



Town of Green Level Regular Meeting
Green Level Municipal Building
Thursday, August 8, 2019

The regularly scheduled meeting of the Town of Green Level Council was held on Thursday, August 8, 2019 at 7:00 PM in the Green Level Municipal Building located at 2510 Green Level Church Road.

GOVERNING BODY MEMBERS PRESENT: Mayor Remonia Enoch, Mayor Pro Tem Carissa Graves-Henry, Councilmember Theodore Howard, Councilmember Richard Woods, and Councilmember Michael Trollinger (also Interim Town Administrator).

GOVERNING BODY MEMBERS ABSENT: None

GREEN LEVEL STAFF PRESENT: Interim Town Administrator Michael Trollinger (also Councilmember) and Town Clerk Suzanne Bigelow.

GREEN LEVEL TOWN ATTORNEY PRESENT: Eugene Russell.

Mayor Remonia Enoch called the meeting to order and Councilmember Woods gave the invocation.

Mayor Enoch asked for a motion to consent to the agenda as it is. Councilwoman Graves-Henry made a motion to consent to the agenda as it is and Councilman Woods seconded this motion. The motion passed (5 – 0).

Mayor Enoch asked for a motion to approve the minutes from July 11, 2019. Councilwoman Graves-Henry made a motion to approve the minutes of July 11, 2019. Councilman Woods seconded it. The motion passed (5 – 0).

Public Comment:

Mayor Enoch opened public comment and gave residents instructions and guidelines on how this was to be conducted.

Patricia Jones of 2443 Michelle Drive addressed the council, expressing concern over the large water bill (\$1,193.67) she received for water/sewer services at her business location at 1626 N NC Hwy 49. Ms. Jones shared that the spike in her water has happened when she has gone on vacation and closed her day care. She went on to inform the council that she had a plumber come out and that he found no leaks on her property. Interim Town Administrator Trollinger discussed with the council the fact that he had talked with Ms. Jones and had asked her to address the council concerning this situation. He also had public works go out and check for

leaks. Interim Town Administrator Trollinger shared that Public Works found no noticeable detectable issues with the system at this property. There was council discussion with Ms. Jones. Mayor Enoch let Ms. Jones know that the council would get together on her issue.

Sylvia Leath of 2578 E Simpson Road acknowledged the Town's efforts to fix the situation with the overflow of rainwater coming from the Town's park into her and other's driveways, but said this did not help. She shared that the rain comes down from the park, bringing dirt from her neighbor's driveway into her driveway, resulting in a dirt pileup for her to cleanup. The Mayor suggested that perhaps sandbags could be looked at as an option to help with this problem. Interim Town Administrator Trollinger gave an update on a major rain event, the day before, Wednesday, August 7, 2019. He noted the effects of this water on Ms. Leath's property and other's property. Town Administrator Trollinger also discussed Public Works diligence to do all they could to lessen the negative effects of this rain event. The pumping and hauling of excess water was within the Town's contracted amount of loads and therefore posed no additional cost to the Town.

Kenya Palmer of 2469 Michelle Drive came to support Patricia Jones and shared that she had also experienced a high water bill (over \$1,000.00). She stated that she had been out of town for an extended period of time and that this is when her water usage had increased. The Mayor stated that more research needed to be done on this.

Renee Freeland of 337 Mason Trace shared that she would be out of the country for a week and commended the council on listening to each public comment and desiring to do something about the resident's high usage activity, reflected by high water/sewer bills. Some council members encouraged Ms. Freeland to take precautions to ensure that when she is away for her upcoming trip she does not have the excessive usage that the prior public commenters spoke about.

Miguel Penagos of 2473 E Simpson Road stated that he had talked to the previous Code Enforcer Bernard Pinnix, last year, about putting a doublewide on his property and that Mr. Pinnix had told him that he didn't see a problem with this. Mr. Penagos, who stated that he had paid over \$20,000 for the doublewide, proceeded to say that the current code enforcer had told him something different. Interim Administrator Trollinger shared that a zoning variance was needed in order for Mr. Penagos to place a doublewide on his piece of property. Our ordinance allows that for a single family home to be constructed, 1 acre of land is needed. The code enforcer, Timothy Ratcliffe, stated that the land was .227, which is smaller than a quarter of an acre and according to our ordinance, way too small to put a doublewide on. Mr. Ratcliffe also shared that the planning board had, in another instance, approved a zoning variance to put a single home on .62 acres of land. The Mayor said that the council would talk to the code enforcer concerning this concern.

The public comment participants were told that someone would get back with them.

Town Administrator Updates

Interim Town Administrator Michael Trollinger shared with the council that he had been having meetings with those involved in the Town Hall project. He also updated the council that the Alamance County Inspector issued a certificate of occupancy. Administrator Trollinger went on to state that there are still some items that need to be completed before the construction loan may be closed out. Administrator Trollinger made the council aware that the Utilities department will be moved first, possibly the second week of September. After 3-4 days of no glitches with Utilities, he will look to move the remaining departments into the new building.

Administrator Trollinger addressed staffing at the Town. He shared that we have a Parks and Recreation Director who has given notice and is leaving the Town. Bernard Johnson, who was offered this position by the prior Administrator and has accepted it, will be the Town's new Parks and Recreation Director on a part time basis. The Town will need to look at hiring a full time Parks and Recreation Specialist and a part time grounds keeper. Administrator Trollinger highlighted that this would not cost the Town any more money. Per Administrator Trollinger, Bernard Johnson chose not to accept any more money due to him being retired and having limited income requirements with his Social Security at his age of 62. Mr. Johnson will be in charge of the football program. He "has been with the Town for quite a while" and is well known throughout the County for sports and rec and well known in this community for the services he had provided in the Town. Administrator Trollinger made the council aware that a full time utilities staff person is needed since Suzanne Bigelow was promoted to the Town Clerk. He requested the council's permission to sign a contract with a staffing agency. He shared that while the Town will pay for the new staff member, benefits will be the responsibility of the Prime Personnel Agency for the new staff members first 500 hours. This staff member would be considered a temporary employee and at the Town's discretion, this could be extended. Administrator Trollinger provided the council with the specifics of what this staffing agency could provide the town. The council chose not to vote on this matter at this time.

Administrator Trollinger made the council aware of the Town's need for a new handheld, due to our existing handheld not having the capacity to data log our newest meters. He shared that if our town bundled with another town to get the new handheld through the state, we could get the equipment for \$8,000.00 instead of the \$30,000.00 we would have to pay if we did not bundle with another Town. There was some council discussion and questions. Administrator Trollinger said that he needed for the council to take a vote to allow him to submit a bid proposal to Core & Main for \$8,006.25. The Mayor asked for a motion to purchase the data collector from Core & Main at the price of \$8,006.25. Mayor Pro Tem made a motion to move forward with the Core & Main new MRX920 data collector for \$8,006.25. Councilman Woods seconded it. Administrator Trollinger's vote was abstained. The motion passed.

Administrator Trollinger presented the council with the fact that Public Works' air conditioning is not working and with 3 quotes from three different heating and air providers. There was

council discussion which resulted in a collective decision to purchase a new air conditioner from Mebane Air Incorporated. Mayor Enoch asked for a motion to go with Mebane Air Incorporated. Councilwoman Graves-Henry made a motion to go with Mebane Air Incorporated for \$13,462.02 for the 16 tier 5 ton 2 stage system unit. Councilman Woods seconded the motion. Administrator Trollinger's vote was abstained. The motion passed.

Administrator Trollinger addressed the Town's personnel policy manual and brought to council's attention that the new policy manual had been tabled when former administrator Michael Douglas had presented it to the council. Per Administrator Trollinger, the manual had been distributed to staff before being approved by the council. Administrator Trollinger informed the council that the Town has been forced to use the old personnel manual and asked the council to accept the new personnel policy manual as the one that may be adopted and used. The administrator pointed out some of the differences in the old and new manuals. There was council discussion. Attorney Russell suggested that if it's been a while since each council member has looked at the new personnel policy manual that each councilmember may want to look it over before voting on this item. Administrator Trollinger will make copies of both the old and new personnel manuals and get them to each of the councilmembers. This item was tabled until councilmembers have a chance to review both manuals.

Administrator Trollinger discussed the letter of disapproval from DEQ to Summit. He explained that there were to be two phases to this project with Summit – a residential phase and a commercial phase. Administrator Trollinger stated that he had not been able to locate the original contract that the Town has with Summit. He provided the council with a picture of a dirt mound on N NC Hwy 49, sharing that this is where the commercial part of this project was supposed to be. There were council questions and discussion. According to Attorney Russell, the reason for the DEQ disapproval letter to Summit is because what they submitted to the State was not consistent with the plan approved by the Town and if there was going to be a change, this change should have been approved by the Town. Administrator Trollinger suggested that Attorney Russell research this issue further.

Town Attorney Update

Attorney Russell stated that he had nothing for the open session.

Council Comments

Councilman Woods commented on bulk trash pick-up and the presence of an excessive amount of bulk trash that had been put out at a residence on N NC Hwy 49.

There were no other comments.

The Mayor asked for a motion to go into closed session citing personnel and consult with an attorney GS 143-318.11. Mayor Pro-Tem Graves-Henry made a motion to go into closed session citing GS 143-318.11 (a)(3) – consult with the attorney & (a)(6) - personnel. Councilman Woods seconded the motion. All were in favor – the motion passed (5-0).