

AGENDA (REVISION 2)
STONEVILLE TOWN COUNCIL
August 1, 2023
7:00 PM - Regular Meeting
Council Chamber at 101 Smith St

Call to Order – Mayor Galvan
Pledge of Allegiance & Invocation

APPROVAL OF MINUTES

1. Regular Meeting – July 11, 2023

APPROVAL OF AUGUST 1, 2023 AGENDA (REVISION 2)

NEW BUSINESS

1. Consideration of \$500.00 annual donation for Stoneville Rotary Fall Festival – Bobby Stanley
2. Consideration to extend summer T-Ball into fall league with special offer for existing teams/players – Dillon Brown
3. Consideration to approve General Order #2023-0001 Purchasing Money Orders – Town Administrator Webster

OLD BUSINESS

1. Approve the Amended Town Administrator Contract for 2023-2024 – Town Attorney, Eugene Russell

PUBLIC COMMENTS

DEPARTMENTAL REPORTS

1. Fire Chief - Joel Freeman
2. Police Chief - Frank Moore
3. Parks & Recreation Director – Dillon Brown
4. Public Works - Town Administrator Webster

TOWN ADMINISTRATOR REPORT

1. Update on street maintenance
2. Update on drains and flooding on Glendale St.
3. Update on property located behind 103 & 107 S Henry St.
4. Designated smoking area for sporting events at Stoneville Memorial Park
5. Purchase of picnic tables for Downtown and Stoneville Memorial Park
6. Storm Water Planning Grant

AUGUST EVENTS

- 4th Easy Eats Food Truck, 4:00pm – 7:00pm
- 10th Senior Bingo, 10:00am – 12:00pm, Vera Holland Center
- 11th West Coast Wanderers Food Truck, 4:00pm – 7:00pm
- 12th Back to School Bash, 10:00am – 12:00pm, Stoneville Memorial Park
- 18th Cruise In, 5:00pm – 8:00pm

Next Council Meeting – September 5, 2023, at 7:00pm

ADJOURN

**Stoneville Town Council
Regular Meeting Minutes
July 11, 2023
7:00 PM - Council Chamber**

Regular Meeting

Present were Mayor Kathy Stanley-Galvan, Councilmen Jerry Smith, Henry Thornton, Johnny Farmer, and Curtis Bennett. Also present were Interim Town Manager Perry Webster, Town Clerk Deleia Hutcherson, Finance Officer Shannon Tucker, Fire Chief Joel Freeman, Police Chief Frank Moore, Parks and Recreation Director Dillon Brown, and Town Attorney Eugene Russell. Councilman Hundley was absent. Quorum present with majority of Council attending.

Welcome: Mayor Galvan welcomed the assembly and called the meeting to order after the Pledge of Allegiance and Invocation.

Minutes: Mayor Galvan asked for a motion to approve the Special & Reconvened Meeting Minutes from May 18, 2023 and June 6, 2023 and the Regular Meeting Minutes from June 6, 2023. Councilman Smith made the motion to approve the minutes. Councilman Thornton seconded. Motion carried.

Agenda: Mayor Galvan asked for a motion to approve the July 11, 2023, Agenda. Councilman Farmer made the motion to approve the Agenda. Councilman Thornton seconded. Motion carried.

New Business:

1. **Sewer Line Issue at 105 Oaklawn St.** – Property Owner, Anthony Rhodes came before the Council and explained a sewer issue he had on May 23rd where the sewer line was backed up. Property owner had Crawford Plumbing come out on May 24th, and determined the issue was in what the property owner considered the town sewer line. A hand drawn map was provided to the Council by Mr. Rhodes showing the sewer line and clean out locations. The property owner contacted the Town and Chad Manuel and Perry Webster reviewed the situation and explained the Town wasn't responsible for anything past the cleanout per our Town Ordinance. Mr. Rhodes explained his position and requested reimbursement of the plumbing cost in the amount of \$4,078.02. He also requested the sewer map be updated showing the cleanout is now at the back of his property. Councilman Smith made motion to reimburse property owner for bill amount from Crawford's Plumbing. Seconded by Councilman Bennett. Councilman Farmer requested further discussion on the matter and explained the Town's Policy states we do not do work on private property and questioned the clean out being moved to the back of the property. Town Attorney concerned that property owner had clean out placed at the back of his property and now the Town is responsible for a line on private property. Councilman Farmer advised Town Mgr. to look into getting a clean out in the right of way to avoid any issues going forward. After much discussion, Council moved forward with vote. Motion on the floor by Councilman Smith to reimburse property owner for Plumbing costs in the amount of \$4,078.02. Seconded by Councilman Bennett. Vote taken – Councilman Farmer voted No, Councilmen Thornton, Bennett, and Smith voted yes. Motion carried with majority of Council voting yes. Copies incorporated into minutes

2. **Consideration of \$300.00 annual donation to Stoneville Community Cemetery** – James Smith spoke about restoration of the Stoneville Community Cemetery by community citizens

on 187 Joyce Farm Rd and the expense involved. They have an ongoing fee of \$300.00 per month for maintenance and mowing. He requested a donation of \$300.00 from the Town of Stoneville to cover one month out of the year for the maintenance and mowing. Councilman Farmer requested that an invoice be provided to the Finance Officer for the month of maintenance and mowing fees the Town of Stoneville would cover. Councilman Farmer made the motion to pay the annual \$300.00 donation to the Stoneville Community Cemetery. Seconded by Councilman Thornton. Motion carried. Mayor Galvan advised Mr. James Smith that his name would be removed from the public comments sheet since he had just spoken.

3. **Presentation of awards by Fire Dept. and Rockingham County Fire Marshal's Office** – Fire Chief Joel Freeman and Fire Marshal Melissa Joyce presented lifesaving awards to Asst. Chief Barry Smith, Asst. Chief Craig Roberson, Capt. Ricky Craddock, Safety Officer Randy Neal, firefighters Kenny Loftis and Johnny Craddock for a medical emergency call on March 27, 2023. Capt. Ricky Craddock, firefighter Johnny Craddock, and Fire Chief Joel Freeman were given lifesaving awards for another medical emergency call on June 13, 2023. Fire Marshal Melissa Joyce also presented lifesaving certificates and challenge coins on behalf of the Rockingham County Fire Marshal's Office.
4. **Implementation of Emergency Response Plan for Town of Stoneville** – Town Mgr. Webster advised Council he had met with Police Chief, Fire Chief, and Safety Officer and they agree we don't have a sufficient plan in place should there be some type of disaster that impacts the Town of Stoneville. Evacuations would propose a problem and a plan has been discussed for dividing Stoneville into four quadrants (North, South, East, and West). Chief Moore and Town Mgr. Webster have talked with volunteers that will gather information and be the point of contact for each area. Town Mgr. Webster introduced the volunteers that will serve as Captains for their areas: Janet Lash on North Side, Melanie Edwards on South Side, Ersella Wallace on West Side, and Daisy Smith on East Side. Elizabeth Chavez will assist with the Spanish speaking citizens. Information will be sent out to all citizens in an effort to gather information to prepare for any emergency situations and possible evacuations. Plan will be further developed with Town Staff and volunteers and updates provided throughout the process.
5. **Consideration to approve Town Administrator Contract for 2023-2024** – Councilman Smith requested this item be tabled until the next meeting after further discussion. Councilman Farmer advised urgency in this matter due to recent change in Government from Council-Manager to Mayor-Council. Councilman Farmer made motion to give Mr. Webster the authority to hire and fire personnel. Seconded by Councilman Thornton. Councilman Bennett was concerned about discussing this issue in open session. Town Attorney Eugene Russell advised it could be discussed in Closed Session as a personnel matter. Councilman Thornton made motion to discuss in Closed Session after Regular Meeting. Councilman Bennett seconded. Motion carried.
6. **Consideration to clear and seed property located behind 103 & 107 S Henry St. (from Post Office to Golden Eagle Drive)** – Town Mgr. Webster advised he had spoken with three contractors about clearing and seeding property. Bill Lester would provide a grade plan before clearing. After much discussion, it was decided to continue filling the hole where the building at 104 E Main was removed and wait on the grading and landscaping plan from Bill Lester before considering quotes. It was requested that the plan include the property located at 104 E Main. Mayor Galvan requested the area at 104 E Main be barricaded and taped due to the area being a hazard. This item will be tabled until the August meeting.
7. **Budget Amendments** – Finance Officer Shannon Tucker presented eight budget

amendments for approval. Shannon also advised our Town Attorney researched the request to take cash deposits and convert to money orders and scan electronically for a remote deposit instead of going to the bank in Stokesdale every day. Town Attorney Eugene Russell advised the UNC School of Government and Local Government Commission were okay with this as long as we had a documented procedure in place. Councilman Bennett made motion to approve Budget Amendments. Councilman Thornton seconded. Motion carried. Copies incorporated into minutes.

Old Business – There was no old business to discuss

Public Comments – Three people signed up for public comments as follows:

1. Rabron L. Wiggins of 114 S Glenn St expressed his opinion regarding the property at 103 S Henry St and the use of the bank building. Mayor Galvan advised Town Mgr. Webster would provide more detail in his report.
2. Jim Smith of 187 Joyce Farm Rd - his name was removed since he was on the Agenda and spoke on behalf of the Stoneville Community Cemetery during new business.
3. Amanda Brown of 106 Glendale St. expressed her concern over the flooding in her area due to the drain on her street being paved over when the road was previously repaved. The Council requested Town Mgr. Webster research the issue to determine if a drain was in place and paved over. Citizen also commented on the streets being in poor condition due to pot holes.

Departmental Reports:

1. **Fire** – Chief Freeman provided update on number of medical and fire calls for July. He also commented on the outside town limits burn permits now being handled by the dept. Program is going well and they have had three requests so far.
2. **Police** – Chief Moore provided updates on calls. He advised PD calendars received and anyone is welcome to get one from Town Hall. Interviews conducted and SOR position confirmed. He expects to fill positions soon. He is waiting on paperwork from State to move forward.
3. **Parks and Recreation** – Town Mgr. Webster provided update for Director Dillon Brown as he had to leave meeting early to assist with T-Ball games. T-Ball is a success and working on getting open gyms lined up at the Hope Church Gym. He has opened up registration for soccer, softball, and baseball.
4. **Public Works** – Town Manager Webster provided update. They continue to handle sewer back-ups. Simpson St. pump has been replaced. They continue to pick up brush and mow all areas maintained by the Town. Sidewalks are currently being sprayed and edged.

Town Manager Report:

1. **Update on Public Works Building** – We are in a position to move forward with bid process and will meet with Bill Lester before next meeting. State Law has to be followed in the bid process due to the cost of the project. County inspector advised we would need HVAC, plumbing, and electrical drawings. Town Mgr. Webster expects concrete can be poured around the first of September.
2. **Update on additional driveway at Stoneville Municipal Cemetery** – Driveway has been completed and commented that Fred and Chad Mitchell along with Frank Nelson did a great job.
3. **USDA Loan Update** – Received confirmation that one of our loans for a police car was paid in full and no longer have to make the \$151.00 monthly payment.
4. **Update on street maintenance** – Town Mgr. Webster met with representative from asphalt

company and they drove through Town checking all streets and marking all the potholes and street issues. The estimate to fix all potholes was \$284,000. Funding not available at this time to repair all the potholes but looking at all resources.

- 5. Update on 103 S Henry property** – Property has been viewed by someone considering bank locations in Rockingham County. This would be a new start up bank and not a quick process as they are in the process of writing a business plan and then would have to be approved by the State and then approved by the FDIC. This would probably be a year process even if they consider Stoneville as a location. Councilman Farmer suggested we continue looking at other options as discussed in previous meetings.

Town Mgr. Webster also advised that Bill Lester was confident we would receive a \$300,000 grant for the Stormwater Plan. We also applied for a Golden Leaf Foundation Grant in the amount of \$1,328,000 that would allow us to provide water across 220.

Our Fire Marshal is assisting with downtown building inspections to make sure they are up to code.

Upcoming July events were announced along with next scheduled Council meeting.

Councilman Farmer made the motion to enter into closed session **§143-318.11 (3) Consult with Town Attorney and (6) Personnel**. Councilman Thornton seconded. Motion carried.

Mayor Galvan announced we would now be going into Closed Session to Consult with Town Attorney and discuss a personnel issue.

Councilman Bennett requested that everyone leave Closed Session with the exception of the Mayor, Council, and Town Attorney to discuss the personnel issue. Town Mgr. Webster, Finance Officer Shannon Tucker, and Town Clerk Deleia Hutcherson left Closed Session at 9:10pm so a personnel issue could be discussed.

Motion to come out of closed session made by Councilman Thornton. Councilman Bennett seconded. Motion carried.

Returned to open session and Town Mgr. Webster, Finance Officer Shannon Tucker, and Town Clerk Deleia Hutcherson were asked to return to the open session.

Councilman Farmer made the motion to approve the Town Administrator's contract with the following amendments: 1. Section 7: Termination - If terminated, termination date will be the date terminated instead of 45 days after termination and will be paid for one month's salary. 2. Section 9: Performance Evaluation - Annual review will be given in October, 2023, and will continue to be given annually in October. The Mayor will appoint someone on the Council to complete the evaluation. Councilman Thornton seconded. Motion carried. Copy incorporated into minutes.

Councilman Farmer made motion to give the Town Administrator the authority to hire and fire personnel with the exception of Public Works Director, Finance Director, Town Clerk, Police Chief, Fire Chief, and Parks and Recreation Director. The Council would like to see the applicants that have applied and before final selection is made, would like to know who the person is before the decision is made to hire. This motion applies to hiring and firing of any of these positions. Seconded by Councilman Smith. Motion carried.

Mayor Galvan requested that the Town Attorney update her mailing address on the contract.

Motion made by Councilman Thornton to adjourn meeting. Councilman Bennett seconded. Motion carried.

Adjourned at 10:12pm

Mayor, Kathy Stanley-Galvan

Town Clerk, Deleia Hutcherson

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