



**REGULAR MEETING MINUTES**  
**MAYODAN TOWN COUNCIL**  
**January 14, 2019 at 6:00 p.m.**  
**James A. Collins Municipal Building**

<b>Mayor and Council Present:</b>	Mayor Jeffrey Bullins Darrell Allred Lewis Bottoms James “Bud” Cardwell David Holland Chad Wall
<b>Absent:</b>	
<b>Staff Present:</b>	Town Manager Melessa K. Hopper Town Clerk Elizabeth A. Barbery Assistant Town Attorney Katy Gregg
<b>Others Present:</b>	Gerri Hunt, News & Record Paul Kron; Representing Piedmont Triad Regional Council Rex Rouse- Rouse, Rouse, Rouse & Gardner
	The Mayodan Town Council met at 6:00 p.m. on January 14, 2019 in the Council room of the James A. Collins Municipal Building, and with a quorum present Mayor Bullins called the meeting to order.
<b>AGENDA TOPICS</b>	<b>ITEM</b>
Public Comment Period and Citizen Concerns	<i>No one wished to speak.</i>
Presentations	<i>Mayor Jeffrey Bullins administered the oath of office for the new town clerk position appointed to Elizabeth Barbery.</i>
Employee recognition	<i>Recognizing Cesar Chavez, he has been promoted to the Parks &amp; Streets Department Superintendent.</i>  <i>Hugh Hodges has relinquished his town clerk duties and will be working with Finance Director Randy Case over the next four months to prepare for that job when Mr. Case retires.</i>
Audit Presentation	<i>Mayor Bullins called upon Rex Rouse of Rouse, Rouse, Rouse &amp; Gardner to give the 2017-2018 Audit presentation to the council. Mr. Rouse went over expenditures and revenues. He reported that Mayodan has been proactive in reducing their OPEB costs by reducing retiree benefits. The Council made changes to the personnel policy to remove medical insurance as a benefit for retirees for all new employees hired after July 1, 2017. Overall, Rouse stated the debt for the size community Mayodan holds is relatively and impressively low.</i> <i>** The 2017-2018 Audit Report is hereby by reference made a part of these minutes and is on file in the Town Clerk’s office for public viewing.**</i>
Approval of Minutes:	<b>Motion</b> by Councilman Holland, seconded by Councilman Cardwell, to approve the agenda and regular minutes of November 8 and 13, 2018 and December 6, 2018 as presented. <i>Ayes: Councilmen Allred, Bottoms, Cardwell, Holland, and Wall.</i>

	<p><i>Nays: None.</i> <i>Motion carried unanimously.</i></p>
<b>Old Business:</b>	
P.T.C.R. Washington Mills Property Master Plan	<p><i>Mayor Bullins called upon Mr. Paul Kron of Foothills Planning &amp; Design, a subcontractor of the Piedmont Triad Regional Council, to give a presentation of the Washington Mills Masterplan that he has been working on over the last six months. The presentation included a recommended park plan which was gathered from surveys, community meetings and advisory board meetings. He presented different layouts for the property in which the overall community showed interest in. Some of the proposed amenities include; river access, special events platform, tent /yurt camping and historical aspects in remembrance of the Mill. Mayor Bullins further explained that the PTRC was contracted to provide a Masterplan to Council for future planning purposes for the best and highest use of the property.</i></p> <p><b>Motion</b> by Councilman Allred, seconded by Councilman Holland, to accept this concept plan designed by Foothills Planning &amp; Design, PLLC., and provided by the Piedmont Triad Regional Council. <i>Ayes: Councilmen Allred, Cardwell, Holland, and Wall.</i> <i>Nays: Councilman Bottoms</i> <i>Motion carried.</i></p>
Consideration of Large Item/ Brush Pick-Up Ordinance Amendments	<p><i>Due to the volume of some citizens' pickups the modification being made to the ordinance is being limited to two cubic yards. Anything over those two cubic yards, will be tagged at \$10 per cubic yard over two cubic yards, and must be paid to the Town prior to pick up. Anything over ten cubic yards will be the responsibility of the property owner to remove either by rental of the town truck for loading and taking to the landfill or removing to the landfill themselves. The schedule for pickups would be adjusted to allow for curb pick up of large items every other week, on the same day as recycling is scheduled, and brush pickup will be scheduled every other week on the opposite Wednesday as recycling. The proposed ordinance will alter the pickup schedule and will no longer provide for weekly pickups. The ordinance amendment presented also repeals the section that relates to removal of tires. The effective date of the amended ordinance is March 1, 2019.</i></p> <p><b>Motion</b> by Councilman Bottoms, seconded by Councilman Wall, to approve Ordinance #2019-01 Chapter 9 Health &amp; Sanitation as presented to be Effective 03-01-2019. <i>Ayes: Councilmen Allred, Bottoms, Cardwell, Holland, and Wall.</i> <i>Nays: None</i> <i>Motion carried unanimously</i> <i>**The Ordinance #2019-01 Chapter 9 Health &amp; Sanitation for the Town of Mayodan is hereby by reference made a part of these minutes and is on file in the Town Clerk's office for public viewing. A copy may be provided below in the document section of these minutes.</i></p>
Consideration of Fee Schedule Amendments	<p><i>Mayor Bullins asked Council to consider a fee schedule amendment to address the rising cost of providing services addressed in the schedule.</i></p>

	<p><i>Amendments addressed water/sewer tap fee costs, truck rental cost, bulk item pick up fees, cemetery plot fees, and fees related to Farris Memorial Park and Elliott Duncan Park.</i></p> <p><i>Council discussed the recommended rate for cemetery plot fees and felt the rate should be increased for in-town sales to \$500 rather than the \$400 recommended by the Town Manager.</i></p> <p><b>Motion</b> by Councilman Holland, seconded by Councilman Allred to approve the fee schedule as presented with a change to \$500 for cemetery plot in-town rate, and to be effective on March 1, 2019</p> <p><i>Ayes: Councilmen Allred, Cardwell, Holland, and Wall.</i></p> <p><i>Nays: Bottoms.</i></p> <p><i>Motion Carried.</i></p> <p><i>**The fee schedule for the Town of Mayodan is hereby by reference made a part of these minutes and is on file in the Town Clerk's office for public viewing. A copy may be provided below in the document section of these minutes.</i></p>
Discussion of Chemical Tank Cost Estimates WTP	<p><i>Mayor Bullins related information given at the agenda meeting from Bill Lester, LKC Engineering regarding the quotes for the chemical tank repair cost. Councilman Wall felt it was important to include funding for any extra provisions that Mr. Lester or Water Treatment Plant Superintendent Mike Sears felt would be necessary to make the project a success.</i></p> <p><b>Motion</b> by Councilman Wall, seconded by Councilman Bottoms, to accept the bid from Charles R. Underwood up to \$377,237.38 from the water and sewer fund balance.</p> <p><i>Ayes: Council members Allred, Bottoms, Cardwell, Holland, and Wall.</i></p> <p><i>Nays: None</i></p> <p><i>Motion carried unanimously.</i></p>
<b>New Business:</b>	
Local Government Commission Letter-Water/Sewer Fund	<p><i>Mayor Bullins asked Council Members to review a letter written by Town Manager Melessa Hopper in response to The Local Government Commission's concern of the financial position of the Town's water/sewer fund. The LGC required a written response signed by all current Council members. The response addressed two concerns the LGC had regarding the water/sewer fund operating at a loss and that the rate structure or collections do not generate adequate operating cash flow. Ms. Hopper drafted a letter explaining that the Town Council had increased water/sewer rates by 15% effective on July 1, 2018 and had made changes to the OPEB liability for the Town.</i></p> <p><i>All Council members were present and placed their signature upon the letter for return to the LCG.</i></p>
Discussion of Zoning Complaints	<p><i>Mayor Bullins related to Council that staff had received several zoning complaints. He stated that the Town Manager would like to have the town attorney's office respond in writing to those property owners where complaints have been lodged due to the complaints being relate to people's businesses. Letters will be going out to the property owners not complying with the zoning ordinance from the Town Attorney Phil Berger and Assistant Town Attorney Katy Gregg. Councilman Bottoms brought up</i></p>

	<p><i>his concerns of the Town not having a zoning enforcement officer as they had in the past.</i></p> <p><b>Motion</b> by Councilman Bottoms, to hire a code enforcement officer.  <i>Motion died for lack of a second.</i></p>
<b>Manager</b>	<p><i>Town Manager Melessa Hopper reminded the council members of the NC D.O.T meeting scheduled for January 31, 2019 at 2:00 p.m. to discuss the Hwy 135 bridge replacement.</i></p> <p><i>Ms. Hopper informed Council that she had been given information Rockingham County has been recategorized as a Tier One county from a Tier Two County. This indicates that Rockingham County has become a more distressed county than in the past. The effect of dropping from Tier Two to Tier One could provide an opportunity for additional grants and stipends.</i></p> <p><i>Ms. Hopper provided the financial statements for the month ending December 31, 2018</i></p> <p><i>Because the Town will hold municipal elections in 2019 Ms. Hopper provided the 2019 Election schedule for Councilmembers whose seat may be up for election.</i></p> <p><i>Ms. Hopper provided a list of committee and board appointments that will be on the agenda in March.</i></p>
<b>Mayor/Council Comments</b>	<p><i>Councilman Holland related to Council that he had spoken with Dennis Cardwell regarding rebuilding a brick column at the cemetery. He stated he could do the work at a cost of \$775.</i></p> <p><b>Motion</b> by Councilman Holland, Seconded by Councilman Cardwell, to approve \$775 from the cemetery fund balance for Dennis Cardwell to rebuild the brick column.</p> <p><i>Ayes: Councilmen Allred, Bottoms, Cardwell, Holland, and Wall.</i></p> <p><i>Nays: None</i></p> <p><i>Motion carried unanimously.</i></p>
<b>Adjournment</b>	<p><b>Motion</b> by Councilman Holland, seconded by Councilman Bottoms, to adjourn.</p> <p><i>Ayes: Councilmen Allred, Bottoms, Cardwell, Holland, and Wall.</i></p> <p><i>Nays: None.</i></p> <p><i>Motion carried unanimously.</i></p> <p><i>Council adjourned at 8:33 p.m.</i></p>

**ATTEST:**

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**Elizabeth A. Barbery, Town Clerk**

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**Jeffrey G. Bullins, Mayor**

January 14, 2019

# Documentation

**TOWN OF MAYODAN**  
**AMENDMENT TO MAYODAN TOWN CODE OF ORDINANCES**  
**CHAPTER 9, Health and Sanitation**  
**ARTICLE 3, Garbage Refuse Collection and Disposal**

**WHEREAS**, the Town Council of the Town of Mayodan finds it necessary and desirable to amend the Mayodan Code of Ordinances, CHAPTER 9, **HEALTH AND SANITATION**  
**ARTICLE 3, GARBAGE REFUSE COLLECTION AND DISPOSAL,**  
**SECTION 9.31 Yard Waste, Bulk Yard Waste, Leaves, and Bulk Item Collections Regulated, SECTION 9.36 Removal of Tires, SECTION 9.38 Recycling Services,** and

**WHEREAS**, said ordinance was adopted previously by the Town of Mayodan.

**NOW, THEREFORE BE IT HEREBY ORDAINED** by the Town Council of the Town of Mayodan, State of North Carolina amendments be made as follows:

**CHAPTER 9**

**HEALTH AND SANITATION**

**ARTICLE 3, SECTION 9.31 YARD WASTE, BULK YARD WASTE, LEAVES, AND BULK ITEM COLLECTIONS REGULATED.**

**Section 9.31, paragraph(b) amended as follows:**

(b) Bulk Yard Waste: Shall be placed at the curb or street edge either bundled, stacked neatly, placed in plastic bags, or in a roll-out container that is no larger than 32 gallons. Generally, tree limbs shall not exceed ten (10) inches in diameter and should be cut in lengths no longer than five (5) feet. Bags and containers should not weigh more than 50 pounds when full. Any single item weighing 200 lbs. or more will not be collected without an additional charge for service. Residential properties will be allowed seven cubic yards (8' x 6' x 4' high) of bulk yard waste every other week. The Town reserves the right to reject collection or charge an additional fee for collection of bulk yard waste items or piles larger than permitted by this ordinance.

Storm Damage: The Town will pick-up debris from storms when documented and reported to the Town. Such debris should be placed at the curb and cut into pieces weighing less than 200 lbs. Fees will be waived for any storm related debris picked-up by the Town.

(c) Leaf Collection: In order to prevent storm drains from clogging and street flooding the Town of Mayodan provides loose leaf collection from November 1 through January 31 of each year. The Town will perform at least three full passes through the town to collect leaves placed at the curb or street edge. Leaves shall not be placed in streets or drainage ditches. The timing and specific route(s) shall be established by the Public Works Director. Between February 1 and October 31, the Town will only collect bagged leaves. Bags must be placed at the curb or street edge and weigh no more than 50 pounds

(d) Bulk Items: Bulk items (as defined above) will be collected by the Town of Mayodan if it is placed at the curb or street edge. Residential properties will be allowed two (2) cubic yards (one cubic yard = 3'x3'x3') of bulk items every other week. Any single item weighing 200 lbs. or more will not be collected without an additional charge for service. The Town reserves the right to reject collection or charge an additional fee for collection of bulk waste items or larger than permitted by this ordinance up to ten (10) cubic yards. When work that generates bulk waste is contracted to construction contractors, builders, or other commercial workers, the contracting party is responsible for the removal and disposal of all waste generated on the property in question. The resident and/or property owner is responsible for removing and disposing of bulk items or objects larger than ten (10) cubic yards. Any property owner and/or resident who cannot remove bulk items as provided herein may call the Town to arrange for rental of a town truck, if available, to be delivered. Property owner and/or resident shall be responsible for paying the truck rental fee as established by Town Council and for landfill charges calculated by the landfill facility to dispose of items. Property owner and/or resident is responsible for the loading of bulk items into the town truck. This service is subject to availability and is not guaranteed. *Section 9.36 Repealed as follows:*

*Section 9.36 Repealed from Ordinance on (DATE)*

**Section 9.38 Recycling Services amended as follows:**

The State of North Carolina has banned certain materials from municipal solid waste landfills to encourage recycling of these materials. Items banned from landfills are listed in section 9.21 (10) above.

Residents are encouraged to utilize the Town's recycling program. A list of materials appropriate for recycling is available at Town Hall and shall be made available to the public. The Town reserves the right to reject collection or charge an additional fee for collection of items not in compliance with the Town's recycling program or the State of North Carolina laws and regulations concerning items banned from solid waste landfills.

**Approved this 14th day of January, 2019**

ATTEST:

S/ \_\_\_\_\_  
Elizabeth A. Barbery  
Town Clerk

S/ \_\_\_\_\_  
Jeffrey G. Bullins, Mayor

January 14, 2019