



**REGULAR
MEETING *MINUTES*
MAYODAN TOWN COUNCIL
June 13, 2022
6:00 p.m.
James A. Collins Municipal Building**

MAYOR AND COUNCIL PRESENT:

Mayor Chad Wall
Melanie Barnes
Doug Cardwell
Letitia Goard
Dwight Lake
Buck Shelton

STAFF PRESENT:

Town Attorney Eugene Russell
Town Manager Kathleen Patterson
Town Clerk Sarah Hopper

The Mayodan Town Council met at 6:00pm on June 13, 2022, in the Council room of the James A. Collins Municipal Building, and with a quorum present Mayor Wall called the meeting to order.

PUBLIC COMMENTS:

No one wished to speak.

PUBLIC HEARINGS:

A. 2022-2023 Taxi Franchise (One of Two Votes)

Town Manager Kathleen Patterson reported that Hampton's Taxi, owned by Annette and Michael Lilly, applied for the taxi franchise for 2022-2023. They have operated the taxi service and been awarded the franchise for many years. She stated that all paperwork was in order and there have been no complaints lodged regarding the taxi service.

Mayor Chad Wall opened the public hearing to hear public comment regarding the 2022-2023 Taxi Franchise at 6:01 p.m.

No questions or comments from the public.

Mayor Wall declared the public hearing closed at 6:02 p.m.

Motion by Councilmember Lake, seconded by Councilmember Barnes to approve the 2022-2023 Taxi Franchise for Hampton's Taxi Service.

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

Nays: None.

Motion carried unanimously.

B. 2022-2023 Fiscal Year Budget

1. Set Tax Rate

The proposed budget was prepared with a tax rate of .665 cents per \$100 of valuation to go into effect July 1, 2022. Mayor Chad Wall opened the public hearing to hear public comment regarding the 2022-2023 Fiscal Year Budget tax rate at 6:08 p.m. No questions or comments from the public. Mayor Wall Closed the Public comment at 6:09p.m.

Motion by Councilmember Cardwell, seconded by Councilmember Lake to approve 2022-2023 tax rate of \$0.665 cents per \$100 of valuation to go into effect on July 1, 2022.

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

Nays: None.

Motion carried unanimously

2. 2022-2023 FY Budget Ordinance

Town Manager Kathleen Patterson has submitted the budget for review and consideration to Town Council. This request includes a potential increase to the property tax rate of \$.035 increasing the rate from \$.63 to \$.665. The request also includes an increase to the water/sewer rates for individuals and businesses outside the Town limits of Mayodan. This rate will increase to \$16.88 per 1,000 gallons for both water and sewer. There is a 3% increase to the solid waste/recycling services. Due to the overwhelming increases in fuel cost, a fuel surcharge of \$2.11 per customer per month will be added to the bills. The budget ordinance reflects these changes as well as all revenues and expenses of the Town of Mayodan.

Motion by Councilmember Lake, seconded by Councilmember Goard, to approve 2022-2023 FY Budget Ordinance.

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

Nays: None.

Motion carried unanimously

****A copy of the Budget Ordinance 2022-2023 FY is hereby reference made a part of these minutes and a copy is on file in the Town Clerk's office for public viewing. ****

APPROVAL OF MINUTES:

Approval of Agenda and Regular Meeting Minutes of May 5 and 9, 2022 and Recessed Meeting minutes of May 12,17,18 and 23, 2022.

Motion by Councilmember Goard, seconded by Councilmember Shelton, to approve minutes for agenda, regular, meeting minutes of May 5 and 9, 2022 and recessed meeting minutes of 12,17,18 and 23, 2022 as presented.

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

Nays: None.

Motion carried unanimously.

OLD BUSINESS:

There was no old business.

Motion by Councilmember Lake, seconded by Councilmember Goard to enter to closed session for N.C.G.S. 143-318.11(a)(1)] Prevent the disclosure of privileged information.

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

Nays:

Motion Carried.

Council entered close session at 6:14 p.m.

Motion by Councilmember Lake, seconded by Councilmember Shelton to return to open session

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

Nays: None.

Motion carried unanimously

NEW BUSINESS:

A. Budget Amendment #19 Purchase of Freightliner M2106 (Boom Truck) Loan Proceeds \$168,822, Budget Amendment #20 McMichael Foundation Donation to the Mayodan Fire Department and Budget Amendment #21 Unanticipated expenditures in the Water Department line items' i.e., salaries, retirement and gas and oil cost.

Town Council Budget Amendment #19

Purchase of Freightliner M2106 (Boom Truck) Loan Proceeds \$168,822

Budget Amendment #19 reflects the receipt of loan proceeds for the purchase of the Freightliner M2106 (Boom truck). The truck was delivered two weeks ago and is actively in use. The total amount received was \$168,822.00.

RE: Town Council Budget Amendment to Line-Item Streets Department in the General Fund for Fiscal Year 2021-2022.

Town Council Budget Amendment #19

Purchase of Freightliner M2106 (Boom Truck) Loan Proceeds \$168,822

EXPENDITURE:

10-560-7400

Truck Purchase

\$168,822

10-391-0200	First Bank Loan Proceeds	<u>REVENUE:</u> \$168,822
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Town Council Budget Amendment #20

McMichael Foundation Donation to the Mayodan Fire Department

RE: Town Council Budget Amendment to Line-Item Fire Department in the General Fund for Fiscal Year 2021-2022.

Town Council Budget Amendment #20		
McMichael Foundation Donation to the Mayodan Fire Department		
	<u>EXPENDITURE:</u>	
10-580-7302	Fire Department Capital Reserve	\$10,000
	<u>REVENUE:</u>	
10-391-0805	McMichael Foundation Donation	\$10,000

Town Council Budget Amendment #21

Unanticipated expenditures in the Water Department line items' i.e., salaries, retirement, and gas and oil cost.

RE: Town Council Budget Amendment to the Water Department in the Water Fund for Fiscal Year 2021-2022.

Town Council Budget Amendment #21

Unanticipated expenditures in the Water Department line items' i.e., salaries, retirement and gas and oil cost.

	<u>EXPENDITURE:</u>	
30-822-2900	WF-Contingency	\$35,000
	<u>REVENUE:</u>	
30-824-1600	WWT-Repairs – Sewer Plant	\$35,000

Motion by Councilmember Barnes, seconded by Councilmember Goard to approve budget amendments #19 Purchase of Freightliner M2106 (Boom Truck) Loan Proceeds \$168,822, #20 McMichael Foundation Donation to the Mayodan Fire Department, and #21 Unanticipated expenditures in the Water Department line items' i.e., salaries, retirement and gas and oil cost.

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

Nays: None.

Motion carried unanimously

B. Disposition /Surplus of Equipment

The State of North Carolina requires this resolution authorizing the sale of town owned property. This resolution includes the following items:

- 1996 Leaf Machine
- 2004 John Deer Lawnmower
- 2001 Big Dog Lawnmower
- 2009 Kubota Lawnmower
- 2003 Ez-Go Golf Cart
- 2002 7500 GMC Grapple Truck
- 2008 Club Car Golf Cart
- Husqvarna Chainsaw
- Stihl Brush Cutter
- Terra Topper
- Sullair Air Compressor

These items will be for sale through all available means including but not limited to online auction, private sale, destruction, donation, and upset bid process.

Motion by Councilmember Shelton, seconded by Councilmember Barnes to approve the disposition of the following Surplus property 1996 Leaf Machine, 2004 John Deer Lawnmower, 2001 Big Dog Lawnmower, 2009 Kubota Lawnmower, 2003 Ez-Go Golf Cart, 2008 Club Car Golf Cart, 2002 7500 GMC Grapple Truck, Husqvarna Chainsaw, Stihl Brush Cutter, Terra Topper, and Sullair Air Compressor equipment.

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

Nays: None.

Motion carried unanimously

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 equipment* is hereby declared to be surplus to the needs of the Town of Mayodan.

- 1996 Leaf Machine
- 2004 John Deere Lawnmower
- 2001 Big Dog Lawnmower
- 2009 Kubota Lawnmower
- 2003 EZ-Go Golf Cart
- 2008 Club Car Golf Cart
- 2002 7500 GMC Grapple Truck
- Husqvarna Chainsaw
- Stihl Brush Cutter
- Terra Topper
- Sullair Air Compressor

BE IT FURTHER RESOLVED that the Town Manager is hereby authorized to dispose of the aforementioned equipment 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 Manager shall report the result of the sale of these items at the next regular meeting of the Town Council following the sale.

ADOPTED this 13th day of June, 2022.

C. Fee Schedule

The FY 2022-2023 fee schedule lists the changes reflected in the budget as well as the following changes:

- Rental fee for the Dump Truck increased to \$100 due to fuel cost increases.
- Large item pickup fee to \$15-\$40 increase of \$5.
- Bulk Item amounts changed to one cubic yard per week at no additional cost.
- Brush collection amount changed to three cubic yards every other week at no additional cost.
- The administrative fee for Water/Sewer increased to \$45 from \$35.
- Water/Sewer deposit increased to \$125 from \$100.
- Water/Sewer additional deposit amended to a repeat reconnection fee of \$150.
- Added a water meter tampering fee of \$350.

Additionally, information regarding the cost of having police, fire, or public works assistance at non-town sponsored events and the nuisance abatement fees.

Motion by Councilmember Lake, seconded by Councilmember Shelton to approve the amendments to the Fee Schedule as presented effective July 1, 2022.

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

Nays: None.

Motion carried unanimously

****A copy of the Updated Fee Schedule is hereby reference made a part of these minutes and a copy is on file in the Town Clerk's office for public viewing. ****

D. Utility Billing Policy Update

The Utility Billing Policy was updated to reflect the changes including the change from additional deposit to repeat reconnection fee and the addition of a definition for water meter tampering.

Additional changes included updates to payment options and grammatical errors.

Motion by Councilmember Cardwell, seconded by Councilmember Lake to approve the updated utility billing policy as presented.

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

Nays: None.

Motion carried unanimously

****A copy of the Utility Billing Policy is hereby reference made a part of these minutes and a copy is on file in the Town Clerk's office for public viewing. ****

E. Per Diem Rates

The Meal Allowance, Milage Reimbursement, and Travel Policy has been updated to reflect current reimbursement rates for meals, mileage, and hotels. This policy should be updated annually.

Motion by Councilmember Goard, seconded by Councilmember Lake to approve the updated meal allowance, milage reimbursement and travel policy as presented.

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

Nays: None.

Motion carried unanimously

F. Grant Project Ordinance for the Coronavirus State and Local Fiscal Recovery Funds

Following recommended best practice regarding the ARP funds, this ordinance allows the Town to reflect the intended use of the funds as well as the funds already used. This will be used in future reports to the Federal Government.

TOWN OF MAYODAN, NC

TOWN OF MAYODAN

Grant Project Ordinance for the Coronavirus State and Local Fiscal Recovery Funds American Rescue Plan Act (ARPA)

BE IT ORDAINED, by the Town of Mayodan Town Council that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1: The ordinance is to establish a budget for projects to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARPA). In August 2021. The Town of Mayodan received the first tranche in the amount of \$379,568.66 of ARP funds. The total allocation is \$759,137.32, with the remainder to be distributed to the Town July 2022. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

1. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff.
2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small business, impacted industries, and the public sector.
3. Replace lost public sector revenue, using this funding to provide governmental services to the extent of the reduction in revenue experienced due to the pandemic.
4. Provide premium pay to essential works, offering additional support to those who have borne and will bear the greatest risk because of their service in critical infrastructure sectors; and
5. Invest in water, sewer and broadband infrastructure, making necessary investment to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Section 2: The following amounts appropriated for the project and authorized for expenditure:

Premium Pay/Bonus Pay (E.C. 4.1)	\$43,886.75	
Water/Sewer Infrastructure (E.C. 5.1)	<u>\$715,250.57</u>	
Total		\$759,137.32

Section 3: The following revenues are anticipated to be available to complete the project:

ARPA Funds	\$759,137.32
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Section 4: The Finance Director is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements.

Section 5: Copies of this grant project ordinance shall be furnished to the Budget Officer, Finance Officer, and the Clerk to the Board.

Section 6: This grant project ordinance expires on December 31, 2026, or when all ARPA funds have been obligated and expended by the Town, whichever occurs sooner. Adopted this ____ day of _____, 2022.

	Actual	Budget	Balance
Revenue:	\$379,568.66	\$759,137.32	\$379,568.66
Expenditure:			
Premium Pay/Bonus General Fund	\$27,930.75	\$27,930.75	
Premium Pay/Bonus Water Fund	\$15,956	\$15,956	
Water/Sewer Infrastructure-Hydrants	\$14,117.50	\$35,000	\$20,882.50
Water/Sewer Infrastructure	<u>\$0</u>	<u>\$680,250.57</u>	<u>\$680,250.57</u>
	\$321,156.41	\$759,137.32	\$701,133.07
	ARP Special Fund		
Cash			
Transfer Out to GF			
Transfer Out to WF			
ARP - Transfer Out WF (Hydrants)	\$35,000		
ARP - Cash			\$35,000
WF - Cash	\$35,000		
WF - Transfer in ARP Special Fund			
Hydrants			\$35,000
ARP - Transfer Out WF	\$15,956		
Bonus Pay			
ARP - Cash			\$15,956
WF - Cash	\$15,956		
WF - Transfer in ARP Special Fund			
Bonus Pay			\$15,956
ARP - Transfer Out GF	\$27,930.75		
ARP - Cash			\$27,930.75
GF - Cash	\$27,930.75		
GF - Transfer in ARP Special Fund			\$27,930.75
Bonus Pay			

Motion by Councilmember Shelton, seconded by Councilmember Barnes to approve Grant Project Ordinance for the Coronavirus State and Local fiscal Recovery Funds

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

Nays: None.

Motion carried unanimously

G. Quote for Debris Removal and Disposal for former Washington Mills Site

This bid addresses the needs for removing the debris piles at the former Washington Mills site. Buck-Eye Elm was the only bidder in two rounds of bidding. They fully complied with the formal bid process. Their bid totals \$891,807.00. Consensus from the board was to table it until the July 11, 2022 Town Council meeting.

H. Contract to Audit accounts with Rouse, Rouse, Rouse & Gardner, LLP for year ending June 30, 2022

Motion by Councilmember Lake, seconded by Councilmember Shelton to approve

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

Nays: None.

Motion carried unanimously

MANAGER COMMENTS/ANNOUNCEMENTS:

July 2, 2022, The Arts Center will be hosting the Annual Golf Cart Parade at Elliott Duncan Park at 10:00 a.m.

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

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

Nays: None.

Motion carried unanimously.

Meeting adjourned at 6:49 p.m.

ATTEST:

Sarah Hopper, Town Clerk

Chad Wall, Mayor