

TOWN OF STOKESDALE

Town Council Meeting

8325 Angel Pardue Road

Stokesdale, NC 27357

March 10, 2016

The Stokesdale Town Council Meeting was held on Thursday, March 10, 2016, at the Stokesdale Town Hall on 8325 Angel Pardue Road in Stokesdale, North Carolina.

COUNCIL MEMBERS: Mayor Randy Braswell, Mayor Pro Tem William N. (Bill) Jones, Frank Bruno, Vicki White-Lawrence, Tim Jones.

OTHERS PRESENT INCLUDED: William B. Trevorrow, Town Attorney; Kim Hemric, Town Clerk; Diana Marcus, Deputy Clerk; Philip Pulliam, Finance Officer; Sandra Murrell, Deputy Clerk; 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 Pastor Danny Hemric from Faith Baptist Tabernacle, 7923 Lester Road, Stokesdale.

PLEDGE OF ALLEGIANCE: Recited by Council members and citizens in attendance.

REVIEW AND ADOPT AGENDA: Tim Jones added the following items to the agenda: Petty Cash Policy, Deposit Drop Box Installation, Inventory of Documents that have been Destroyed Since the Last Town Council Meeting, Accounts Receivable for Past Due Water Accounts, Committee Procedures and Administration Policy.

A citizen, Natalie Wurz from Stonefield Cellars Winery located at 8220 NC Highway 68 North in Stokesdale added the following item to the agenda: Town Council Policy and Procedures Concerning Citizens and Committees Such as the Mountains-To-Sea Trail.

Bill Jones made a motion to approve the agenda with the noted changes. Tim Jones seconded the motion. All Council members voted aye and the motion carried.

READING AND APPROVAL OF THE MINUTES for the Town Council Meeting of December 10, 2015, Town Council Meeting of January 14, 2016, February 2, 2016 Special Meeting, February 2, 2016 Closed Session, February 5, 2016 Special Meeting, February 5, 2016 Closed Session, and Town Council Meeting of February 11, 2016: Tim Jones said he wanted to withhold the minutes from the December 10, 2015 Town Council Meeting and the February 5, 2016 Closed Session.

Bill Jones made a motion to approve the minutes with the exception of the two that were taken out. Tim Jones seconded the motion. All Council members voted aye and the motion carried.

COMMENTS FROM THE FLOOR: There were no comments from the floor.

Swearing-In Session: Kim Hemric, Diana Marcus, Sandra Murrell, and Philip Pulliam were sworn in.

NEW BUSINESS:

Report from Guilford County Sheriff's Department: Deputy Scott Casey said that from the last meeting until today, eight reports were generated from the calls that were received and two were Part One crimes. The glass on a back door of a house on Gideon Grove Road was broken but entry was not made and nothing was taken. An out-building was broken into and tools were taken at another location.

NC Municipal Records Retention and Disposition Schedule: Vicki White-Lawrence said that Town Council needs to adopt the schedule and then changes can be made. She read the NC Municipal Records Retention and Disposition Schedule Resolution to Council and citizens in attendance.

Vicki White-Lawrence made a motion to adopt the Resolution. Mayor Braswell seconded the motion.

Discussion took place.

All Council members voted aye and the Resolution was hereby incorporated and made a part of the minutes of the meeting.

Inventory of Documents that have been Destroyed Since the Last Town Council Meeting: Tim Jones said that he would like the Town Clerk and Deputy Clerks to summarize what was destroyed and move to a more official policy.

Mayor Braswell made a motion to summarize to the best of the Clerks' recollection what has been shredded/destroyed since the last meeting. Tim Jones seconded the motion. All Council members voted aye and the motion carried.

Consider Cannon & Company Annual Audit Contract: Mayor Braswell made a motion to approve the audit contract and the fees that are associated with it pending that the Clerk compare this contract with last year's contract for wording and inserts and if the wording has not changed authorize the Mayor to sign it. Frank Bruno seconded the motion.

Discussion took place.

Mayor Braswell, Bill Jones, Frank Bruno, and Vicki White-Lawrence voted aye. Tim Jones voted nay. The motion was approved by and 4 to 1 vote.

Consider Castle Branch Contract: Frank Bruno made a motion to authorize the Mayor to sign the contract. Tim Jones seconded the motion. All Council members voted aye and the motion carried.

Consider Facility Use Agreement from Stokesdale Parks and Recreation: Discussion took place.

Mayor Braswell made a motion to approve the application from Stokesdale Parks and Recreation for one ball field at \$15.00 per hour on Monday through Friday from 6:00PM to 8:00PM and Saturdays from 9:00AM to 5:00PM on March 18th/28th through June 4th and the Clerk will bill monthly on the honor system.

Discussion took place.

Vicki White-Lawrence seconded the motion. All Council members voted aye and the motion carried.

Petty Cash Policy: Tim Jones said he would like a petty cash policy plan on how to issue receipts written and presented at the May Town Council meeting. He would also like a reconciliation done on the petty cash.

Deposit Drop Box Installation: Discussion took place about installing a drop box for payments.

Mayor Braswell made a motion that staff seek bids to install a drop box. Tim Jones seconded the motion. All Council members voted aye and the motion carried.

Committee Procedures and Administration Policy: Discussion took place committees taking minutes and obtaining a cross-section of the community on the committees.

Tim Jones made a motion to delay any further committee appointments for 90 to 120 days or so. Mayor Braswell seconded the motion.

Discussion took place.

Mayor Braswell made a friendly amendment to delay any further committee appointments for 60 days.

Discussion took place about interviewing committee applicants.

Mayor Braswell said that during the 60-day delay, Town Council would create committee guidelines and set the interview process. The committee guidelines would be put on the agenda for the April 14th Town Council meeting.

Mayor Braswell said the friendly amendment to the motion that Tim Jones made is to delay committee appointments for 60 days while Frank Bruno writes committee guidelines and sets the interview schedule for the committee applicants. All Council members voted aye and the motion carried.

Mountains-To-Sea Trail Update: Mayor Braswell said that he met with someone named Richard from Guilford County Parks and Recreation along with Guilford County Commissioner Justin Conrad to discuss the maps of the Mountains-to-Sea Trail (MST). He showed them the maps and they agreed that the maps show the Mountains-to-Sea Trail through Stokesdale to be on the highway and on private property. The maps have been posted on the internet and in different publications and they had the maps with the trail on them and they agreed that the trail was on the maps. He told them that those maps have to disappear with that trail on US Highway 158 and NC Highway 65, and they agreed. It has been no secret that his intention was to steer the trail away from Stokesdale to either straight north to Rockingham County or to Oak Ridge, because they have the want, the infrastructure, and the financial will to make it happen. He said that he was told that Carol Tingley, Deputy Director of North Carolina Division of Parks and Recreation, and Kate Dixon, Executive Director of the Friends of the Mountains-to-Sea Trail (FMST), met with the Town of Oak Ridge about the Mountains-to-Sea Trail. There are many drawings of this trail and not all are going through Stokesdale. He did not know about this meeting and did not attend this meeting.

He found out about the meeting when he called Carol Tingley himself. He told her that he was the Mayor of Stokesdale and he was very concerned about the maps showing the trail going on the highways through Stokesdale and on private property and she agreed. She had seen the maps and told him that she would call Kate Dixon and have them removed. The State of North Carolina and the Mountains-to-Sea Trail people do not approve of the trail being on the highways. That is the problem that he had and if Town Council feels that he acted outside of this Council, then he is guilty as charged. The FMST are not doing what the state of North Carolina wants done and that is to take that trail off of those highways. The FMST people are the ones who made those maps and you can call Ms. Tingley and she will verify everything he is saying here tonight. Those maps were drawn by the FMST and not by the state of North Carolina. These maps are all over the internet and the state of North Carolina does not approve of the maps and he was told the maps would be taken down. He has not looked to see if the maps were taken down. Richard from Guilford County Parks and Recreation he thinks was hired by Guilford County to develop trails because he knew all about them, so he would be another person that could be contacted regarding the trail.

Natalie Wurz from Stonefield Cellars Winery located at 8220 NC Highway 68 North in Stokesdale said she wanted to speak about how the trails relate to the Land Use Plan Review Committee. Her understanding is that the original Trails Committee that Council voted to dissolve now directs any land use issues such as the Mountains-to-Sea Trail that need to be addressed to the Land Use Plan Review Committee. Is that correct? Bill Jones said that it is more for the Open Space Committee in Guilford County than the Land Use Plan Review Committee. We do not have anything else to discuss on the Land Use Plan Review Committee. Ms. Wurz said that it was her understanding when Council voted, was that the Mountains-to-Sea Trail or any similar trail issues should be handled by the Land Use Plan Review Committee. Is that correct? Frank Bruno said that was correct. Mayor Braswell said that he would have to go back and look at the record to verify if that is correct because he thinks it was trails in general. The Mountains-to-Sea Trail is the trail that he is specifically talking about. He would not approve the Land Use Plan Review Committee to discuss anything else about the Mountains-to-Sea Trail. He thinks that the community and Council have spoken very clearly about how they feel about that trail. When you start talking about trails and interconnectivity that may be a different assignment for the Land Use Plan Review Committee. He would have to go back and listen to what was actually said. He thinks that anybody who would want to serve on the Mountains-to-Sea Trail needs to go to that committee wherever they are, because there is not one in Stokesdale. We cannot find any record of there ever having been one. There were a couple of people from Stokesdale that served on something, but there was never a committee in the Town of Stokesdale is the way he saw it. That may be where the confusion is.

Ms. Wurz said that Frank Bruno and Vicki White-Lawrence have worked on this and asked for them to provide some clarification. Frank Bruno said that the Trails Committee that the Town had worked on was the A & Y Greenway Study (Atlantic & Yadkin Greenway) that was being put together, which he did not work on at the time. The Town never had a specific Mountains-to-Sea Trail Committee. The A & Y Greenway is a part of the Mountains-to-Sea Trail. The only committee he knows of was a private committee that was run under R.O.A.D.S. (Revitalizing Our Ancestors Dreams in Stokesdale) at one time that worked with the Mountains-to-Sea Trail. But the Town never had a specific committee that worked on the Mountains-to-Sea Trail. A lot of us on this Council and past Councils have worked with the state of North Carolina on those things, but the Town never officially had a committee.

Bill Jones said that he thinks the confusion is that there is a lot of trail language in the Stokesdale Future Land Use Plan that relates to connecting communities to communities. That is what he was referring to with the Open Space Plan of Guilford County where there is an Open Space Committee. They have people

working on the A & Y Greenway. There was never an A & Y Greenway Committee in Stokesdale. The language referred to in the Land Use Plan has to do with interconnecting small trails within Stokesdale and not a big trail running down US Highway 158. Mayor Braswell said he had two big concerns. One is private property, and you could hear loud and clear that residents were opposed to selling their land and did not want the trail on their property. His real big concern is as Mayor and Councilmember are the phone calls he received about everyone running red lights in Town, so he started watching it and it is a real safety issue in the Town. He took it as his own little task and started calling DMV (Department of Motor Vehicles) and DOT (Department of Transportation) and all those people and did something about it, and he is looking at the trail this same way. There are people walking down US Highway 158 and are wandering off of the trail for different reasons and that is his biggest issue. He told Ms. Tingley and Ms. Dixon that someone is going to get run over in Stokesdale walking on this trail. It is not a trail. It is on the highway. Ms. Tingley said that their goal was to get the trail off of the highway, so he said then build it off of the highway. Go down to the woods or somewhere, but you have to get these people off of the highway and take those maps down. These people are taking this map and are going down to the old abandoned railroad and onto private property. Those are the two issues he has. He thought it had gone away because no one talked about it in Stokesdale for a long time. Then when Summerfield made their move, he felt he had to do something now, so he looked for someone that would talk to him and give him factual information. We have struggled here as a community with the real facts, but getting people off of that road is the key. If the state of North Carolina wants to build a Mountains-to-Sea Trail, he told Ms. Tingley, then they need to get it off of the road. When the trail is built, then draw a map and tell people how to get to the trail. Do not just draw a line down US Highway 158, which is the most dangerous road in Guilford County, and tell people this is a trail. Ms. Tingley said that they do not do that and they do not support that. He felt like he really made some traction with the whole Mountains-to-Sea Trail concept. It is not a trail if you are just going to wing it. One website says that the trail follows an old country road in Stokesdale. He told Ms. Tingley that they need to take that off of the website because that is not the truth. NC Highway 68 and US Highway 158 is the most dangerous intersection in Stokesdale and the Mountains-to-Sea Trail map takes people right across that intersection. If you are disappointed in the fact that he took the initiative to stop something that he thinks the majority of the Town sees as a safety issue and private property issue with. There are a few people that think a trail would be nice. He has heard that Rockingham County is going to spend 20 million dollars to build a trail around Belews Lake. He thinks that is great because you have people off the road. North Carolina State Parks agrees with him that those maps need to come down. I could not make them take them down. I asked them and they agreed it was unsafe and not their intention and they have asked Ms. Dixon to remove them.

Ms. Wurz said that it is clear that what Mayor Braswell is saying is that they did not work the trail as an existing trail. There was not clarification on their maps that it was a proposed trail and not an actual trail. She went to a meeting in Kernersville and they have proposed sections but some people that are looking at those maps may not understand that it is a proposed trail and not an actual established trail. She thinks that some of the people using the trail maps are confused and now that Mayor Braswell has requested to have the maps removed people will not be confused that there is an actual trail going through Stokesdale when there is not. Mayor Braswell said yes, she is correct. There are some real challenges to the trail. Just as a citizen of Stokesdale he has voiced his concerns about that concept. He was born and raised in North Carolina and has walked through a lot of these woods. He thinks that the trail concept has some real usefulness if you could get around certain areas where there is lots of population and get people walking on the greenway. He told Ms. Tingley that he does not know where they are going to put this trail. He has asked for four years while sitting on Town Council for someone to put a map of Stokesdale in Council chambers along with two different color markers and have property owners that are willing to have the

trail cross their property use one marker to mark their property and sign the map and when you get from one end of Town to the other end of Town, then you have a trail, but you cannot put it on the road. The state of North Carolina will not have any part of that. He loves volunteers and he likes to volunteer, but sometimes volunteers overstep their bounds. He is confused as to who the Friends of the Mountains-to-Sea Trail people actually are. They are non-profit and willing to build these trails and he thinks that is great if they have some land off of these roads where that can actually happen. It is not happening for them in Stokesdale right now. He told Ms. Tingley and Ms. Dixon that if they need another route for the trail to talk to Oak Ridge, and they have talked to them. He hopes that it works for Oak Ridge because he thinks it has its challenges. He is just trying to be a good Council member. There were two elderly ladies that were publicized and had their picture in the paper that had walked the full length of the Mountains-to-Sea Trail and he happened to see them at the Bi-Rite. They were walking in US Highway 158, which is not good.

Frank Bruno said that his only concern was that he found out about this from an email and not from Town Council. The only concern he has is that Mayor Braswell took it upon himself to do this and he knows that it was his intention that it would be good for the Town, but there are five of us here. He does not need to find out something like this from an email. Mayor Braswell said that he is not 100 percent sure that anything has happened. Frank Bruno said he did get an email from Kate Dixon that said she was told not to have the trail go through Stokesdale. It should have probably been a Council discussion before it got that far, at least before he received an email from an outside source. Not to say that he would have been for or against it, but it is hard when you get blindsided like that when you don't know something is coming and an outside source is telling him that Council has decided to do this and he has no idea what they are talking about. Mayor Braswell said that there are a lot of things that he has done in this building on his own without asking Council about it. He thinks that he has been very good about bringing Council up to speed with things, but he knew 100 percent for sure that these were things that were going to happen. He not here to hide anything from Frank Bruno or this Council, but he thinks that it has been very clear what Frank Bruno's stance is on the trail and what Vicki White-Lawrence's stance is on the trail as well as his, Bill Jones, Tim Jones, Joe Thacker, other Council members, Randy Jones, and their feelings about the whole A & Y Greenway Feasibility Study. He has been very transparent and he doesn't have anything to hide. Frank Bruno said that he does not have a problem with that, but the only problem that he did have was that Mayor Braswell went to an outside source and made a decision without letting Council know what he was doing first. Mayor Braswell said that he asked, for legal reasons, if he needed a resolution and was told no. He wanted Ms. Tingley and Ms. Dixon to understand what his issues were and they know that they illegally marked those highways and private properties and he does not think that it required any action from Council. He just asked them very nicely to please take the maps down and he hopes that they take them down. He is not going to stop Frank Bruno from calling them and ask Ms. Tingley and Ms. Dixon not to take them down. Frank Bruno said that it had nothing to do with that. It had to do with communication because Mayor Braswell has always been really good about communication. When he received a call from an outside source and was told that his Council made a decision and he had no idea what they were talking about, it did not put him a good position. Mayor Braswell said that he thinks that Frank Bruno knows him better than that. Our Council didn't make that decision and I told them who I was and the reason I was calling. He asked Ms. Tingley if she wanted a resolution from this Council to take those maps down and she said no. He felt like she probably knew what was going on and he did not want to start a war. He has a lot of respect for Natalie Wurz and her business and when she asked about the trail, he knew what she was asking. Like he said, he is guilty as charged for going straight to the source and taking care of business that he really felt like any citizen in North Carolina should be doing right now. The state of North Carolina is going to support this group. He told Ms. Tingley that her name is all over

these documents so don't say she doesn't support it when her name is on it. He hopes that the Northwest Observer will keep him accountable and will be straight about how they talked about it. He hopes the Mountains-to-Sea Trail works out for Oak Ridge.

UNFINISHED BUSINESS

Stokesdale Water System:

Citizens' Comment Period on the Stokesdale Water System: No citizen commented on the Stokesdale Water System.

Any Other Issues Pertaining to the Water System:

Set Fees for Construction Inspections – Continued: Mayor Braswell said that there will be a Water Workshop on Tuesday, March 15th at 2:00PM to discuss setting fees for construction inspections. He has invited a couple of experts that can help with this.

Consider Applicant Certification Form for Northwest Meadows Phase Two: Mayor Braswell made a motion for the Mayor to sign the form. Frank Bruno seconded the motion. All Council members voted aye and the motion carried.

Accounts Receivable for Past Due Water Accounts: Tim Jones requested a printout of all of the water accounts that are 90 days past due or older before the next Budget Workshop. Discussion took place.

Public Records Request Policy – Continued: Frank Bruno said that he would find a public records request policy and send copies to Town Council for review. This item will be continued.

Community Day Update for May 7, 2016: Frank Bruno said that applications have been received for Community Day and everything is on track. Red Cross has asked to come and do a blood drive on Community Day, but nothing is set yet. He will keep Town Council informed.

COMMITTEE AND BOARD REPORTS

Property Committee: Bill Jones said that fertilizer needs to be ordered.

Library Committee: Frank Bruno said that the network has been secured to protect the Town, but WIFI is no longer available to citizens that come into the Town Hall, so the Town should set up a separate router for the public. Discussion took place.

Tim Jones made a motion to eliminate the Economic Development Committee. Frank Bruno seconded the motion. All Council members voted aye and the motion carried.

Tim Jones made a motion to remove the Budget and Finance Committee from Stokesdale's current list of committees. Frank Bruno seconded the motion.

Discussion took place. It was decided that the Budget and Finance Committee would remain on the current list of committees.

Mayor Braswell made a motion to appoint Tim Jones to the Budget and Finance Committee. Frank Bruno seconded the motion. All Council members voted aye and the motion carried.

Consider Seven (7) Committee Applications for the Land Use Plan Committee: Discussion took place.

Public Safety and Water Committee: Mayor Braswell said to let the staff get settled in for another 30 days before a committee meeting is scheduled.

Departmental and Administrative Report:

Finance Report – February, 2016: Philip Pulliam went over the General Fund, Water Enterprise Fund, and the Water-Sewer Fund financials for the previous month.

Administrative Report – Town Clerk: Kim Hemric said she has received support and introductions from the community. A number of key people that work for the Town of Summerfield and the Town of Oak Ridge have extended their availability and offered to answer any questions that she may have, and she is very appreciative of that. Codification of the Town Ordinances with Municode is a big project on the Town's agenda. She has been familiarizing herself with the water billing software and learning how to navigate through it. The accounting piece of the water billing requires daily data entry, daily trouble shooting, and daily phone time for all of the clerk administrative staff. It is a big piece of the internal work in the office. One of her personal goals as related to the Town of Stokesdale is to increase business mobility with the basics, such as employee handbooks, safety manuals, and worker compensation. Now that there is more Town staff, more human resource basics will need to be implemented. As she starts to draft those things, she will share them with Town Council for feedback and direction. She wants Town Council to understand that she, Sandra Murrell, Diana Marcus, and Philip Pulliam work together as a team learning the ropes and helping each other, and she feels that they are doing a really great job of getting the answers they need to accomplish the tasks of the Town. She has been out in the community meeting the citizens of Stokesdale and considers it is an honor and a privilege to work for the Town.

ANNOUNCEMENTS: Vicki White-Lawrence read the announcements listed on the agenda.

COMMENTS FROM COUNCIL: Tim Jones said that he noticed that the trash was being picked up along Haw River Road and appreciates that. He thanked the new staff and appreciates the hard work they do. He also thanked Mayor Braswell and Bill Jones for hosting the Mayor's luncheon last Tuesday. He appreciates their efforts and hopes it pays off and the Town can recover some of their Sales and Use Tax distribution money.

Bill Jones thanked the new staff and thanked Diana Marcus for helping set up the Mayor's luncheon. The Town is trying to collect some of their Sales and Use Tax distribution money that was taken away, because a lot can be done with it. He also wants to mention that Mayor Braswell has worked hard during the staff transition by being at Town Hall every day.

Vicki White-Lawrence said she would like to commend the staff for working hard during the transition and she wants them to know that they can call Town Council with questions. She also wanted to thank Frank Bruno, Eileen Theiry, Cindy Braswell, former Mayor Randle Jones, and former Town Council members for

their help honoring Carolyn Joyner on her last day at Town Hall. It was a very nice reception for Ms. Joyner and a special time for her.

Frank Bruno thanked Vicki White-Lawrence, Cindy Braswell, and Eileen Theiry for all the work they did to arrange the reception for Carolyn Joyner. He also wants to thank the new staff and Diana Marcus for working through the transition. He wanted to mention that on Community Day, a canned-goods collection will be held for Good Samaritan Ministries.

Mayor Braswell thanked the new staff and is impressed with how much they have learned through the transition. He also thanked Patti Stokes of the Northwest Observer for always being there for the Town and for putting the Sales and Use Tax Distribution article on the front page. He sent a copy of the Northwest Observer to all of the Mayors in Guilford County.

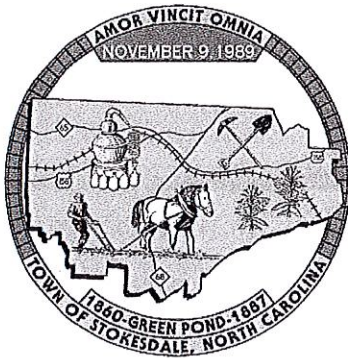
Patti Stokes said that Bill Jones spent a lot of time with her during the last six weeks and she appreciates that he responds to her emails and makes himself available when she needs him.

ADJOURNMENT: Tim Jones made a motion to adjourn. Vicki White-Lawrence seconded the motion. All Council members voted aye and the meeting adjourned at 9:32PM.


Diana Marcus, Deputy Clerk

Approved:


D. Randall Braswell, Mayor



Town of Stokesdale

Mayor D. Randall Braswell
Mayor Pro Tem William N. Jones
Frank A. Bruno
Vicki White-Lawrence
Tim A. Jones

Resolution

Stokesdale, North Carolina

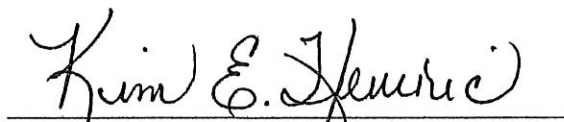
Whereas, The North Carolina Department of Cultural Resources, Division of Archives and Records, State Archives of North Carolina Government Records Branch issued an updated Municipal Records Retention and Disposition Schedule on September 10, 2012; and

Whereas, The North Carolina Department of Cultural Resources, Division of Archives and Records, State Archives of North Carolina Government Records Branch issued an Amendment to the Retention and Disposition Schedule on January 5, 2015;

Therefore, be it resolved that the Town of Stokesdale approves the Schedule and the Amendment and that the pages in our copy of the Schedule and Amendment will be signed and dated by the Mayor and Town Clerk of Stokesdale to certify that we have approved them.

This the 10th day of March 2016.


D. Randall Braswell, Mayor


Kim Hemric, Town Clerk