



REGULAR MEETING MINUTES

MAYODAN TOWN COUNCIL

August 8, 2016

7:00 p.m.

James A. Collins Municipal Building

Mayor and Council Present:	Mayor Jeffrey Bullins Darrell Allred James “Bud” Cardwell Glenn Chatman David Holland Andrew “Buddy” Martin
Staff Present:	Town Attorney Phil Berger Sr. Town Manager Michael Brandt Town Clerk Melessa K. Hopper
Others Present:	Joe Dexter, Rockingham Now Gary Sanders, Logics LLC
	The Mayodan Town Council met at 7:00 p.m. on August 8, 2016 in the Council room of the James A. Collins Municipal Building, and with a quorum present Mayor Bullins called the meeting to order.
AGENDA TOPICS	ITEM
Public Comment Period and Citizen Concerns	No one from the public wished to speak.
Approval of Minutes <i>Agenda Meeting (7-7-2016) Regular Meeting (7-11-2016) Closed Sessions (7-11-2016)</i>	Motion by Councilman Holland, seconded by Councilman Chatman, to approve the agenda meeting and regular meeting minutes of July 7 and 11, 2016, and closed session minutes of July 11, 2016 as presented. Ayes: Councilmen Allred, Cardwell, Chatman, Holland, and Martin. Nays: None. Motion carried unanimously.
Old Business:	
<i>Presentation of Business Process Study and Return on Investment Study – Gary Sanders, Logics LLC</i>	Mayor Bullins called upon Mr. Gary Sanders of Logics, LLC, who completed a study and made recommendations on the Town’s business process and return on investment with regard to the utility meters and billing process. Mr. Sanders gave information regarding the improvement to the efficiencies in the current processes and the return on investment of implementing automated metering infrastructure. He made mention that the Town’s strengths lie in knowledgeable and dedicated staff, progressive management, and efficient office operations. Also he discussed the weaknesses he found in his study; manual and time consuming processes, not taking full advantage of automation, and poor separation of duties. Recommendations included: establishing a point-of-sale environment, receive online bill pay checks electronically, charge an administrative application or connection fee, switch to a monthly billing cycle, reduce days of exposure, investigate outsourcing billing, increasing security deposits, evaluate new billing software. **A copy of the presentation and recommendations from Logics, LLC is hereby by reference made a part of these minutes and a copy is on file in the Town Clerk’s office for public viewing.

<p><i>Discussion of M-M Recreation Department Management Study – Additional Meeting Expenses</i></p>	<p>Mayor Bullins indicated staff discussed adding additional interviews to the Recreation Department Management Study, which would increase the cost of the study by \$500. The increase would be for interviewing additional elected official interviews and would be split between the Towns of Mayodan and Madison. A change order would be presented at that time if the additional interviews occur.</p>
<p>New Business:</p>	
<p><i>Madison-Rockingham Rescue Squad – Mr. Steve Boles</i></p>	<p>Mayor Bullins informed the public that the Madison-Rescue Squad representatives were in attendance at the Thursday, August 4, 2016 agenda meeting to give their presentation. Thursday’s meeting included:</p> <p><i>Mr. Steve Boles, Madison-Rockingham Rescue Squad, gave a presentation to Council regarding funding for the Rescue Squad. The three rescue squads, Madison-Rockingham, Eden Rescue, and Reidsville Rescue, are working together in pursuing a one-cent county-wide service district. Mr. Boles gave information regarding the services the rescue squads typically provide, which include confined space, swift water, heavy and technical rescue, automobile accident, drownings, high angle rescue, etc. The call volume has increased and they provide service on approximately 3,500 calls per year. The Mayodan Fire Department runs approximately 350 per year. Heavy and technical rescue is approximately 20 percent of all calls. The rescue squad receives \$62,000 a year from the county on contract for heavy rescue and back-up to EMS services. They also provide medical first responder service for the Towns of Mayodan, Madison, and the M-M Fire District. Mr. Boles stated the demand for service is exceeding the supply of funds. The rescue squad has existed on fundraising efforts. The one-cent service district is the best scenario they have been able to determine would allow the rescue squad to continue their services without cutting equipment and service calls.</i></p> <p><i>Mr. Boles stated they are working with the County Commissioners, the Towns of Madison and Mayodan, to try to move forward with the service district in an effort to continue services. To do nothing would mean a cut in first responder services. Mr. Boles stated they would be asking the County to enact a one-cent county-wide service district. Each municipality would have to vote to allow the county to assess that one-cent tax.</i></p> <p>Mayor Bullins stated the Rescue Squads were not asking for any action at this time, but were requesting the Council to assist by agreeing to a service district. Council consensus was to wait until the County has studied the logistics of a service district and give the municipalities more information regarding the implementation of a service district.</p>
<p><i>Discussion of Request by Mayodan Preservation League for a perpetual easement for placement of a Mayodan Entrance Sign at 898 Ayersville Road</i></p>	<p>Mayor Bullins related to Council that the Mayodan Preservation League is requesting the Town pursue a perpetual easement on property at 898 Ayersville Road at the West Rock Farmer’s Market for the placement of an entrance sign to Mayodan. D. H. Griffin owns the property and the Town would have to contact the owners to inquire about the easement.</p> <p>Motion by Councilman Cardwell, seconded by Councilman Holland, to accept a perpetual easement at 898 Ayersville Road if granted by owners, D.H. Griffin. Ayes: Councilmen Allred, Cardwell, Chatman, Holland, and Martin. Nays: None. Motion carried unanimously.</p>
<p><i>Discussion of Grant Opportunities from NC PARTF and Golden Leaf Foundation</i></p>	<p>Mayor Bullins called upon Town Manager Michael Brandt to give information about grants becoming available from the Parks and Recreation Trust Fund and the Golden Leaf Foundation. Mr. Brandt stated the grant from NC PARTF has \$3 million set aside in funds for projects that would make recreational facilities more accessible to disabled children and veterans. The grant has a 20% match, which is lower than the normal 50% match that is usually required from PARTF grants. Mr. Brandt feels this grant would be an avenue to have some much-needed upgrades</p>

	<p>made to the Recreation Department building on S. 2nd Avenue. He recommends having an architect come and give some recommendations of improvements that could be made for accessibility. There is also an opportunity for funding from the Reidsville Area Foundation to assist with the architectural study in another grant.</p> <p>Mr. Brandt also gave information regarding a grant from the Golden Leaf Foundation that are based on funds specific to the Piedmont Triad region. \$1.5 million is set aside for each county in the region and will include one to three projects per county. The County Managers are tasked with choosing what those projects will be. Rockingham County Manager Lance Metzler has requested project requests should be to him by August 26th. There will be a committee to review the requests. There is a 20% match required. Some ideas discussed for projects are: water plant expansion, infrastructure for future development projects, renovation of the old Washington Mill site, infrastructure down Hwy 135 for economic development projects.</p> <p>Mr. Brandt and Mayor Bullins will continue to meet and draw up grant requests for presentation to the County.</p>
<p><i>Consideration of Purchase of Equipment – Knuckle Boom Truck and Utility Truck from City of Reidsville</i></p>	<p>Mr. Brandt asked Council for consideration in the purchase of a Knuckle Boom Truck from the City of Reidsville. The truck is still in operation, but Reidsville has budgeted to purchase a new truck. The used vehicle is in good shape and would assist the sanitation department in large item pick up and brush pick up. The Council had approved the salary of two-part time employees to assist in the sanitation department. Mr. Brandt suggests only hiring one part-time employee and using the additional salary funds for one part-time employee along with funds left over from last year’s budget to purchase the equipment. City of Reidsville also has a service truck available for purchase. Mr. Brandt would like to request no more than \$12,000 for the purchase of this equipment.</p> <p>Motion by Councilman Allred, seconded by Councilman Chatman, to approve funding from the general fund not to exceed \$12,000 for the purchase of the Knuckle Boom truck for the sanitation department and utility truck for the sewer department from the City of Reidsville. Ayes: Councilmen Allred, Cardwell, Chatman, Holland, and Martin. Nays: None. Motion carried unanimously.</p>
<p><i>Consideration of Resolution Authorizing Disposition of Surplus Property – NEC Elite Telephone System</i></p>	<p>Motion by Councilman Holland, seconded by Councilman Cardwell, to approve a resolution authorizing the disposition of surplus property; NEC Elite telephone system. Ayes: Councilmen Allred, Cardwell, Chatman, Holland, and Martin. Nays: None. Motion carried unanimously. *Resolution appears below in document section.</p>
<p><i>Consideration of Approval to Fund Pro Forma for Economic Development Project (Hotel) – Not to Exceed \$1,000</i></p>	<p>Rockingham County Economic Development conducted a hotel study and have found potential developers of a hotel in Mayodan. Potential investors require a pro forma of the project and Rockingham County Economic Development is asking the Town to fund the pro forma since they funded the hotel study. The hotel group cannot, per SEC guidelines, perform the pro forma themselves.</p> <p>Motion by Councilman Allred, seconded by Councilman Martin, to approve the funding of a pro forma, not to exceed \$1,000, to conduct a pro forma for potential investment in a hotel project in Mayodan. Ayes: Councilmen Allred, Cardwell, Chatman, Holland, and Martin. Nays: None. Motion carried unanimously.</p>

<i>Update on Animal Control Program – Chief Caruso</i>	Mayodan Police Chief Charles Caruso gave an update to Council regarding the implementation of the animal control program for the Town of Mayodan. A part-time employee is to answer animal calls approximately 3 hours per day. An impoundment lot/kennel has been completed and the animal control truck is undergoing service work and should be ready for operation in the next week. Chief Caruso is also working with Madison Police Chief Mike Rutherford on a mutual aid agreement that would provide for assistance from Madison’s animal control officer to provide assistance for afternoon hours in exchange for assistance from Mayodan’s animal control officer in the morning hours, thereby giving both towns availability to transport animals for six hours per day.
Manager	Mr. Brandt provided the financial reports to Council.
	Mr. Brandt played for Council the video of the recent PBS TV show, NC Weekend, which featured locations and outdoor activities in Mayodan.
	Mr. Brandt informed Council the Town was awarded a \$13,000 grant for a three-quarter mile extension of the mountain bike trail from the Conservation Fund.
Council/Mayor	
Closed Sessions:	<p>Mayor Bullins asked for a motion to enter closed session for the purposes of 143-318.11(a)3, Attorney/Client Privilege.</p> <p>Motion by Councilman Cardwell, seconded by Councilman Chatman, to enter closed session pursuant to 143-318.11(a)3, attorney/client privilege. Ayes: Councilmen Allred, Cardwell, Chatman, Holland, and Martin. Nays: None. Motion carried unanimously.</p> <p>Council entered closed session at 8:29 p.m.</p> <p>Motion by Councilman Allred, seconded by Councilman Holland, to return to open session. Ayes: Councilmen Allred, Cardwell, Chatman, Holland, and Martin. Nays: None. Motion carried unanimously.</p> <p>Council returned to open session at 8:50 p.m.</p>
Adjournment	<p>Motion by Councilman Chatman, seconded by Councilman Martin, to adjourn the meeting. Ayes: Councilmen Allred, Cardwell, Chatman, Holland, and Martin. Nays: None. Motion carried unanimously</p> <p>Meeting adjourned at 8:51 p.m.</p>

ATTEST:

Melessa K. Hopper, CMC

Jeffrey Bullins, Mayor

August 8, 2016

SUPPORTING DOCUMENTS:

TOWN OF MAYODAN

210 W. MAIN STREET • MAYODAN, N.C. 27027 • (336) 427-0241
FAX (336) 427-7592

**RESOLUTION AUTHORIZING THE
DISPOSITION OF TOWN PROPERTY**

WHEREAS, the Town Council of the Town of Mayodan, North Carolina desires to declare surplus and dispose of certain Town-owned property,

Now, THEREFORE, BE IT RESOLVED by the Mayodan Town Council that the following items are hereby declared to be surplus to the needs of the Town of Mayodan:

NEC Elite 48 Telephone System

BE IT FURTHER RESOLVED that the Town Manager is hereby authorized to dispose of the aforementioned properties by any means allowable to include offering for sale at public auction, donation to a nonprofit organization, internet on-line offering, private negotiation and sale, upset bid process, or destruction. The Town Council shall report the result of the sale of these items at the next regular meeting of the Town Council following the sale.

ADOPTED this 8th day of August, 2016.

S/ _____
Jeffrey G. Bullins
Mayor

ATTEST:

S/ _____
Melessa K. Hopper, CMC
Town Clerk

August 8, 2016