**Town Council Regular Meeting**

**Green Level Municipal Building**

**Thursday, March 09, 2023**

**MINUTES**

The regularly scheduled meeting of the Town of Green Level Council was held on Thursday, March 09, 2023, at 7:00PM in the Green Level Municipal Building located at 2510 Green Level Church Road.

**Governing Body Members Present:** Mayor Sandra McCollum, Mayor Pro-Tem Remonia Enoch, Councilwoman Patricia Jones, Councilman Jose McBroom & Councilman Theodore Howard.

**Governing Body Members Not Present:** None.

**Green Level Elected Officials Present:** Town Clerk Jeremy Edmonds, Town Administrator Barrett Brown, Town Attorney Eugene Russell.

**Also in Attendance:** Alliance Code Enforcer Carrington Lucas, Utility Billing Specialist Gael Baskerville.

**Mayor McCollum called the meeting to order at 7:00pm.**

**Roll Call:**

Town Clerk Jeremy Edmonds conducted a roll call of the Town Council. All council members were present.

**Invocation:** Mayor McCollum.

**Approval of Agenda**

Mayor McCollum entertained a motion to approve the March 09, 2023 draft agenda with an amendment to add the planning board application to the Town Administrator updates as item number eleven. Mayor Pro-Tem Enoch made a motion to approve the March 09, 2023 draft agenda with an amendment to add the planning board application to the Town Administrator updates as item number eleven. Councilwoman Jones seconded the motion.

The motion passed unanimously (5-0).

**Approval of Minutes**

Mayor McCollum entertained a motion to approve the draft minutes from the February 09, 2023, Town Council Regular Meeting. Councilwoman Jones made a motion to approve the draft minutes from the February 09, 2023, Town Council Regular Meeting. Councilman McBroom seconded the motion.

The motion passed unanimously (5-0).

**Public Comments**:

There were two public comments. The first public comment was from Mr. Michael Trollinger who had concerns about the Green Level Christian Church sign that was removed from the top of Green Level Church Road. He is requesting that the signed be placed back at the top of Green Level Church Road. The second public comment was from Ms. Lisa Bryant who had concerns about the speeding, gunshots, and racing at night on West Simpson Road. She states that it is quiet during the day time but at night it is a totally different thing. She is requesting more police patrolling at night. She stated that she has pictures of the tire tracks from the racing.

**Realtor Presentation:**

Mrs. Catina Bethea gave a presentation with some data of the real estate property listings that the Town of Green Level has currently on the market. Mrs. Bethea stated that she’s kept in contact with the Town Administrator, Mr. Brown over the last year, whether on the telephone or stopping by the Town Hall to talk face to face. Mrs. Bethea presented a map with numbers showing the different states where people are looking at the Town of Green Level properties. She advised the Council that the properties are being marketed on CoStar, LoopNet, Triangle MLS, INC., Facebook, YouTube, and Instagram. Mrs. Bethea stated that during the first part of the year of 2022 and throughout the year there were not so many views because the state of the economy. She stated and showed on the graph that things picked up around January and February 2023. Mrs. Bethea explained how it is different when trying to sell commercial and residential properties. She also stated that currently the views sit at 6,756 so people are starting to look more, and she is starting to get more calls and inquiries about the properties. Lastly, Mrs. Bethea stated that she has been in contact with certain companies to try to bring businesses to the Town of Green Level . She stated that she has been in conversation with gas station owners, a few hotel owners, and a few other small businesses. She advised that she tried to inquire about bringing a National Restaurant to the Town of Green Level but the traffic count was too low for now. Nevertheless, she said that she is still in communications with smaller restaurants.

**Code Enforcement Report:**

Mr. Carrington Lucas from Alliance Code Enforcement stated that for the month of February he shifted his focus mainly to junk vehicles or vehicles that seemed to be abandoned or not touched for a while. Mr. Lucas stated that he was able to get seven vehicles towed from Green Level. He stated that a lot of residents were not too welcoming of his letters, but it has been effective, nonetheless. He advised that most vehicles were either covered up or removed from the properties without him having to enforce towing. Mr. Lucas advised that he has established open communication with Mr. Travis Dickie, the owner of Sun Rays Mobile Home Park due to the amount of trash surrounding the two dumpsters that is out at the mobile home park that is right off the main road facing Wyatt Road. Mr. Lucas said that the owner agreed to move the two dumpsters that way it is no longer visible for the individuals riding down one of Green Level’s public roads. He stated that he does not have a time frame as to when the dumpsters will be moved but he will be following up about it. Mr. Lucas stated that the owner of Sun Rays will also be providing his own dumpster for the residents of his trailer park for the items that will not fit in the dumpsters that are presently there, and he also stated that he will do a better job of complying with the ordinances. Mr. Lucas stated that Mr. Dickie has already taken steps to getting things taken care of and has shown proof of improvements. Mr. Lucas also advised the council that he has established open communications with Mr. Charles Whitman, the owner of the mobile home park on East Simpson Road. Mr. Lucas stated that he met with Mr. Whitman on Thursday March 09, 2023, and that he was happy to meet with Mr. Lucas because he wanted to show him all the improvements that he had done. Mr. Lucas provided the Town Council with a packet of pictures to show what he has done. Mr. Lucas said that he took those pictures on sight to show the council what the mobile home park presently looks like. Mr. Lucas advised the council that Mr. Whitman has had fourteen vehicles towed from the property, he’s reached out to the individual tenants regarding their junk and how they’re to be maintaining it and where it needs to go. Mr. Lucas advised that there are three mobile homes that Mr. Whitman must remove due to them not being fit for human habitation. Those three are waiting on some sort of documentation from the DMV so he can remove them. Mr. Lucas stated that Mr. Whitman was wanting to remove those three mobile home trailers from the park, renovate them, and then bring them back to the park. The Town Council was not in agreement with this idea. Mr. Lucas stated that there should be an ordinance that states that if you are going to replace or remodel an existing mobile home trailer then you must replace it. He stated that it can not be a remodel of the same existing mobile home trailer. He stated that doing that will eliminate a lot of the issues that the town is having, and it will keep things current as well as make the communities better overall. Lastly, he told the council that he will collaborate with his boss Brandon Emory to get an ordinance written for this matter. Mayor Pro-Tem Enoch wants Mr. Lucas to be sure that he follows up and make sure that Mr. Whitman is doing all that he is supposed to do to get this mobile home park out of violation because she was displeased when she took a trip to this mobile home park. She addressed the missing windows on the trailers, boarded up windows on the trailers, the skirts on the trailers needing to be replaced, trash in the creek, the potholes in the streets of the trailer park needing repairs due to the ATV riding of the residents of that community and surrounding areas. She stated that the roads were so bad that the Fire Department refused to go down there. Mayor McCollum agreed with Mayor Pro-Tem Enoch about all these things. Mr. Lucas stated that along with all the things Mr. Whitman has already fixed, he will continue to stay on top of this matter to ensure that it all gets handled.

**Town Administrator Updates**:

1. **Parks & Recreation Updates:**

1. **Dick Sporting Goods:**

Mr. Brown advised the Town Council that the Dick’s Sporting Goods event is from March 10, 2023 – March 13, 2023, twenty percent off coupons will benefit the Town of Green Level Parks & Recreation department.

1. **Baseball Registration:**

Mr. Brown stated that the numbers were too low across the county for baseball registration participants so Green Level did not receive enough registrations to have a baseball team. Mayor Pro-Tem Enoch asked Mr. Brown when did the town start recruiting for players and Mr. Brown said in December. Mayor Pro-Tem Enoch then asked Mr. Brown if the town got any participants at all, and Mr. Brown stated that we did but they are different ages and not sufficient for one team. She wanted Mr. Brown to investigate doing fun play or having a community team to encourage some of the other kids to come out and have organized play and it will give an opportunity to teach one on one and will provide some skill teaching, she wants to build on that. Mayor Pro-Tem Enoch wants to continue with some sort of baseball activity and to not let not having enough registrations county wide stop Green Level from moving forward with the plans of having something for the kids. Mr. Brown stated that the town will reopen registration for a different type of baseball activity and not register it with the county. Mayor McCollum stated that she wants all the registrations to be done in house at the Town of Green Level, not anywhere else. Councilwoman Jones asked if there were any flyers given out. Mr. Brown stated that the recruitment was done through the county wide recruitment process so he’s not sure if there was any canvas from door to door in Green Level. Mr. Brown advised that the county usually recruits everyone and then tells you who has signed up. Mayor McCollum asked Mr. Brown if he had heard anything back from Mr. Rothster Lightning about being responsible for the football program this season. Mr. Brown replied that he had not, and Mayor McCollum said she would be reaching out to him. Mayor Pro-Tem Enoch stated that she wants the town to advertise on Facebook, social media, and the Green Level newsletter going forward about the sports activities.

**Football Field Lights:**

Mr. Brown shared that the town has two separate quotes for the lights for the football field, and one is pending. He mentioned that the quotes are just for the lights only but doesn’t include the installation fee.

1. **Easter Egg Hunt:**

Mr. Brown advised the council that the Green Level Easter Egg Hunt will take place on Wednesday April 05, 2023 from 11:15am – 1:15pm at the Green Level Municipal Park. He said that the Alamance Mobile Library and multiple daycares will be in attendance as well.

1. **Juneteenth:**

Mr. Brown stated that Jaimee Cousin from Parks & Recreation has been getting vendors, contracts signed, etc. for the Juneteenth Celebration. He is hoping that the town will be able to use the entire park this year. He advised that Juneteenth registration is also available on the website online.

1. **Signs**:

Mr. Brown told the council that the town has ordered new signs for the shelters in the park because the old signs had an old contact number on it. Mr. Brown wanted to get guidance from the council about the church sign and the frame where the banners go for the events of the town at the top of Green Level Church Rd. Mayor McCollum advised Mr. Brown that the town can continue to do it the way the town has been doing it with the signs. Councilman Howard asked Mr. Brown if there is a light coming with the new Green Level direction sign so that it will shine at nighttime. Mr. Brown answered that there are lights coming with the sign and that they’re just waiting for the electrician to install it.

1. **Golden Age Club:**

Mr. Brown informed the Town Council that the Golden Age Club is requesting to be able to use the Town Hall’s board room or the Community Center for their meetings at no cost. Mr. Brown stated that he explained to them that going forward the Community Center will be available to rent to all that are interested in renting it for a set fee. Mr. Brown stated that the Golden Age Club then asked for a waiver from the council because one of the members was suggesting that the town did not own the Community Center building but Mr. Brown provided the deed showing that the town does indeed own the building. Mayor Pro-Tem Enoch explained that they want to keep it consistent across the board without any exceptions for any person or group. Mayor Pro-Tem Enoch advised that once they find out what the capacity will be for the different rooms then the standard will be set in place. She stated that the Parks & Recreation department will be offering activities for the community, for the seniors, and for all age groups that will be free to the public, and that will be available to the community but when you are having private events that will fall under a different category. Mayor McCollum agreed with Mayor Pro-Tem Enoch. Town Attorney Russell stated that the language of one of the documents at hand stated that the town would provide rules and regulations concerning the use of the building. He also advised the Town Council to come up with the policy and with the prices and to stick to that policy. Mayor Pro-Tem Enoch reminded Mr. Brown when he speaks with them to tell them the outcome to remind them that they had received information in the past from a different board about the ownership of the building and not being able to have fees waived.

1. **Public Works Updates:**

Mr. Brown advised the Town Council that the ProCoat company has been obtained to complete the manhole rehabilitation project and will be on site next week (Week of March 13, 2023) to begin the project. He stated that it would take them about three days to finish the manholes that are in desperate need of rehabbing.

1. **Budget Ordinance Amendments:**

Mr. Brown stated that he received two budget ordinance amendments from the Town Accountant Will Boney, which are included in the agenda packets that the Town Council has been provided.

Mayor McCollum entertained a motion to approve the two Annual Budget Ordinance Amendments that is presented for the Town of Green Level by the Town Accountant Will Boney. Councilwoman Jones made a motion to approve the two Annual Budget Ordinance Amendments that is presented for the Town of Green Level by the Town Accountant Will Boney. Councilman McBroom seconded the motion.

The motion passed unanimously (5-0).

1. **Alamance Comm. College Training Center/Water Project Memorandum of Understanding:**

Mr. Brown stated that he talked to the Assistant County Manager and what they are proposing for the Alamance Community College Training Center is that the county builds the water/sewer line from the training center up to the manhole in the Town of Green Level and then after the construction of the water/sewer they will turn the maintenance of the water/sewer over to the Town of Green Level. He stated that they are asking for a Memorandum of Understanding so that everything is clear about the ownership of the water/sewer line once they are installed. Mayor Pro-Tem Enoch asked if the Town Attorney Mr. Russell has looked at the Memorandum of Understanding. Mr. Brown replied yes. Mr. Brown stated that he’s asked that if the Town of Green Level is going to be maintaining the system that the town also be involved with every part of the planning and installation of the system. He also advised that Mr. Lawrence Bradsher of Bradsher & Son will be heavily involved into looking at the plans and knowing where the pipes are. Councilman Howard advised Mr. Brown that the town is going to need someone on the board to inspect and make sure the specifications have been approved and that the guidelines are being followed. Mr. Brown also made the council aware that at the very beginning stages that he recommend Tom Powe from Withers Ravenel, INC. who has been working with the town on numerous projects to put out the bids. Mr. Brown said that he feels comfortable that the town will be included all along the way.

Mayor McCollum entertained a motion to approve the Memorandum of Understanding presented by Alamance County. Mayor Pro-Tem Enoch made a motion that the Town of Green Level accepts and approves the Memorandum of Understanding presented by Alamance County. Councilwoman Jones seconded the motion. All in Favor except Councilman Howard.

The motion passed (4-1).

1. **Introduction of New Staff:**

Mr. Brown introduced the new Utility Billing Specialist, Mrs. Gael Baskerville and the new Park Attendant, Mr. Elmer Enoch (Not Present).

1. **Rep. Ross Meeting for Legislative Funding:**

Mr. Brown stated that the Town of Green Level has some requests for the facilities from the N.C. Legislature. He also stated that they have a meeting on March 20, 2023 with Rep. Stephen Ross. He advised that they are going to be working together to secure some funding for Green Level. Mayor McCollum recommended that the flashing light be placed further down in Green Level where the Green Level Church Rd. and HWY 49 meets. Mr. Brown stated he will pass that information along to the Legislature.

1. **NC Division of Water & Infrastructure Funding Application:**

Mr. Brown stated that there is grant money available that the town has been sent and that he’s going to investigate that to see if the town could receive some of that.

1. **First National Bank Update:**

Mr. Brown stated the Town of Green Level will begin moving the funds from Wells Fargo to First National Bank on Monday March 13, 2023. Mr. Brown stated that the town will be moving the general fund account last.

**Kingdom Builders Update:**

Mr. Brown stated that the town looked at the report that he received from Spector Inspection and they agreed that some of the work wasn’t in the contract. He said that they agreed that some of the things that needed to be fixed preceded Kingdom Builders, but they also agreed that there were some things that he could fix. Kingdom Builders came back in to fix the components that they were contracted to do. Mr. Brown stated that the town paid Kingdom Builders a little bit of the balance to get those things fixed and Zack from Spector Inspections will be back out on Monday March 13, 2023, at 1:00pm to look at the work that has been done to determine whether or not it meets the satisfaction. Mr. Brown also advised that he has invited Zack from Spector Inspections as well as Keywarren from Kingdom Builders out at the same time because he wants it to be explained clearly why certain things was fixed and why certain things was not fixed. Mayor McCollum recommended that the Town Council put a time frame on when they want the project completed by Kingdom Builders because it has already been long overdue from the date that the work was supposed to be originally completed. The council agreed that once the inspector lets them know when a job needs to be completed by and however long that specific tasks takes then that will be the time frame that will be given to Kingdom Builders. Mr. Brown also concluded that he would send the inspection report out to the council members as soon as he receives it from Spector Inspections.

**Planning Board Applications:**

Mr. Brown advised the Town Council that there are two interests for the Town of Green Level Planning Board. He stated that one of the persons interested did not send in an application attachment and the other did submit the application which he provided to the Town Council. He said that the application that was submitted is from Mr. Matt Ragland, an individual that lives in the Extraterritorial Jurisdiction (ETJ) so they are qualified for the available seat.

Mayor McCollum entertained a motion to approve the submitted Town of Green Level Planning Board application from Mr. Matt Ragland for the Extraterritorial Jurisdiction (ETJ) available seat. Mayor Pro-Tem Enoch made a motion to approve the submitted Town of Green Level Planning Board application from Mr. Matt Ragland for the Extraterritorial Jurisdiction (ETJ) available seat. Councilman McBroom seconded the motion.

The motion passed unanimously (5-0).

**Town Attorney Update**:

No Comments from Mr. Russell.

**Town Council Comments**:

Councilman McBroom did not have any further comments.

Councilman Howard did not have any further comments.

Councilwoman Jones wanted to thank everyone for coming out. She also wanted to thank all of the employees of the town of Green Level. Councilwoman Jones wanted to remind everyone if you are a resident of the Town of Green Level then you do have a voice and lastly, she wanted to remind everyone when you go to bed Saturday night to set your clocks up for Daylight Savings Time.

Mayor Pro-Tem Enoch wanted to welcome the new employees to the Town of Green Level. She also wanted to thank everyone for coming out and reminded everyone to pick up one of the coupons for Dick’s Sporting Goods from the front office and to spread the word. Mayor Pro-Tem Enoch explained to Mr. Trollinger the reason that the church sign was taken down was because the guy from Innovative Signs & Graphics had to remove it to put up the new Town of Green Level direction sign in that specific spot, but she reiterated that the church sign will be going back up in a place that’s not conflicting.

Mayor McCollum stated that she received an email from the Treasurer and asked Mr. Brown if the Town Accountant Will Boney was on schedule for the eight-month budget that is due on March 15, 2023, and Mr. Brown replied with yes ma’am, Will Boney is on schedule for that budget. Mayor McCollum also asked Mr. Brown about a second budget that is due and if he knows if Will Boney is on schedule for that one, which is the ninth-tenth month budget for 2024 draft that is due May 06, 2023. She stated that she received that letter from the Treasurer as well. Mr. Brown answered that the Treasurer has been updated. He also stated that Accountant Will Boney and Auditor Tony Brewer are collaborating with each other to complete the deadlines with the audits. He said that they will be completing the Green Level 2021 audit after March 15, 2023, then shortly after that they are going to balance the books and will be ending the year June 30, 2022, and then after that Mr. Brewer and Mr. Boney are going to do the new contract with the town and have that completed by June 30, 2023. Mr. Brown said they should have everything completed and in compliance by October 31, 2023. Mayor McCollum asked Mr. Brown if he could get Dexter Leath from Public Works to start getting some quotes together to do the streets on Swann Rd. and Green Level Church Rd. Mayor McCollum wanted to recommend to the new Utility Billing Specialist Gael Baskerville that she send a copy of the data logs to residents after having Public Works do a data log on their property for the properties that require a data log. Mrs. Baskerville agreed. Mayor McCollum wanted to ask the rest of the council if they agreed to get the Public Works Department to clear off the side of the property that’s coming into Green Level on Highway 49 that has a lot of brush, then put some of the fast-growing pines to basically mark where the towns property is so the town wouldn’t have to get it surveyed again.

Mayor McCollum entertained a motion to close the Regular Town Council open session and go into closed session for general statute 33c.143-318-11 to discuss personnel and to consult with the town attorney. Mayor Pro-Tem Enoch made a motion to go into closed session for general statute 33c.143-318-11 to discuss personnel and to consult with the attorney. Councilwoman Jones seconded the motion.

The motion passed unanimously (5-0).

**CLOSED SESSION**

Mayor McCollum entertained a motion to go out of the closed session and go back into open session.

Mayor Pro-Tem Enoch made a motion to go out of the closed session and go back into open session. Councilwoman Jones seconded the motion.

The motion passed unanimously (5-0).

Mayor McCollum entertained a motion to adjourn this council meeting until April 13, 2023, at 7:00pm. Mayor Pro-Tem Enoch made a motion to close this council meeting until April 13, 2023, at 7:00pm. Councilwoman Jones seconded the motion.

The motion passed unanimously (5-0).

Respectfully Submitted,

Jeremy Edmonds

Town Clerk

Town of Green Level