

AGENDA
STONEVILLE TOWN COUNCIL
6:00 PM *Closed Session §143-318.11(a)
(3) to Consult with Town Attorney (6) Personnel
Regular Meeting
December 3, 2024 – 7:00 PM
Council Chambers at 101 Smith St.

CALL TO ORDER – MAYOR GALVAN

PLEDGE OF ALLEGIANCE & INVOCATION

APPROVAL OF DECEMBER 3, 2024 AGENDA

CONSENT AGENDA

Consent items listed below are considered routine or have been discussed in previous meetings. These items will be approved with a single motion, second and vote, unless a request for removal from the Consent Agenda is heard from a Council Member.

1. Approval of Minutes
 - a. Regular Meeting - November 5, 2024
 - b. Special Meeting for Closed Session – November 25, 2024
2. Approval of 2024 Employee Christmas Bonuses
3. Approval of 2025 Water Billing Calendar
4. Approval of 2025 Holiday Schedule
5. Approval of Resolution R-2024-10 Acceptance of State Reserve Grant offer of \$150,000 for Wastewater Asset Inventory and Assessment Study
6. Approval of O-2024-08 Capital Project Ordinance for Wastewater Asset and Inventory Assessment
7. Approval of Resolution R-2024-11 Authorizing the Disposition of Town Property – 2010 Police Vehicle

NEW BUSINESS

1. Audit Report for the fiscal year ended June 30, 2024 – Mr. Tony Brewer, CPA
2. Consider approval of Ordinance O-2024-09 Amending Code of Ordinances Chapter 30: Governing Body Section 30.15 Regular Meetings
3. Consider approval of 2025 Town Council Meeting Schedule
4. Consider approval of side-by-side vehicle purchase for the Police Department

OLD BUSINESS: NONE

PUBLIC COMMENTS

TOWN ADMINISTRATOR REPORT

UPCOMING EVENTS

12/5/24 - Snaps with Santa from 5pm – 7pm at Reedy & Ray's

12/7/24 - Hike with Santa at 10:00am at the Stoneville Trail off Priddy Drive

12/16/24 - Christmas Trivia Dinner at 6:00pm at Debbie's Event Center

TOWN HALL WILL BE CLOSED DECEMBER 24TH, 25TH, AND 26TH FOR CHRISTMAS HOLIDAY

NEXT COUNCIL MEETING – JANUARY 7, 2025, AT 6:00PM

CLOSING REMARKS BY MAYOR GALVAN

ADJOURN

CLOSED SESSION
NCGS 143-318.11

(a) Permitted Purposes. – It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required:

(1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.

(2) To prevent the premature disclosure of an honorary degree, scholarship, prize, or similar award.

(3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.

(4) To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations, or to discuss matters relating to military installation closure or realignment. Any action approving the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session.

(5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

(6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.

(7) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.

(8) To formulate plans by a local board of education relating to emergency response to incidents of school violence or to formulate and adopt the school safety components of school improvement plans by a local board of education or a school improvement team.

(9) To discuss and take action regarding plans to protect public safety as it relates to existing or potential terrorist activity and to receive briefings by staff members, legal counsel, or law enforcement or emergency service officials concerning actions taken or to be taken to respond to such activity.

(10) To view a recording released pursuant to G.S. 132-1.4A. (b) Repealed by Session Laws 1991, c. 694, s. 4. (c) Calling a Closed Session. – A public body may hold a closed session only upon a motion duly made and adopted at an open meeting. Every motion to close a meeting shall cite one or more of the permissible purposes listed in subsection (a) of this section. A motion based on subdivision (a)(1) of this section shall also state the name or citation of the law that renders the information to be discussed privileged or confidential. A motion based on subdivision (a)(3) of this section shall identify the parties in each existing lawsuit concerning which the public body expects to receive advice during the closed session.

(d) Repealed by Session Laws 1993 (Reg. Sess., 1994), c. 570, s. 2. (1979, c. 655, s. 1; 1981, c. 831; 1985 (Reg. Sess., 1986), c. 932, s. 5; 1991, c. 694, ss. 3, 4; 1993 (Reg. Sess., 1994), c. 570, s. 2; 1995, c. 509, s. 84; 1997-222, s. 2; 1997-290, s. 2; 2001-500, s. 2; 2003-180, s. 2; 2013-360, s. 8.41(b); 2014-79, s. 9(a); 2016-88, s. 3.)

Stoneville Town Council
Regular Meeting Minutes
November 5, 2024
7:00 PM – Council Chambers

Regular Meeting

Present were Mayor Kathy Stanley-Galvan, Council members Johnny Farmer, Curt Bennett, Henry Thornton, Lee Shelton, and Daisy Smith. Also present were Town Administrator Barbara Hollerand, Finance Officer Shannon Tucker, Town Clerk Deleia Hutcherson, Fire Chief Joel Freeman, Public Works Director Byron Curry, and Town Attorney Eugene Russell.

Welcome: Mayor Galvan welcomed the assembly and called the meeting to order after the Pledge of Allegiance and Invocation at 7:00pm.

Minutes: Mayor Galvan asked for a motion to approve the regular meeting minutes from October 1, 2024. Councilman Thornton made a motion to approve the minutes. Councilman Bennett seconded. Motion carried.

Agenda: Mayor Galvan asked for a motion to approve the November 5, 2024 agenda. Councilman Thornton made a motion to approve the agenda. Councilman Shelton seconded. Motion carried.

New Business:

Consideration to approve subdivision of parcel #180563Z1 – Mr. Will Froelich with Clayton Homes requested approval to subdivide this 2.98-acre site into four lots for modular homes which are all compliant with current subdivision and zoning ordinances. He stated the homes will feature gravel driveways, covered front porches, and erosion control plans. He also stated the trees along Highway 770 will remain as a buffer and the homes will be accessed off of Dalton Loop. The Planning Board and Public Works staff have reviewed and no concerns. Councilman Shelton made a motion to approve the subdivision of parcel #180563Z1. Councilwoman Smith seconded. Motion carried.

Consideration to approve subdivision of parcel #185216 and #185217 – Mr. Bill Greco, Surveyor at Land Solutions, and Site Engineer for the project requested approval to subdivide the two parcels totaling approximately 4.1 acres to accommodate six custom-built homes. The preliminary site plan is compliant with current subdivision and zoning ordinances. He stated three of the homes will be accessed off of Simpson Street, one off of Main Street, and one off of Claybrook Street. One home already exists off of Main Street. All homes will connect to Town water and sewer. The Planning Board and Public Works staff have reviewed and no concerns. There was discussion about Claybrook Street access and the responsibility for maintaining stub streets. The town clarified that they do not assume maintenance unless the street is formally accepted. The property owner has agreed to start a 10' wide driveway from Claybrook Street where the pavement ends to the property. He will be responsible for grading, installing a driveway that will be gravel, and seeding and strawing disturbed areas. The maintenance of both sides being mowed and maintained will be the responsibility of the new homeowner and stated on the deed. The property owner will ensure buyers receive proper disclosures about responsibilities for private gravel driveways. Councilman Farmer made a motion to approve the subdivision of parcel #185216 and #185217. Councilwoman Smith seconded. Motion carried.

Christmas decorating and events – Ms. Jodi Lester updated the Council on Christmas decorating in town and also about upcoming Christmas events. She encouraged everyone to come out and enjoy the festivities and highlighted how the events are opportunities to foster community spirit and welcome new residents.

Consideration to approve Ordinance O-2024-07 Amending the Town of Stoneville Code of Ordinances Chapter 92: Section 92.08 and Section 92.35 – Cemeteries to allow for private family mausoleums –

Town Administrator Barbara Hollerand stated the Cemetery Committee and town staff recommend approval of the ordinance amendment. Councilman Bennett made a motion to approve Ordinance O-2024-07 Amending the Town of Stoneville Code of Ordinances Chapter 92: Section 92.08 and Section 92.35 – Cemeteries to allow for private family mausoleums. Councilman Farmer raised concerns about long-term maintenance responsibilities and liabilities. Staff clarified that families, not the town, would maintain the private mausoleums. He asked staff to look at developing written guidelines outlining responsibilities for families and amend the ordinance to include the guidelines. Councilman Bennett stated his motion was still on the floor to approve and the guidelines could be addressed at a later meeting. Councilman Thornton seconded. Motion carried unanimously.

Consideration to approve tire quote from R & J Tire Service in the amount of \$3,650.00 for the Fire Department's Engine 71 – Councilman Farmer made a motion to approve the tire quote from R & J Tire Service in the amount of \$3,650.00 for the Fire Department's Engine 71. Councilman Shelton and Councilman Bennett had concerns not using Claybrook's tire as they are local. After some discussion, Mr. Farmer removed his motion. Councilman Shelton made a motion to approve the tire quote from Claybrook's Tire in the amount of \$4,252.72 for the Fire Department's Engine 71. Councilwoman Smith seconded. Motion carried unanimously. The motion was approved using the McMichael grant for the tire purchase as presented. After further discussion, it was determined the purchase should come out of the Special Fire Tax Expense line item. Councilman Farmer made a motion to amend the expense line item from the McMichael grant to the Special Fire Tax line item. Councilman Thornton seconded. Motion carried.

Consideration to approve electrical quote from Knight Electrical in the amount of \$2,400.00 for the Fire Department's breathing air compressor – Councilman Farmer made a motion to approve the electrical quote from Knight Electrical in the amount of \$2,400.00 for the Fire Department's breathing air compressor. Councilman Shelton seconded. Motion carried.

Budget Amendment No. 11524 for a McMichael Family Foundation grant in the amount of \$30,000 for the Fire Department – Councilman Farmer made a motion to approve Budget Amendment No. 11524 to recognize the McMichael Family Foundation grant revenue and to create a line item for the revenue and a line item for the expenditures. Councilman Shelton seconded. Motion carried.

Appointment of Shannon Tucker as Budget Officer – Town Administrator, Barbara Hollerand informed the Council that to be compliant with NCGS Section 159-9, a Budget Officer needs to be appointed and she is recommending Shannon Tucker as she has performed the duties of the Budget Officer for the last two years. She stated this designation aligns with the town's current budget ordinance, which names the Finance Officer as the Budget Officer. Some Council Members expressed a preference for this role to be held by the Town Administrator in the future. It was agreed this could be revisited in the next budget cycle. Councilman Farmer made a motion to amend the Budget Ordinance for 2024/2025 and appoint Shannon Tucker as Budget Officer for this period and revisit the appointment during the 2025/2026 budget review. Councilman Thornton seconded. Vote was not unanimous and a roll call vote was requested by the Town Clerk. Councilman Farmer, Thornton, and Shelton voted yes. Councilman Bennett and Councilwoman Smith voted no. Motion carried by a majority vote of 3-2.

Old Business: None

Public Comments: The following signed up for public comments:

Morgan Nieves of 308 Stone Street, Stoneville, NC – Mr. Nieves, a resident inside the town limits, asked the Council to consider allowing him to keep his ducks, citing miscommunication about local ordinances.

He said he was told a year ago it was okay to keep the ducks, but recently he was told they would have to be removed from his property. The Council acknowledged his frustration and directed staff to research other municipalities' policies on ducks. They agreed to work with the resident while the matter is reviewed and no immediate enforcement of the removal deadline was implemented.

Town Administrator Report – Town Administrator, Barbara Hollerand reminded everyone about the CPN Institute – Built Asset Assistance Workshop taking place November 21-22, 2024. She said the workshop will explore revitalization strategies and generate a report for the town's consideration at no cost and anyone is welcome to attend.

Upcoming November events were announced along with the next Council Meeting scheduled for December 3, 2024, at 7:00pm.

Mayor Galvan thanked everyone for coming out to the meeting

Motion to adjourn the meeting made by Councilman Bennett. Councilman Thornton seconded. Motion carried.

Meeting adjourned at 8:14 p.m.

Mayor, Kathy Stanley-Galvan

Town Clerk, Deleia Hutcherson

**Stoneville Town Council
Special Meeting Minutes
November 25, 2024
5:00 PM - Council Chambers**

Special Meeting

Present were Mayor Kathy Stanley-Galvan, Council members Johnny Farmer, Curt Bennett, Henry Thornton, Lee Shelton, and Daisy Smith. Also present was Town Attorney Eugene Russell.

Mayor Galvan called the meeting to order at 5:00 p.m. She announced the special meeting was called to hold a Closed Session.

Mayor Galvan asked for a motion to go into Closed Session. Motion to go into Closed Session pursuant to NCGS 143-318.11(a) (3) to consult with the Town Attorney, and (6) Personnel was made by Councilman Thornton. Councilwoman Smith seconded. Motion carried.

There were no members of the public present.

Motion to go out of Closed Session was made by Councilman Bennett. Councilwoman Smith seconded. Motion carried.

Mayor Galvan announced the return to open session and stated no action was taken in Closed Session.

Motion to adjourn meeting was made by Councilman Shelton. Councilman Bennett seconded. Motion carried.

Meeting adjourned at 6:50 p.m.

Mayor, Kathy Stanley-Galvan

Town Clerk, Deleia Hutcherson