

AGENDA
STONEVILLE TOWN COUNCIL
5:00 PM *Closed Session §143-318.11(a)
(3) To Consult with Town Attorney, (6) Personnel
Regular Meeting
August 5, 2025 – 6:00 PM
Council Chambers at 101 Smith St.

CALL TO ORDER – MAYOR GALVAN

PLEDGE OF ALLEGIANCE & INVOCATION

APPROVAL OF AUGUST 5, 2025 AGENDA

APPROVAL OF MINUTES

1. Special Meeting – June 27, 2025
2. Regular Meeting – July 1, 2025
3. Special Meeting – July 22, 2025

NEW BUSINESS

1. Consideration of \$300.00 donation to the Stoneville Community Cemetery – Mr. Jimmy Smith
2. Stoneville Elementary PTO Fundraiser Proposal – Ms. Michelle Hernandez
3. Consideration to amend the Personnel Policy – Section 32.080 Compensation
4. Consideration to adopt Ordinance O-2025-02 Amending the Town of Stoneville Code of Ordinances Chapter 91: Fire Prevention and Protection - Section 91.04 Fire Prevention Code
5. Consideration of quotes to renovate the financial services building at 103 S. Henry Street
6. Consideration of quotes for extension of sewer service to Dalton Loop
7. Consideration to appoint members to the Parks and Recreation Advisory Board

OLD BUSINESS: NONE

PUBLIC COMMENTS

TOWN ADMINISTRATOR REPORT

UPCOMING EVENTS

Senior Bingo – Thursday, August 14th from 10:00am – 12:00pm, Vera Holland Center
Cruise In – Friday, August 15th from 5:00pm – 8:00pm, Downtown

NEXT COUNCIL MEETING – SEPTEMBER 9, 2025, AT 6:00PM

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
Special Meeting Minutes
June 27, 2025
9:00 AM – Council Chambers**

Special Meeting

Present were Mayor Kathy Stanley-Galvan, Council members Johnny Farmer, Curt Bennett, Lee Shelton, Daisy Smith, and Henry Thornton. Also present were Town Administrator Michael Sands, Finance Officer Shannon Tucker, Town Clerk Deleia Hutcherson, and Town Attorney Eugene Russell.

Agenda: Mayor Galvan asked for a motion to approve the June 27, 2025, agenda. Councilwoman Smith made a motion to approve the agenda. Councilman Bennett seconded. Motion carried.

Special Meeting Items:

Consideration of Fiscal Year End 2024-2025 Budget Amendments (062425a – 062425d) – Staff presented proposed amendments to the FY 2024–2025 budget to balance various line items before the fiscal year-end. Key budget amendments included the following:

- Increase to Police Department revenue for K9 unit donations - \$2,600
- Reallocation of funds to cover code enforcement contracted services and expenses - \$5,900
- Reallocation of funds to balance various line item overages in the Police Department due to increased staffing - \$17,300
- Allocation of ARPA funds to balance line item overages in the Public Works Department due to expenses associated with the new building (\$7,631)

Budget amendment 062425e was also presented for the allocation of ARPA funds to purchase police radios. Councilman Farmer questioned this budget amendment and a detailed discussion took place regarding a purchase order associated with the amendment. Debate ensued regarding timing of expenses, the issuance of purchase orders, and invoice dates. It was emphasized by the Town Attorney that issuing a purchase order constitutes a financial obligation and should be reflected in the current year's budget if issued prior to June 30th. Councilman Farmer also questioned advice provided to the Finance Officer from the auditor, particularly concerning the timing of obligations and rollovers. The Finance Officer was directed to communicate with the auditor for clarification on this matter. Going forward, the Council requested that budget amendments accompany any council-approved expenditures to avoid future audit exceptions and year end backlog. Staff confirmed plans to implement forms and processes to ensure department heads are more accountable for their budgets through signed budget adjustment forms when overages occur. There was also discussion about enabling department heads to access financial software to monitor their budgets directly with view privileges only.

Councilwoman Smith made a motion to approve budget amendments 062425a through 062425d and exclude budget amendment 062425e for a separate motion. Councilman Bennett seconded. Motion carried unanimously. Copies incorporated into minutes.

Councilman Bennett made a motion to approve budget amendment 062425e for the expenditure of police radios not to exceed the amount of \$22,000. Councilman Thornton seconded. Motion carried unanimously. Copy incorporated into minutes.

Consideration of Insurance Quotes for Fiscal Year 2025-2026 – Staff presented a comparison summary of proposals from three brokers. The Council reviewed and noted differences in co-pays, premiums, deductibles, and out-of-pocket costs. Salem Benefits was deemed the most cost-effective for the employees and also noted by staff to be closely aligned with current coverage. Councilman Farmer made a motion to approve Salem Benefits as the 2025 provider of Insurance Benefits for the Town. Councilman Thornton seconded. Councilman Bennett asked for discussion and clarification on the significant difference in premium prices between the quotes. Town Administrator, Michael Sands explained the calculations to show how staff determined a difference in cost to the town of approximately \$22,000 for one of the insurance proposals. The discussion ended and the original motions remained on the floor. Motion carried unanimously. Copies incorporated into minutes.

Councilman Farmer expressed concern over the delay in project completion of the Public Works Building. Town Administrator, Michael Sands stated most of the physical work was completed but final occupancy was pending Duke Energy hook up and some final inspections related to minor electrical and plumbing work. Councilman Farmer requested that a completion timeline be provided at the next meeting as well as a clean-up plan for the surrounding area of the building.

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

Meeting adjourned at 10:18 a.m.

Mayor, Kathy Stanley-Galvan

Town Clerk, Deleia Hutcherson

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

Regular Meeting

Present were Mayor Kathy Stanley-Galvan, Council members Johnny Farmer, Curt Bennett, Lee Shelton, Henry Thornton and Daisy Smith. 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.

Agenda: Mayor Galvan asked for a motion to approve the July 1, 2025, agenda with an amendment to add item #6 under new business – to consider approval of a budget amendment for fire inspections and consider approval of an interlocal agreement allowing Rockingham County to perform fire inspections for the Town of Stoneville. Councilman Thornton made a motion to approve the agenda. Councilman Shelton seconded. Motion carried unanimously.

Minutes: Councilman Farmer made a motion to approve the regular meeting minutes from June 3, 2025. Councilman Thornton seconded. Motion carried.

Recognition of Firefighter, Joe Harrelson – Fire Chief, Joel Freeman formally recognized volunteer firefighter Joe Harrison for his dedication and achievement in becoming a North Carolina Certified Firefighter. Mr. Harrison contributed over 400 volunteer hours to training and education. Council and attendees expressed gratitude and appreciation for his service to the community.

NEW BUSINESS

Consideration to adopt Ordinance O-2025-02 Amending the Town of Stoneville Code of Ordinance Chapter 91: Fire Prevention and Protection – Section 91.04 Fire Prevention Code Consideration to adopt Fire Prevention and Inspection Policy – Mr. Sands stated that the first two items under New Business involved consideration of Ordinance O-2025-02, which would amend Chapter 91 of the Town Ordinances related to Fire Prevention and Code Enforcement. These items were deferred without action upon the recommendation of the Town Administrator, who explained that, after consulting with the fire marshal, additional revisions and preparatory work were needed. He stated the matter would be addressed further in Item #6 under New Business.

Animal Ordinance – Complaints and Enforcement – Mr. Sands informed the Council that staff has received several complaints regarding off-leash animals and improper pet waste disposal in public spaces such as parks. The council was informed that documentation from residents is essential for enforcement. Suggestions were made to improve public communication through

the Town's social media and to consider installing pet waste stations in designated park areas. While there was consensus on implementing such amenities in parks, the council agreed to be cautious about placement in downtown areas to preserve aesthetic value.

Consideration to approve contractor quote for Fidelity Bank Building revitalization project -

The Council discussed the proposed contract for the Fidelity Bank Building revitalization project. Due to inconsistencies in submitted bids and the lack of a third complete bid, the Council agreed to table the item until the August meeting. Council members emphasized the importance of receiving detailed, itemized bids and recommended developing a comprehensive bid package. The need for architectural renderings for both interior and exterior improvements was also discussed.

Budget Amendment – Staff presented budget amendment 070125a, related to the carryover of funds from previous fiscal year grants and projects. The Town Administrator and Finance Officer explained that unspent funds are required to be reallocated into the new fiscal year budget, consistent with governmental accounting practices. Councilman Farmer raised questions regarding the timing and transparency of the carryovers. Despite some disagreement, a motion to approve the budget amendment was made by Councilman Bennett and seconded by Councilwoman Smith. Motion carried with a 4-1 vote. Council members Bennett, Thornton, Smith and Shelton voted yes and Councilman Farmer vote no. Copy incorporated into minutes.

Consideration to approve a budget amendment for fire inspections and an interlocal agreement allowing Rockingham County to perform fire inspections for the Town of Stoneville –

Mr. Sands presented this item and updated the Council on his discussions with the Fire Chief and Fire Marshal. He recommended the continuation of fire inspection services through the County while the Town works toward internal capability. The Fire Marshal is in agreement with this recommendation which will ensure compliance and continuity. Councilman Farmer made a motion to approve the budget amendment and Interlocal Agreement allowing Rockingham County to perform fire inspections for the Town of Stoneville as recommended by staff. Councilwoman Smith seconded. Motion carried unanimously. Copies incorporated into minutes.

Old Business: None

Public Comments: No formal comments were submitted. However, Councilwoman Smith raised a concern regarding the maintenance and appearance of the town sign at the eastern entrance to town on Highway 770. The Public Works Director agreed to inspect and address the matter.

Town Administrator Report: Mr. Sands commented on the following: new water and sewer rates went into effect on July 1, 2025, and that updated fee schedules have been posted online and in Town Hall. A quarterly town update initiative, possibly through livestream or podcast, is being developed to keep residents informed. The Town received a \$200,000 revitalization grant for the Fidelity Bank building

Upcoming meetings and events were announced by Mayor Galvan and she thanked everyone for coming to the meeting.

Motion to adjourn made by Councilman Thornton. Seconded by Councilman Shelton. Motion carried unanimously.

The meeting adjourned at 6:34 p.m.

Mayor, Kathy Stanley-Galvan

Town Clerk, Deleia Hutcherson

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Stoneville Town Council
Special Meeting Minutes
July 22, 2025
9:00 AM – Council Chambers

Special Meeting

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

Mayor Galvan announced that Councilwoman Smith was unable to attend and her absence was excused due to a scheduling conflict. The meeting continued with a quorum present.

Agenda: Mayor Galvan asked for a motion to approve the June 27, 2025, agenda. Councilman Thornton made a motion to approve the agenda. Councilman Shelton seconded. Motion carried.

Special Meeting Items:

Citizen Concern – Maintenance of Duncan Street (gravel portion) - Town Administrator Michael Sands presented a request from Mr. Ronnie Bullins regarding the deteriorating condition of the gravel section of Duncan Street. He explained that the road itself was in the ETJ (Extraterritorial Jurisdiction) but the citizens living on the right side of the road were within town limits. The request was for the replacement of rock on the road down to the culvert section due to washout from rains, making the area difficult for residents, postal services, emergency vehicles, and Waste Management trucks. Public Works Director Byron Curry had evaluated the situation and estimated the cost would be approximately 68 tons of gravel at roughly \$2,600, plus labor costs for a couple days of work. Councilman Farmer expressed concern about the precedent this would set, questioning if there were other roads in similar situations where the town could be asked to do the same type of work. He emphasized that the town generally doesn't provide services on private property. Town Attorney, Eugene Russell clarified that the road was a subdivision street, which is a right of way for residents, and that the town doesn't typically have responsibility for maintenance.

Mr. Bullins addressed the Council and stated that the Town of Stoneville previously maintained the road and had installed the culvert pipe. He reported having called the town on March 12th and said the NC Department of Transportation (DOT) had informed him it was Stoneville's responsibility. He expressed frustration about the condition of the road and claimed town employees had placed mud instead of gravel on the road. The Public Works Director Byron Curry disputed the claim that the town had placed mud on the road. Mr. Bullins warned of potentially restricting access to town utility services if repairs were not made.

Town Clerk, Deleia Hutcherson noted that the town had received an email from DOT stating they could find no record of either the state or the Town of Stoneville being responsible for the gravel portion of the road. It was also noted that the gravel portion doesn't appear on the Powell Bill map for the Town of Stoneville.

An additional discussion revealed the unique situation where one side of Duncan Street is within town limits and the other side is in the ETJ. It was also noted that the pipe that was installed years ago was much larger than the typical, suggesting it wasn't installed by a private individual. The Town Attorney mentioned the possibility of the contractor installing the pipe during the development of the subdivision. It was also noted that no street maintenance records existed to prove the town took ownership of the gravel portion of the street. There are no notes on the deeds or subdivision plat stating maintenance ownership of streets. It was discussed that property owners may need to discuss creating maintenance agreements.

After extensive discussion about legal responsibilities and precedent-setting concerns, there was consensus among the Council that addressing stormwater runoff from the paved portion, that lies in the town limits might fall within the town's responsibilities. It was emphasized that the town will not assume responsibility for the entire gravel road or private properties. Councilman Thornton made a motion of a one-time fix to approve repairs limited to the section from the end of the town-maintained asphalt to the culvert pipe, using appropriate gravel and grading to mitigate runoff, which may be a town-caused issue. Motion seconded by Councilman Farmer. Motion carried unanimously.

A brief recess took place before moving to the next agenda item.

Citizen Concern – Water and Sewer Service on Ponderosa Road - Mr. Floyd Vines addressed the Council and raised concerns about a prolonged water leak on his property and the placement of water and sewer lines near and on his property. He reported that he had experienced a significant water leak that had gone undetected for approximately 6–8 weeks earlier in the year, and only discovered it when his utility bill spiked dramatically. Upon inspection, Mr. Vine noted that the town's water and sewer infrastructure appeared to traverse his property in a manner that seemed unauthorized or unclear. He is requesting compensation for the water bill with the significant water usage due to the leak. It was discussed that the appropriate credit was given based on our current policy and Mr. Vines requested cancellation of the credit.

Mr. Vines also questioned whether the Town had the proper easements or agreements in place allowing access across his land, and he requested clarity regarding the legal rights and responsibilities associated with utility access and usage on his property. His key concern was that infrastructure may be serving multiple neighboring properties while using his land without formal permission, compensation, or documentation. He is also questioning whether he is on town sewer or a private septic system. He has been charged for sewer service for numerous years but wants clarification on whether he is actually connected to the town sewer.

Town officials acknowledged the importance of the issue. The Town Attorney confirmed that the situation would require further investigation into recorded easements, historical development plans, and any prior agreements between the property owner(s) and the Town. The attorney also noted that, in many older neighborhoods, infrastructure was occasionally installed before comprehensive easement agreements became standard practice.

Mr. Vines also expressed dissatisfaction over how his concerns were handled by staff.

The Council recognized the need for a timely resolution and transparency. Next steps were discussed as follows to address the concerns of Mr. Vines:

- Public Works will provide Mr. Vines with tablets to flush that will determine if he is connected to the town sewer or a private septic system and determine if Mr. Vines has a cleanout.
- Install a $\frac{3}{4}$ line to Mr. Vines property and to his neighbor's property so there is no split going to two houses. A tap should go directly to Mr. Vines and a tap should go directly to his neighbor's property. Pressure will need to be confirmed.
- The Public Works Director will visit the site and map the exact locations of all utility lines on and around the property. He will confirm whether the infrastructure is crossing property boundaries to serve other properties. Councilman Thornton has agreed to be present when work is done by Public Works. The town engineer will be engaged if necessary to verify as-built line locations.
- The Town Attorney will conduct a title and easement search on Mr. Vines' property to determine if valid utility easements exist.
- The Town Administrator will coordinate the findings into a formal report and communicate to Mr. Vines and the Council.
- The Council will review the report and determine the next steps.

Councilman Shelton had to leave the meeting due to a scheduling conflict. The meeting continued with a quorum present.

Consideration of lease agreement with Credit Union – The Council reviewed and discussed the proposed lease agreement between the Town of Stoneville and Acclaim Federal Credit Union. The Town Administrator presented the final draft of the agreement, which had undergone legal review and incorporated feedback from both the Town Attorney and representatives of the Credit Union. Councilman Bennett expressed some minor concerns over the terms of the lease. Members of the Council expressed broad support for the partnership, noting the value it would bring in expanding financial services within the community and promoting local economic development. Councilman Bennett made a motion to approve the lease agreement. Councilman Thornton seconded. Motion carried unanimously. Copy incorporated into minutes.

Closed Session – Mayor Galvan asked for a motion to go into closed session pursuant to NCGS 143-318.11(a) (3) to consult with the Town Attorney, and (6) Personnel. Councilman Farmer made a motion to go into closed session. Councilman Thornton seconded. Motion carried.

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

Mayor Galvan announced the return to open session with no action taken.

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

Meeting adjourned at 12:58 p.m.

Mayor, Kathy Stanley-Galvan

Town Clerk, Deleia Hutcherson

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