

**Stoneville Town Council
Regular Meeting Minutes
August 1, 2023
7:00 PM - Council Chamber**

Regular Meeting

Present were Mayor Kathy Stanley-Galvan, Councilmen Jerry Smith, Henry Thornton, Johnny Farmer, and Curtis Bennett. Councilman Hundley participated remotely. Also present were Town Administrator Perry Webster, Town Clerk Deleia Hutcherson, Fire Chief Joel Freeman, Police Chief Frank Moore, Parks and Recreation Director Dillon Brown, and Town Attorney Eugene Russell.

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 Regular Meeting Minutes from July 11, 2023. Councilman Thornton made the motion to approve the minutes. Councilman Smith seconded. Motion carried.

Agenda: Mayor Galvan asked for a motion to approve the August 1, 2023, Agenda. Councilman Smith made the motion to approve the Agenda. Councilman Thornton seconded. Motion carried.

New Business:

1. **Consideration of \$500.00 annual sponsorship for the Stoneville Rotary Fall Festival** – Mr. Bobby Stanley spoke on behalf of the Stoneville Rotary. He announced the Stoneville Rotary Fall Festival will be held on Saturday, September 30th. He thanked the Council for the \$500.00 sponsorship from last year and expressed how much it was appreciated. Mr. Stanley mentioned a few items the Rotary does for the community such as working with the Boy Scouts and the First Baptist Church Food Pantry. They provide dictionaries for all Stoneville Elementary third graders and they oversee the Rotary Park and Rotary Stage. He also shared that the Rotary gave \$1,400.00 towards picnic tables for the park and stage area. Councilman Farmer made the motion to approve a \$500.00 donation to the Stoneville Rotary Club for the Fall Festival. Councilman Thornton seconded. Motion carried.
2. **Consideration to extend summer T-Ball into fall league with special offer for existing teams and players** – Parks & Recreation Director Dillon Brown requested approval to offer a discounted Fall T-Ball registration fee of \$10.00 versus \$40.00 for existing players that participated in the summer league. He provided the following reasons for the requested discount: existing players already have their uniforms, no officials to pay for T-Ball, kids played during the hot temperatures, and the support received from this league helped us get our Parks & Rec. program started again. New players will pay \$40.00 for registration and a \$30.00 uniform fee. Councilman Farmer had concerns of this price being expected moving forward and Dillon assured him it was a one-time offer to retain younger players that will hopefully continue playing in future Stoneville leagues. Councilman Farmer made a motion that we do a one-time adjustment for T-Ball and charge \$10.00 for returning players for the 2023 Fall league. Councilman Thornton seconded. Motion carried.
3. **Consideration to approve General Order #2023-0001 Purchasing Money Orders** – Town Administrator Perry Webster explained that this order was put in place to document the procedure the Town Clerk, Finance Officer, and/or Town Administrator will adhere to when converting currency into a money order for the purpose of electronic deposits. Mr. Webster

advised the work order was reviewed by our Town Attorney. He also advised this will prevent daily travel to Fidelity Bank in Stokesdale. Councilman Smith made the motion to move forward with approval of General Order #2023-0001. Councilman Thornton seconded. Motion carried. Copy incorporated into minutes.

Old Business:

1. **Approve the Amended Town Administrator Contract for 2023-2024** – Town Attorney Eugene Russell spoke on this matter. He discussed the changes and additions he made to the contract based on the requests from the last meeting. The addition made in Section 2 states that the Employee shall notify the Town Council before hiring new department heads and the change made in Section 7 states that if the Employee is terminated, the termination shall be effective immediately and the Employee will be paid for one month's salary. There was also a correction to the Mayor's address from 101 Smith Street to the new Town Hall address of 107 S Henry St. Councilman Bennett commented on Section 7 and questioned the Council only being advised before hiring new department heads but firing wasn't mentioned. Town Clerk Deleia Hutcherson advised the motion recorded in the July 11, 2023 minutes requested the Council be notified before hiring and firing of any department heads. After further discussion, the Council came to an agreement on the verbiage if termination was necessary for any of the department head positions. Councilman Farmer made the motion to approve the Town Administrator Contract with the amendment as stated – The Employee shall notify the Town Council before hiring and firing department heads including the Police Chief, the Fire Chief, the Finance Officer, the Public Works Director and the Recreation Director. If immediate termination is necessary, the employee will be placed on suspension without pay until further notice to allow time for the Council to be notified. Councilman Bennett seconded. Motion carried. Copy incorporated into minutes.

Public Comments: Mitzi Evans of 107 Duncan St. spoke on the topic of disaster preparedness. She advised she attended her first Rotary Meeting and heard Perry speak on a plan the town is working on for disaster preparedness and is in support of this. She provided two examples of disasters that happened in or near the Stoneville area in 1984 and 1976. She expressed her concern for the siren that is not functioning without someone manually turning it on. She asked if the Council would consider getting a new siren that would be an advantage to the town in the event of a disaster. Councilman Farmer commented on grant dollars that might be available to assist with the purchase of a siren and asked that this be reviewed by the Town Administrator. Mr. Webster advised he would ask about this in an upcoming meeting with the State.

Departmental Reports:

1. **Fire** – Chief Freeman provided update on number of medical and fire calls for July. He talked about the structural fire from July 1st and thanked all the agencies that showed up to assist with this fire and rescue. Each agency was named in his report. The Squad is out of service due to a minor vehicle accident and is out for repair. The repairs could take 2-3 weeks. Other Fire Departments and Madison Rescue will assist with coverage until the vehicle is returned. He also advised the Council to contact him if any of them wanted to be added to the Active 911 emergency platform to receive alerts on their phones of fire and medical calls they respond to. Councilman Smith asked Chief Freeman if we had dollar figures for a new siren. He advised three quotes were received and provided to the Town Administrator when the siren issue was first discussed and they ranged between \$25,000 and \$30,000. Councilman Smith talked about how this is a repetitive item that comes up and doesn't understand why we don't go ahead and spend the money. Chief Freeman was asked by

Councilman Smith for his professional opinion on whether we needed a siren and he said it is 110% absolutely needed for weather emergencies but not as necessary for fire. He stated he did not want to be the cause of a death if we had a weather emergency and no siren.

Councilman Farmer suggested we take the minutes from this meeting where Mrs. Evans spoke along with our Fire Chief and write a proposal seeking funding from various foundations and organizations to help pay for the siren. He stated if we don't get funding in the next 60 days, there is money in the American Recovery Act that can be used.

Councilman Smith questioned again why we just don't spend the money. After further discussion, Town Administrator Webster will proceed with writing a proposal to pursue grants and other opportunities for funding over the next 60 days. This time will also be used to obtain updated quotes and location options for the siren. Updates will be provided at the next meeting.

2. **Police** – Chief Moore advised they are still in the process of hiring and in the final stages of hiring the Animal Control Officer. Councilman Farmer questioned if this position was posted and the requirements for the position. He also asked if there was a job description for this position and Chief Moore advised there wasn't. Councilman Farmer expressed his concern on hiring for a position with no job description and directed the Town Administrator to make sure the HR Director has written job descriptions for every town position including part-time. Chief Moore advised they would repost the position with a job description and go through the normal hiring process. He also advised they are still waiting on paperwork for one and the full-time person coming from Surry County will test on August 25th. The SRO paperwork is being completed later this evening and emailed so they can move forward with this position. The generator project is moving forward and the Town Hall generator should be installed in Sept. and the Police Dept. should be installed in December. Chief Moore is also looking into keyless entry for the building.
3. **Parks and Recreation** – Director Dillon Brown provided updates. He advised summer T-Ball had ended. Trophies were handed out to the kids and pictures were made. He advised the sign from our largest T-Ball sponsor, Rex & Julia's Antique Shop, is on display in center field. He advised registration is currently open for Fall baseball and softball and registration is also open for adult softball. He is working on some open gym nights before basketball season starts and pricing basketballs as well as other equipment to be used during scheduled open gym nights. There was discussion prompted by Councilman Smith on how sponsors are solicited and ways to improve the process moving forward. Councilman Farmer also offered suggestions to avoid any local businesses being overlooked for sponsorship. Councilman Farmer asked if Stoneville Elementary had been contacted about why we didn't renew the gym contract. He feels strongly about the relationship we've had with Stoneville Elementary for numerous years and wants to make sure we stay in good standing with them and continue a positive relationship. He requested that Mr. Brown, Mr. Webster, and Mr. Bennett schedule some time to meet with them and talk about ways we might be able to help each other out and explain why we left. Councilman Bennett asked about the levels of sponsorship and how much was collected from all sponsors. Mayor Galvan asked Mr. Brown to pull the detail and send via email to the Council. Councilman Bennett thanked Dillon for his enthusiasm and hard work and said he was very impressed with what he's doing.
4. **Public Works** – Town Administrator Webster advised all outfalls had been mowed in preparation for the upcoming inspection. He advised one outfall was extremely steep and too dangerous for an employee to continue mowing. He will price hiring a professional with the proper equipment to mow this outfall as needed. They have continued to flush lines due to reports of discolored water. Potholes have been discussed and will be addressed further

in Administrator Webster's update. They have also dealt with numerous sewer back-ups. Councilman Thornton asked about the rails being replaced on the sidewalk going down Highway 770. Mr. Webster advised they should be replaced by the end of August.

Town Administrator Report:

1. **Update on Street Maintenance** – Mr. Webster advised he and Chad Manuel are going to address 10-15 streets they can repair by purchasing asphalt and renting equipment. They feel it will be more cost effective if town employees make the repairs. They will get as many as they can done in a 30-day period and then reevaluate the situation.
2. **Update on drains and flooding on Glendale St.** - Mr. Webster met with Ms. Amanda Brown that spoke at the last meeting on this topic. He was unable to identify a location where a drain would have been prior to the paving. He advised Ms. Brown that this would be reviewed in the new study for a Stormwater plan.
3. **Update on property located behind 103 & 107 S Henry St.** – Mr. Webster has met with Bill Lester and his staff is preparing a grading plan to include the entire property from where the building was torn down at 104 E. Main to Golden Eagle Drive. Once the plans are received, they will be resubmitted to the grading contractors for revised quotes.
4. **Designated smoking area for sporting events at Stoneville Memorial Park** - Complaints have been received about people smoking in the stands while watching sporting events. Mr. Webster would like to proceed with a designated smoking area away from the stands. Councilman Farmer asked if there was a policy on the books that states no smoking is allowed in public facilities. There is no town policy at this time. He recommended Mr. Webster check with other communities to see how they handle. Our Parks & Recreation Director addressed the situation with coaches and made social media posts to prevent smoking on the field and in the stands but would like to put up appropriate signage marking the smoking and nonsmoking areas. Councilman Farmer asked Mr Dillon Brown if any of the coaches are CPR trained. He advised he didn't know but stated that he is CPR certified and could look into organizing a voluntary CPR class for coaches. Councilman Farmer also advised Mr. Webster to look into getting defibrillators for the Council Chambers, Town Hall, the Police Dept. and at Memorial Park. Mr. Webster revisited the smoking situation and asked the Council if we want to work towards making the park a tobacco free park. Multiple Councilmen were in favor of this and Councilman Farmer suggested we work towards making all parks and recreation facilities tobacco free to show our citizens we want to promote a healthy environment for them. Mr. Dillon Brown requested that vaping also be included in the policy and/or ordinance as we move towards a smoke free environment. Councilman Farmer advised Mr. Webster to reach out to the county and other municipalities for copies of their existing policies and ordinances and modify one that can be presented to the Council for review.
5. **Purchase of picnic tables for Downtown and Stoneville Memorial Park** – Mr. Webster advised six picnic tables were purchased that will be placed at Stoneville Memorial Park and the Downtown area. The tables were purchased with funds from the May Day Festival and bowling league as well as personal and Rotary donations designated to purchase the tables. A breakdown was provided showing the cost and funds used to purchase the tables. Councilman Farmer reminded Mr. Webster that even though donations were received and funds used from the May Day Event and the bowling league that all those dollars came to the Town of Stoneville and based on our purchasing policy, anything purchased over \$3,000.00 requires three quotes and the approval of the Council. He advised the total purchase of the tables was \$4,990.70 and just a reminder that we need to adhere to the policy.
6. **Stormwater Planning Grant** – We received a \$300,000.00 Stormwater Planning Grant from

the State Water Infrastructure Authority. This will be used to develop a plan in reference to stormwater and drainage issues in town. Councilman Farmer thanked Mr. Bill Lester and Mr. Webster for getting this done.

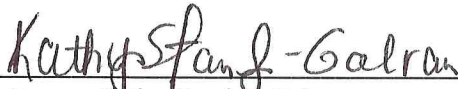
Councilman Farmer advised Mr. Webster that he likes the way he breaks down all the topics in the Council Agenda report and would like to request a biweekly report in the same format to know what's going on in the town throughout the month and before the next scheduled meeting. This would allow the Council to be better prepared if they get calls from citizens and asked questions about various topics. This prevents waiting thirty days until the next update. Councilman Farmer advised Mr. Webster that this isn't just for him and that the other department heads should also give him biweekly updates of anything going on in their areas that he can include. Mr. Webster advised he would start sending out the report as requested.

Upcoming August events were announced.

Mayor Galvan thanked everyone for coming out

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

Adjourned at 8:40pm



Mayor, Kathy Stanley-Galvan



Town Clerk, Deleia Hutcherson

