robert Mick, William D. Cearley, Jr., Thomas Butler, and Richard Isley). She will continue to accept more volunteers who may want to apply, because help is always needed. Frank Bruno seconded the motion. All Council members voted aye and the motion was approved.

#### **Departmental and Administrative Reports:**

**Finance Report: July, 2014:** Carolyn Joyner said that the assets in the General Fund decreased over the last month. A lot of bills come due the first of July because that is the beginning of the fiscal year. The Inter-local Risk Financing Fund of NC was paid \$6,254.77 for the Town's Annual Insurance Premium

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and the Town's Workers Compensation was \$600.00. Guilford County Emergency Services was paid \$468.75 for Fire Code Investigations for 2<sup>nd</sup> Quarter. The School of Government Foundation was paid \$602.00 for Membership Dues for the year and Membership Fees of \$5,864.00 were paid to the NC League of Municipalities. In the General Fund Accounts Payable, invoices were received from Piedmont Triad Regional Council for \$1,106.00 for Dues for this fiscal year and from Guilford County Finance Department for \$18,324.13 for Law Enforcement for 2<sup>nd</sup> Quarter. In the General Fund Savings Account, the Town received \$1,845.81 from Time Warner Cable for Franchise Fees and the Town had one Certificate of Deposit that matured and earned \$413.41.

Carolyn Joyner said that assets for the Water Enterprise Fund decreased slightly by about \$2,000.00. The Water-Sewer Fund increased by about \$80.00. In the Water Enterprise Checking Account, \$1,000.00 paid to Inter-local Risk Financing of NC for Insurance that covers the Water System. There were several payments made to the Guilford County Clerk of Court and the Guilford County Sheriff's Department for Fees for things that Attorney Brian Walker is working on. In the Water Enterprise Accounts Payable Account, an invoice of \$110.00 was received to reimburse Attorney Brian Walker, two invoices were received from BB&T for the Town's credit card for the purchase of stamps and envelopes for Public Notices that were sent out due to a violation on the Water System, and several invoices were received from Yates and the \$830.00 was for adjusting the valves at Prince Edward Road where they put in a turn lane. One Water Enterprise CD that matured earned \$180.22.

Mayor Braswell said that he needs some legal help collecting a past due invoice that was sent to a company that cut the Town's water line twice. He is hitting a dead end. He had the guy that ordered the work done on the phone once and the guy said that he would check into it but he has never heard back from him. He has called him many times but the guy will not return his calls.

Mayor Braswell made a motion to authorize Attorney Brian Walker to pursue the past due for about \$1,500.00. Frank Bruno seconded the motion.

Mayor Braswell said that it is an old invoice from 2012. The Town hired Yates Construction Company to mark the water line. He got pictures of it and went to the company that actually hired the sub-contractor, and that is where he hit the dead end. The sub-contractor needs to know that he cannot come to the Town and dig causing damage to the water lines.

All Council members voted aye and the motion was approved.

Mayor Braswell asked Carolyn Joyner to send a letter to Attorney Brian Walker. If Mr. Walker needs any information, he and Bill Jones are very familiar with the situation and he also has notes on it, if that is helpful.

**Administrative Report – Town Clerk:** Carolyn Joyner said she did not have anything at this time.

Frank Bruno said that Carolyn Joyner has had an interesting several months of interviewing people for the Deputy Clerk position and going through the process to hire someone. He knows she is close to hiring someone and wants to know when she thinks that Town Hall will be able to go back to being open 9:00am to 5:00pm, Monday through Friday. Carolyn Joyner said that she hopes to change the hours back by September.



**Announcements:** Vicki White-Lawrence read the announcements that were listed on the agenda.

Frank Bruno said that he will be at the ribbon cutting ceremony at Advance Auto for their Grand Opening on August 26<sup>th</sup> at 10:00am and would like as many of the Town Council members as possible to attend. A nice picture should be in the Northwest Observer. Advance Auto is open as of today.

Frank Bruno said that Woodmen of the World Chapter 26 will be at the 9/11 Honor & Remembrance Ceremony on Saturday, September 6<sup>th</sup> at 10:00am at Stokesdale Linear Park and will be performing a ceremony to honor those who have given their lives for our country and who are currently serving this country. Law Enforcement Officers, Fire Fighters, and First Responders are invited to attend. Mark Walker who is running for Congress will be there to say some words for them. There will also be a farmers market there from 8:00am to 12:00pm. Everyone is invited to come out and participate.

Mayor Braswell informed Carolyn Joyner that Joe Dixon from Parks and Recreation applied for 5:00pm to 8:30pm, Monday through Friday, and 8:00am to 5:00pm Saturday and Sunday.

Mayor Braswell asked Bill Jones to make a note of the Advocacy Goals for the North Carolina League of Municipalities that he wanted to include because it has to be in by August 31<sup>st</sup>. He plans to hold a Special Session of Council one day next week to talk about this. Bill Jones said that he thinks that the Advocacy Goals that Council had suggested were already listed and the NC Carolina League of Municipalities wanted to know if Council has anything to add to it.

Mayor Braswell said a Workshop on the electronic water meters will be held on Thursday, August 21<sup>st</sup> at 3:00pm.

Mayor Braswell said that the Safety Committee walked the Town Park with Town Council and will develop a Park Safety Check Sheet. There are some things that need to be taken off and some things that need to be added. Frank Bruno said that horseshoe pits needs to be taken off of the check sheet and parking lot lighting needs to be added.

Mayor Braswell said that he needs to do Ethics Training before October 31<sup>st</sup>, but he was waiting because he was hoping that another Council member could join him. It has to be done by Webcast and the cost is \$125.00. He would like Joe Thacker to do Ethics Training also. He thinks that all of the other Towns are in compliance, so he will try to do it at Town Hall.

#### **Other Business:**

**Executive Session: Attorney Client Privilege:** Mayor Braswell made a motion to recess for the Executive Session: Attorney Client Privilege. Vicki White-Lawrence seconded the motion. All Council members voted aye and they recessed at 8:05pm.

Mayor Braswell reconvened the meeting at 8:43pm.

Mayor Braswell made a motion to authorize issuance of a Special Use Permit with approval of the petitioner's special use application and site plan for Kenneth and Carrie Vanderveer. Bill Jones seconded the motion.

Bill Jones asked Mr. Trevorrow when Council could consider any conditions that would be put on the permit because Council has the right to ask for certain conditions, such as hours or making sure it is manned. He thinks that when the gate is open, there needs to actually be someone there working. Mr. Trevorrow asked what the motion of denial would include about any conditions. Mayor Braswell said that Council did not address any restrictions because the motion was to deny and not accepting or not issuing the permit based on these restrictions. He asked if there were restrictions in the ordinance. Mr. Trevorrow said that there are restrictions in the ordinance. He thinks what they are talking about is already in the ordinance.

Bill Jones asked if the ordinance says that someone has to be on the site at all times. Mayor Braswell said that he agreed at the hearing that there would be somebody manning the gate and thinks the ordinance requires that. Bill Jones said then that if the gate is open, there is somebody there to close it.

Joe Thacker asked if there was a question about the original location of the driveway when the application was submitted. His understanding is that to issue a conditional approval means there is something in the paperwork that is not quite complete, so it would have to be completed. Mr. Trevorrow said that when the motion was made, the Planner said he had the driveway covered. You have to keep in mind that this is the Judge's order.

All Council members voted aye and the motion was approved.

**Comments from Council:** There were no comments from Council.

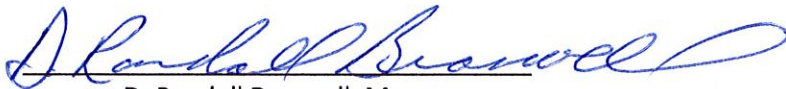
**Adjournment:** Mayor Braswell made a motion to adjourn the meeting. Vicki White-Lawrence seconded the motion. All Council members voted aye and the meeting was adjourned at 8:48pm.



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Diana Marcus, Deputy Clerk

Approved:



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D. Randall Braswell, Mayor