

AGENDA
STONEVILLE TOWN COUNCIL
5:00 PM *Closed Session §143-318.11(a)
(3) To Consult with Town Attorney
Regular Meeting
April 7, 2026 – 6:00 PM
Council Chambers at 101 Smith St.

CALL TO ORDER – MAYOR GALVAN

PLEDGE OF ALLEGIANCE & INVOCATION

APPROVAL OF APRIL 7, 2026 AGENDA

APPROVAL OF MINUTES

1. Regular Meeting – March 5, 2026
2. Special Meeting (Budget Retreat) – March 14, 2026

OLD BUSINESS: NONE

PUBLIC COMMENTS

NEW BUSINESS

1. Minimum Housing update and consideration of proposed next steps for 300 S. Glenn Street – Mr. Eric Clem, State Code Enforcement Officer
2. Consideration to approve Town Administrator Contract – Mayor Galvan
3. Consideration to amend Personnel Policy Section 32.030(i) Hiring Procedures – Add Requirement for Motor Vehicle Record Checks with guidelines and consent form.
4. Consideration of quotes for two (2) asphalt repairs - 111 Ponderosa Road and Priddy Road
5. Consideration of quotes to replumb the restrooms at Stoneville Memorial Park.
6. Consideration to solicit bids for Pocket Park renovations at 110 N. Henry Street.

TOWN ADMINISTRATOR REPORT

ANNOUNCEMENTS

- Senior Bingo – Thursday, April 9th from 10:00 a.m. – 12:00 p.m.
- Senior Breakfast – Saturday, April 11th from 8:00 a.m. – 10:00 a.m.
- Budget Work Session – Tuesday, April 14th at 6:00 p.m.
- Council Meeting – Tuesday, May 5th at 6:00 p.m.

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
Regular Meeting Minutes
March 5, 2026
6:00 PM – Council Chambers**

Regular Meeting

Members Present: Mayor Kathy Stanley-Galvan and Council members Jessica Smith, Curt Bennett, Henry Thornton, Daisy Smith, and Lee Shelton. Staff Present: Town Administrator Michael Sands, Finance Officer Mary Ann Greer, Town Clerk Deleia Hutcherson, Public Works Director Byron Curry, Police Chief Rebecca Dixon, 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, and (6) Personnel.

Agenda: Councilwoman Daisy Smith made a motion to approve the March 5, 2026 agenda. Seconded by Councilman Bennett. Motion carried unanimously.

Minutes: Councilwoman Daisy Smith made a motion to approve the February 3, 2026 regular meeting minutes. Seconded by Councilman Shelton. Motion carried unanimously.

Public Comments: Ms. Tina Dallas of 106 Glendale St, Stoneville, addressed the Council regarding a long-standing stormwater runoff issue in front of her home. She explained that a drain previously existed in the area, but after it was removed or covered, water began diverting into her yard. The resident attempted to mitigate the problem by installing curbing along the frontage of her property; however, this effort did not resolve the issue. She formally requested that the Town take action to correct the drainage concern.

By consensus, the Council directed the Town Administrator to collaborate with the Town Engineer and Public Works Director to evaluate and develop a potential solution. Ms. Dallas was also asked to provide any available photographs showing the former drain and documenting the runoff conditions during rainfall.

Ms. Tonya Wilson of 617 Stone Mountain Road, Stoneville, was also signed up to speak on the same matter. She indicated that the previous speaker had addressed her concerns and simply requested that the issue be addressed.

Old Business: None

New Business:

Audit Report for the Fiscal Year Ended June 30, 2025 – Mr. Tony Brewer, CPA, provided a detailed audit presentation focusing on financial performance indicators and reporting requirements associated with the Local Government Commission (LGC). The auditor explained

that the LGC updated reporting model now requires direct presentation of financial indicators to governing boards, ensuring greater transparency and awareness.

Particular attention was given to the Town's water and sewer fund, which reflected an indicator of concern related to unrestricted cash reserves. While the LGC recommends maintaining approximately two months (16%) of unrestricted reserves, the Town reported approximately 14.29%, reflecting improvement from the prior year but still slightly below the target threshold.

Council was advised that a formal response to the LGC is required within 60 days, signed by a majority of Council. The response must outline corrective actions and financial strategies. Improvements are anticipated due to recent rate adjustments and stabilization following prior infrastructure issues.

Discussion followed regarding fund balance practices, with clarification that excess revenues are retained in fund balance and used strategically for capital needs and emergencies. The auditor emphasized the importance of steady rate adjustments and proactive financial planning to avoid future deficiencies. Copy incorporated into minutes.

Consideration to contract with BerryDunn, a Parks and Recreation consulting firm - The Council considered a recommendation from the Parks and Recreation Advisory Board to contract with a professional consultant to develop a comprehensive Parks and Recreation Master Plan. The consulting cost would be \$30,000.

Presentations and input from the Advisory Board members highlighted the following:

- Increasing community demand for recreational programming and facilities.
- Existing infrastructure improvements at Memorial Park include fields, courts, shelters, and trails.
- Current administrative strain managing recreational activities without dedicated staff.
- Anticipated population growth and the need for long-term planning.
- The necessity of a formal plan to qualify for grant funding.

Speakers emphasized that the Town is at a critical growth point and must proactively plan for future recreational needs to support families and maintain community identity. It was mentioned that the proposed consultant would assist in developing a strategic master plan, positioning the Town for grant funding, and establishing long-term operational recommendations. Councilman Bennett made a motion to approve the recommendation of the advisory board and move forward with the consultant contract at a cost of \$30,000. Seconded by Councilman Thorton. Motion carried unanimously. Copy incorporated into minutes.

Consideration to adopt Resolution R-2026-04 Amending Date of Public Hearing on Annexation of Parcel 185849/Tax Pin 793919603137 - The Council considered a request from the applicant, Mr. Ken Mackovic, to amend the date of a previously scheduled public hearing due to preparation delays. Resolution R-2026-03 setting the April 7th public hearing date was

adopted at the February 3rd meeting. Councilman Thornton made a motion to approve Resolution R-2026-04 Amending the Annexation Public Hearing Date to May 5, 2026. Seconded by Councilwoman Daisy Smith. Motion carried unanimously. Copy incorporated into minutes.

Consideration to adopt a proposed Pornography Policy and a proposed Social Media Policy –

The Council agreed to consider both policies jointly. Town Administrator Michael Sands informed the Council that adoption of the Pornography Policy was required to be compliant with state law and a Social Media Policy was in the town's best interest to govern municipal communications. Discussions included compliance requirements under state statute, establishing clear guidelines for official Town social media usage, and ensuring consistency and protection of public communication practices. Councilwoman Daisy Smith made a motion to adopt the Pornography Policy and the Social Media Policy. Seconded by Councilman Thornton. Motion carried unanimously. Copies incorporated into minutes.

Consideration of code enforcement towing contract – Council considered approval of a towing contract to support code enforcement activities related to nuisance and abandoned vehicles. Town Administrator Michael Sands clarified that the contract applies strictly to code enforcement, not general law enforcement towing and the contractor is required to carry insurance coverage for damages. Councilwoman Jessica Smith made a motion to approve the Code Enforcement towing contract. Seconded by Councilman Shelton. Motion carried unanimously. Copy incorporated into minutes.

Consideration to adopt Ordinance O-2026-02 Declaring a Temporary Road Closure for the Annual Cruise In and Ordinance O-2026-03 Declaring a Temporary Road Closure for the Annual May Day Festival - The Council agreed to consider both ordinances jointly. Councilwoman Daisy Smith made a motion to approve Ordinance O-2026-02 and O-2026-03 for temporary road closures. Seconded by Councilman Thornton. Motion carried unanimously. Copies incorporated into minutes.

Town Administrator Report: Town Administrator Michael Sands announced upcoming events.

Mayor Galvan announced the next regular meeting scheduled for April 7, 2026.

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

The meeting adjourned at 8:01 p.m.

**Stoneville Town Council
Special Meeting Minutes
2025 Annual Budget Retreat
March 14, 2026
9:00 AM - Council Chambers**

Special Meeting

Members Present: Mayor Kathy Stanley-Galvan and Council members Jessica Smith, Henry Thornton, Curt Bennett, and Lee Shelton. Councilwoman Daisy Smith was absent (excused). Staff Present: Town Administrator Michael Sands, Finance Officer Mary Ann Greer, Town Clerk Deleia Hutcherson, Fire Chief Joel Freeman, and Police Chief Rebecca Dixon. Public Works Director Byron Curry was absent (excused)

Welcome: Mayor Galvan welcomed the assembly and called the meeting to order at 9:00am

Agenda: Councilman Thornton made a motion to approve the March 14, 2026 agenda. Councilwoman Jessica Smith seconded. Motion carried unanimously.

Department Budget Requests for 2026/2027

Public Works – Public Works Director, Byron Curry was unable to attend. Town Administrator Michael Sands presented on his behalf. The proposed budget maintains three full-time employees and includes projected cost-of-living and merit-based increases.

Discussion included increases in recycling costs tied to CPI (Consumer Price Index) adjustments. A capital allocation of approximately \$250,000 from fund balance was proposed for Phase 2 of the Town's street paving program. Council discussed the possibility of scaling back this allocation and redirecting funds toward smaller paving projects and prioritized sidewalk repairs.

The proposed budget also includes funding for the purchase of a salt spreader and a snowplow to improve the Town's preparedness for winter weather events.

Action items for next budget session include:

- Refine paving strategy and evaluate alternative funding levels.
- Develop prioritized sidewalk repair plan.
- Review leaf collection service dates for potential schedule adjustments.
- Consider creation of a contract labor line item for transparency.

Water

The proposed budget maintains one full-time position, 1 part-time position and proposes a new full-time billing clerk.

Discussion focused on anticipated water rate increases by the Town of Mayodan, estimated at approximately 20%. Mr. Sands informed the Council that Mayodan will not be able to provide

the actual rates until their audit review is approved. The rates are expected prior to the next budget session. Council acknowledged that local rate adjustments may be necessary to maintain fund balance requirements and ensure operational sustainability.

Operational increases were noted in utilities, internet services, and online payment processing. A capital request for a portable generator to ensure continuity of service at booster stations and other locations during power outages was also discussed, with consideration given to purchase versus rental options.

Action items for next budget session include:

- Monitor wholesale water rate adjustments and evaluate local rate impacts.
- Assess generator acquisition options.

Waste Water System

The Wastewater Fund budget was reviewed with projected increases aligned with water rate adjustments. Council discussed reduced capital outlay due to prior purchases and the need for continued investment in infrastructure maintenance.

A request for an additional staff position was discussed, along with increased costs for alarm monitoring and system maintenance. Council also reviewed the importance of establishing capital reserves for future lift station rehabilitation and separating on-call compensation into its own line item for improved transparency.

Action items for next budget session include:

- Evaluate staffing needs for wastewater operations.
- Continue building capital reserves for infrastructure improvements.

Public Buildings

Mr. Sands reviewed the Public Buildings budget, noting relatively stable operating costs with minor increases related to fuel and maintenance. The increase is primarily due to the addition of the new Public Works building. Capital projects funded in prior years were not carried forward, with ongoing improvements being managed annually.

Remaining grant-funded improvements to a Town-owned building were discussed, with direction to complete the project and close out associated accounts.

Police Department

Chief Rebecca Dixon engaged in a detailed discussion with the Council that focused on rising operational costs, compliance requirements, and long-term sustainability. She outlined increases in technology, communications, and software systems necessary to meet state and federal reporting requirements. A key topic of discussion was the implementation of an Early Warning System, required under recent legislation, to monitor officer activity and ensure accountability.

Chief Dixon presented the following requests for the upcoming budget year:

- Early Warning System
- New Full-Time Patrol Officer Position
- 2 New Vehicles
- Additional Equipment - handguns, ammo, half transport cages, flashlights, taser cartridges, scales, magazines, outside dog kennel with doghouse, ballistic vests, radar, and traffic equipment

Action items for next budget session include:

- Evaluate proposed increase in salaries line item.
- Review capital outlay strategy for vehicle replacement and other equipment.
- Monitor grant funding opportunities and requirements

Fire Department

Chief Joel Freeman presented his budget requests. The Fire Department budget prompted extensive discussion due to operational demands and significant capital needs.

The Fire Chief requested an increase in volunteer compensation from \$20 to \$25 per call to enhance recruitment and retention efforts in response to rising call volume. Council discussed the importance of maintaining strong volunteer participation. He also proposed increasing the tiered pay rate for part-time employees and introducing 12-hour shifts, seven days a week, to improve coverage during periods of high call volume. The Chief noted that the 12-hour shifts may overlap with existing 8-hour shifts and stated that he is continuing to evaluate scheduling options to determine the most effective approach.

A major focus was the anticipated replacement of a 26-year-old fire truck, with estimated costs nearing \$1 million. Council emphasized the importance of long-term capital planning and discussed establishing a reserve strategy to prepare for this expense. Grant opportunities and associated matching fund requirements were also reviewed.

Action items for next budget session include:

- Evaluate proposed increase in volunteer and part-time compensation.
- Develop capital reserve strategy for apparatus replacement.
- Monitor grant funding opportunities and requirements.

Parks & Recreation

Town Administrator Michael Sands presented the proposed budget items for review. The Council noted a significant increase in proposed expenditures compared to prior years. Members expressed concern regarding the sustainability of the requested funding levels and emphasized the need for prioritization. Mr. Sands explained that the notable increases in the proposed Parks and Recreation budget are primarily attributed to the transition from a part-time position to a full-time Director, including the associated salary and benefits.

He further noted that additional increases are related to park maintenance needs resulting from recent and planned renovations to equipment and facilities. Other proposed expenditures include funding for a potential July 4th celebration and events commemorating the Town of Stoneville's 150th anniversary.

Discussion included the potential for generating revenue through Town-hosted events, tournaments, and expanded programming. Council supported further exploration of these opportunities while ensuring compliance with applicable regulations.

The importance of maintaining existing facilities and focusing on core services was emphasized, with direction to prioritize maintenance before expanding programming.

Action items for next budget session include:

- Refine Parks and Recreation budget to align with available funding.
- Evaluate feasibility of revenue-generating programs and events.
- Prioritize maintenance of existing facilities.

Governing Board

Mr. Sands explained that the proposed budget expenditures are generally consistent with the current budget, and no significant changes of concern. There was discussion on the election related expense that will not impact the budget until the 2027/2028 fiscal year. Also, a proposed increase to the PEGG Grant expense was discussed, with clarification that these costs are offset by corresponding revenues.

Action items for next budget session include:

- Adjust election-related expense for the upcoming budget year.
- Review PEGG Grant expenditures as well as grant programming for this item.

Administration

The Administration budget was reviewed with a focus on staffing structure, cost allocation, and operational efficiency. A key adjustment includes consolidating administrative staff costs entirely within the Administration budget to improve transparency and consistency. Currently, the Town Clerk's position is allocated between Administration and Water/Sewer due to utility billing responsibilities. The proposed budget establishes a dedicated full-time Water/Sewer billing position.

Council emphasized the importance of maintaining strong administrative support while continuing to identify efficiencies.

Action items for next budget session include:

- Continue monitoring overtime and operational efficiency.
- Evaluate professional service contracts for cost effectiveness.

General Budget and Operational Discussion

Council discussed broader financial considerations, including:

- Improving transparency in contract labor tracking.
- Monitoring fuel usage and identifying cost-saving opportunities.
- Maintaining long-term sustainability of enterprise funds through rate planning and reserve development.

Staff was directed to incorporate Council feedback and return with updated budget proposals for further consideration at the next budget work session scheduled for April 14th at 6:00 p.m.

Councilman Lee Shelton excused himself from the meeting at 11:08 a.m.

Mayor Galvan announced the next budget work session scheduled for April 14, 2026, at 6:00 p.m.

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

Adjourned at 12:03 p.m.

Mayor, Kathy Stanley-Galvan

Town Clerk, Deleia Hutcherson