

**AGENDA**  
**Stoneville Town Council Meeting**  
**October 4, 2016**  
**7:00 PM**

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

**New Business:**

1. Law Enforcement and Emergency Services Appreciation Week Resolution – Mayor Craddock
2. Appointments to Board of Trustees of Local Firemen’s Relief Fund – Chief Brown
3. FY16-17 Budget Amendment 1 – Joanna Dalton

**Public Comments:**

**Old Business:**

**Town Manager Report:**

1. Ad Valorem Revenue Update
2. 4<sup>th</sup> of July Committee Report
3. Senior Appreciation Breakfast Report
4. Fall Festival Report
5. Water Meter Pilot Project Update
6. Sustainable Utility Management 01-14-17 / 9a-3p

**Executive Session Into:**

**Executive Session Out Of:**

**Adjourn/Recess:**

**Stoneville Town Council  
Public Hearing and  
Regular Meeting Minutes  
September 6, 2016  
7:00 PM**

**Present:** Present were Mayor Ricky Craddock, Mayor Pro-tem Chuck Hundley, Councilwoman Lori Armstrong, Councilmen Bill Farris, Henry Thornton and Jerry Smith.

Also present were Town Manager Kenneth Gamble, Human Resource/Finance Officer Joanna Dalton, Town Clerk Sherri Darnell, Public Works Director Mark Malloy, Police Administrative Assistant Perry Webster, Town Engineer Bill Lester and Town Attorney Travis Martin.

**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. Councilwoman Armstrong made the motion to approve the minutes. Mayor Pro-tem Hundley seconded the motion. Motion carried.

**Agenda:** Mayor Ricky Craddock asked if there were any adjustments to the originally submitted Agenda. Town Manager Gamble asked to move Item #1 under New Business to #1 on the Agenda. With this change Mayor Craddock asked for a motion to approve the Agenda. Councilman Farris made the motion to approve the Agenda. Councilman Smith seconded the motion. Motion carried.

**Presentation of Flag:** Representative Kyle Hall presented Councilman Thornton with a NC State flag that had been flown over the Capital building in Raleigh and a Proclamation for receiving the Governor's Medallion Award for Volunteer Service.

**Public Hearing:** Mayor Craddock asked for a motion to open the public hearing for the Application by the Town of Stoneville for Funding Under the Housing and Community Development Act of 1974 (CDBG) as Amended. Councilwoman Armstrong made the motion. Mayor Pro-tem Hundley seconded the motion. Motion carried.

Town Engineer Lester read the script in its entirety, outlining the project and what is required to obtain this funding. Floor was then opened for public comments. No one had any comments. Copy incorporated into the minutes.

Mayor Craddock asked for a motion to close the public hearing. Councilman Farris made the motion. Councilman Thornton seconded. Motion carried.

**New Business:**

**CDBG Resolution:**

Town Engineer Lester provided the Resolution naming Mayor Craddock and Town Manager Gamble as Authorized Officials. Mayor Craddock then asked for a motion to accept this resolution. Councilman Smith made the motion. Mayor Pro-tem Hundley seconded. Motion carried. Copy incorporated into the minutes.

**10 Year Water –Sewer CIP:**

Town Manager Gamble stated that this is also a requirement that the CDBG project be included and the CIP should be stretched for 10 years rather than 5. After some discussion, Councilman Farris made the motion to accept this planning document. Councilman Smith seconded. Motion carried. Copy incorporated into the minutes.

**Recess:** Mayor Craddock then asked for a motion for a 10 minute recess in order for the Clerk to prepare minutes for this segment of the meeting. Councilman Smith made the motion. Mayor Pro-tem Hundley seconded. Motion carried.

**Return to Regular Session:**

Mayor Craddock asked for a motion to return to regular session. Mayor Pro-tem Hundley made the motion. Councilman Thornton seconded. Motion carried.

**Approval of Minutes for CDBG Public Hearing:**

Mayor Craddock asked if there were any corrections to the submitted minutes. With no corrections, Mayor Craddock asked for a motion to approve these minutes. Councilwoman Armstrong made the motion. Councilman Farris seconded. Motion carried. Copy Incorporated into the minutes.

**Public Hearings:**

Mayor Craddock asked for a motion to open the public hearing for the Bobby and Marie Stanley annexation requests. Councilwoman Armstrong made the motion. Councilman Thornton seconded. Motion carried.

Mr. Bobby Stanley was the only person signed up to speak regarding having his 3 parcels annexed into the corporate limits. Town Manager Gamble stated that he recommended, if the Council wishes, the two contiguous parcels to be annexed with an effective date of September 30, 2016.

Town Manager Gamble stated that non-contiguous property, if the Council wishes, should be annexed with an effective date of June 30, 2017.

Mayor Craddock asked for a motion to close the public hearing for the Bobby Stanley annexation requests. Councilman Thornton made the motion. Councilman Farris seconded. Motion carried.

Mayor Craddock asked for a motion to open the public hearing for the Southern View Mobile Home Park owned by Mr. Paul Ewing. Councilman Thornton made the motion. Councilwoman Armstrong seconded. Motion carried.

Mr. Paul Ewing was the only person signed up to speak regarding the annexation. Town

Manager Gamble stated that he recommend that Mr. Ewing change the type of water meters used in the park and amend the agreement with the Town. Mr. Ewing stated it would not be a problem.

Town Manager Gamble stated that we would have to postpone any annexation ordinance vote until the meters and the agreement had been completed.

Mayor Craddock asked for a motion to close the public hearing for Southern View Mobile Home Park. Councilman Thornton made the motion. Councilman Farris seconded. Motion carried.

Mayor Craddock asked for a motion to open the public hearing for Church Street Mobile Home Park owned by Mr. Jared White. Councilman Smith made the motion. Mayor Pro-tem Hundley seconded. Motion carried.

Mr. Jared White was in attendance to answer any questions that may come up.

Town Manager Gamble stated that Mr. White had agreed to install a new master meter and participate in the pilot program that we will be discussing later in the meeting. Mr. Gamble also recommended an annexation date of June 30, 2017, if the Council so chooses, and the master meter would have to be installed prior to any vote on the annexation ordinance is installed prior to that date.

Mayor Craddock asked for a motion to close the public hearing. Councilman Smith made the motion. Councilman Thornton seconded. Motion carried. Copies incorporated into the minutes.

**Annexation Ordinances:**

**Ordinance O-2016-04:**

Mr. Gamble stated for consideration of O-2016-04 for Bobby and Marie Stanley's contiguous parcels to be effective September 30, 2016. Mayor Pro-tem Hundley made the motion to adopt this ordinance to be effective September 30, 2016. Councilman Smith seconded. Motion carried. Copy incorporated into the minutes.

**Ordinance O-2016-05:**

Mr. Gamble stated for consideration of O-2016-05 for Bobby and Marie Stanley's non-contiguous parcel to be effective June 30, 2017. Mayor Pro-tem Hundley made the motion to adopt this ordinance with the effective date of June 30, 2017. Councilman Farris seconded. Motion carried. Copy incorporated into the minutes.

**Ordinance O-2016-06 and Ordinance O-2016-07:**

Mayor Pro-tem Hundley made the motion to table these ordinances until the issues are resolved. Councilwoman Armstrong seconded the motion. Motion carried.

After more discussion, Ordinance O-2016-06 was amended by Mayor Pro-tem Hundley's motion to have this ordinance effective December 31, 2016 and seconded by Councilman Farris. Motion carried.

**Proclamation of Constitution and Citizenship Day:**

Mayor Craddock read the proclamation and asked for a motion to accept this proclamation. Councilman Smith made the motion. Mayor Pro-tem Hundley seconded. Motion carried. Copy incorporated into the minutes.

**Amendment to Schedule of Fees 2016-2017:**

Town Manager Gamble stated that due to the reduction in fees for recycling, a revised schedule of fees needs to be adopted. Councilman Farris made the motion. Councilman Thornton seconded. Motion carried. Copy incorporated into the minutes.

**Request to Waive Fees for Use of Stoneville Memorial Park:**

Robert Stanley requested the use of the entire Stoneville Memorial Park for a benefit for the Burroughs's family to be held on October 1, 2016 and waive all fees. After much discussion, Councilman Farris made the motion to allow this benefit and waive all fees. Councilman Thornton seconded the motion. Motion carried.

**Clean Water Budget Amendment:**

Finance Officer Dalton stated when the Council authorized the use of \$87,000.00 Fund Balance to cover the local match for the project with an extra \$9,000.00 in contingency funds the original project ordinance was not amended to reflect the contingency amount. Therefore, this amendment would need to be accepted in order to follow proper accounting practices. Mayor Pro-tem Hundley made the motion to accept the amendment. Councilman Thornton seconded. Motion carried. Copy incorporated into the minutes.

**Water Meter Replacement Pilot Project:**

Town Manager Gamble presented the pilot project program stating that this would be the first step in managing our water loss problem. Mr. Gamble stated that this project would begin with 10 meters with cellular technology being installed and tested in the field. He also stated that if this technology works well we would be partnering with other municipalities to write a joint grant to implement this system. Therefore, saving staff time when reading and generating the bills. Copy incorporated into the minutes.

**Public Comments:** Mr. Bobby Stanley spoke regarding water and sewer rates and how losing industry has negatively impacted our Town.

**Town Manager's Report:**

Town Manager Gamble reported that the 4<sup>th</sup> of July committee had its first meeting and is working on a July 4<sup>th</sup> event at Stoneville Memorial Park ending with a fireworks show. The Stoneville Rotary Club has agreed to organize and put on a morning parade to honor our veterans. The committee will meet again on September 19<sup>th</sup> at 5:30 pm. Our 3<sup>rd</sup> Annual Senior Appreciation Breakfast will be held Saturday, September 10<sup>th</sup> at the Vera Holland Center from 7 AM to 11 AM. Our last Cruise-In for this year will be Friday, September 10<sup>th</sup> from 5 PM until 8 PM. Our Fall Festival will be held Saturday, September 24, 2016 from 9 AM until 6 PM.

**Executive Session:**

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

**Regular Session:**

Mayor Craddock asked for a motion to return to regular session. Mayor Pro tem Hundley made the motion. Councilman Farris seconded. Motion carried.

Mayor Craddock stated that during executive session economic development matters were discussed with no action taken.

**Adjourn:**

Mayor Craddock asked for a motion to adjourn the meeting. Councilman Farris made the motion. Councilman Smith seconded the motion. Motion carried.

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Mayor Ricky Craddock

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Town Clerk Sherri Darnell

## Public Hearing Meeting Minutes

**September 6, 2016**  
**Town of Stoneville**  
**Stoneville Town Hall**

The Town Council for the Town of Stoneville held a public hearing on September 6, 2016, for providing explanation and description of the 2016 North Carolina Department of Environmental Quality (DEQ) Community Development Block – Infrastructure Grant (CDBG-I). Council members present were: Mayor Ricky Craddock, Mayor Pro-Tem Chuck Hundley, Jerry Smith, Henry (Camp) Thornton, Billy Farris and Lori Evans Armstrong.

Bill Lester, Jr., P.E., Principal at LKC Engineering, PLLC was present to discuss the purpose of the public hearing for the Town of Stoneville's CDBG-I funding application. Bill Lester stated that the purpose of the public hearing was to obtain citizen's views and to respond to funding proposals and answer any questions posed by citizens. Bill Lester also stated that the public hearing must cover the Town's community development needs, development of the proposed activities, and a review of program compliance before the submission of the Town's CDBG-I funding application to the state of the North Carolina.

The Town proposes requesting funding from NCDEQ'S CDBG-I program for the Sanitary Sewer System Rehabilitation project. The purpose of the CDBG-I grant program are:

To improve the quality of life for low to moderate income people by providing a safe, clean environment and clean drinking water through water and sewer infrastructure improvements and extensions of service.

- To benefit a residential area where at least 51% of the beneficiaries are low to moderate income as defined by the United States Department of Housing and Urban Development.
- To perform eligible activities.
- To minimize displacement, and
- Provide displacement assistance as necessary.

For the fiscal year of the CDBG-I funding available is expected to be \$26 million with the maximum available grant \$2.0 million over a 3 year period. Applications for funding are received on September 30, 2016.

The CDBG program is able to fund a wide variety of community development activities. The State of North Carolina has chosen to fund two activities: water and sewer infrastructure, and economic development projects that lead to job creation or retention. The infrastructure program, or CDBG-I program can fund a range of water and sewer infrastructure and economic development activities, including, but not limited to the, following:

Water:

- Projects that resolve water loss in distribution systems.
- Projects that extend public water to areas with contaminated wells.
- Projects that extend water lines to areas with dry wells.
- Projects that assist with low water pressure in public water systems.
- Projects that regionalize two or more water systems.
- Project that rehabilitate or replace a water treatment plant.

Wastewater:

- Projects that resolve inflow and infiltration to collection systems and surcharges from pumps stations and manholes.
- Projects that extent public sewer to areas with failed septic tanks.
- Projects that rehabilitate a wastewater treatment plant to allow for greater efficiency/compliance with regulations.

The Town is seeking an amount in CDBG-I funds not to exceed \$1,240,000 for the Sanitary Sewer System Rehabilitation project. The purpose of the Town's request is to complete a sanitary sewer system rehabilitation project that will eliminate inflow and infiltration from the Town's wastewater collection system.

The project proposed by the Town of Stoneville is identified in the Town's Capital Improvement Plan in in the current 2016/2017 budget planning period. Informal community meetings were held in the project area to inform citizens of the potential project, and get feedback from the residents.

A total of 100% of the CDBG- I funding will be used to benefit Low to Moderate Income (LMI) people. The project area in the Town of Stoneville has been determined to have an income survey area of 82.9%. The project area includes N. Henry Street, Highland Avenue, Kellam Street, Dalton Street and Roberts Street. The range of activities covered by the CDBG-I funds for the Sanitary Sewer System Rehabilitation Project includes:

- Construction.
- Environmental Review
- Engineering Design
- Construction Administration and observation.
- Legal activities.
- Surveying.
- Grant Administration.

If the Town of Stoneville is awarded a CDBG-I grant, the town is required to adhere to federal procurement requirements and other federal regulations which include:



- American with Disabilities Act/Section 504 Survey
- Davis-Bacon & Related Labor Acts
- Adoption/Submittal of a Citizen's Participation Plan
- Adoption/Submittal of an Equal Opportunity Plan
- Adoption/Submittal of a Fair Housing Plan
- Adoption/Submittal of a Language Access Plan
- Adoption/Submittal of a Relocation Assistance Plan
- Adoption/Submittal of a Section 3 Plan
- Excess Force Provision

The State of North Carolina requires that if the Town of Stoneville receives CDBG grant funding that the town will certify that they will comply with the requirements of the general displacement and relocation policy for CDBG grant funding. This policy assists low to moderate income people with costs associated with relocation or displacement, should such relocation become necessary due to the project activities. CDBG funds can be used for those costs, if necessary. If no displacement and relocation will occur as a result of the proposed CDBG grant activity, then the Town of Stoneville confirms that during this public hearing.

In the past, the Town has applied for and received funding for several CDBG projects. The Town has successfully completed and closed out all projects with no findings or concerns. Following is a summary of the completed projects:

- 2009 - CDBG Economic Development  
\$375,000 grant award – Sewer Improvements to serve Sans Technical Fibers
- 2002 – CDBG Infrastructure  
\$750,000 grant award – Sewer Improvements - US 220 Business
- 2001 – CDBG Economic Development  
\$705,000 grant award – Sewer Improvements to serve Southern Finishing
- 1998 – CDBG Disaster Recovery  
\$98,250 grant award – Disaster Recovery from Tornado
- 1996 – CDBG Scattered Site Housing  
\$465,000 grant award – Housing rehabilitation to LMI households


The Town will submit its CDBG-I application for the Sanitary Sewer System Rehabilitation project on September 30, 2016. The CDBG-I application will be available for review during normal business hours at Stoneville Town Hall, 101 Smith Street, Stoneville, NC 27048. Additional information is available by contacting Mr. Ken Gamble, Town Manager of the Town of Stoneville at 336-573-9393.

Motion was made by Councilman Bill Farris and seconded by Councilman Henry Thornton to close the public hearing. Motion carried and public hearing was closed.

Motion was made by Councilman Jerry Smith and seconded by Councilman Chuck Hundley to recess the meeting for the Town Clerk to properly execute and certify minutes of the Public Hearing. Motion carried.

September 6, 2016

  
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Mayor

  
\_\_\_\_\_  
Town Clerk





## RESOLUTION

### "LAW ENFORCEMENT AND EMERGENCY SERVICES APPRECIATION WEEK"

WHEREAS, the Council of the Town of Stoneville would like to show their appreciation to the dedicated Law Enforcement and Emergency Services personnel in Rockingham County, including the Stoneville Police Department and other Municipal Police Officers, Sheriffs' Department, Emergency Medical Services employees, Judges, District Attorney's Office employees, Magistrates, the Clerk of Court, Firefighters (Paid and Volunteer), 911 Communications employees, Rescue Squads, and North Carolina State Highway Patrol officers, all of whom bravely and selflessly risk their lives every day to provide protection, aid and to improve the quality of life and safety of Rockingham County citizens; and,

WHEREAS, Law Enforcement and Emergency Services put on their badges and go to work to protect the lives and property of Rockingham County residents, thereby choosing to expose themselves to known and unknown dangers on a daily basis; and,

WHEREAS, Law Enforcement and Emergency Services are committed to continued training, skill enhancement, and inter-agency coordination, which makes them vital members of our communities and county; and

WHEREAS, Law Enforcement and Emergency Services work tirelessly and selflessly for the residents of Rockingham County, regardless of any personal peril and hazard, fulfilling their mission "To Protect and To Serve."

NOW, THEREFORE, in honor and appreciation of the invaluable service provided by Law Enforcement and Emergency Services in Rockingham County, the Stoneville Town Council, resolves that the first week of October is "Law Enforcement and Emergency Services Appreciation Week" in Rockingham County and the Town of Stoneville encourages its citizens to show their respect and gratitude for those who carry out the critical role of protecting and ensuring public safety for us all.

This the 4th day of October, 2016.

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Ricky Craddock, Mayor

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Sherri Darnell, Town Clerk

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, 2017:

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

<u>Account Number</u>		<u>Increase</u>	<u>Decrease</u>
4310399	PD Misc. (USDA 2014 Car Grant)	\$1,103.23	
4340299	FD Special Account Expense	\$6,950.00	
4340550	FD Capital Outlay (Equipment)		\$14,520.00

This will result in a decrease of \$6,466.77 in the expenditures of the General Fund. To provide for the change in expenditures, the following revenues will be increased/decreased:

<u>Account Number</u>		<u>Decrease</u>	<u>Increase</u>
3431890	PD Misc. (USDA 2014 Car Reimbursement)		\$1,103.23
3434890	FD Special Revenue (Sale of Squad)		\$6,950.00
3434890	FD State Grant (OSFM)	\$14,520.00	

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 \_\_\_\_\_, 2017.

\_\_\_\_\_  
Town Clerk

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Mayor