AGENDA

STONEVILLE TOWN COUNCIL

5:00 PM *Closed Session §143-318.11(a)
(3) To Consult with Town Attorney, (4) Economic Development, and (6) Personnel Regular Meeting
May 6, 2025 – 6:00 PM
Council Chambers at 101 Smith St.

CALL TO ORDER - MAYOR GALVAN

PLEDGE OF ALLEGIANCE & INVOCATION

APPROVAL OF MAY 6, 2025 AGENDA

CONSENT AGENDA

Consent items listed below are considered routine or have been discussed in previous meetings. These items will be approved with a single motion, second and vote, unless a request for removal from the Consent Agenda is heard from a Council Member.

- 1. Approval of Minutes
 - a. Special Meeting Budget Work Session March 18, 2025
 - b. Regular Meeting April 1, 2025
 - c. Special Meeting Work Session April 10, 2025
 - d. Special Meeting Budget Work Session April 15, 2025
- 2. Approval of audit engagement letter and audit contract with Tony Brewer, CPA, PC for the year ended June 30, 2025. Total amount not to exceed \$24,000.
- 3. Approval of an additional handicap-accessible parking space in the downtown area
- 4. Approval of quote from TigerTek Industrial Services in the amount of \$11,970.75 to repair primary lift station pump on Simpson Street

OLD BUSINESS

1. Consideration of a citizen request to maintain pet ducks on property inside the town limits

NEW BUSINESS

1. Public Hearing – Consideration of amendments to Section 50.02 (Nuisances; abatement) and 50.21 (Noxious growth)

Open:

Close:

- Consideration of Ordinance O-2025-01 Amending Code of Ordinances Chapter 50: Section 50.02 (Nuisances; abatement), Section 50.21 (Noxious growth) and adding new Section (Grass, Noxious Weeds and Similar Nuisances)
- 3. Museum and Archives of Rockingham County (MARC) David French, President and Executive Committee Chair and Jeffrey Bullins, Past President and Finance Committee Member
- 4. Consideration of Uniform Guidance Procurement Policy
- Consideration of Resolution R-2025-05 Application for North Carolina Department of Commerce Rural Downtown Economic Development Grant Fund (Fidelity Building Revitalization/Reuse Project)

- 6. Consideration to appoint Brent Epling to the Planning Board/Board of Adjustments as an Inside Member
- 7. Consideration of Resolution R-2025-06 Authorizing the Disposition of Town Property (Gas engine, valve, piping, and pump panel no longer being used by the Fire Department)
- 8. Proclamation of National Police Week (May 11-17, 2025)
- 9. Proclamation of National Public Works Week (May 18-24, 2025)

PUBLIC COMMENTS

UPCOMING MEETINGS

Budget Presentation – Thursday, May 15th at 6:00 p.m.
Budget Public Hearing and Regular Council Meeting – Tuesday, June 3, at 6:00 p.m.

UPCOMING EVENTS

Senior Bingo – Thursday, May 8^{th} from 10:00 a.m. – 12:00 p.m., Vera Holland Center Cruise In – Friday, May 16^{th} from 5:00 p.m. – 8:00 p.m., Downtown May Day Festival – Saturday, May 17^{th} from 10:00 a.m. – 4:00 p.m., Downtown

CLOSING REMARKS BY MAYOR GALVAN

ADJOURNMENT

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 Special Meeting Minutes – Work Session March 18, 2025 6:00 PM – Council Chambers

Special Meeting – Work Session

Present were Mayor Kathy Stanley-Galvan, Council members Curt Bennett, Henry Thornton, Johnny Farmer, Lee Shelton, and Daisy Smith. Also present were Town Administrator Michael Sands, Finance Officer Shannon Tucker, Town Clerk Deleia Hutcherson, Public Works Director Byron Curry, Fire Chief Joel Freeman, Town Attorney Eugene Russell, and former Interim Town Administrator Scott Buffkin.

Welcome: Mayor Galvan called the meeting to order at 6:00 p.m. She announced the Council would go into closed session immediately following the regular meeting, pursuant to N.C.G.S. 143-318.11(a) (3) to Consult with the Town Attorney, and (6) Personnel.

Councilman Thornton made a motion to approve the March 18, 2025 agenda. Councilwoman Smith seconded. Motion carried unanimously.

Town Administrator Michael Sands provided introductory remarks, emphasizing that the session was for discussion only, with no formal actions to be taken. He explained the meeting's purpose was to receive briefings, ask questions, and engage in discussion.

Topics for Discussion:

- 1. Lawnmower for Public Works Public Works Director, Byron Curry informed the Council of a 20-year-old lawnmower that requires extensive repairs. He recommended replacing the mower rather than repairing due to its age and declining performance. Three quotes were obtained ranging from \$7,700 to \$10,000 for a commercial grade 60-inch mower. Mr. Curry recommended the quote from Y & W Farm Center Inc. in the amount of \$7,756.43. It was the consensus of the Council to add this item to the April meeting agenda for approval.
- 2. Utility Rate Study Finance Officer, Shannon Tucker discussed the utility rate increase options for the upcoming fiscal year 2025/2026. She stated the increase is necessary to address an ongoing deficit in the enterprise (water/sewer) fund. NC Rural Water performed the rate study and provided three options. The options were reviewed with the Council and after a period of deliberation, the Council asked staff to thoroughly research the options and provide a recommendation at the next work session or budget meeting.
- 3. Compensatory Time for FLSA Exempt (Salaried) Employees Town Administrator, Michael Sands informed the Council that this item was previously discussed at the February 18th work session and presented for approval at the March 8th meeting. The item was pulled from the consent agenda by Councilman Bennett for further discussion. The proposal reads as follows: Exempt employee compensatory bonus time-off may be approved by the Council on a case-by-case basis for up to an additional ninety (90) hours for a total accumulation not to exceed one hundred fifty (150) hours. After a period of deliberation, it was the consensus of the Council to amend the policy as presented by Staff and formally consider this item for approval at the April 1st Council meeting.

- 4. Interlocal Agreement for Fire Inspection Services by Rockingham County Town Clerk, Deleia Hutcherson informed the Council that the Rockingham County Fire Marshal was asking if any decision had been made regarding the Interlocal Agreement with the County in the amount of \$10,000 for annual fire inspection services. The Council discussed this option as well as exploring the option of contracting with a local certified inspector, Neal Chaney. Mr. Chaney volunteers for Stoneville and Eden and performs fire inspections for the City of Eden. It was the consensus of the Council to have Mr. Chaney attend the next work session for further discussion on this topic.
- 5. Pay Scale Review The former Interim Town Administrator, Mr. Scott Buffkin was in attendance and provided his findings on the pay scale review he was asked to perform by the Council. He provided the following: (1) Town's pay grades slightly below peer municipalities, (2) Recommended COLA (cost-of-living adjustments) be applied to full scale, not just employee salaries, (3) Identified specific employees who may need to move within current pay grades, (4) Official titles and job descriptions need to be revisited

Town Clerk, Deleia Hutcherson provided the following update on Code Enforcement and ordinance updates: (1) State Code Enforcement identified 39 violations on their first visit, (2) the nuisance ordinance is outdated and needs to be amended and/or rewritten, (3) a representative from State Code Enforcement will present findings and ordinance review suggestions at the next work session scheduled for April 10th. The Council requested further information on the types of violations recorded.

There was also discussion surrounding the poultry ordinance with regards to ducks. There has been a citizen request to review the policy and consider the allowance of ducks. The Council requested input from the Police Chief before further discussion at an upcoming work session.

Mayor Galvan thanked everyone for coming out to the meeting and asked for a motion to go into closed session pursuant to N.C.G.S. 143-318.11(a) (3) to Consult with the Town Attorney, and (6) Personnel. Motion made by Councilman Thornton. Seconded by Councilman Farmer. Motion carried unanimously.

Motion to go out of closed session made by Councilman Thornton. Seconded by Councilman Shelton. Motion carried unanimously.

Motion to adjourn the meeting made by Councilman Thornton. Councilwoman Smith seconded. Motion carried unanimously.

Mayor, Kathy Stanley-Galvan	Town Clerk, Deleia Hutcherson
Meeting adjourned at 9:40 p.m.	

Stoneville Town Council Regular Meeting Minutes April 1, 2025 6:00 PM – Council Chambers

Regular Meeting

Present were Mayor Kathy Stanley-Galvan, Council members Johnny Farmer, Curt Bennett, Lee Shelton, and Daisy Smith. Councilman Thornton participated remotely for the entire meeting. Also present were Town Administrator Michael Sands, Finance Officer Shannon Tucker, Town Clerk Deleia Hutcherson, Police Chief Rebecca Dixon, Public Works Director Byron Curry, Fire Chief Joel Freeman, and Town Attorney Eugene Russell.

Call to Order, Pledge of Allegiance, and Invocation: Mayor Galvan welcomed the assembly and called the meeting to order after the Pledge of Allegiance and Invocation at 6:00pm. She announced that Councilman Thornton was sick and participating remotely from his home. She also announced the Council would be going into Closed Session immediately following the regular meeting, pursuant to N.C.G.S. 143-318.11(a) (3) to Consult with the Town Attorney, and (6) Personnel.

Agenda: Mayor Galvan asked for a motion to approve the April 1, 2025, agenda. Councilman Shelton made a motion to approve the agenda. Councilman Bennett seconded. Motion carried unanimously.

Police Chief Rebecca Dixon introduced Captain Chris Eanes and Police Officer Tyler Harmon.

Consent Agenda: Councilwoman Smith made a motion to approve the consent agenda, which included the following items: (1) Minutes from March 4, 2025, March 8, 2025, and March 11, 2025. (2) Approval to amend section 32.081 Overtime Policy as follows: Exempt employee compensatory bonus time-off may be approved by Council on a case-by-case basis for up to an additional ninety (90) hours for a total accumulation not to exceed one hundred fifty (150) hours. (3) Approval to purchase a Kawasaki FT730 60" Deck Mower from Y & W Farm Center, Inc. in the amount of \$7,756.43 for the Public Works Department. Councilman Shelton seconded. Motion carried unanimously. Copies incorporated into minutes.

Old Business:

Public Hearing – Consideration of a proposed Development Agreement between the Town of Stoneville and Carolina Star Holdings, LLC (Parcel 179413) – Councilman Shelton made a motion to open the Public Hearing. Councilman Bennett seconded. Motion carried unanimously.

Town Attorney, Mr. Eugene Russell, reviewed revisions to the proposed development agreement between the Town and Carolina Star Holdings, LLC, addressing concerns from the previous public hearing. Key updates included:

- 1. Emergency Access (Sec. 3.4)
 - Roadways must be asphalt or stone, built to accommodate emergency vehicles.
- 2. Mobile Home Standards (Sec. 4.2)

- Only Class A or 2A homes permitted going forward (HUD-compliant).
- Developer to provide a list of current mobile homes and necessary repairs within 30 days.
- 3. Repair Compliance (Sec. 4.3)
 - Secure all units within 30 days.
 - Obtain building permits within 60 days.
 - Secure Certificates of Occupancy (CO) within 1 year.
 - Units not repaired within timeline must be removed.
- 4. Site Plan & Buffers (Sec. 4.4.2)
 - Site plan, including landscape buffers, to be submitted within 30 days.
- 5. Flexibility for Lot Spacing (Sec. 7.3)
 - Town can approve adjustments to placement for optimal layout.
- 6. Environmental Compliance (Sec. 7.5)
 - Full compliance with watershed, stormwater, and buffer regulations confirmed.
- 7. Annexation Clause Updated
 - Town maintains sole discretion on whether to annex; not guaranteed.

Attorney Leigh Prince of Fox Rothschild, LLP, was present to represent Carolina Star Holdings, LLC and address any concerns by the Council.

Council Discussion Highlights:

- Questions regarding the age of mobile homes (1976 cutoff per existing ordinance).
- Concerns about long-term enforcement of maintenance and CO status.
- Discussion of how agreement terms will "run with the land" and be binding on future owners
- Emphasis on achieving a visually acceptable and code-compliant property that benefits the community

Mayor Galvan opened the floor for Public Comments and the following citizens spoke:

Rabron Wiggins, 114 S. Glenn Street, Stoneville, NC – Opposed the agreement citing concerns about bypassing the Planning Board and zoning ordinances in place. He also expressed concern about gravel roads versus paved roads and access for emergency vehicles.

Tammy Evans, 103 Glendale Street, Stoneville, NC – Raised questions about ownership of the mobile homes. She spoke on the differences between renting and owning and responsibility for upkeep.

Councilman Shelton made a motion to exit Public Hearing. Councilman Bennett seconded. Motion carried unanimously.

There was back and forth discussion between the Council and the attorneys. After much deliberation, Councilman Farmer made a motion to approve Development Agreement (DA-2025-01) between the Town of Stoneville and Carolina Star Holdings.

Mayor Galvan asked for a second. Councilman Bennett questioned what would happen if the motion died for lack of a second. He directed his question to Attorney Leigh Prince on what they would do next. The discussion continued between the Council and attorneys. Councilman Thornton was asked if he had any questions and he stated: No, I've heard everything going on so far, and it sounds like they covered it in the agreement. They changed all the things that were necessary. The discussions continued with a motion on the floor. Mayor Galvan stated again that there is a motion on the floor from Councilman Farmer. Councilwoman Smith seconded. Some Council members opposed so a roll call vote was taken.

Councilman Farmer: Yes

Councilwoman Smith: Yes

Councilman Shelton: NoCouncilman Bennett: No

Councilman Thornton (phone): Yes

Result: Motion carried, 3-2

NEW BUSINESS

 Consideration of quote from Spencer's Garage & Environmental Services for cemetery law care maintenance at a rate of \$440.00 per service. The Council discussed and after review of the quotes, Councilman Shelton made a motion to approve the Clark Landscaping quote in the amount of \$440.00. Councilman Bennett seconded. Motion carried unanimously.

PUBLIC COMMENTS

Ray Wiggins, 114 S. Glenn St., Stoneville, - Objected to removal of Women's Auxiliary from selling hot dogs at the Cruise In

Barbara Belton, 103 Randolph St., Stoneville - Questioned source of funds for a proposed new mower and it was clarified that it was not from the cemetery fund. She also urged the Town to address unsightly properties and made reference to the junk vehicles near Town Hall.

Councilman Bennett provided an update on the Parks & Recreation Survey. He stated there were approximately 100 responses to the community-wide survey. Key takeaways:

- Demand for better communication and awareness of events
- Interest in walking trails, splash pads, youth programs
- Need for improved safety, accessibility, lighting, and maintenance
- Long-term vision: Rebuild Parks & Recreation with strong community input and form a committee

Drawing was held for the \$50 Gift Card and the winner announced.

Mayor Galvan asked for a motion to enter Closed Session pursuant to NCGS 143-318.11(a) (3) to Consult with the Town Attorney, and (6) Personnel. Motion made by Councilman Shelton. Seconded by Councilwoman Smith. Motion carried unanimously by all present. Councilman Thornton did not participate remotely pursuant to Resolution R-2023-06 (Item 12 – Participation in a closed session is not permitted under this policy).

Motion to go out of closed session made by Councilwoman Smith. Seconded by Councilman Shelton. Motion carried unanimously.

Motion to adjourn made by Councilman Farmer. Seconded by Councilman Bennett. Motion carried unanimously.

The meeting adjourned at 9:45 p.m.

Mayor, Kathy Stanley-Galvan

Town Clerk, Deleia Hutcherson

Stoneville Town Council Special Meeting Minutes – Work Session April 10, 2025 6:00 PM – Council Chambers

Special Meeting – Work Session

Present were Mayor Kathy Stanley-Galvan, Council members Curt Bennett, Henry Thornton, Johnny Farmer, Lee Shelton, and Daisy Smith. Also present were Town Administrator Michael Sands, Finance Officer Shannon Tucker, Town Clerk Deleia Hutcherson, Police Chief Rebecca Dixon, Fire Chief Joel Freeman, and Public Works Director Byron Curry.

Welcome: Mayor Galvan welcomed everyone and called the meeting to order at 6:00 p.m.

Councilman Thornton made a motion to approve the April 10, 2025 agenda. Councilman Bennett seconded. Motion carried unanimously.

Mr. Sands provided introductory remarks, emphasizing that the session was for discussion only, with no formal actions to be taken. He explained the meeting's purpose was to receive briefings, ask questions, and engage in discussion.

Topics for Discussion:

- Code Enforcement and Ordinances Dennis Pennington with Municipal Services, Inc. (State Code Enforcement) presented an overview of his firm's code enforcement and municipal services:
 - Their firm emphasizes cooperative enforcement and citizen respect when dealing with code enforcement
 - Provided a no-cost rewrite of the nuisance ordinance, with a public hearing and proposed ordinance amendment at the May 6th meeting.
 - Services offered: code enforcement, ordinance hosting, IT/security services, nuisance abatement.
 - Ordinance hosting ensures state compliance, faster updates (within 14 days), and affordable pricing (starting at \$600/year).
 - Proposal to update the general ordinance at a cost not to exceed \$24,000; He highlighted out-of-date provisions on the town's current hosting platform. He also mentioned one neighboring town using their services to host their ordinances and update their general ordinances.

It was the consensus of the Council to discuss some of these services at an upcoming budget meeting.

2. Fire Inspection Services Proposal – Neil Chaney, Joe Powell, and Kenny Loftis spoke on this topic. All three presenters are certified inspectors and employees of the town. They are part-time firefighters and are proposing to perform fire inspections in place of the county, which will begin charging for these services effective July 1st. The proposal includes paying inspectors an additional flat hourly rate (suggested: \$20/hour), or possibly \$23/hour depending on the 2025/2026 hourly rate for part-time volunteers. They explained the process in detail and the Council expressed interest but raised some concerns. It was the consensus of the Council to continue discussions on this topic during the upcoming budget work session.

3. Utility Rate Study Update - Discussion was led by Finance Officer, Shannon Tucker. She explained that there were three different options on the table at the last work session for utility rate increases but the third option has been removed. The original third option from the consultant was unclear and would have significantly increased costs for minimal water usage (~\$90/month for 1,000 gallons). This item has been removed from consideration.

Two Options Presented:

- Option 1 (Recommended): Keep 1,500-gallon base; increase base rate to \$75.07 (from \$55.83), representing a \$19.24 increase.
- Option 2: Reduce base to 1,000 gallons and adjust pricing, resulting in higher effective costs per gallon.

Council Discussion:

- Confusion around consultant's original data.
- Agreement that gradual increases are better than one steep increase.
- Importance of aligning rates with actual costs and capital needs.
- LGC requires a five-year financial plan for enterprise funds.
- Consideration for affordability and public understanding of rate increases.

It was the consensus of the Council to consider Option 1 for its simplicity and fairness, pending formal approval at a future meeting.

- **4. On-Street Accessibility (Handicap) Parking Space** There was open discussion about the lack of handicap-accessible parking spots near downtown businesses. NCDOT assessed the situation and provided guidance on installing signage and street marking for an additional space. There was a favorable consensus by the Council to add this item to the May 6th consent agenda.
- 5. Regulation of Ducks The Town Administrator informed the Council that the request had been made to revisit the town's ordinance on allowing ducks, which is currently prohibited. Concerns were raised by the Council regarding noise, public nuisance, and the need for a water source such as ponds. The Council discussed and a consensus was reached to maintain the current ordinance and announce under old business at the May 6th meeting.
- **6. Gravel Parking Lot (102/104 E. Main St)** Originally a temporary lot, now being evaluated for long-term use. Discussion Points included:
 - Consideration to asphalt the lot and ensure proper drainage.
 - Concerns about subsurface integrity and compaction requirements.
 - Potential to fund improvements with grants.
 - Also discussed use for community and public events.

The Council directed staff to gather quotes and assess feasibility, including asphalt, grading, and drainage needs.

7. Annual Maintenance of Generators – Public Works Director, Byron Curry spoke on this topic and suggested an annual preventative maintenance contract for town generators. He obtained multiple quotes and would recommend the quote from Nixon in the amount of \$5,590.00. The quote will cover the generators at Town Hall, Public Services Building, and all lift stations.

The Council directed staff to include this item in the 2025/2026 proposed budget that will be presented for approval at the June 3rd meeting.

Mayor Galvan thanked everyone for coming out to the meeting

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

Meeting adjourned at 8:24 p.m.

Mayor, Kathy Stanley-Galvan

Town Clerk, Deleia Hutcherson