

**Town of Walnut Cove
Board of Commissioner Meeting
May 12, 2020
Meeting Minutes**

Members Present:

Nellie Brown – Mayor
Elwood Mabe – Commissioner
Thomas Mitchell – Commissioner
Joe Bennett – Commissioner
Kim Greenwood – Town Manager
Amanda Bryant – Town Clerk

Members Absent:

Danny Hairston – Commissioner
Ann Rowe – Town Attorney

Meeting Call to Order: Mayor Brown called the meeting to order @ 7:00pm.

Pledge of Allegiance: Mayor Brown

Invocation: Wesley Durrell

Announcements:

Walnut Cove Board of Commissioners Meeting, June 9, 2020 @ 7PM – Walnut Cove Senior Center.

Walnut Cove Volunteer Fire Department, Monthly Meeting. Thursday, June 4, 2020 @ 7PM.

The Cove Group. June 2, 2020 at 6:30PM – Walnut Cove Library.

Town Recycling: May 15, 2020 and May 29, 2020

Planning & Zoning Board Meeting, May 21, 2020- Walnut Cove Library.

Adjustments to Agenda

Town Manager Greenwood presented the Board with information regarding the Coronavirus Relief Fund

Motion was made by Commissioner Bennett to accept the adjustments to the agenda, the motion was seconded by Commissioner Mabe. Motion carried unanimously.

Public Comments – 3 (submitted by email to Mayor Brown, presented by Town Clerk Bryant)

1. Doug Davis-1084 Crestview Drive, Walnut Cove: Resident addressed with the Mayor there was a water leak at the meter on the property.

2. Curtis Smith 612 Broad Street, Walnut Cove: Was asked if Duke Energy could cut the trees from the Power lines on Broad street, on the right side of Broad street coming from the nursing home. All the trees on Broad street need to be cut back, in addition the speed bump on Broad street if they could be painted in yellow with reflector lights.

3. Sabrina Martin 1053 Kingwood Court, Walnut Cove: the neighbor of this home has a large dog fence in the front yard about a 5x10 fence. Citizen stated they are sick of looking at and having to watch the dog using the bathroom. The neighbor is renting the home.

1. Consent Agenda

Approval of Minutes from March 10, 2020

A motion was made by Commissioner Mabe to accept the minutes from the March 10, 2020 meeting. The motion was seconded by Commissioner Bennett. Motion carried unanimously

2. Old Business

A. Sweepstakes Moratorium Update

Town Manager Greenwood explained due to Covid-19 Attorney Ann Rowe's office has been shut down and they have been unable to discuss the possibility of a moratorium for Sweepstakes businesses. He suggested they table this item until the June meeting.

3. New Business

a. Consideration of Town Fireworks

Town Manager Greenwood stated a lot of the local municipalities are cancelling their 4th of July fireworks celebration due to the Covid-19. He explained the Town must put up a deposit to the fireworks company. The Lions Club which hosts the celebration each year is unsure if they can obtain the permits as well as host the event due to the current State regulations. He recommends the Board cancels this year's Fireworks celebration. Commissioner Mabe asked if this could be put on the Town's website as well as Facebook, of which Bryant stated it would be.

A motion was made by Commissioner Mabe to cancel the 2020, 4th of July Fireworks celebration. The motion was seconded by Commissioner Bennett. Motion carried unanimously.

b. Introduction of 2020-2021 Town Budget (attachment B)

Town Manager Greenwood presented the Board a handout to review regarding the proposed budget for the 2020-2021 fiscal year. He reviewed a few of the highlights of the new budget including: no tax rate increase, no water/sewer rate increase, the revenues for the new year to increase approximately 7% in property tax, 2% water/sewer and 15% tag office revenue increases. Town Manager Greenwood stated we are blessed with an increase budget with no adjustments, other towns are trying to meet budgetary needs and we can slightly extend our budget to do some needed work. Town Manager Greenwood noted the second section of the proposal which included a list of monies that will be appropriated for various projects including: purchasing land and engineering fees for a new town hall, work to be completed at London park, additional street lighting and the anticipation of paying off the library loan within the next two years.

c. NC Forest Service (Arbor Day) (attachment C)

Town Manager Greenwood received an email from Jonathan Young asking the Town to consider becoming involved in the Tree City USA program. This program in which the Town will host an Arbor Day event, will help the Town protect and manage trees and potentially open opportunities for Urban Forestry Grants. The Town will have some requirements in order to participate in the Tree City USA program such as hosting an Arbor Day Event, create an advisory Board for tree management within the Town, develop a budget for tree care, create a tree protection ordinance, a management plan for tree care within Town limits and have staff devoted to tree care. Town Manager Greenwood recommended the Board consider becoming part of the Tree City USA program. Mayor Brown stated we would be the first in the area and would provide a lot of opportunities for the Town. Town Manager Greenwood stated yes, we would be the first in the area and this seems very doable for the Town. Commissioner

Bennett stated he thought it sounded great. Commissioner Mabe asked if Jonathan Young is the same one as the one in Danbury, Town Manager Greenwood stated he was not sure. Town Manager Greenwood stated he would add a line item to the proposed budget for the Tree City USA program.

d. Coronavirus Relief Fund (attachment D)

Town Manager Greenwood informed the Board of a conference call he and Town Clerk Bryant will be participating in on May 19th. This conference call will be with Kyle Hall, Jake Oakley Stokes County manager, Homer Dearmin of the City of King and other members of the County to discuss the stimulus money the state will give to help provide relief of the Covid-19 epidemic. This money is federal grant money to help counties and municipalities.

e. Budget Retreat Dates

Dates were discussed and it was decided to hold the Budget retreat for the 2020-2021 fiscal year on June 5th at the Walnut Cove Library.

4. Departmental Reports

Administration

I have included in your packet the guidelines that the Town has adopted regarding the spreading of germs in concern of the “coronavirus”. These guidelines are those recommended by PTRC on March 5, 2020. Please see the attached email from Duke Energy for those interested in the program in Charlotte in April. The email includes invitation to the Electric Power Research Institute on April 6-9. The tickets are free for all government employees. Town Manager Greenwood provided a detail on the Fire Lane Enforcement at Ingles Shopping Center. There was a lot of concern with citizens parking in the fire lane at the Ingles shopping center, the Town received a complaint from the Stokes County Sheriff’s Office. The Town installed signs and the Sheriff’s office has been enforcing the restrictions. Also, Town Manager Greenwood stated he has been unable to post the advertisement for the Engineering Ad for the USDA Loan requirements due to the Covid-19. Town Manager Greenwood directed the Board’s attention to Cory Willoughby the new coding and zoning enforcement officer, commenting on the wonderful job Cory is doing. He explained the new system Cory has put in place regarding organizing files, following up on complaints and navigating new protocols. Cory stated he appreciated the opportunity and wanted to give the Board an update. Currently he is in the process of finishing sorting and organizing files left from Bradley. He is trying to make sure all previous issues have been addressed as well as any new ones that have arisen. He has had many phone calls regarding the burnt houses on Main Street but cannot find any paperwork following the Town ordinances addressing the issues, he is having to start the process over from the beginning. As for complaints he has had 2 regarding yards that need to be mowed. Of the two complaints one has been addressed and the other has not. Mayor Brown thanked Cory for the good things he is doing and appreciates his work.

License Plate Office

Our tag office continues to report outstanding results. Sandra Rogers and her staff continue to provide excellent customer service and very good profits.

DMV Transactions:	\$14,103.64
Notary:	<u>\$ 2,612.00</u>
Net Profit:	\$16, 715.64

Ms. Rogers and Ms. McHone will be in IRP class beginning March 23rd.

Public Works

We had most of the potholes filled last month. With spring, we are doing our own mowing. We use two part-time folks two days a week for mowing and weed eating only. It is actually cheaper to hire a couple of part timers rather than contract mowers. We have finished with the OSHA audit at the WWTP in late February. We have neared compliance on all items of concern they have listed. The annual well inspections with Dept. of Environment/Walker Keel was completed last week. All well audits went well with no violations. The On-Call list is attached for the next three months. The spring banners have replaced the Winter banners along Main. Street.

Town Manager Greenwood stated some items of interest: O’Rielly’s Auto Parts is nearing completion. They anticipate opening in late May. He has spoken with various groups that want to recognize the high School Seniors, either by signs or some type of parade. The Town will accommodate as much as possible. I know it is disappointing for the seniors with no recognition of their graduation.

5. Items of General Concern

Mayor Brown provided some statistical updates on the Covid-19. There are a lot of changes in the industries now with numbers increasing daily. The number of new cases increased by 27 in just one day. She appreciates everything Stokes County has done and the way they have handled the Covid-19. She appreciates the way the Town has handled the situation. Also, a thank you to our First Responders and the Town staff for the service to the community. She is heartbroken for our seniors. Mayor Brown feels there is nothing to panic about but because of the virus she has personally seen a decrease in orders at Mother Murphy’s, but the FDA is getting up and running.

Commissioner Mabe stated the parade for the residents at the nursing home was very nice. Town Manager Greenwood stated the Town employees got to visit with Bobby Sisk for a few minutes yesterday, and we are in high hopes he will be able to move into his own home very soon.

Commissioner Bennett made a motion to adjourn the meeting. The motion was seconded by Commissioner Mitchell. Motion carried unanimously.

6. Meeting adjourned at 8:07PM

Nellie Brown, Mayor

Amanda Bryant, Town Clerk

Date

Date