



**REGULAR  
MEETING *MINUTES*  
MAYODAN TOWN COUNCIL  
May 12, 2025  
6:00 p.m.  
James A. Collins Municipal Building**

**MAYOR AND COUNCIL PRESENT:**

Mayor Dwight Lake  
Melanie Barnes  
Doug Cardwell  
Letitia Goard  
John Miller  
Buck Shelton

**STAFF PRESENT:**

Town Attorney Eugene Russell  
Town Manager Melody Shuler (Via Phone)  
Town Clerk Sarah Hopper

The Mayodan Town Council met at 6:00 pm on May 12, 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 Reverend Doyle Marley of Mayodan.

**PLEDGE OF ALLEGIANCE:**

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

**PRESENTATION:**

Jeff Bullins from the Museum and Archives of Rockingham County (MARC) presented the history of the organization and has requested \$7,500 from the town to support capital improvements for its Capital Campaign. Mr. Bullins stated that if this amount was too much for the current budget year, it could be divided over two budget years.

**PUBLIC COMMENTS:**

No one wished to speak.

**APPROVAL OF CONSENT ITEMS:**

**Agenda, Regular and Capital Improvement Meeting Minutes of March 6,10, &24, 2025, Resolution Endorsing toll credit pilot program grant application and budget amendments #18, #19, #20 and #21.**

**Motion** by Councilmember Goard, seconded by Councilmember Shelton, to approve the consent Agenda.

Regular and Capital Improvement Meeting Minutes of March 6, 10, and 24, 2025, as presented.

Ayes: Councilmembers Barnes, Cardwell, Goard, Miller, and Shelton.

Nays: None.

Motion carried unanimously.

## **PUBLIC HEARING:**

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

#### **Mayor Lake Announces Postponement of Rezoning Public Hearing**

Mayor Lake announced that the public hearing and consideration of the rezoning of 123 and 127 Turner Road has been postponed. The new date for the hearing is **May 19, 2025, at 4:00 PM**, and it will take place at **101 N 10th Avenue**.

The Mayor explained that the postponement was necessary due to a missed deadline that must be met prior to holding the public hearing. Rescheduling the hearing allows time to fulfill this requirement.

### **B. Public Hearing and Consideration of Text Amendment- Reduction of required distance between bars and churches**

Town Manager Melody Shuler provided background on the current zoning ordinance in the Town of Mayodan, which prohibits bars from being located within 200 feet of churches, elementary or secondary schools, public parks, or residentially-zoned properties. She noted that North Carolina General Statute 18B-901(c)(6) allows local governments to regulate the location of alcohol establishments by considering factors such as zoning laws, parking availability, traffic conditions, and proximity to sensitive uses like churches and schools.

To align with state law and support economic development while maintaining appropriate community safeguards, the Town is proposing a text amendment to its Zoning Ordinance. Specifically, the amendment would reduce the required minimum distance between bars and sensitive uses, including churches, schools, parks, and residential zones, from 200 feet to 50 feet. Additional safeguards include a requirement that bars located next to residential properties install a minimum six-foot-high opaque fence along the shared property line. The main entrance of any bar must face a street zoned primarily for non-residential use, and parking areas must be set back at least 30 feet from residential property lines.

The proposed amendment is consistent with the Town of Mayodan's 2013 Future Land Use Map, which encourages commercial development in designated areas. Town staff commented that the proposed change complies with state law and advances the Town's goals for controlled commercial growth in appropriate locations. On April 17, 2025, the Planning Board unanimously recommended adoption of the amendment by the Town Council.

The Reasonableness and Consistency Statement affirms that the amendment supports economic development while preserving the character of the community and protecting nearby residential and institutional uses. The proposal aligns with both state legislation and the Town's long-term planning objectives.

**Motion** by Councilmember Barnes, seconded by Councilmember Miller, to approve text amendment TA-001-2025 and the Reasonableness and Consistency Statement as presented.

Ayes: Councilmembers Barnes, Miller, and Shelton.

Nays: Cardwell and Goard

Motion carried 3-2

## **NEW BUSINESS:**

### **A. Insurance at Retirement**

Finance Director Brianna Cardwell provided an update on the action items from our recent budget retreat. In response to staff requests, she has drafted a proposed policy change to offer insurance benefits at retirement for all full-time employees.

Currently, our policy states that employees hired before 2008 are entitled to 100% paid insurance after 20 years of service. For those hired between July 15, 2008, and July 1, 2017, the policy offers 33% coverage after 15 years, 66% coverage after 20 years, and 100% coverage after 30 years of service. Employees hired after July 1, 2017, are not eligible for paid retiree insurance.

Mrs. Cardwell noted that, according to our latest actuarial OPEB (Other Post-Employment Benefits) report, the estimated cost to provide retiree insurance per employee is \$127,221. This cost increases annually in line with rising insurance premiums.

Implementing this proposed policy change, based on the most recent OPEB figures, would increase the Town's current liability by approximately \$838,381.

Mrs. Cardwell consulted the town auditor about the potential audit implications of a proposed change. The auditor recommended two approaches to manage the long-term financial impact: one option is to set the Town's salaries among the top two in the county to remain competitive, while the other is to create a structured funding plan to address future liabilities related to this policy. No action was taken at this time.

## **B. Elliott Duncan Park Maintenance & Upgrades**

Discussion for installing new cameras at Elliott Duncan Park was given to the Council. These cameras will replace the current non-functional units. The installation of these cameras is expected to help reduce vandalism in the park and allow for more effective monitoring of activities. The cameras will be wired, and the WIFI connection will be established at the Jake Atkins Park concession stand.

Additionally, attached is an estimate for six new picnic tables and four benches to be added at Elliott Duncan Park. We are currently utilizing two tables from Farris Park. This will bring the total number of picnic tables at Elliott Duncan Park to eight.

Finally, a proposal for resurfacing the existing walking track at Elliott Duncan Park. The proposal details for the process of cleaning and filling cracks with rubberized tar, followed by a tack coat, ensure proper adhesion of the asphalt. The plan includes an overlay of 1 ½ inches.

Consensus was to continue discussion on May 19, 2025, with updated quotes.

## **C. Madison Mayodan Recreation Department Update**

Town Manager Shuler provided background on a meeting held on April 23, 2025, where the Mayor, Town Manager, Town Attorney, and Finance Directors of Madison and Mayodan discussed financial and legal issues concerning the Madison Mayodan Recreation Department (MMRD). This meeting was prompted by increasing fiscal liabilities and outdated agreements that placed excessive risk on Madison and its Finance Director.

A follow-up meeting on April 24, 2025, with MMRD Director Lee Mitchell revealed his willingness to collaborate on solutions.

Currently, Madison provides accounting services for MMRD for a fee of \$416.66 per month, unchanged since 2011. Madison proposed two options to address these issues:

### **\*\*Option 1 - Continued Service:\*\***

If MMRD wishes to continue services, the following changes must be made by July 1, 2025:

1. Appoint a separate Finance Officer for MMRD.
2. Obtain a separate EIN for financial transactions.
3. Establish a separate bank account for MMRD funds.

By July 1, 2026, MMRD must also:

4. Ensure new employees register at Madison Town Hall.
5. Provide mandatory finance training for the Recreation Director and staff.
6. Comply with the NC Local Government Budget and Fiscal Control Act.
7. Adopt the Town of Madison's Personnel Policy.
8. Have Madison approve grant applications before submission.
9. Increase the fee to \$1,500/month, with a review after six months for a potential increase to \$2,000/month.

### **\*\*Option 2:\*\***

Terminate all accounting services by July 1, 2026, relieving Madison of any fiscal liability.

No action was taken.

#### **D. Fireman's Relief Fund**

Councilwoman Letitia Goard presented concerns regarding the Town of Mayodan's nonreceipt of Fireman's Relief Fund allocations since its inception and requested Council consideration of next steps. The consensus was to handle this matter between the chairpersons of the boards and the state.

#### **E. Resolution Opposing House Bill 765 (Local Government Development Regulations Omnibus)**

**Motion** by Councilmember Miller, seconded by Councilmember Goard, to adopt Resolution Opposing House Bill 765.

Ayes: Councilmembers Barnes, Cardwell, Goard, Miller, and Shelton.

Nays: none

Motion carried unanimously

Town Manager Shuler addressed the Council about transitioning to a new website with LPI. We conducted a demonstration with the company, and the initial cost for the new website will be \$995 for the first year. After the first year, the price will be \$495.00

**Motion** by Councilmember Goard, seconded by Councilmember Barnes, to authorize moving forward with switching to a new platform.

Ayes: Councilmembers Barnes, Cardwell, Goard, Miller, and Shelton.

Nays: none

Motion carried unanimously

**Motion** by Councilmember Miller, seconded by Councilmember Goard, to enter into closed session to discuss personnel-related matter N.C.G.S 143-318.11(a)(6)] and to prevent disclosure of privileged information N.C.G.S. 143.318.11(a)(1)]

Ayes: Councilmembers Barnes, Cardwell, Goard, Miller, and Shelton.

Nays: None.

Motion carried unanimously.

Entered into closed session at 7:25 p.m.

**Motion** by Councilmember Goard, seconded by Councilmember Barnes, to return to open session.

Ayes: Councilmembers Barnes, Cardwell, Goard, Miller, and Shelton.

Nays: None.

Motion carried unanimously.

Returned to open session at 7:58 p.m.

#### **MANAGER/ COUNCIL COMMENTS/ANNOUNCEMENTS:**

**Motion** by Councilmember Miller, seconded by Councilmember Goard, to recess meeting to May 19, 2025 at 101 N 10<sup>th</sup> Ave (formerly Mayodan Library) at 4 pm.

Ayes: Councilmembers Barnes, Cardwell, Goard, Miller, and Shelton

Nays: None.

Motion carried unanimously.

Meeting adjourned at 7:58 p.m.

**ATTEST:**

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Sarah Hopper, Town Clerk

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E. Dwight Lake, Mayor