

AGENDA
Stoneville Town Council Meeting
April 3, 2018
7:00 PM

Call to Order-Mayor Craddock
Pledge of Allegiance
Invocation
Approval of Minutes from Last Meeting
Approval of Agenda

New Business:

1. **McMichael High School Robotics Team Presentation – Michael Mungaray, Kennedy Brandel, Zach Knight & Gabe Johnson**
 - a. **McMichael Robotics Team Proclamation – Mayor Craddock**
2. **Resolution of Support for Junior Achievement in Rockingham County Schools – Mayor Craddock**
3. **Parks & Recreation Advisory Board Report – Kim Kallam**
4. **Request to Use Stoneville Memorial Park for Fundraiser – Allen Light**
5. **Budget Amendment 4 – Joanna Dalton**
6. **First Draft FY 2018-2019 Budget Presentation – Ken Gamble**

Public Comments:

Old Business:

1. **USDA Project Update – Ken Gamble**
2. **2018 NCDENR Sewer System Inspection – Mark Malloy**
3. **Stoneville Fire Department Easter Egg Hunt Report – Tim Brown**

Town Manager Report:

1. **Rotary First Friday Concert – Friday April 6th 6p-10p**
2. **Bulky Item Pick-Up Week – April 9th – 13th**
3. **2018 Stoneville Cruise In – Friday April 20th**

Executive Session Into:

Executive Session Out Of:

Adjourn/Recess:

Stoneville Town Council
Meeting Minutes
March 6, 2018
7:00 PM

Present: Present were Mayor Ricky Craddock, Councilmen Chuck Hundley, Henry Thornton, Jerry Smith and Johnny Farmer. Mayor Pro tem Lori Armstrong was absent.

Also, present were Town Manager Ken Gamble, Human Resource/Finance Officer Joanna Dalton, Town Clerk Sherri Darnell, Police Chief Frank Moore, Police Captain Brandon Rivera, Police Officers Lee Edwards and Matt Michaels, Police Administrative Assistant Perry Webster, Public Works Director Mark Malloy and Town Attorney Lisa Arthur.

Welcome: Mayor Ricky Craddock welcomed the assembly. After the Pledge of Allegiance and Invocation, Mayor Craddock called the meeting to order.

Minutes: Mayor Ricky Craddock asked if there were any corrections to the minutes from the last meetings. With no corrections, Mayor Craddock asked for a motion to approve the minutes. Councilman Thornton made the motion. Councilman Hundley seconded the motion. Motion carried.

Agenda: Mayor Ricky Craddock asked for a motion to approve the Agenda. Town Manager Gamble stated that Item #4 Parks and Recreation Advisory Board Report would be carried over to the April meeting. Councilman Smith made the motion to approve the Agenda with this change. Councilman Thornton seconded the motion. Motion carried.

New Business:

¼ Cent Sales Tax Presentation:

Mike Dougherty, City of Eden and Mark Kinlaw, President of Rockingham Community College (RCC) presented the ¼ cent sales tax information, stating that all proceeds would go directly to RCC for buildings and workforce development. This referendum will be placed on the May 8th Primary Ballot. Copy incorporated into the minutes.

Resolution in Support of a ¼ Cent Sales Tax for Rockingham County:

Town Manager Gamble explained this resolution shows the Town's support of the tax and placement on the May 8, 2018 Primary Ballot for Rockingham County voters. Mayor Craddock asked for a motion of approval. Councilman Farmer made the motion to approve the resolution. Councilman Smith seconded. Copy incorporated into the minutes.

SES PTA Request to Use Stoneville Memorial Park for Spring Carnival:

Mr. Raymond Bruins made the request on behalf of the PTA to use Stoneville Memorial Park for the Stoneville Elementary School (SES) Spring Carnival; setup on Friday, April 27th and all day on April 28th. Mr. Bruins requested that the fee be waived for this event. Town Manager Gamble explained that in keeping with state laws, the Town should execute into an agreement with SES PTA to run the Spring Carnival for the Town. After some discussion, Councilman Farmer made the motion to execute the agreement allowing the SES PTA to hold the carnival at the park and pay the deposit to be refunded if no damage to the park has occurred. Councilman Thornton seconded the motion. Motion carried.

Appointment of Parks & Recreation Advisory Board Member:

Town Manager Gamble explained that board member Tommy Wright is unable to serve the remainder of his term and the P&R Board has recommended Curt Bennett to fill the vacancy until the end of the term. Councilman Hundley made the motion to approve this appointment. Councilman Smith seconded. Motion carried.

FY 2017/2018 Auditor Contract:

Finance Officer Dalton explained that the contract for the 2017/2018 fiscal year is for \$17,820.00. There will be an additional \$3,000.00 fee to provide a single audit due to the amounts brought in by grants that we have received. Councilman Smith made the motion to approve the contract. Councilman Thornton seconded. Copy incorporated into the minutes.

Request to Reduce Water Bill:

Town Manager Gamble explained that Mr. Jerry Richardson had turned the water off upon leaving the property in November with a planned return in March 2018. During the January 16th meter reading, Public Works noticed water running out of the property and pulled the meter. The lost water amounted to 107,370 gallons. After speaking with Mr. Richardson, Town Manager Gamble asked Mr. Richardson to pay the past due balances and the cost of the water for a total of \$356.40. A motion to approve this agreement was made by Councilman Thornton. Councilman Smith seconded. Motion carried.

Public Comments:

Mr. Mike Manuel asked Council to allow the Aaron Manuel Memorial Cruise-In again for this year. By consensus, Council agreed to this annual event.

Old Business:

1.3 M CDBG Infrastructure Grant Awarded:

Town Manager Gamble announced that the NC Water Infrastructure Authority has approved the 1.3M CDBG grant that was submitted in September 2017. The 100% grant will allow replacement of sewer lines on Duncan, Kellam, Highland, Roberts, N. Glenn and W. Matthews streets. Town Engineer Bill Lester will also be looking into the cost of replacing water lines since the streets have to be dug up during the project. Copy of incorporated into the minutes.

Fire Department ISO Inspection Report:

Fire Chief Brown informed Council that the inspection was a huge success and he would like to thank all officers and others that were involved. Chief Brown stated that the final results of the inspection should be delivered in around 60 days.

Town Manager's Report:

Town Manager Gamble stated the Stoneville Fire Department Annual Easter Egg Hunt will be held at Stoneville Memorial Park on Saturday, March 31st from 2pm to 3pm.

The Rotary First Friday Concert will be held on Friday, April 6th from 6pm to 10 pm.

Bulk item pick up week will be April 9th through April 13th.

2018 Aaron Manuel Cruise-In will be April 20th from 5pm to 8pm.

Executive Session:

Mayor Craddock asked for motion to enter into executive session. Councilman Thornton made the motion. Councilman Smith seconded. Motion carried.

Regular Session:

Upon return to regular session, Mayor Craddock announced that a personnel matter was discussed and that a one-time 5% bonus was being awarded to Town Manager Gamble.

Councilman Hundley expressed gratitude and thanked our Police Department in their swift response and capture of the individual that robbed the bank.

Councilman Hundley also questioned the levels of water that are stored in both tanks. Public Works director Malloy explained the tank levels to all in attendance.

Adjourn:

Mayor Craddock asked for a motion of adjournment. Councilman Thornton made the motion. Councilman Hundley seconded. Motion carried.



Proclamation

Honoring McMichael High School Robotics Teams Crowned North Carolina Champions in the Vex Robotics Competition

WHEREAS, VEX Robotics Competitions bring STEM skills to life by tasking teams of students with designing and building a robot to play against other teams in a game-based engineering challenge where classroom STEM concepts are put to the test as students learn lifelong skills in teamwork, leadership and communications; and

WHEREAS, Tournaments are held year-round at the regional, state, and national levels and culminate at the VEX Robotics World Championship each April and McMichael High School robotics teams participated in regional competitions and secured spots for five teams to compete at the North Carolina state championship on March 10, 2018 in Concord; and

WHEREAS, All five McMichael High School robotics teams made it through to the elimination round through great teamwork and building alliances with other competing teams; and

WHEREAS, Teams 2777V (Zach Knight, Gabe Johnson, Cole Hopkins, Etienne Lambert, Rey Maldonado Dorantes) and 2777W (Michael Mungaray, Kennedy Brandel, Khalil Ngom, CJ Yarber, Jared Pruitt) marched to the finals and were crowned North Carolina champions. They will compete at the Vex Robotics World Championship April 25-28, 2018 in Louisville, Kentucky. This is the third consecutive year that McMichael High School robotics teams have been crowned North Carolina champions.

NOW, THEREFORE, I, Ricky Craddock, Mayor of the Town of Stoneville, on behalf of the Stoneville Town Council, wish to express our congratulations and pride for the hard work and accomplishments of the McMichael High School robotics teams and the dedicated teachers who work with them.

In witness whereof I have hereunto set my hand and seal on this 3rd day of April, 2018

Ricky Craddock, Mayor _____

Attest: _____

Sherri Darnell, CMC, NCCMC Town Clerk



R-2018-02

**RESOLUTION OF SUPPORT FOR THE JUNIOR ACHIEVEMENT PROGRAM
IN ROCKINGHAM COUNTY SCHOOLS**

WHEREAS, the Junior Achievement organization was established in 1919 by forging relationships with local businesses and the schools to improve economic development; and

WHEREAS, Junior Achievement is an invaluable addition to the curriculum of Rockingham County's Schools as the Junior Achievement program seeks to expand upon economic development to also add workforce development and entrepreneurship concepts in the classroom; and

WHEREAS, Junior Achievement is widely respected and valued for providing experiences at an early age to young students that promote the skills, understanding and perspectives needed to succeed in a global economy; and

WHEREAS, those skills learned help our young to become productive contributing members of society because JA believes in the boundless potential of young people; and

WHEREAS, Junior Achievement is so uniquely successful because it partners with local industries to instill in young students financial literacy, work readiness and entrepreneurship;

NOW, THEREFORE, BE IT RESOLVED, that the Town of Stoneville believes in the importance of a strong Junior Achievement program in the Rockingham County Schools and their goal of instilling in young students the values and concepts that will not only make them better suited to go out into the workforce upon graduation but also to help make the Town of Stoneville and Rockingham County a place ideally primed for economic development.

This the 3rd of April, 2018.

Ricky Craddock, Mayor

ATTEST:

Sherri Darnell CMC, NCCMC, Town Clerk

EVENT CONTRACT

This Agreement made and entered into this the ____ day of _____, 2018, by and between the Town of Stoneville, North Carolina, hereinafter referred to as "Town" and _____, hereinafter referred to as the "Event Coordinator".

WINTNESETH

WHEREAS, the Town is desirous of responsible parties to plan, organize and establish festivals and other public events to attract visitors, promote commerce, strengthen community organizations and improve the quality of life of our residents; and

WHEREAS, the Event Coordinator wishes to hold a _____ at _____ on _____.

NOW, THEREFORE, it is agreed as follows:

1. DEFINITIONS:

- a. **EVENT DATE(S) & TIME(S):** Date(s) and time(s) requested by the Event Coordinator for set-up, event activities and breakdown. The date(s) and time(s) to be reserved on the master calendar at Stoneville Town Hall for the sole use of the Event Coordinator.
- b. **EVENT FACILITY:** Stoneville Memorial Park including parking lot, shelters, stage, concession stand, bathrooms and baseball field.
- c. **DEPOSIT:** The Event Coordinator shall submit a \$100 deposit before the date(s) and time(s) requested are added to the master calendar at Town Hall. No reservation shall be held without a deposit. The deposit shall be refunded only after the Event when Town staff have inspected the facility and determined all required maintenance has been performed and there are no damages.
- d. **REQUIRED MAINTENANCE:** The removal of all trash from the grounds of the Event Facility. Repair of any damage to the grounds, stage, shelters, bathrooms and concession area.

2. TERM:

The term of this Agreement shall begin with event set-up on _____ ("Commencement Date") and continue through the event and breakdown on _____. There is / is not a rain date scheduled for the event. The rain date _____.

3. POINT OF CONTACT:

All dealings, contacts, etc., between the Event Coordinator and the Town shall be directed by the Event Coordinator to the Town Manager or the designee of the Town Manager.

EVENT CONTRACT

4. TELEPHONE CONTACT:

The Event Coordinator shall provide a telephone number where Event Coordinator may be contacted without charge. Calls to the Event Coordinator should be returned the same day, but no later than the next business day following a call.

5. COMPENSATION:

The Event Coordinator shall compensate the Town for reservation and sole use of the Event Facility by assuming all costs of the event, including but not limited to, planning, organizing, setting-up, delivering and breaking-down.

6. SUBSTITUTIONS

Event Coordinator may request a date / time substitution if they are unable to utilize the Event Facility due to weather, staffing, scheduling or other conflicts. Substitutions may be made only when the Event Facility is available and the Event Coordinator's activity does not impede or interfere with a scheduled event in another part of Stoneville Memorial Park.

7. INDEMNITY:

Event Coordinator shall indemnify and save harmless the Town, its officers, agents, servants, and employees, from and against all suits, actions, legal proceedings, claims, demands, damages, costs, expenses and attorneys' fees to the extent resulting from a willful or negligent act or omission of the Event Coordinator, its officers, agents, servants, and employees in the performance of this Agreement; provided, however, that the Event Coordinator shall not be liable for any suits, actions, legal proceedings, claims, demands, damages, costs, expenses and attorneys' fees arising out of the award of this Agreement or for willful or negligent act of omission of the Town, its officers, agents, servants and employees.

8. INSURANCE:

Event Coordinator shall obtain, at their own expense, general liability event insurance with a minimum coverage amount of \$1,000,000. The Town of Stoneville shall be listed as an additional insured for the date(s) of the event at the Event Facility.

9. NOTICE:

A letter addressed and sent certified United States Mail to either party at the business address specified shall be sufficient notice whenever required for any purpose in

EVENT CONTRACT

this Contract. Also, the address designated at this address may be changed from time to time by written notice sent by Certified U.S. Mail as provided herein:

Town: Town Manager
 Town of Stoneville
 101 Smith Street
 Stoneville, NC 27048

Event Coordinator:

10. MODIFICATION:

This Contract constitutes the entire contract and understanding between the parties hereto, and it shall not be considered modified, altered, changed or amended in any respect unless in writing and signed by the parties hereto.

11. COMPLIANCE WITH LAWS:

The Event Coordinator shall conduct operations under this Contract in compliance with all applicable laws, provided, however, that the terms of this Contract shall govern the obligations of the Event Coordinator where conflicting ordinances exists.

12. LAW TO GOVERN:

This Contract shall be governed by the laws of the State of North Carolina both as interpretation and performance.

This Agreement shall inure to the benefit of and be binding upon the successors and permitted assigns of the parties hereto.

IN WITNESS WHEREOF, this Agreement has been executed in duplicate original on the day and in the year first above mentioned.

EVENT CONTRACT

**THE TOWN OF STONEVILLE,
NORTH CAROLINA**

Witness

BY: _____
ITS: Town Manager

Witness

BY: _____
ITS: Self

BE IT ORDAINED by the Governing Board of the Town of Stoneville, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018:

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

<u>Account</u> <u>Number</u>		<u>Increase</u>	<u>Decrease</u>
4340399	FD - Miscellaneous	\$525	
4500399	PW- Miscellaneous	\$3425	

This will result in an increase of \$3,950 in the expenditures of the General Fund. To provide for the change in expenditures, the following revenues will be increased:

<u>Account</u> <u>Number</u>		<u>Decrease</u>	<u>Increase</u>
3434414	FD - Other Revenue		\$525
3836820	Sale of Surplus		\$3425

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Finance Officer for their direction.

Adopted this _____ day of _____, 2018.

Town Clerk

Mayor



Town of Stoneville

1st Draft of FY 18-19 Budget
April 3, 2018

GF Budget Snap Shot - Revenues

- Ad Valorem
 - \$33,541
 - (Current Year + Tax & Tag)
- Sales Tax
 - \$12,681
 - (Annexations + $44 * 524$)
- Restricted Fund Balance Transfer
 - \$23,000
 - (McMichael & Cemetery)



GF Budget Snapshot - Stressors

- Intergovernmental Revenues
 - **\$15,261 – 10% Decrease**
 - **HOLD HARMLESS**
- Restricted Revenues
 - **\$24,000 – 8% Decrease**
 - **GRANTS**
- Single Audit
 - **\$3700 + 2% Increase**
- Liability Insurance
 - **\$2,177 + 5% Increase**
- Health Insurance
 - **\$5,243– 10% Increase**
- Workers' Compensation
 - **\$672 + 5% Increase**

2018-2019 Budget Process

- Department GF Budget Requests
 - \$1,282,754
- Manager Recommended GF Expenditures
 - \$1,247,170
 - Cut \$35,584 (2.8%) to Balance
- FY18-19 Spending vs FY17-18
 - \$31,601 Increase (2.5%) Over FY17-18
 - \$13,432 Restricted Fund Transfer – 43%
 - \$16,669 401K Contribution / 5% Raise for PD – 53%
 - \$1,500 Fire Call Pay Increase – 4%

2018 – 2019 First Draft Budget

- ⦿ GF Revenues (No Tax or Rate Increase)

- \$1,247,170

- ⦿ GF Expenditures

- \$1,247.170

- ⦿ Additional Revenues Needed

- **\$0**

Funding Priorities



Impact of GF Revenue Increases vs. Increased Costs

Increased Revenue - \$69,222

-

Increased Costs - \$51,053

\$18,169

(Surplus – Staff Retention)

Staff Retention

○ 401K Retirement Contribution

- Stoneville Only Municipality in Rockingham County That Doesn't Offer Benefit

○ 5% Town Contribution

- Full Time Police Officers Receive a 5% Pay Raise Since Town Already Contributes 5%

○ Cost: GF- \$16,669 EF- \$3,350

Staff Retention

- Volunteer Fire Fighter Pay
 - Currently Paid \$2.00 per Call
 - 6.25% Increase to Fire Call Pay - \$1,500
 - New Pay Rate \$2.25 per Call
- Maintain High Quality-Low Cost Health Insurance Coverage w/ Higher Coverage Option
- Continue to Invest in Training and Professional Development to Build Internal Capacity

Community Investment

- Small Town Main Street Program
 - \$2,550
- SKAT Bus Local Match
 - \$3,650
- Downtown Façade Program
 - \$2,500
- Community Economic Development Dues
 - \$1000



PD Recruitment and Retention

- Take Home Car Program
 - 2018-2019 - \$25,000
 - Add 1 Vehicle to Fleet
 - PD Seeking USDA & McMichael Funding



PD Uniforms

- \$1,000.00 Increase



PD Vehicle Maintenance

- \$1,000.00 Increase

- Aging Fleet

- 2014 Dodge – 10,000 miles (Chief)
- 2014 Dodge – 58,000 miles (Captain)
- 2014 Dodge – 96,264 miles (Shared Patrol)
- 2010 Dodge – 129,203 miles (Shared Patrol)

FD Air Pack Replacement



- NFPA 1852
- Replace 2 Units
FY18-19 / 6 FY19-20 /
6 FY20-21 / 7 FY21-22
- Cost **\$168,000**
(7,000 Each)
- Seek McMichael &
State Matching
Grants to Fund

FD Chief Vehicle / Reserve Squad

- All Weather Response
- Double Duty as Reserve Squad
- \$25,000 Fire Tax Reserve and Remainder Grant Funded
- Operating Costs - \$3000 Annually



Public Works Cemetery

- \$6500 Increase
 - Operational Costs
 - Restricted Fund Balance Transfer



Fund Balance



- Increase Fund Balance
 - Loan Repayment \$24,000
- Conservative Expenditure Management
 - 2% Budget Reserve \$25,500

Water-Sewer

○ Priorities

- Infrastructure Improvements
- Staff Retention



Infrastructure Improvements & Maintenance

- Sewer System Rehabilitation and Replacement
 - \$2,678,000 - USDA
 - \$813,000 Town Match
- CDBG Northwest Stoneville Sewer Rehabilitation
 - \$1,300,000 Grant
 - \$0 Match
- Digital Water Meter Project
 - \$237,835
- Water & Sewer System Maintenance
 - \$33,000



USDA Project

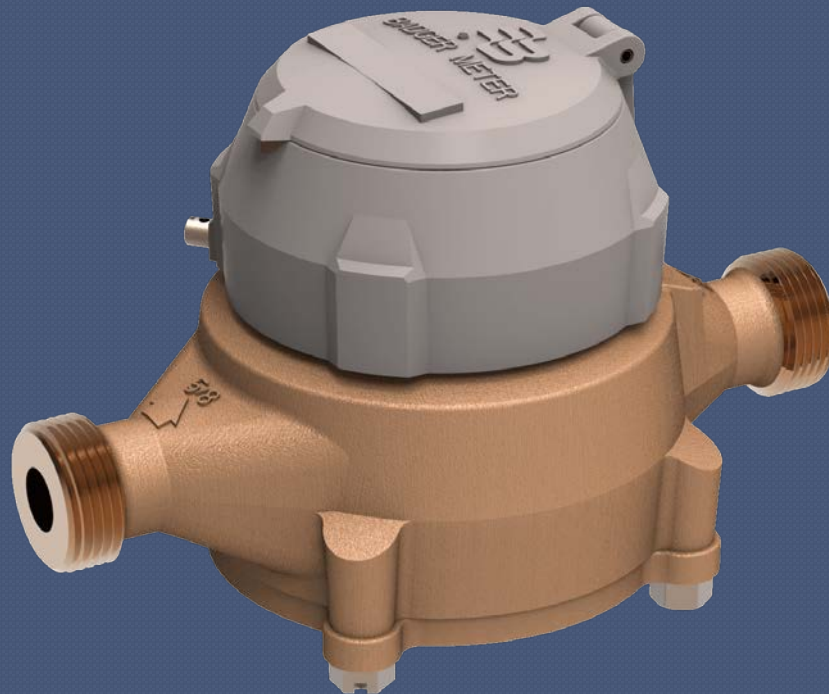
- **USDA Sanitary Sewer Replacement and Rehabilitation FY17-18 & FY18-19**
 - CCTV and Cleaning 6150lf Sewer
 - Replace 7600lf Sewer
 - Replace 4750lf Force Main
 - Cure in Place 6250lf Sewer
 - Replace 46 Manholes
 - Upgrade Church Street Pumping Station
 - Correct PP Drainage Issues Between Mebane & Hundley
 - \$2,678,000 (1,865,000 Grant)

CDBG Project

- Northwest Stoneville Sewer Replacement
 - Dalton, Kellam, Highland, Glenn & W. Matthews
 - 4,500 lf of New Sewer Line
 - Road Resurfacing

Digital Meter Project

- Case for Full Meter Replacement and Transition to Cellular Read Technology



Water Loss



- Unaccounted and Unbilled Water
 - 2017 - 33%
 - \$31,479 Additional System Expenditures
 - \$156,502 Lost W&S Revenue Annually at Inside Rates

Meters

- **Malfunctioning / Inoperable Meters**
 - 80% of Water Sold is for Residential Use
 - Percentage of “Low Flow” Captured Essential
 - Results of 2017 & 2018 Bench Tests
 - 2017 – 38% “Failed” – Below 80%
 - 2018 – 36% Failed – Below 80%



Replacing Meters Works

○ Stoneville Elementary School

- Meter Refreshment in 2016
- Account Revenue Increased \$5199

○ Replacing Old / Inoperable Meters

- Approximately \$3,500
- \$5,000 in Additional
Revenues



BEACON AMA powered by ORION

Originally introduced in 2002 as a mobile AMR system for Water and Gas Utilities

Over 3,500 Utility Customers with more than 9 million endpoints successfully deployed

Field proven reliability with less than a 1/2 of 1% return rate

Fixed network, Cellular and Migratable endpoints offer utilities even more options and flexibility



Turn-Key Project Cost

- ◎ **\$237,835 Estimate**

- **Includes**

- New Badger Cellular Read Meters
- Contractor Installation
- Data Transfer

- ◎ **Bill $\frac{1}{4}$ of Current Water Loss**

- Approximately \$40,000 W&S Charges Annually
- Project Pays for Itself in 6 Years

Funding

○ No System Debt

- Reimbursed Pre-Pays on USDA - \$79,229
- Balance of Matthews Outfall Project Ordinance - \$9100
- Enterprise Fund Balance Transfer - \$147,506

Questions

