



**REGULAR
MEETING *MINUTES*
MAYODAN TOWN COUNCIL
May 13, 2024
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
Interim Town Manager Richard Hicks
Town Clerk Sarah Hopper

The Mayodan Town Council met at 6:00 pm on May 13, 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 Kenny Daniels, with Redemption Point, Mayodan.

PLEDGE OF ALLEGIANCE:

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

PUBLIC COMMENTS:

No one wished to speak.

APPROVAL OF MINUTES:

Approval of Agenda, Regular and Special Meeting Minutes of April 4, 8 and 22, 2024

Motion by Councilmember Goard, seconded by Councilmember Miller, to approve the Agenda, Regular and Special Meeting Minutes of April 4, 8 and 22, 2024 as presented.

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

Nays: None.

Motion carried unanimously.

OLD BUSINESS:

NEW BUSINESS:

1. Planning Assistance Proposal

Interim Town Manager Richard Hicks spoke to council regarding the proposal from the Piedmont Triad Regional Council to provide Town planning assistance beginning July 1, 2024. Mr. Hicks stated that the proposed contract would be for \$80.00 an hour for an estimated 8 hours per month. This would include a minimum monthly fee of \$640.00. If there are any additional hours it would be billed at the rate of \$80.00/hours. The funds are included in the proposed FY 24-25 budget.

Motion by Councilmember Barnes, seconded by Councilmember Cardwell, to approve planning assistance with Piedmont Triad Regional Council.

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

Nays: None.

Motion carried unanimously.

2. Adopt Resolution approving 2023 Local Water Supply Plan

Interim Town Manager Richard Hicks stated that on April 1, 2024, the Town of Mayodan was notified by the N.C. Division of Water Resources that the Town's 2023 Local Water Supply Plan meets the minimum criteria established in North Carolina General Statutes 143-355[1]. The 2023 Local Water Supply Plan must be adopted by the Mayodan Town Council to complete the approval process.

Motion by Councilmember Cardwell, seconded by Councilmember Barnes, to approve Resolution for the Local Water Supply Plan.

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

Nays: None.

Motion carried unanimously.

3. Madison Mayodan Recreation 24-25 budget

Lee Mitchel, director of the Madison-Mayodan Recreation Department submitted the FY 24/25 budget request to Town Council.

No action needed.

4. Request to locate message board

Interim Town Manager Richard Hicks spoke to Town Council regarding the Madison-Mayodan Recreation Department has obtained funding to install an electronic message board in front of the Recreation Center. This sign will allow the recreation department to better advertise activities and programs at the Center.

Motion by Councilmember Miller, seconded by Councilmember Shelton, to approve the location for the electronic message board for the Madison-Mayodan Recreation Center.

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

Nays: None.

Motion carried unanimously.

5. Request for Boundary line Agreement

Town Attorney Eugene Russell spoke to Town Council regarding being contacted by Kevin Berger, an attorney for Mr. Tommy Purgason. Mr. Berger is requesting a boundary line agreement with the Town of Mayodan to clarify a proper description for Mr. Purgason's property. A map was provided to Council prepared by Morgan Surveying for the property identified as tax parcel 167889. The tax department and the prior legal description indicates the parcel is 7.28 acres. The survey that is provided is much different. The agreement is needed between the Town of Mayodan and Mr. Purgason to clarify the location of the property line. The Town adjoins this property on the southern property line. The other surrounding property owners have agreed to the boundaries shown on the map that was provided. The consensus of the board was to table it until the June's council meeting awaiting clarification on a potential easement on the property.

6. Request to close unnamed alleyway

Interim Town Manager Richard Hicks spoke to council regarding the John Ritch property which includes parcels 119455 and 119454 on West Jackson Street. Mr. Ritch is asking that the town close the alleyway between the two parcels that would allow him to build a duplex on the combined lots.

Motion by Councilmember Miller, seconded by Councilmember Shelton, to approve having a public hearing on closure of unnamed alley.

Ayes: Councilmembers Miller, and Shelton.

Nays: Barnes, Cardwell, Goard
Motion failed 2-3.

7. Request for salary increase

Interim Town Manager Richard Hicks stated that Water Plant Superintendent Mike Sears is asking for a salary adjustment for his part-time employee, Mike Amos. Mr. Hicks stated that Mr. Amos had retired from the Water Treatment Plant with 30 years of service. Mr. Amos has worked the past 8-9 years part-time at the water plant since his retirement. Mr. Amos has an A-Surface, physical-chemical grade 1 certification, as well as a Distribution License. Mr. Amos has served as various ORCs and backup ORCs in the past and is currently the backup ORC for the water plan lagoon. Mr. Amos is working approximately 18 hours per week with a maximum of 1000 hours a year. His hourly rate is \$19.86 an hour and has been this for the past 8 years. Mr. Sears is asking that Mr. Amos pay rate be increase to \$24 and hour due to his skill and abilities and flexible schedule.

Motion by Councilmember Barnes, seconded by Councilmember Shelton, to approve salary increase for Mike Amos to \$24 an hour.

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

Nays: None

Motion carried unanimously.

8. Trail application Presentation

Interim Town Manager Richard Hicks spoke to Town Council regarding an application for a Connecting Communities Grant and the deadline is at the end of May 2024. The grant funds could be used for a natural trail with a maximum grant of \$100,000. No matching funds are required. Mr. Hicks stated that with the assistance of Piedmont Triad Regional Council and other interested parties, the Town is preparing an application for a proposed natural surface trail on the Washington Mills site. The trail would approximately be a 1mile inner loop within the boundaries of the property. A map was presented to Council for review. Letters of support are being requested from local Senior Citizens, the Madison-Mayodan Rotary and Downtown Mayodan Merchants and Western Rockingham Chamber.

Motion by Councilmember Cardwell, seconded by Councilmember Miller, to approve trail application for Washington Mills site.

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

Nays: None

Motion carried unanimously.

9. Budget Amendments #18-20

Motion by Councilmember Goard, seconded by Councilmember Cardwell, to approve Budget Amendment #18 to allocate monies received for a wind damage insurance claim on fire department roof. Budget Amendment #19 to fire department medical supplies and equipment. Budget Amendment #20 to bring in money received from Rockingham County Arts Council.

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

Nays: None

Motion carried unanimously.

10. Fiscal Procedure Policy

Finance Director Brianna Cardwell presented the Council with a draft Fiscal Procedure Policy. The Fiscal Procedure Policy is the foundation for fiscal management of the Town of Mayodan's resources guiding the Town Board and Staff in making sound financial decisions and in maintaining the fiscal stability of the Town.

Motion by Councilmember Goard, seconded by Councilmember Miller, to approve Fiscal Procedure Policy.

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

Nays: None.

Motion carried unanimously.

Interim Town Manager Richard Hicks asked Council to set another budget meeting to finalize the budget for FY 24/25. Consensus of board was to meet May 23, 2024.

Motion by Councilmember Goard, seconded by Councilmember Miller, to approve removal of funds and deposit at First National Bank, Madison to North Carolina Capital Management Trust in a high yield account. The Towns remaining funds would remain at First Bank, in Mayodan, due to an increase in interest rates on high yield money market accounts.

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

Nays: None.

Motion carried unanimously.

Motion by Councilmember Goard, seconded by Councilmember Miller, to enter into closed session pursuant to [N.C.G.S 143-318.11(a)(6)] to consider personnel matter.

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

Nays: None.

Motion carried unanimously.

Entered into closed session at 6:40 p.m.

Motion by Councilmember Cardwell, seconded by Councilmember Goard, to return to open session.

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

Nays: None.

Motion carried unanimously.

Returned to open session at 7:37 p.m.

MANAGER/ COUNCIL COMMENTS/ANNOUNCEMENTS:

Motion by Councilmember Miller, seconded by Councilmember Barnes, to recess meeting to May 14, 2024 at 6:00pm.

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

Nays: None.

Motion carried unanimously.

Meeting adjourned at 7:38 p.m.

ATTEST:

Sarah Hopper, Town Clerk

E. Dwight Lake, Mayor