

**AGENDA**  
**STONEVILLE TOWN COUNCIL**  
**Regular Meeting**  
**November 6, 2025 – 6:00 PM**  
**Council Chambers at 101 Smith St.**

**CALL TO ORDER – MAYOR GALVAN**

**PLEDGE OF ALLEGIANCE & INVOCATION**

**APPROVAL OF NOVEMBER 6, 2025 AGENDA**

**APPROVAL OF MINUTES**

1. Regular Meeting – October 7, 2025
2. Special Meeting – October 23, 2025

**PUBLIC HEARING**

1. Consideration of a rezoning request from applicant, Patrick Smith, to rezone a parcel identified as Tax PIN 794900018175 (1.6 AC +/-) from Mixed Zoning (Commercial/Residential Agriculture) to Residential Suburban.

**PUBLIC COMMENTS**

**OLD BUSINESS: NONE**

**NEW BUSINESS**

1. Consideration for the appointment of Maurice Price to the Planning Board/Board of Adjustment
2. Consideration of Code of Ethics and Conduct Policy for Governing Board
3. Consideration of Employee Christmas Bonuses
4. Consideration of Budget Amendment 110625

**TOWN ADMINISTRATOR REPORT**

**UPCOMING EVENTS**

Senior Bingo – Thursday, November 13<sup>th</sup> from 10:00 am – 12:00 pm, Vera Holland Center  
Christmas Tree Lighting - Friday, December 5<sup>th</sup> at 6:00 p.m., Holiday Market 5:00 p.m. – 7:00 p.m.  
Light the Night Christmas Parade – Saturday, December 6<sup>th</sup> at 5:00 p.m.

**NEXT COUNCIL MEETING – TUESDAY, DECEMBER 2, 2025, AT 6:00PM**

**CLOSING REMARKS BY MAYOR GALVAN**

**ADJOURNMENT**

**Stoneville Town Council**  
**Regular Meeting Minutes**  
**October 7, 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 Mary Ann Greer, 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 6:00 p.m. She announced the Council met at 5:00 p.m. for Closed Session pursuant to N.C.G.S. 143-318.11(a) (3) to Consult with the Town Attorney, (5) Instruct Negotiating Agent, and (6) Personnel.

**Agenda:** Mayor Galvan asked for a motion to approve the October 7, 2025 agenda with the following amendments: Add item 11 – Consideration of Budget Amendment for SKAT Bus Service in the amount of \$4,000 and add item 12 – Consideration to add a new Police Officer position, along with the consideration for a Budget Amendment to fund the position. Councilman Farmer made a motion to approve the amended October 7, 2025 agenda. Seconded by Councilman Thornton. Motion carried unanimously.

**Minutes:** Councilman Thornton made a motion to approve the regular meeting minutes from September 9, 2025. Seconded by Councilman Bennett. Motion carried unanimously.

**PUBLIC HEARING**

**Consideration of Text Amendments to Zoning Ordinance, Chapter 150: Building Regulations, Section 150.09 Non-Residential Maintenance Code** – Councilman Farmer made a motion to enter into Public Hearing. Seconded by Councilman Thornton. Motion carried unanimously. No public comments were presented. During discussion, it was noted that the Planning Board recommended increasing the associated penalty fee from \$100 to \$300. Councilman Thornton made a motion to close the Public Hearing. Councilman Shelton seconded. Motion carried unanimously.

**Consideration to adopt Ordinance O-2025-03 Amended the Town of Stoneville Zoning Ordinance, Chapter 150: Building Regulations, Section 150.09 Non-Residential Maintenance Code as presented by staff** – Councilman Farmer made a motion to approve Ordinance O-2025-03 as presented by staff, which includes the recommended change by the Planning Board. Councilwoman Smith seconded. Motion carried unanimously with a 5-0 vote. Copy incorporated into minutes.

**NEW BUSINESS**

**Update on Water/Sewer Infrastructure Grants** – Mr. Bill Lester of LKC Engineering provided a comprehensive update on the town's infrastructure projects totaling approximately \$5.6 million in grant funding. Projects discussed included the Highland Avenue booster pump station, miscellaneous capital improvements, the US Highway 220 and NC 770 Water Main Extension, and ongoing asset inventory assessments for the stormwater and wastewater systems. Mr. Lester reported that design phases were progressing well, permits were being finalized, and property acquisitions were near completion. He noted that the town's long-term investment and planning positioned it well for future funding opportunities. He stated that the estimated completion date for the water/sewer infrastructure projects was June 2027. Council members expressed appreciation for Mr. Lester's long-standing service and acknowledged the significant progress made through these infrastructure projects.

**Consideration of bid proposals for annual leaf collection** – The Town Administrator presented two bids for annual leaf collection (November–December): Tredway Lawn Care (\$9,785 for year one, \$10,029.63 for year two, and \$10,430.82 for year three) and Ray Harris Lawn Care (\$7,800 per year with no increase for the three years), both of Eden. It was noted that Tredway Lawn Care has provided dependable service for six years with no issues. After discussion comparing pricing and past performance, Councilman Farmer made a motion to award the three-year leaf collection contract to Tredway Lawn Care as presented by staff. Seconded by Councilman Thornton. Motion carried unanimously. Copy incorporated into minutes.

**Consideration of proposals for road paving project** – Mr. Byron Curry, Public Works Director, presented three bids for the town's paving project and recommended awarding the contract to Waugh Asphalt, the lowest responsible bidder, with a proposal of approximately \$366,645. Mr. Curry noted that the project would include milling and resurfacing with two inches of new asphalt and that work would likely begin in early spring. Council discussed coordination with the school system to minimize traffic disruptions and the reuse of millings for the Public Works parking area. A motion was made by Councilman Farmer to award the paving contract to Waugh Asphalt as presented by staff. Seconded by Councilman Thornton. Motion carried unanimously. Copy incorporated into minutes.

**Consideration of salary review for Public Works Technician** – Public Works Director, Byron Curry expressed his desire to move a Public Works Technician from a level 6 to a level 7 on the payment scale. A motion was made by Councilman Farmer to approve the salary adjustment as presented by staff. Councilwoman Smith seconded. Motion carried unanimously.

**Consideration of Resolution R-2025-13 Approving Financing for the Purchase of Two Police Vehicles Through Fidelity Bank and Authorizing Necessary Budget Amendments** – The Council reviewed Resolution R-2025-13, authorizing financing through Fidelity Bank for the purchase of two new police vehicles. The Town Administrator explained that approval was required to proceed with the Local Government Commission (LGC) for loan application consideration. A motion to approve Resolution R-2025-13 was made by Councilwoman Smith. Seconded by Councilman Thornton. Motion carried unanimously. Copy incorporated into minutes.

**Consideration to amend the Personnel Policy – addition of Section 32.030(i) for Hiring Procedures and Required Background Checks Upon Conditional Offer** – The Council considered an amendment to the personnel policy regarding background checks for employees working with youth, as required by new state regulations effective October 1, 2025. Councilman Farmer made a motion to approve the amendment to Section 32.030 as presented by staff. Seconded by Councilman Shelton. Motion carried unanimously. Copy incorporated into minutes.

**Consideration/Review of Compensatory Time for Exempt Employee – Section 32.081 Overtime Policy** - Council discussed the compensatory time policy for exempt employees, specifically regarding limits established during temporary staffing shortages in the Police Department. After discussion, Councilwoman Smith made a motion to table the item until the November 2025 meeting for further review and possible policy clarification. Seconded by Councilman Thornton. Motion carried unanimously. Copy incorporated into minutes.

**Consideration to amend the Personnel Policy – Section 32.081 Overtime Policy Compensation of non-exempt Police Officers – 86 hours versus 171 hours** – Council reviewed an amendment to Section 32-081 of the Personnel Policy aligning police officers' overtime calculations with a two-week pay period (86 hours) rather than the prior 28-day cycle (171 hours). This change ensures consistency and simplifies payroll processing. Councilman Farmer made a motion to approve the amendment as presented by staff. Seconded by Councilwoman Smith. Motion carried unanimously. Copy incorporated into minutes.

**Consideration to adopt Ordinance O-2025-04 Amending the Town of Stoneville Code of Ordinance Chapter 31 Parks and Recreation Advisory Board – Manager to Administrator and Section 31.088 (A) Membership from six (6) members to eight (8) members** – Council considered Ordinance O-2025-04, amending Chapter 31 of the Town Code to replace the title "Town Manager" with "Town Administrator" and increase the Parks and Recreation Advisory Board membership from six to eight members, converting two alternates to full-time members. A motion was made by Councilman Bennett to adopt the ordinance. Seconded by Councilman Shelton. Motion carried unanimously. Copy incorporated into minutes.

**Update from Finance Officer, Mary Ann Greer – new software, audit, reporting** – Finance Officer Mary Ann Greer presented an update on the transition from QuickBooks to Southern Software, a government-specific accounting platform. She reported that chart of accounts, budgets, and balances were successfully loaded and that this system allows for improved fund accounting and budget-to-actual tracking. The annual audit is underway, and reports are expected by late October or early November. Council discussed the benefit of providing the Finance Officer with a laptop for direct access to financial data during meetings, and staff confirmed they are working with VC3 to establish secure remote access.

**Consideration of Budget Amendment for SKAT Bus Service in the amount of \$4,000** - The Council reviewed a budget amendment for \$4,000 to fund the SKAT public transportation service, which had not been budgeted in recent years due to federal COVID-related funding.

A motion to approve the budget amendment was made by Councilman Farmer. Seconded by Councilwoman Smith. Motion carried unanimously. Copy incorporated into minutes.

**Consideration to add a new Police Officer position, along with the consideration for a Budget Amendment to fund the position** – Councilman Farmer made a motion to authorize the Town Administrator to proceed with hiring an additional police officer, including a budget amendment of \$45,000 from fund balance to cover salary and benefits for the remainder of the fiscal year. Seconded by Councilwoman Smith. Motion carried unanimously. Copy incorporated into minutes.

**Old Business:** None

**Public Comments:** None

**Town Administrator Report:** Town Administrator, Michael Sands discussed upcoming community events including the Lot 2540 Fall Event on October 25 and Downtown Trick-or-Treating on October 31 from 2:00–4:00 p.m. He provided an update on the bank building renovation, which is on track for completion by mid-November, with a possible soft opening in December and grand opening in January. He also noted a planned donation of a portrait of former Mayor Robert Potter Stone to the town for display in the Council chambers.

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

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

The meeting adjourned at 7:11 p.m.

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Mayor, Kathy Stanley-Galvan

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Town Clerk, Deleia Hutcherson

**Stoneville Town Council  
Special Meeting Minutes  
October 23, 2025  
9:00 a.m. – Council Chambers**

**Special Meeting**

Present were Mayor Kathy Stanley-Galvan, Council members Curt Bennett, Henry Thornton, Johnny Farmer, and Daisy Smith. Councilman Lee Shelton was absent (excused). Also present were Town Administrator Michael Sands, Finance Officer Mary Ann Greer, Town Clerk Deleia Hutcherson, and Town Attorney Eugene Russell.

**Call to Order:** Mayor Galvan called the meeting to order at 9:00 a.m.

Councilwoman Smith made a motion to approve the October 23, 2025 agenda. Councilman Thornton seconded. Motion carried unanimously.

**Special Meeting Items**

- 1. To hold a closed session pursuant to NCGS 143-318.11(a) (3) to Consult with the Town Attorney –** Councilman Thornton made a motion to go into closed session. Seconded by Councilman Bennett. Motion carried unanimously. Councilman Thornton made a motion to go out of closed session. Seconded by Councilwoman Smith. Motion carried unanimously.
- 2. Consideration of budget amendments 102325-1 through 102325-09 –** Councilman Farmer made a motion to approve all budget amendments as presented by staff. Seconded by Councilman Bennett. Motion carried unanimously. Copies incorporated into minutes.

Motion to adjourn made by Councilman Thornton. Seconded by Councilwoman Smith. Motion carried unanimously.

Meeting adjourned at 11:24 a.m.

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**Mayor, Kathy Stanley-Galvan**

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**Town Clerk, Deleia Hutcherson**