



**REGULAR  
MEETING *MINUTES*  
MAYODAN TOWN COUNCIL  
March 11, 2024  
6:00 p.m.  
James A. Collins Municipal Building**

**MAYOR AND COUNCIL PRESENT:**

Mayor Dwight Lake  
Doug Cardwell  
Letitia Goard  
John Miller  
Buck Shelton

**ABSENT:**

Melanie Barnes

**STAFF PRESENT:**

Town Attorney Eugene Russell  
Interim Town Manager Richard Hicks  
Town Clerk Sarah Hopper

The Mayodan Town Council met at 6:00 pm on March 11, 2024, 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 given by Pastor Hunter Gosnell with Woodbine Baptist Church.

**PLEDGE OF ALLEGIANCE:**

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

**PUBLIC COMMENTS:**

Joe Settle and Laurretta Nunley with Fountain of Youth Outreach in Madison spoke to council about being allowed to have a prayer walk (3K Across America) at Elliott Duncan Park on April 20, 2024. Ms. Nunley stated that all proceeds from the walk will be given away to another nonprofit or directly be used for the local community (food, clothes, bills, to be determined.) Councilmember Cardwell suggested council waive the rental fee of the park for the event. The consensus of the board was to wave the fees.

Susan Vernon 206 W Adams St., spoke to council regarding her December water bill in the amount of \$500. She had a water leak and hired a plumber that fixed some lines based on the invoice. Ms. Vernon said she received a notice in February 2024 that she might have a possible water leak. She called town hall about her notice. She stated that 2 town employees came to her residence stating that they knew her water leak was coming from her commode. Ms. Vernon wanted to express her concerns about the town looking into high water usage to confirm when leaks occur, and the town should follow up with the individuals to help prevent residents from getting higher water bills in the future.

**PRESENTATION**

**A. Resolution to award Gun and Badge for Captain Todd Brim's Retirement**

Chief Caruso recognized retiring Police Captain Todd Brim. Chief Caruso highlighted Captain Brim's 29 years of employment and wished him well in retirement.

**Motion** by Councilmember Cardwell, seconded by Councilmember Miller, to approve Resolution to award gun and badge for Captain Todd Brim's retirement.

Ayes: Councilmembers Cardwell, Goard, Miller and Shelton.

Nays: None.

Motion carried unanimously.

### **APPROVAL OF MINUTES:**

#### **Approval of Agenda, Regular and Special Meeting Minutes of February 8, 12, 15 & 24, 2024**

**Motion** by Councilmember Goard, seconded by Councilmember Shelton, to approve the Agenda, Regular and Special Meeting Minutes of February 8, 12, 15 & 24, 2024 as presented.

Ayes: Councilmembers Cardwell, Goard, Miller and Shelton.

Nays: None.

Motion carried unanimously.

### **OLD BUSINESS:**

**None**

### **NEW BUSINESS:**

#### **A. Todd Hoover Eyerollz Game Room approval**

Todd Hoover spoke to council regarding opening a game room that would be named Eyerollz. Mr. Hoover stated that he was still in the planning stages of this. Some of the things Mr. Hoover was wanting to include were four bowling lanes and a golf simulator. Mr. Hoover is also wanting to have concessions offering hot dogs, chips, popcorn snacks and canned alcohol. He is continuing to look for different games to add to the game room that will be in compliance with the Town ordinance. Mr. Hoover will reach out to Town interim manager Richard Hicks once he has finished.

**Motion** by Councilmember Cardwell, seconded by Councilmember Miller, to approve application and that the applicant stays within the boundaries of the Ordinance.

Ayes: Councilmembers Cardwell, Goard, Miller and Shelton.

Nays: None.

Motion carried unanimously.

Mayor Lake welcomed interim town manager Richard Hicks.

#### **B. Contract for Planning and Zoning Services**

Interim Town Manager Richard Hicks spoke to Council regarding a potential contract between Rockingham County and the Town of Mayodan for Planning and Zoning services. The contract would provide the credentialed staff necessary for Mayodan to remain in compliance with 160D and continue offering planning and zoning services. The contract provides for 20 hours per week at \$6000 per month. The County would cover a variety of planning and zoning needs for Mayodan and also assist with the PTRC Comprehensive Plan project. The fees that will be charged for services are the fees that Rockingham County charges.

**Motion** by Councilmember Cardwell, seconded by Councilmember Miller, to table till next month's meeting.

Ayes: Councilmembers Cardwell, Goard, Miller and Shelton.

Nays: None.

Motion carried unanimously.

### **C. Acceptance of Audit Proposal**

Finance Manager Brianna Cardwell spoke to Council regarding sending out an RFP for Audit services in January for bids and received three responses to that RFP for bid request for the next three years. Mrs. Cardwell's recommendation was based on the matrix score and other various differences including being cheaper and the most hours onsite hours, that we continue to use Rouse, Rouse, Rouse, and Gardner.

**Motion** by Councilmember Shelton, seconded by Councilmember Goard, to approve acceptance of audit proposal by Rouse, Rouse, Rouse, and Gardner.

Ayes: Councilmembers Cardwell, Goard, Miller and Shelton.

Nays: None.

Motion carried unanimously.

### **D. Budget Amendment #14 & #15**

Finance Director Brianna Cardwell asked Council for approval of budget amendment #14 for interim Town Manager's contract thru June 30, 2024. Mrs. Cardwell also is asking for approval of budget amendment #15 to receive monies for grant #SRP-W-ARP-01871 reimbursement, which would address I&I issues in Mayodan. The total that has been spent so far is \$91,500.

**Motion** by Councilmember Shelton, seconded by Councilmember Cardwell, to approve budget amendment #14 & budget amendment #15.

Ayes: Councilmembers Cardwell, Goard, Miller and Shelton.

Nays: None.

Motion carried unanimously.

### **E. Resolution to Approve MAS agreement and MOA**

Finance Director Mrs. Cardwell spoke to council regarding Black Mountain Municipal Accounting Software. The NCLM is offering financial assistance for local government agencies to help assist municipalities with updating software with new technology. Mrs. Cardwell stated they would do an assessment on our server and computers to see if they would support the new software. Mrs. Cardwell stated that they have a cemetery version that could be added. This is something that the town could look at doing prior to the accounting software conversion. Mrs. Cardwell stated that once the contract was signed, the conversion would take place July 2026.

**Motion** by Councilmember Goard, seconded by Councilmember Miller, to approve Resolution for MAS and MOA agreement.

Ayes: Councilmembers Cardwell, Goard, Miller and Shelton.

Nays: None.

Motion carried unanimously.

### **F. Black Mountain Software license agreement**

**Motion** by Councilmember Goard, seconded by Councilmember Miller, to execute and approve Black Mountain software license agreement.

Ayes: Councilmembers Cardwell, Goard, Miller and Shelton.

Nays: None.

Motion carried unanimously.

### **G. Scope of work for OSBM Park Grant**

Finance Director Mrs. Cardwell stated that she had spoken to the state staff regarding the requirements of the grant. She stated that there wasn't a time frame for the scope of work. She also stated that she was told to wait and submit once the scope of work was specified and quotes were received. No action was taken.

### **H. Budget Calendar Discussion**

Discussion ensued for the need to have more budget meetings. Consensus of the board was to meet on April 4, 2024 after agenda meeting, April 22, 2024 at 6pm and May 9, 2024 after agenda meeting.

**I. Rockingham County Arts Council Grant to the Town of Mayodan for \$2750**

Councilmember Shelton stated that Rockingham County Arts Council will be providing the Town of Mayodan \$2750 in funding for art events in Mayodan through the end of June 2024. The funding would be restricted to multi-cultural artist stipends, venue rental or marketing.

**Motion** by Councilmember Shelton, seconded by Councilmember Goard, to approve funding from Rockingham County Arts Council in the amount of \$2750.00 to be used by the end of June 2024.

Ayes: Councilmembers Cardwell, Goard, Miller and Shelton.

Nays: None.

Motion carried unanimously.

**MANAGER/ COUNCIL COMMENTS/ANNOUNCEMENTS:**

**Motion** by Councilmember Miller, seconded by Councilmember Cardwell, to recess meeting to March 13, 2024 at 6:00pm.

Ayes: Councilmembers Cardwell, Goard, Miller, and Shelton

Nays: None.

Motion carried unanimously.

Meeting adjourned at 7:25 p.m.

**ATTEST:**

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Sarah Hopper, Town Clerk

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E. Dwight Lake, Mayor