

Town of Walnut Cove

BOARD OF COMMISSIONERS

MEETING MINUTES

May 14, 2019

Mayor Charles Mitchell-absent

Commissioners Present:

Elwood Mabe-Mayor Pro Tem

Danny Hairston

Thomas Mitchell

Charles Byron

Staff present:

Town Manager Kim Greenwood

Town Clerk Amanda Bryant

The meeting was called to order at 7:09 PM at the Walnut Cove Senior Center by Mayor Pro Tem Elwood Mabe. Wesley Durrell gave the invocation following which Wesley Durrell led in pledging allegiance to the American flag.

ANNOUNCEMENTS-

- a. The Cove Group; Tuesday, June 10th, 2019. Oma's Coffee Shop at 6:30 pm.
- b. Walnut Cove Volunteer Fire Dept.; Regular Meeting. 7:00pm. Thursday, June 6, 2019. Walnut Cove Fire Department
- c. Walnut Cove Board of Commissioners; Regular Meeting. Tuesday, June 11, 2019. Walnut Cove Senior Center.
- d. Town Recycling; 05/17/2019 and 5/31/2019
- e. Springfest. May 18, 2019. 10a.m. to 3p.m.

PUBLIC COMMENTS – 0

ADJUSTMENTS/CORRECTIONS TO THE AGENDA-

1. Town Manager Greenwood stated we would need to table Item c under new business. Dr. Burchell could not make it to the meeting tonight.

A motion was made by Commissioner Byron to accept the adjustments/corrections to the agenda. The motion was seconded by Commissioner Mitchell. Motion carried unanimously.

Consent Agenda

- a. Review and approve April 9, 2019 and Budget Retreat minutes from April 12, 2019 minutes.
 - a. The following corrections to the minutes:
 - i. April 9, 2019 Public Comments Mitzi Britt cruise in on April 6th for the Stokes County Spring Games Special Olympics on April 26th at West Stokes High School starting at 9am.

A motion was made by Commissioner Hairston to approve and accept the March 12, 2019 and the April 2, 2019 minutes. The motion was seconded by Commissioner Byron. The motion carried unanimously.

OLD BUSINESS-

- a. Public Hearing and Submittal of Budget Ordinance 2019/2020.
 1. Mr. Greenwood stated we need a public hearing date for the Budget Ordinance for the 2019/2020 Fiscal year. He proposed the date of June 11, 2019 at 7 p.m.
 2. Commissioner Byron asked about the asterisks on page 3 section 3. Mr. Greenwood explained the asterisks was on there by mistake and would remove it.

A motion was made by Commissioner Byron to set the Public Hearing date for June 11, 2019. The motion was seconded by Commissioner Mitchell. Motion carried unanimously.

New Business

a. Rodney Montgomery (new business)

- a. Town Manager Greenwood directed the floor to Rodney Montgomery. Mr. Montgomery was there to represent Good Old Days Car wash, a nonprofit business they are hoping to open in Walnut Cove behind Family Pharmacy.
- b. The purpose of the business is to provide the opportunity for young men and women who have special needs and cannot gain employment. These individuals have a hard time gaining employment or companies who offered these services are no longer available.
- c. Mr. Montgomery stated they are currently seeking grants and donations to help fund the renovations to the property at Family Pharmacy. The building currently has a concrete pad but they will need to renovate the building by adding some interior walls, HVAC, handicap bathroom and ramp. The total cost comes to ~\$11k. Mr. Montgomery is seeking 1/3 of their renovation cost which comes to \$3000.00 as part of the startup cost.
- d. Commissioner Byron stated he knows Rodney and Sheri Montgomery they are good people and give a lot of time and resources to the community. Their track record speaks for themselves. Commissioner Byron asked if they were an established 501 C, Mr. Montgomery directed the Board to Jeff Pratt Board member who stated they should have the 501 c any day now; they applied for it in mid-March. Commissioner Byron asked once you have your funding how soon do you hope to open? Mr. Montgomery stated they are hoping to open mid to late summer.

A motion was made by Commissioner Byron to give the Good Old Days Car Wash \$3000.00. The motion was seconded by Commissioner Mitchell. Motion carried unanimously.

b. Water Contract with Stokes Water Authority

- a. Town Manager Greenwood stated by signing the contract with the Stokes County Water Authority would save the Town money. Currently we purchase water on a month to month basis which ends up being ~ 1 million gallons of water. Mr. Greenwood stated once we reach the 1-million-gallon quantity the price will reduce. The contract will be effective May 15, 2019 he also noted that if either party wishes to terminate the contract, they will need to provide a written 24-month notice.
- b. Commissioner Byron asked how vital the 24 month is verses a 12 month contract. If the Town was to install a new well. Mr. Greenwood replied the 24-month contract is a standard contract to give both parties the opportunity to accommodate for the fiscal year. Commissioner Byron asked if there were other towns that were currently under a contract of which the answer was no. Commissioner Byron continued if we sign the contract will we still need to install a new well? Mr. Greenwood stated yes due to Parkdale uses 45% of the water alone. Mr. Greenwood also included the Town always buys 1 million gallons of water. Commissioner Byron asked if Town Attorney Ann Rowe has reviewed the contract which Mr. Greenwood stated she had.

Commissioner Byron made a motion to sign the contract with Stokes County Water Authority. The motion was seconded by Commissioner Mitchell. Motion carried unanimously.

c. Wastewater Treatment Plant Update

- a. As stated in the consent agenda Dr. Burchell could not attend tonight's meeting to provide an update on the Wastewater Treatment plant. Mr. Greenwood reviewed the information passed on to him and provided an update.
- b. They have completed the refilling on Friday and the water is almost clear. They want to keep the aerators going all the time until the electricians can come in, we currently have the

old-style fuse system but a new one needs to be installed. The duckweeds in the ponds oxygenate the pond.

d. ABC Store Resolution

- a. Marian Tilley, Director of the Walnut Cove ABC store contacted Town Manager Greenwood regarding HB 971. The new house bill which is currently in the NC House would privatize the retail sell of spirituous liquors and dismantle the current ABC Store system operated by the state.
- b. In the resolution the town maintains many advantages to keeping our current system of sale and distribution of spirituous liquors and recommends the approval of the resolution.
- c. Commissioner Byron asked who the resolution would be submitted to. Town Manager Greenwood stated it would be submitted to the house committee as an effort to stop before it starts.

A motion was made by Commissioner Byron to approve the ABC resolution. The motion was seconded by Commissioner Hairston. Motion carried unanimously.

e. Employee Rate Adjustment

- a. Due to Bobby Sisk still in the hospital our Public Works director has had to step in and has inherited the duties of ORC. Mark is an exempt employee and cannot receive overtime or compensatory time. He is responsible for maintaining the well testing and upkeep, distribution, collection, and now, the WWTP.
- b. Town Manager Greenwood recommends to the board an increase of \$1 per hour in salary due to the increased work responsibilities. No other Town employee has the license to operate our duel system. If we were to give him a bonus it is taxed differently. We cannot hire someone to replace Bobby because of his FMLA.

- c. Commissioner Byron asked if it is appropriate to have this discussion in an open meeting. Town Clerk Amanda Bryant stated it only needs to be a closed session when discussing hiring, termination etc. The pay rate of an employee is public record. Commissioner Mabe asked if this was only until the position can be filled. Town Manager Greenwood stated yes the FMLA paperwork prevents us from hiring another employee to fill Bobby's position. Commissioner Byron asked if we could cross train someone. Mr. Greenwood stated Will Shirley will begin taking classes in August. Mr. Greenwood also told the Board he had been in contact with a gentleman from Duke Power who is retired and has the license and experience for the position on a part time basis.
- d. Commissioner Hairston asked how many part time employees we currently have. Of which Mr. Greenwood stated we have one part time and another to begin on Monday May 20, 2019. These employees can only obtain 24 hours per week. Commissioner Hairston continued asking if it was not possible to hold Bobby's position but hire another full-time employee. Mr. Greenwood stated we do not have the funds to hire a full-time employee and include their benefits package. Commissioner Hairston asked if Mr. Greenwood can post the part time positions again, which he stated he would.

A motion was made by Commissioner Byron to increase the pay rate of Mark Bowman by \$1.00 per hour. The motion was seconded by Commissioner Hairston. Motion carried unanimously.

f. Consideration of changing Webpage design

- a. Town Manager Greenwood directed the Board to Town Clerk Amanda Bryant. Mrs. Bryant presented the Board a quote from Revize webpage designers for a new Town website. The current website is not user friendly, difficult to update and does not allow us to include meeting minutes, ordinances etc., without deleting previous items that have been added.

- b. She explained the cost initially would be \$3175 to begin with but after the set up the cost would be \$1675.00 annually.

A motion was made by Commissioner Byron to approve the new website through Revize. The motion was seconded by Commissioner Hairston. Motion carried unanimously.

g. The Cove Group (update on progress of project)

- a. Commissioner Byron presented the Board with a presentation and update on the improvements to Cove Square. Instead of the process taking 2 years as anticipated they have almost completed the entire upgrade. He explained there is a lot of momentum with many citizens within town as well as an eagerness to get Cove Square usable.
- b. Commissioner Byron explained they have applied for 5 different grants and this years Springfest has a record number of vendors. They will hold a ribbon cutting Thursday at 12. Cove Square has had a lot of volunteers donating time, money and resources such as Rodney Montgomery and Charlie from Charlie's Trading Post.
- c. Commissioner Byron request \$8000.00 from the Town Improvement line. In his presentation he provided a spreadsheet with their actual cost compared to the estimated cost. The current upgrades were estimated to cost the Cove Group \$47,378.00 but due to donations and volunteer hours they have only spent \$11,988.00. Their goal is to have everything up and in place and host events by midsummer.
- d. Commissioner Hairston stated Commissioner Byron talks good when he wants money; he also asked if the Cove Group didn't have money in their budget for the upgrades. Commissioner Byron stated they have less than \$3000 and they have overextended themselves because of the cost to file for 501 C and Springfest.
- e. Commissioner Mitchell asked about bathrooms of which Commissioner Byron stated that is in phase 2 the dream would be for the Town to buy the dentist office and turn it into Town Hall with public restrooms a part of the building

plan. Commissioner Byron stated for Springfest they will have multiple port a potty's.

A motion was made by Commissioner Hairston to approve the grant for \$8000.00 for the Cove Group. The motion was seconded by Commissioner Mitchell. Motion carried with a 3-1 vote, with Commissioner Mabe dissenting.

h. Walnut Cove Fire Dept. Contract

- a. Town Manager Greenwood stated it was brought to his attention the contract the Town holds with the Walnut Cove Fire Department was not completed for the 2019 year.
- b. The contract ends 6/30/19 or 6/30/20 unless both parties agree to dissolve the contract before the expiration date.

Commissioner Byron made a motion to sign the Walnut Cove Fire Department contract. The motion was seconded by Commissioner Mitchell. Motion carried unanimously.

Town Managers Report

- a. The License Plate office profit sheet is attached. Our folks had a very good April and I am proud of their success. We anticipate some changes with the state as they plan to move the DMV headquarters to Rocky Mount, NC. This will not directly impact us except for disrupting our services for a couple of days.
- b. The Public Works On-call sheet is attached. We are pleased that Bobby Sisk, our ORC is at the Walnut Cove Rehab in room 146. He is doing well and in good spirits.
- c. The Spring/Summer Banners along Main St. have been installed.
- d. The leak on Main St. remains in the process of repair.
- e. Public Works has most of the yard waste collected and our new process seems to be working well. We will hopefully have the post cards with yard waste instructions mailed to the residents within days.

- f. We have reached out to a different engineer to complete our Water mapping system. The RWA is backlogged and may be awhile before they can begin our mapping.
- g. The Independence Day fireworks celebration plans have been completed.
- h. The posting for Town Manager is listed on our webpage and has been advertised in the Stokes News.

General Concerns of the Board

- a. Commissioner Mabe asked about the stating date for the roundabouts of which we were waiting for an update.
- b. Wesley Durrell wanted to remind the Board they do not have an ETJ member for the Planning Board. Christine Boles spoke up and asked what she needed to do to become a planning board member. She stated she was in Town limits. Town Manager Greenwood stated she would have to be approved by the Board in order to become a planning board member to fill the vacant spot.

Commissioner Hairston made a motion to accept Christine Boles as the planning Board member. Motion was seconded by Commissioner Byron. Motion carried unanimously.

A motion was made by Commissioner Hairston to adjourn the meeting. The motion was seconded by Commissioner Byron.

Meeting adjourned at 8:37pm.

 Elwood Mabe
 Mayor Pro Tem

 Amanda Bryant
 Town Clerk

 Date

 Date