

TOWN OF STOKESDALE
Regular Town Council Meeting

8325 Angel Pardue Road
Stokesdale, NC 27357
November 10, 2016

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

COUNCIL MEMBERS: Mayor D. Randall Braswell; Mayor pro tempore William N. (Bill) Jones, Frank Bruno; Vicki White-Lawrence; Tim Jones.

OTHERS PRESENT INCLUDED: Katy Gregg, Town Attorney; Kim Hemric, Town Administrator; Philip Pulliam, Budget Officer; Diana Marcus, Deputy Clerk.

CALL COUNCIL MEETING TO ORDER: Mayor Braswell called the meeting to order at 7:00pm.

INVOCATION: Given by Pastor Jason Riddle from The Heritage Baptist Church, Stokesdale.

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

REVIEW AND ADOPT AGENDA: Tim Jones wanted to add a discussion to sponsor the Northwest High School "We the People" Class at the Stokesdale Town Hall. He also wanted to add a discussion to purchase a new CD drive for the Town's computer.

Mayor Braswell made a motion that Council adopt the agenda (with the changes). Vicki White-Lawrence seconded the motion. All Council members voted aye and the motion carried.

READING AND APPROVAL OF THE MINUTES FOR THE FOLLOWING: June 9, 2016 Regular Town Council Meeting; July 14, 2016 Regular Town Council Meeting; August 11, 2016 Regular Town Council Meeting; September 8, 2016 Regular Town Council Meeting; October 12, 2016 Town Council Business Meeting; October 13, 2016 Regular Town Council Meeting; October 26, 2016 Town Council Business Meeting; Tim Jones held the Regular Town Council Meeting minutes for July 14th, August 11th, September 8th, and October 13th, 2016.

Mayor Braswell made a motion to approve the minutes not held (June 9, 2016 Regular Town Council Meeting; October 12, 2016 Town Council Business Meeting; October 26, 2016 Town Council Business Meeting). Frank Bruno seconded the motion. All Council members voted aye and the motion carried.

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

NEW BUSINESS:

Report from Guilford County Sheriff's Department: No sheriff was present so no report was given.

Finance Report – October, 2016: Philip Pulliam provided the General Fund, Water Enterprise, and Water-Sewer financial reports for October, 2016. Please see the financial reports for further details.

Consider Bid from MBD Consulting Engineers for Tank Cycling Control System: Mayor Braswell made a motion to authorize MBD Consulting Engineers to proceed with the construction and installation of the manual system cycle control of the elevated tank at an estimated cost of \$4,325.00, and reference the document Town of Stokesdale Tank Cycling Control System that is dated 11/1/2016. Frank Bruno seconded the motion.

This will greatly increase the Town's water quality. Katy Gregg agreed that a contract is advisable.

Mayor Braswell amended the motion to proceed with the construction and installation after receiving a written estimate and contractual agreement to be reviewed by Katy Gregg. Frank Bruno is good with that (seconded the amended motion).

All Council members voted aye and the motion carried.

Capacity Use Fee Ordinance: Mayor Braswell made a motion to authorize the Town Attorney to draft an ordinance or draft a text amendment to the Water Ordinance in regards to the Capacity Use Fee. Bill Jones seconded the motion.

Katy Gregg advised the purpose of the ordinance or the text amendment is to clarify or outline what the justification for the Capacity Use Fee is.

Discussion took place about waiving the Capacity Use Fee as an incentive for residents who own property where the water line is available to connect to the water system. Katy Gregg advised that if the Capacity Use Fee is waived, non-discriminatory policies and procedures need to be set with the criteria for waiving the Capacity Use Fee for an individual, business, or developer.

All Council members voted aye and the motion carried.

Preventative Maintenance Review – Generator: After annual service to the generator was performed, Nixon Power Services Company had made a recommendation to replace the battery in the generator. The proposal for battery replacement from Nixon Power Services Company was reviewed. Mayor Braswell wants the \$30.00 freight charge and \$25.00 technology fee removed from the proposal, which would change the total cost from \$402.60 to \$347.60.

Mayor Braswell made a motion to have the staff notify Nixon Power Services Company to replace this battery under those terms he just mentioned (removing the \$30.00 freight charge and \$25.00 technology fee) at their next inspection which will actually be a year from now. Bill Jones seconded the motion.

Mayor Braswell suggested having the battery replaced now, if possible, rather than waiting for the next annual inspection service. If this cannot be done, it would be replaced at the next annual service.

All Council members voted aye and the motion carried.

Consider Closing Town Hall at Noon on Wednesday, November 23, 2016: Frank Bruno made a motion that Council close Town Hall at noon on Wednesday, November 23rd. Vicki White-Lawrence seconded the motion. Frank Bruno amended the motion to close Town Hall for the whole day. Vicki White-Lawrence accepted (seconded) the friendly amendment. All Council members voted aye and the motion carried.

Discussion to Sponsor the Northwest High School "We the People" Class at the Stokesdale Town Hall: Tim Jones would like to propose (make a motion) that the Town of Stokesdale sponsor the "We the People" class at Town Hall on January 31st, February 7th, February 14th, February 21st, February 28th, and March 7th, with a couple of snow days on March 14th and March 21st, and waive the fees. Mayor Braswell seconded the motion.

Discussion took place about completing a Facility Use Agreement and providing liability insurance.

Frank Bruno amended the motion that after reviewing the Town's insurance policy and as long as the Town has the liability coverage to cover group events, that they go with it. Mayor Braswell is okay with that (seconded the amendment to the motion). All Council members voted aye and the motion carried.

Discussion to Purchase a New CD Drive (Burner) for the Town's Computer: Mayor Braswell suggested having the old CD Burner repaired instead of purchasing a new CD burner. Kim Hemric will contact Tech Authority for the repair.

UNFINISHED BUSINESS

Stokesdale Water System:

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

Other Issues Pertaining to the Water System:

Advertising Updates for Water Technician: Kim Hemric advised that the Water Technician employment advertisement has been placed on Indeed.com and CareerBuilder.com, updated on the Town's website, and added to the North Carolina Rural Water Association jobsite. She has received three or four different quotes from different newspapers in different areas of the state, such as Raleigh and Charlotte, which range approximately \$600.00 for a two-day period. She is also waiting on a radio quote.

Review of Salary for Deputy Clerk – Working 100% Water Enterprise: Kim Hemric advised that Sandra Murrell is due an increase of \$1.50 per hour. Discussion took place about the funds that were budgeted for the Deputy Clerk, the outside water functions that pertain to the Water Technician position, the extensive inside office functions currently being handled by the Deputy Clerk, and the Deputy Clerk originally being a temporary position. A suggestion was made to shadow the Deputy Clerk and a comment was made to wait until the Water Technician position is filled before considering a pay increase for the Deputy Clerk.

Poll of Council: No polls of Council have been taken since the last meeting.

COMMITTEE AND BOARD REPORTS:

Property Committee: Pine needles have been put out, grass seed has been planted, and the Town Hall windows have been washed.

Public Safety Committee: The portable generator still needs to be exercised.

Parade Committee: Posters should be up next week and decorating for the tree lighting will take place soon.

Library Committee: Books will be moved out of the lobby before decorating for the tree lighting takes place.

Ordinance Review Committee: A meeting is scheduled on Tuesday, November 15th at 4:00pm.

Consider Committee Application: Mayor Braswell made a motion that Council appoint Joe Thacker to the Christmas Parade Committee. Vicki White-Lawrence seconded the motion. All Council members voted aye and the motion carried.

Departmental and Administrative Report – Town Administrator: Kim Hemric advised that the 2015-2016 annual audit has been completed. Once notification has been received back from the LGC (Local Government Commission), it will be put on the December 8th Regular Town Council Meeting agenda for Town Council to vote on. The water meter upgrade from a 2-inch meter to a 6-inch meter for Culp Home Fashions was successful. Water software systems that other municipal towns use is being looked at. There have been complications in the past 5-6 weeks with the Town's Rural Billing software, so before moving forward with Mueller's software, it is wise to look at others too. The AFIR (Annual Financial Information Report) has been broken down for Council's review. A total of 18 water applications were received, and a backflow was inspected this month. As of today, the Town is in full compliance and 100 percent complete with backflow testing. Approximately 537 water bills were sent out in October. Water meters will be read on Saturday, so water bills will be sent out next week. The Town was billed for 17 North Carolina 811 locates for October. She received documentation and validation from the North Carolina Association of Municipal Clerks and will keep Council informed of her progress in obtaining her accreditation.

ANNOUNCEMENTS: Mayor Braswell read the announcements listed on the agenda.

COMMENTS FROM COUNCIL: Tim Jones thanked everyone for coming to the meeting tonight.

Frank Bruno reminded everyone about the Veterans Day Ceremony at 2:00pm tomorrow at the Veterans Monument, and tomorrow night everyone is invited to the Veterans Day celebration being held at the Greensboro Coliseum before the basketball game.

Bill Jones is glad the election is over and things will return to normal. He still plans to continue his efforts to get the Town's sales and use tax money back from Guilford County.

Mayor Braswell wanted to recognize the organization that installed "In God We Trust" letters on the front of the Town Hall and on the wall in Council Chambers, at no cost to the Town. He is also glad the election is over. It has been an honor serving Stokesdale as Mayor.

Vicki White-Lawrence thanked the staff and volunteers for all they do.

ADJOURNMENT: Tim Jones made a motion to adjourn. Vicki White-Lawrence seconded the motion. All Council Members voted aye and the meeting adjourned at 8:39pm.


Diana Marcus, Deputy Clerk

Approved:


D. Randall Braswell, Mayor