



**REGULAR
MEETING *MINUTES*
MAYODAN TOWN COUNCIL
July 14, 2025
6:00 p.m.
James A. Collins Municipal Building**

MAYOR AND COUNCIL PRESENT:

Mayor Dwight Lake
Melanie Barnes
Letitia Goard
John Miller
Buck Shelton

ABSENT:

Doug Cardwell

STAFF PRESENT:

Town Attorney Eugene Russell
Town Manager Melody Shuler
Town Clerk Sarah Hopper

The Mayodan Town Council met at 6:00 pm on July 14, 2025, in the Council room of the James A. Collins Municipal Building, and with a quorum present, Mayor Lake called the meeting to order.

INVOCATION:

Invocation by Dovan Furstenburg of Redemption Point.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Mayor and Town Council members.

PUBLIC COMMENTS:

No one wished to speak.

APPROVAL OF CONSENT ITEMS:

A. Approval of Minutes

- 1) Agenda Meeting Minutes of June 5, 2025**
- 2) Regular Meeting Minutes of June 9, 2025**

Motion by Councilmember Barnes, seconded by Councilmember Miller, to approve the consent Agenda, as presented.

Ayes: Councilmembers Barnes, Goard, Miller, and Shelton

Nays: None

Motion carried unanimously

Mayor Lake acknowledged Abner Bullins with Rockingham County Clerk of Court being at the Town Council meeting.

PUBLIC HEARING:

A. Public Hearing and Consideration of Rezoning 123 & 127 Turner Road from R-12 to R-6 Residential

Steve Aheron, with BS & J Builders/Rental, Inc., applicant is requesting to rezone three parcels totaling 7.53 acres on Turner Road from R-12 (medium-density residential) to R-6 (high-density residential). The current R-12 zoning allows single-family dwellings and compatible uses on 12,000 sq. ft. lots, permitting two duplexes by right on Parcel #119775. The proposed R-6 zoning would maintain that allowance but support a higher-density development pattern with potential for additional duplexes under a special use permit. The site is surrounded by both residential (R-12) and industrial (M-1) zoning and is served by municipal water and sewer. According to the 2013 Future Land Use Map, two of the three parcels (119729 and 119776) are designated for high-density residential use, while one (119775) is designated for low-density. Staff finds the request compatible with surrounding uses and infrastructure, and the Planning & Zoning Board recommended approval in a 5–1 vote. The proposed rezoning is considered reasonable and in the public interest, providing a transition between residential and industrial areas and promoting housing variety near public utilities.

Motion by Councilmember Miller, seconded by Councilmember Shelton, to open the public hearing.

Ayes: Councilmembers Barnes, Goard, Miller, and Shelton

Nays: None

Motion carried unanimously

Mayor Lake opened the Public Hearing at 6:05 p.m.

Gerri Craig 1200 Virginia St. property owner of 134 Turner Road. Ms. Craig stated that she was representing the residents of Turner Road and spoke in opposition to the proposed rezoning of the 7.53-acre property owned by Chad Wall. She expressed concern that under the current R-12 zoning, approximately 12 houses could be built, whereas rezoning to R-6 could allow up to 24 homes, including duplexes or apartments. She also noted that the property has only one entrance, which could further impact traffic flow and safety along Turner Road. Additionally, Ms. Craig presented a petition signed by surrounding property owners opposing the rezoning.

Applicant Steve Aheron, representing BS & J Builders/Rental, Inc., addressed the Council in support of the proposed rezoning. He explained that the request is based on the financial feasibility of the project, the anticipated increase in tax revenue, and the overall rise in property values the development would bring. Mr. Aheron stated that the project would add approximately 28 new water and sewer customers to the Town's utility system. With over 32 years of experience in the building industry, he acknowledged residents' concerns about traffic and privacy but noted that state regulations allow for up to 100 homes with a single outlet. He also emphasized that privacy concerns are best addressed through individual property ownership.

He estimated development costs—including roads, water, and sewer—at around \$700,000, with projected lot sale prices of approximately \$56,000. In comparison, the current average lot prices in Mayodan range from \$15,000 to \$25,000. If rezoned to R-6, he anticipates lot values around \$28,000, with homes priced at approximately \$230,000, including two duplex units. Mr. Aheron projected the total development would generate over \$6 million in new tax value, compared to the current tax value of just \$57,385. He described the proposed development as comparable in quality and appearance to the existing Rivers Edge neighborhood.

Councilmembers asked questions regarding the proposed rezoning of the properties, expressing concerns about the consistency with the Future Land Use Map, the potential increase in traffic along Turner Road, and whether the development would include curb and gutter improvements. These inquiries reflected the Council's interest in ensuring that the proposed development aligns with the Town's long-term planning goals and infrastructure standards.

Motion by Councilmember Barnes, seconded by Councilmember Miller, to close the public hearing.
Ayes: Councilmembers Barnes, Goard, Miller, and Shelton
Nays: None
Motion carried unanimously
Lake closed the Public Hearing at 6:10 p.m.

Motion by Councilmember Barnes, to approve the rezoning request from R12 to R6.
Died for lack of a seconded motion.
No approval granted.

B. Public Hearing on Installment Financing Contract

Finance Director Brianna Cardwell addressed the Council regarding the Request for Proposals (RFP) issued on June 12th for installment financing of the Town Hall Library Renovation Project, in accordance with North Carolina Local Government Commission (LGC) requirements. The RFP was posted on the Town's website and distributed to over 30 financial institutions. By the submission deadline, two proposals were received—from Home Trust Bank and local First Bank. To remain in compliance with LGC regulations and to support the Town's application submitted by the August 5th deadline for approval at the September 2nd LGC meeting, Council must select a financing partner and adopt the required resolution. After reviewing the proposals, Mrs. Cardwell recommended Home Trust Bank as the preferred lender. Although both banks offered the same competitive interest rate, Home Trust's proposal included several key advantages: no requirement for appraisal, no closing costs or loan fees, and a fixed interest rate for the life of the loan, resulting in significant cost savings for the Town.

Motion by Councilmember Shelton, seconded by Councilmember Miller, to open the public hearing.
Ayes: Councilmembers Barnes, Goard, Miller, and Shelton.
Nays: None.
Motion carried unanimously
Mayor Lake opened the Public Hearing at 6:35 p.m.
No, comments were forthcoming from the public.

Motion by Councilmember Goard, seconded by Councilmember Miller, to close the public hearing.
Ayes: Councilmembers Barnes, Goard, Miller, and Shelton
Nays: None
Motion carried unanimously
Mayor Lake closed the Public Hearing at 6:35 p.m.

Resolution to submit LGC application

Motion by Councilmember Shelton, seconded by Councilmember Miller, to approve Resolution to submit LGC application.
Ayes: Councilmembers Barnes, Goard, Miller, and Shelton
Nays: None
Motion carried unanimously

OLD BUSINESS:

There was none.

NEW BUSINESS:

A. Tentative Award of Construction Contract for Wastewater Treatment Plant Upgrades

The Town of Mayodan received four bids on June 12, 2025, for the Wastewater Treatment Plant (WWTP) Upgrades project. After reviewing the bids, LKC Engineering has recommended a tentative award to the lowest responsible bidder, J. Cumby Construction, Inc., in the amount of \$11,464,000. The proposed project includes key infrastructure improvements such as a new splitter box, aeration basin, clarifier, UV disinfection system, and the conversion of existing structures to equalization basins. The bid falls within the adopted project budget. Upon concurrence and approval by the Town Council, staff will proceed with the contracting process with the lowest responsible bidder, J. Cumby Construction, Inc.

Stephen Francis with LKC Engineering addressed the Town Council to discuss the bids received for the Wastewater Treatment Plant Upgrades Project. He explained the bid review process and how LKC evaluated each submission for completeness, accuracy, and responsiveness. Mr. Francis confirmed that four bids were received and that J. Cumby Construction, Inc., submitted the lowest responsible bid. He detailed how LKC verified the pricing and project understanding with the low bidder and confirmed their qualifications, ultimately recommending J. Cumby Construction, Inc., to be awarded the construction contract for the Wastewater Treatment plant upgrades.

Motion by Councilmember Barnes, seconded by Councilmember Goard, to approve the Resolution of Tentative award for the Town of Mayodan Wastewater treatment plant upgrades.

Ayes: Councilmembers Barnes, Goard, Miller, and Shelton

Nays: None

Motion carried unanimously

B. Minimum Housing Round 3

Eric Clem, Director of Field Service provided the Council with an update from State Code Enforcement regarding the Town's ongoing minimum housing efforts. He reported that the first two rounds of properties on the minimum housing list are progressing well, with several cases already moving through the enforcement process. The Town now has the capacity to begin addressing the third round of properties. An updated list, organized by priority with the most critical cases listed first, has been provided for Council's review. Town Manager Melody Shuler reminded Council that this process remains complaint-driven, and residents are encouraged to report concerns about any of the listed properties. All complaints are passed on to Eric with Code Enforcement. Town Manager Shuler noted that this continued effort reflects the Town's commitment to improving housing conditions and neighborhood quality and thanked staff and residents for their cooperation in moving these cases forward.

Motion by Councilmember Barnes, seconded by Councilmember Shelton, to approve Minimum Housing Round 3 list.

Ayes: Councilmembers Barnes, Goard, Miller, and Shelton

Nays: None

Motion carried unanimously

C. Draft Personnel Policy

Town Manager Melody Shuler informed Council that a comprehensive update to the Town of Mayodan's Personnel Policy is underway, following Council's approval in March 2025 to modernize the existing policy, which was originally adopted in 2001 and last revised in early 2024. The Town contracted with The MAPS Group to conduct a full policy overhaul to ensure compliance with current legal standards and organizational best practices. A draft of the updated policy, along with benefits comparison chart, has been provided for Councils review. A formal presentation will be given by Erica Phillips from The MAPS Group, through the North Carolina League of Municipalities, presented to the Town Council during the recent meeting to review the draft Personnel Policy. She highlighted key changes and updates in the policy, including several suggestions made by Council members and

staff. The presentation allowed for discussion and final input from the Council. The finalized Personnel Policy is scheduled for adoption in August.

The Town Council discussed the need to update and/or adopt new policies related to purchasing, travel, technology, and vehicle use. Council members noted that existing policies require revisions to reflect current practices and organizational needs. No action was taken, the Council agreed to revisit these policy updates, including the addition of a vehicle use policy, at the August Council meeting.

No action was taken at this time.

D. Madison Mayodan Recreation Commission Updated Interlocal Agreement

Town Manager Shuler requested the Council to consider approval of a revised Interlocal Agreement (ILA) between the Towns of Madison and Mayodan, pertaining the Madison-Mayodan Recreation Commission. This updated agreement completely supersedes the 2009 version and introduces significant changes, including adjustments to the commission's membership structure, property ownership provisions, financial procedures, and reporting requirements. It also clarifies organizational responsibilities and ensures that the agreement complies with applicable North Carolina statutes.

Although similar changes were discussed in 2017 without any subsequent updates, adoption of the new ILA is deemed essential to maintain effective and equitable cooperation between the two towns in delivering recreation services. An update is needed from Town Manager Melody Shuler and Mayor Dwight Lake regarding the upcoming Madison-Mayodan Recreation Commission meeting.

Motion by Councilmember Shelton, seconded by Councilmember Goard, to adopt the Interlocal Agreement (ILA) as proposed.

Ayes: Councilmembers Barnes, Goard, Miller, and Shelton

Nays: None

Motion carried unanimously

MANAGER/ COUNCIL COMMENTS/ANNOUNCEMENTS:

Motion by Councilmember Barnes, seconded by Councilmember Miller, to adjourn meeting.

Ayes: Councilmembers Barnes, Goard, Miller, and Shelton

Nays: None.

Motion carried unanimously.

Meeting adjourned at 7:25 p.m.

ATTEST:

Sarah Hopper, Town Clerk

E. Dwight Lake, Mayor



TOWN OF MAYODAN, NORTH CAROLINA

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20 AND SELECTING LENDER FOR TOWN HALL PROJECT

WHEREAS, the Town of Mayodan, North Carolina desires to renovate the old Library Building into a new Town Hall (the “Project”) to better serve the citizens of Mayodan; and

WHEREAS, The Town of Mayodan desires to finance the Project by the use of an installment contract authorized under North Carolina General Statute 160A, Article 3, Section 20; and

WHEREAS, findings of fact by this governing body must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute 159, Article 8, Section 151 prior to approval of the proposed contract;

NOW, THEREFORE, BE IT RESOLVED that the Town Council of Mayodan, North Carolina, meeting in regular session on the 14th day of July, 2025, make the following findings of fact:

WHEREAS, the Council hereby determines the Town Hall Project is essential to the Town’s proper, efficient, and economic operation and to the general health and welfare of its inhabitants; that the Town Hall Project will provide an essential use for the Town to carry out public functions that it is authorized by law to perform; and that entering into the Contract and Deed of Trust is necessary and expedient for the Town by virtue of the findings presented herein;

WHEREAS, the Council hereby determines that such cost of the Town Hall Project exceeds the amount that can be prudently raised from currently available appropriations, unappropriated fund balances and non-voted bonds that could be issued by the Town in the current fiscal year pursuant to Article V, Section 4 of the Constitution of the State;

WHEREAS, although the cost of financing the Town Hall Project pursuant to the Contract and the Deed of Trust is expected to exceed the cost of financing the Town Hall Project pursuant to a bond financing for the same undertaking, the Town hereby determines that the cost of financing the Town Hall Project pursuant to the Contract and Deed of Trust and the obligations of the Town thereunder are preferable to a general obligation bond financing or revenue bond financing for several reasons, including but not limited to the following: (1) the cost of a special election necessary to approve a general obligation bond financing, as required by the laws of the State, would result in the expenditure of significant funds; (2) the time required for a general obligation bond election would cause an unnecessary delay which would thereby decrease the financial benefits of the Town Hall Project; and (3) no revenues are produced by the Town Hall Project so as to permit a revenue bond financing;

WHEREAS, the Council hereby determines that the estimated cost of financing the Town Hall Project pursuant to the Contract and the Deed of Trust allows the Town to finance the Town Hall Project at a favorable interest rate currently available in the financial marketplace and on terms advantageous to the Town and reasonably compares with an estimate of similar costs under a bond financing for the same undertaking as a result of the findings delineated in the above preambles;

WHEREAS, an increase in taxes to make the installment payments falling due under the Contract is not anticipated, but the increase in taxes, if any, necessary to service the installment payments falling due under the Contract will not be excessive;

WHEREAS, the Town is not in default under any of its debt service obligations;

WHEREAS, the Town's budget process and Annual Budget Ordinance are in compliance with the Local Government Budget and Fiscal Control Act, and external auditors have determined that the Town has conformed with generally accepted accounting principles as applied to governmental units in preparing its Annual Budget Ordinance;

WHEREAS, past audit reports of the Town indicate that its debt management and contract obligation payment policies have been carried out in strict compliance with the law, and the Town has not been censured by the Local Government Commission of North Carolina (the "LGC"), external auditors or any other regulatory agencies in connection with such debt management and contract obligation payment policies;

WHEREAS, the attorney for the Town of Mayodan has rendered an opinion that the proposed Project is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.

WHEREAS, a public hearing on the Contract, after publication of a notice with respect to such public hearing, was held and approval of the LGC with respect to entering the Contract must be received;

WHEREAS, the Town hereby determines that all findings, conclusions and determinations of the Town in this Resolution are subject to modification or affirmation after all interested parties have been afforded the opportunity to present their comments at a public hearing regarding the execution and delivery of the Contract, the Deed of Trust and the Town Hall Project to be financed thereby; and

NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MAYODAN, NORTH CAROLINA, AS FOLLOWS:

Section 1. Authorization to Negotiate the Contract and the Deed of Trust. That the Town Manager and the Finance Director, are hereby authorized and directed to negotiate on behalf of the Town the financing of the Town Hall Project for a principal amount of not to exceed \$400,000 under the Contract to be entered into with the Bank in accordance with the provisions of Section 160A-20 of the General Statutes of North Carolina, as amended.

Section 2. Application to LGC. The Town Manager and the Finance Director or their designee are hereby directed to file with the LGC an application for its approval of the Contract and all relevant transactions contemplated thereby on a form prescribed by the LGC and to state in such application such facts and to attach thereto such exhibits regarding the Town and its financial condition as may be required by the LGC.

Section 3. Selection of Lender. The Town Council of Mayodan, North Carolina selects HomeTrust Bank as the selected lender for the Town Hall Library Renovation Project. HomeTrust Bank has submitted an RFP response with the included terms; 4.81% fixed rate for repayment term of 15 years, up to \$400,000 principal amount, no closing cost, loan fees, or appraisal required. An amortization schedule has also been submitted based on level principal payments at the request of the LGC. Based on the terms included above, Town Council hereby selects HomeTrust Bank as the lender.

This resolution is effective upon its adoption this _____ day of _____, 20____.

The motion to adopt this resolution was made by Councilmember _____
seconded by Councilmember _____ and passed by a vote of _____ to
_____.

Mayor

ATTEST:

Clerk

This is to certify that this is a true and accurate copy of Resolution No. _____ Adopted by
Mayodan Town Council on the _____ day of
_____, 20____.

Clerk

Date

**RESOLUTION OF TENTATIVE AWARD
FOR THE
TOWN OF MAYODAN WASTEWATER TREATMENT PLANT UPGRADES
DWI Project No. SRP-W-ARP-0187**

WHEREAS, The Town of Mayodan solicited and received four (4) bids following an advertisement, a pre-bid conference, and a public bid opening for the “Wastewater Treatment Plant Upgrades” project at 2:00 PM, June 12, 2025 at the Mayodan Town Hall in Mayodan, NC;

WHEREAS, LKC Engineering, PLLC, Mayodan’s project consulting engineering firm has reviewed bids and recommends tentative award of the contract to the lowest bidder, J. Cumby Construction, Inc., to the lowest bid amount of \$11,464,000;

WHEREAS, the Town Council has approved the use of the Town funds for the installation of a new splitter box, new aeration basin, new clarifier, conversion of existing chlorine contact basin to UV disinfection, and conversion of two existing aeration basins to equalization;

WHEREAS, a tentative award of \$11,464,000 is within the adopted project budget; and

WHEREAS, staff and consulting professional engineer have determined J. Cumby Construction, Inc. is properly licensed and has all bid documents in order, and therefore recommend the tentative award.

NOW, THEREFORE, BE IT RESOLVED:

To tentatively award a construction contract for the Wastewater Treatment Plant Upgrades project in the amount of Eleven Million, Four Hundred and Sixty-Four Thousand Dollars (\$11,464,000), and

That such award is contingent upon the receipt of the Authority to Award from the Department of Environmental Quality, and

That such award is contingent upon the delivery of required contract documents by J. Cumby Construction, Inc.

Adopted this the 14th of July 2025.

Attest:

Sarah Hopper, Town Clerk

Dwight Lake, Mayor