

AGENDA
STONEVILLE TOWN COUNCIL
6:00 PM *Closed Session §143-318.11(a)
(3) To Consult with Town Attorney (6) Personnel
Regular Meeting
February 6, 2024 – 7:00 PM
Council Chambers at 101 Smith St

Call to Order – Mayor Galvan
Pledge of Allegiance & Invocation

APPROVAL OF MINUTES

1. Regular Meeting – January 16, 2024

APPROVAL OF FEBRUARY 6, 2024 AGENDA

NEW BUSINESS

1. 2024 Rockingham County Revaluation/Reappraisal – Tax Administrator, Todd Hurst
2. Abandoned Properties – Paul Ewing
3. Consideration to Amend Section (32.032) Probationary Period of Employment in the Personnel Policy from ninety days to six months – Town Administrator Webster
4. Consideration to Amend the current Sports Registration Form – Town Administrator Webster
5. Introduction of new Public Works Director, Byron Curry – Town Administrator Webster

OLD BUSINESS - None

PUBLIC COMMENTS

DEPARTMENTAL REPORTS

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

TOWN ADMINISTRATOR REPORT

1. Public Works Building

UPCOMING EVENTS

Feb. 10th – Senior Breakfast from 8:30am – 10:30am, Vera Holland Center

NEXT COUNCIL MEETING – March 5, 2024, at 7:00 PM

CLOSING REMARKS BY MAYOR GALVAN

ADJOURN

CLOSED SESSION
NCGS 143-318.11

(a) Permitted Purposes. – It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required:

(1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.

(2) To prevent the premature disclosure of an honorary degree, scholarship, prize, or similar award.

(3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.

(4) To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations, or to discuss matters relating to military installation closure or realignment. Any action approving the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session.

(5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

(6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.

(7) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.

(8) To formulate plans by a local board of education relating to emergency response to incidents of school violence or to formulate and adopt the school safety components of school improvement plans by a local board of education or a school improvement team.

(9) To discuss and take action regarding plans to protect public safety as it relates to existing or potential terrorist activity and to receive briefings by staff members, legal counsel, or law enforcement or emergency service officials concerning actions taken or to be taken to respond to such activity.

(10) To view a recording released pursuant to G.S. 132-1.4A. (b) Repealed by Session Laws 1991, c. 694, s. 4. (c) Calling a Closed Session. – A public body may hold a closed session only upon a motion duly made and adopted at an open meeting. Every motion to close a meeting shall cite one or more of the permissible purposes listed in subsection (a) of this section. A motion based on subdivision (a)(1) of this section shall also state the name or citation of the law that renders the information to be discussed privileged or confidential. A motion based on subdivision (a)(3) of this section shall identify the parties in each existing lawsuit concerning which the public body expects to receive advice during the closed session.

(d) Repealed by Session Laws 1993 (Reg. Sess., 1994), c. 570, s. 2. (1979, c. 655, s. 1; 1981, c. 831; 1985 (Reg. Sess., 1986), c. 932, s. 5; 1991, c. 694, ss. 3, 4; 1993 (Reg. Sess., 1994), c. 570, s. 2; 1995, c. 509, s. 84; 1997-222, s. 2; 1997-290, s. 2; 2001-500, s. 2; 2003-180, s. 2; 2013-360, s. 8.41(b); 2014-79, s. 9(a); 2016-88, s. 3.)

Stoneville Town Council
Regular Meeting Minutes
January 16, 2024
7:00 PM - Council Chambers

Regular Meeting

Present were Mayor Kathy Stanley-Galvan, Councilmen Johnny Farmer, Curtis Bennett, Henry Thornton, and Lee Shelton. Also present were Town Administrator Perry Webster, Finance Officer Shannon Tucker, 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 at 7:00pm. She advised the Council met at 6:00pm for Closed Session pursuant to N.C.G.S 143-318.11(a) (3) to consult with the Town Attorney and (6) Personnel with no action taken.

Minutes: Mayor Galvan asked for a motion to approve the Regular Meeting Minutes from December 5, 2024. Councilman Thornton made a motion to approve the minutes. Councilman Farmer seconded. Motion carried.

Agenda: Mayor Galvan asked for a motion to approve the January 16, 2024, Agenda with the following items removed: Resignation and recognition of Councilman Jerry Smith and item 5 under new business. Councilman Thornton made a motion to approve the Agenda. Councilman Bennett seconded. Motion carried.

New Business:

1. **Public Hearing** – Mayor Galvan advised we would start new business with a Public Hearing for the rezoning consideration of Parcel 123176 from Industrial to Residential Suburban. Councilman Thornton made the motion to open the Public Hearing. Councilman Shelton seconded. Motion carried. Realtor Kim Martin spoke on behalf of the applicant and advised they were asking for the parcel to be rezoned from light industrial to residential suburban. She stated they are fully aware of the zoning requirements in the ETJ for a manufactured home and understands they would have to have a well and septic system or build a stick-built home and connect to the town water and sewer system after voluntary annexation into the corporate town limits. Realtor Kim Martin answered various questions by Councilman Farmer and Mayor Galvan asked if there were any further comments. No one signed up for public comments. Councilman Thornton made the motion to close the Public Hearing. Councilman Shelton seconded. Motion carried and Mayor Galvan advised we were back in open session. Councilman Farmer made the motion to agree with the Planning Board to rezone the property from Industrial to Residential Suburban as presented by staff. Councilman Thornton seconded. Motion carried with a unanimous 4-0 vote.
2. **American Flags in Town** – Merea King Bridges introduced herself and advised she is the individual that places the flags in town in remembrance and honor of all the Veterans that have served in the United States Armed Forces. She asked for permission to do some work on the original holes in the sidewalks that hold the flags and also add some new ones. She advised Joey Claybrook has offered to volunteer his time and assistance to help with this project. Councilman Farmer expressed his appreciation for her dedication over the years in making sure the flags are out. He advised the town could assist if any flags needed to be replaced. Merea advised she has been able to purchase all new flags through donations from her family and friends. She hopes to have the project completed by Memorial Day.

Councilman Farmer made the motion to allow Merea and Joey to move forward with this project. Councilman Shelton seconded. Motion carried. Merea also asked that the town consider a retirement ceremony for some of the flags at an upcoming event.

3. **Rakestraw Properties Annexation Request** – Charles Rakestraw spoke on behalf of Rakestraw Properties and advised of their intention to voluntarily annex approximately eighteen acres into the town limits and take the next steps to possibly add a residential subdivision on this property. He advised the property is located between Price Street and Highway 770. Councilman Thornton questioned the timing of the project and the number of homes. Mr. Rakestraw stated they would like to break ground around June of this year and possibly have some homes started by mid-winter of 2025. He said they are looking to build thirty-one homes. There was some back-and-forth discussion between the Council and Mr. Rakestraw on variances being requested for setbacks and the stream buffer. The Town Attorney advised these items will be researched further through the normal process and will be discussed further at a future Planning Board and/or Council Meeting.
4. **Consideration of Resolution R-2024-03 Directing the Clerk to investigate a Petition for Annexation received under G.S. 160A-31** – Town Administrator Webster advised this Resolution is to move forward with investigating the Rakestraw Properties voluntary annexation request. Council Farmer made the motion to approve Resolution R-2024-03 Directing the Clerk to investigate a Petition for Annexation received under G.S. 160A-31. Councilman Thornton seconded. Motion carried.
5. **Stoneville Volunteer Fire Department** – This item was removed from the Agenda
6. **Consideration of Resolution R-2024-01 to Accept the ARPA Grant of \$300,000 for the Stormwater System AIA Project** – Town Administrator Webster advised this Resolution allows us to move forward with the grant process. Councilman Farmer made the Motion to approve Resolution R-2024-01 to Accept the ARPA Grant of \$300,000 for the Stormwater System AIA Project. Councilman Shelton seconded. Motion carried.
7. **Consideration of Resolution R-2024-02 Approving a Municipal Accounting Services, Cybersecurity and Technical Assistance Memorandum of Agreement with the North Carolina League of Municipalities (NCLM)** – Finance Officer Shannon Tucker advised this Resolution is necessary for the NCLM to assist the town in various areas such as grants, legal services, and engineering. The NCLM is able to offer assistance to towns through ARPA funding. There is approximately \$130,000 available per town with the possibility of additional funds. After some back-and-forth discussion among the Council and Finance Officer, Councilman Farmer made the motion to approve Resolution R-2024-02 Approving a Municipal Accounting Services, Cybersecurity and Technical Assistance Memorandum of Agreement with the North Carolina League of Municipalities as presented by staff. Councilman Thornton seconded. Motion carried.
8. **Consideration to Amend Section (32.155) Work Related Accidents or Illnesses in the Personnel Policy** – Town Administrator Webster advised the current policy fails to provide employees with guidance as to what should be done if they are injured in an accident or while performing their duties as an employee of the town. He advised the Town Attorney reviewed the amended policy. Councilman Farmer made a motion to amend Section (32.155) Work Related Accidents or Illnesses in the Personnel Policy as submitted by the Town Administrator. Councilman Shelton seconded. Motion carried.
9. **Consideration to Eliminate the System for Award Management (SAM) Registration for the Police Department** – Town Administrator Webster advised SAM is a registration required to receive State and Federal grants. He advised we currently have two (one for the town and one for the police department). He advised this has been discussed with Chief Moore and he is in agreement to eliminate the Police Department registration. Councilman Farmer made

the motion to eliminate the System for Award Management (SAM) Registration for the Police Department as presented by the Town Administrator. Councilman Thornton seconded. Motion carried.

10. **Consideration to purchase a snowplow for Public Works** – Town Administrator Webster advised we had a snowplow but it will not work on any truck we have including the dump truck. He advised he had four quotes ranging from \$10,900 - \$22,000. He advised Mountaineer out of Roanoke gave the town a price reduction of \$2,055 for a Municipal discount that will bring the total cost of their snowplow to \$8,983.34. He recommended we move forward with the Mountaineer quote and have the plow placed on the dump truck. This topic was discussed at length by the Council. They were concerned that the plow we have will not fit any of our trucks. Councilman Bennett questioned why the tractor could not be used. Town Administrator Webster advised this would work on parking lots but will not handle snow removal efficiently on town streets. Councilman Farmer asked that staff look into purchasing a plow from the State through an auction or possibly the Government deals website that will fit our trucks and allow us to have a spare as back-up. Mayor Galvan asked where the funds would come from and Town Administrator Webster advised ARP funds. Councilman Farmer said he hated to spend the money but the town needs a plow. Councilman Farmer made a motion to allow the Town Administrator to purchase a snowplow from Mountaineer Upfit for \$8,983.34. Mayor Galvan asked about outsourcing when we needed snow removal. Councilman Farmer said the issue he had with contracting out is you may have to wait longer if the town isn't one of their top accounts and our employees can immediately start clearing streets. Councilman Bennett questioned not looking at the State websites for a plow before moving forward. Councilman Farmer said if it was summer, he would go that route but since it is winter, we should move forward to make sure the streets are safe for our citizens. He advised there was a motion on the floor. Councilman Thornton seconded. Councilmen Thornton, Farmer, and Shelton voted yes and Councilman Bennett voted no. Motion carried by majority of a 3-1 vote.
11. **Consideration of approval for the Town of Stoneville to be included in the Rockingham County Digital Inclusion Coalition Application to the North Carolina Department of Information Technology for the Digital Equity Grant Program** – Town Administrator Webster advised he had a meeting with Dawn Charaba, Executive Director of the Reidsville Area Foundation in reference to Stoneville being included in a grant proposal to increase access to affordable, reliable high speed internet and digital services. If the grant is received, it will allow the town to upgrade service at the park and increase the internet speed. There is no cost to the town to be included in this grant. Councilman Farmer made a motion for the Town of Stoneville to be included in the Rockingham County Digital Inclusion Coalition Application to the North Carolina Department of Information Technology for the Digital Equity Grant Program as submitted by the Town Administrator. Second by Councilman Shelton. Motion carried.
12. **Update on 2022-2023 Annual Audit** – Finance Officer Shannon Tucker advised the Council of a medical condition with our auditor that has delayed our annual audit. An extension has been filed and approved. The audit is now being handled by another auditor with the firm. Councilman Farmer asked if the LGC was notified and aware of the situation. Finance Officer Shannon Tucker assured him we are in compliance with the LGC guidelines and moving forward with the audit.

Councilman Farmer noted that information was provided in the Council packets on expenditures for the General Fund from July 2023 to January 2024, but not provided for the Water and Sewer Fund. He also stated he knew there had been a lot of water and sewer work completed for the

town from an outside source and didn't see that information in the packet. Finance Officer Tucker advised she would email this information to the Council as she did not include it in the packets. He instructed her to include this information going forward and she agreed. There was also discussion prompted by Councilman Bennett on the Waste Collection item in the General Fund. There was also discussion about the Waste Management Contract and Councilman Farmer asked for a copy.

Old Business: None

Public Comments – One person signed up for public comments as follows:

1. Steve Evans, citizen of Stoneville and part-time fireman – Mr. Evans spoke on the weather siren and the past discussions on relocating the siren closer to Highway 220. As a citizen, he disagrees and would like the siren to remain in its current location to avoid the risk of someone not hearing it. He said they also need to consider powering the siren and its existing location is a better option as the emergency services building will have a generator for back-up purposes. He mentioned there was currently a plan in place to manually sound the siren but this did not happen during the recent weather alert because no one was available at the time from the Fire Department or Police Department. He said for this reason, we need to move forward with the siren and not wait any longer.

Departmental Reports:

1. **Fire** – Chief Freeman provided an update on the number of medical and fire calls for December. He recognized two new members they obtained during December: Nickolas Aldridge, Junior Firefighter and Chea Priddy. He asked for better communication when there is a water outage as it is his responsibility as Fire Chief to know if he cannot get water from a hydrant in case of a fire.
2. **Police** – Chief Moore attended but Officer Riveria reported on their updates. He provided an update on their calls. He advised they had hired one new part-time person in December that is in training and they expect another part-time person to start training soon.
3. **Parks and Recreation** – Director Dillon Brown advised the last month has been all about basketball. He advised games were being played at the Stoneville Elementary gym. He talked about working with the Town Attorney to prepare a parent conduct agreement. He advised the door fee for games had been eliminated as other league facilities are not charging a fee. He talked about needing assistance with concessions and gym cleaning after the games. Councilman Farmer advised in the past that town employees had assisted and been paid. He suggested he get with the Town Administrator as he has items in his budget that would allow for part-time assistance when needed. He also advised baseball and softball registrations were being worked on and will open in February. He wants to try and start adult basketball but not sure it will happen as it is difficult to get officials. He is working on a monthly rate with the county since we are using the Stoneville gym again for games. Mayor Galvan suggested he consider the Youth Council, Boy Scouts, and Girl Scouts for assistance when needed. Councilman Bennett advised we also have a Recreation Council. He also asked how we came about using the Stoneville gym again. Dillon advised the Hope gym floor was inadequate for games and people had mentioned using the Stoneville gym for basketball. Councilman Bennett also questioned the contract at Hope Gym and the cost. The Finance Officer advised it was a month-to-month contract and we only pay if we use it. We have not been invoiced for any usage of the gym. Councilman Bennett also questioned the solicitation of sponsorships and Dillon advised Mr. Jerry Smith sponsored a team as well as ATC Staffing solutions. Both sponsors paid \$350.00.

4. **Public Works** – Finance Officer Shannon Tucker provided detail on items worked on by Public Works. She mentioned the water and sewer issues along with brush pick-up. She advised the position for Public Works Director had been posted on the league’s website, Indeed, and the Rural Water website. She also mentioned that Public Works has to read approximately 164 meters manually each month. There was discussion surrounding the manual reads and suggestions were made to research further to determine if it is an issue with the meter provider or the internet. Councilman Farmer asked for an update on the major water break and when the water would be back on. Ms. Tucker advised Council that Public Works would notify her when water was restored and she would issue a Code Red Alert to let everyone know. Councilman Farmer also asked her to email the Council when water was restored. Public Works will notify the Finance Officer when water is restored

Town Administrator Report:

1. **Public Works building** – Town Administrator Webster advised he was told by the Rockingham County Building Inspector that he was waiting for a call from the State and we might not need an architectural drawing to proceed. This would reduce the cost of the project. Councilman Farmer asked how long before an answer would be received as we have been waiting a long time on this project. He asked the Town Administrator to provide a response to the Council by the following Tuesday one way or the other.

Upcoming February events were announced along with the next Council Meeting.

Mayor Galvan announced a new business in town – ATC Staffing. She also announced the Council had decided to move forward with a full-time Town Administrator position versus the current part-time position. She thanked Perry for the outstanding job he had done and advised the full-time position would be posted by the end of the week. She thanked everyone for coming out to the meeting.

Motion made by Councilman Farmer to adjourn meeting. Councilman Shelton seconded. Motion carried.

Adjourned at 8:20pm

Mayor, Kathy Stanley-Galvan

Town Clerk, Deleia Hutcherson