

# **Town Council Regular Meeting**

**Green Level Municipal Building**

**Thursday, July 13, 2023**

## **MINUTES**

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

**Governing Body Members Not Present:** None

**Green Level Officials Present:** Town Administrator Barrett Brown & Town Attorney Eugene Russell

**Also in Attendance:** Code Enforcement Officer Christopher Curry, Parks & Recreation Director Brandon Enoch & Alamance County Sergeant Danotric Nash

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

**Roll Call:** Town Administrator Barrett Brown conducted a roll call of the Town Council. All council members were present.

**Invocation:** Councilmember Theodore Howard

**Approval of Agenda:** Mayor McCollum inquired if there were any amendments needed for the July 13th, 2023, drafted agenda and all councilmembers stated “No”. Mayor McCollum stated that with no amendments there was no need for a vote and the agenda would proceed as drafted.

**Approval of Minutes:** Mayor McCollum inquired if there were any amendments for the June 8<sup>th</sup>, 2023, regular minutes. Councilmember Howard requested an amendment be made to the June 8<sup>th</sup>, 2023, regular minutes.

Mayor Pro-Tem Enoch made a motion to approve the June 8<sup>th</sup>, 2023, regular minutes with said amendments. Councilmember McBroom seconded the motion.

The motion passed unanimously (5-0).

Mayor McCollum inquired if there were any amendments for the June 13th, 2023, Public Hearing minutes. No amendments were made.

Councilmember Howard made a motion to approve the minutes from the June 13th, 2023, Public Hearing. Councilmember McBroom seconded.

The motion passed unanimously. (5-0)

**Public Comments:** There were 4 public comments. Curtis and Hilda Wilson stated they lived in Bedford Hills and were recently informed that there is no street parking from 6 AM – 6 PM and stated they are concerned they did not receive proper notice. Mayor McCollum requested Mr. & Mrs. Wilson provide their contact information to the Town Administrator for further discussion. Angela Moreland stated she also lives in Bedford Hills and is concerned about the no street parking ordinance. Ms. Moreland stated she does not recall receiving notice. Annie Lee expressed concern for trees that are not on her property but drop leaves into her yard, and stated concern for road conditions and open mailboxes creating hazards for passing cars. Levester Carter stated there is storm water drainage on the back of his property, and he is concerned about increasing levels of water getting closer to his home. Mr. Carter stated he believes the drain may need to be cleared and requested someone take a look.

**Code Enforcement Report:** Code Enforcement Officer Chris Curry stated there have been 79 cases opened in June 2023. Mr. Curry reported changes are being made in representation, and there will be a new proactive approach for code enforcement. He asked for continued support in their efforts to clean up the Town of Green Level. Mr. Curry responded to the public comments regarding the no parking curfew in Bedford Hills, stating that the change resulted in school buses and emergency vehicles having difficulty moving and parking throughout the cul-de-sacs. Mayor Pro-Tem Enoch raised the concern of the residents stating they received no notice. Mr. Curry stated that himself and two other code enforcement officers went door-to-door to ensure all residents were made aware. Mayor Pro-Tem Enoch suggested mailing out notice in the future. Mr. Curry requested that notice be sent out with the next water bill and stated that the door-to-door notice was out of the norm, but an effort to take initiative. He stated the focus is for children to be safe getting on and off their school buses, and ensuring emergency

vehicles can quickly render aid. Councilmember Howard inquired as to why there were no street signs posted. Mr. Curry requested to be able to put signs up. He stated that currently the ordinance states there is no parking from 6 AM - 6 PM Monday - Friday, but suggested it be changed to 24/7 to guarantee vehicles can navigate safely.

**Parks & Recreation Report:** Parks & Recreation Director Brandon Enoch reported that summer projects are well underway and as the department has found consistency, they are able to turn their attention to facility improvements. Mr. Enoch reported that electrical work was done in the shelters next to the horseshoe pit and new toilets have been ordered for park bathrooms. Mr. Enoch stated he has received a quote for A/C repairs in the concession stand and a new baseball scoreboard has been ordered. Mr. Enoch reported that TruGreen will be coming to work on the football and baseball fields, and he has contacted FencePro to remove panels from the entrance of the park to increase visibility. Mr. Enoch reported that all park amenity borders have been amended and rubber mulch has been replaced in all appropriate areas. Mr. Enoch stated that a set of aluminum bleachers will need to be welded back together due to damage from movement during mowing. He thanked all staff and the council for their efforts during the Juneteenth event and is satisfied that it was representative of the holiday spirit and of the town. He stated that next year the event has tentatively been scheduled for June 16<sup>th</sup> and reported that fireworks, stage, and sound have been secured. Mr. Enoch reported a new system in place for shelter rentals, to help with transparency and ensure facilities are pressure washed for visitors. He reported another horseshoe tournament coming up, and stated the last tournament was well attended. Mr. Enoch stated the Summer Feeding program will run until August 18<sup>th</sup>, 2023, Monday through Friday and has averaged 15-18 kids daily. He reported that the football program is well underway, with workouts scheduled Wednesdays and Saturdays. Mr. Enoch reported a coaches meeting was held July 11<sup>th</sup>, 2023, with Alamance Athletic Cooperative and a parents meeting is scheduled in the Community Center July 26<sup>th</sup>, 2023. He announced Movie Night, happening July 29<sup>th</sup>, 2023, showing The Bad Guys. He suggested everyone bring inflatable pools, blankets, and pillows for the whole family to enjoy. Mr. Enoch reported that three sponsorships have been secured for the 3 on 3 Tournament and will be held August 5<sup>th</sup>, 2023.

**COMSTAT Report:** Alamance County Sergeant Nash stated that speed limits are being observed and citations are being written as requested in the last meeting. He stated he is also patrolling the mobile

home parks and is checking every street and property during his shift. Sgt. Nash stated he is listening to citizen complaints and is following through with investigations. He stated that while he cannot be in every location at once, if there are any concerns to let him know. Sgt. Nash stated he strives to be fair and equal to all Green Level residents and that overall, this is not a high violent-crime area. He reiterated that some residents may not know, but no one is permitted to shoot a firearm in the town limits per Town Ordinance. He confirmed Code Enforcement's report on the need for safety and emergency vehicles to be able to safely navigate cul-de-sacs.

### **Town Administrator Updates:**

**Animal Services:** Town Administrator Barrett Brown reported that 18 animals have been taken in during the month and a breakdown has been included.

**Finance & HR:** Mr. Brown stated the Alamance County tax rates are attached. He reported the audit is complete for 2022 and 2023 should be on schedule by the end of the summer.

**Parks & Recreation:** Mr. Brown stated that while there were concerns about the community center, it is set to be completed by Monday with a walkthrough with the Council the following week. He stated that Mr. Patterson is a licensed inspector and submitted that the difference from a licensed general contractor is in the amount of money requested for a project. Mr. Brown stated that Mr. Patterson is doing repairs on an existing project, as opposed to starting a project. Mr. Brown reported on the completion of the electrical work on the shelter closest to the Town Hall. Mr. Brown stated there has been a request made by Bridging the Gap to use the Community Center facilities for a cooking class, and approval will be needed. Mayor McCollum stated the request can be addressed once a kitchen is installed.

### **Public Works:**

- 1. Water:** Mr. Brown reported a few calls from residents regarding their water pressure, and stated diagnostics have been done to remedy the issue. He stated the water tower has been inspected, with pressure and hydrants flushed. He stated the Town of Green Level has applied for and been granted \$400,000 from the Department of Environmental Quality to improve the water and sewer infrastructure. Mr. Brown stated that this is in addition to the \$600,000 the town will receive from AARP funding. He reported that the council will decide how to allocate these funds by December 2023. Mr. Brown stated he is hopeful this will help increase the water pressure.

- 2. Roads:** Mr. Brown submitted a proposal that will amend the language of an ordinance, preventing vehicles over 12,000 lbs. or with three or more axels from parking on town roads. He stated there is a concern about the weight of these vehicles with the infrastructure of the roads and inquired Mayor McCollum to speak on the issue in greater detail. Mayor McCollum stated she spoke with Attorney Eugene Russell about the language of the existing ordinance, as it does not specify a weight for commercial/industrial vehicles. She stated the proposal is for an amendment to add specific language to allow enforcement of this ordinance, to prevent damage to the streets. Sergeant Nash reported that currently trucks and trailers are asked to provide shipping slips to keep large vehicles from parking. Attorney Russell stated the proper motion would be to amend section 74.01 with the new language mentioned.
- Mayor Pro-Tem Enoch made a motion to accept the amendment to ordinance 74.01: Parking of Industrial/Commercial Trucks or Vehicles within residential areas. Councilmember Jones seconded.

The motion to amend passed unanimously. (5-0)

- 3. Construction:** Mr. Brown reported the completion of manhole rehabilitation on Pine Brook Drive. He reported a meeting will be scheduled soon to resume work. Mayor McCollum stated Councilmember Howard had inquiries about the payments to Yates Construction. She stated \$969,939.35 has been paid, with a remaining balance of \$490,844.58. Mayor McCollum stated that to resume work, another payment of \$139,042.12 is to be made. Mr. Brown stated that it is stipulated in the original contract that a section of work is to be completed, detailed in a report, and approved before another payment is issued.
- 4. Fleet:** Mr. Brown reported there were some technical difficulties with the truck, resulting in a delay in bulk pickup. He stated the repairs have been completed and the truck is back up and running. He also reported the fuel pump was replaced in the Dodge Charger, and as these vehicles are decommissioned Sheriff's Department vehicles, regular wear and tear is expected.

**General Administration:** Mr. Brown reported a policy change for the issuance of permits for fences and construction, which have previously been approved by the town planner. He reported

that now two signatures are required, from the planner and town administrator, to ensure processing fees have been paid. He stated language has been changed to clarify that the fee is for the processing of the permit, not the permit itself. Mr. Brown stated a time limitation has been added, which shall depend on the size of the contract. Mr. Brown addressed the issue of the no parking curfew in Bedford Hills, reiterating that it is to ensure that school buses and emergency vehicles can safely turn around and navigate the streets, specifically the cul-de-sacs.

**Town Attorney Updates:** No updates from Attorney Eugene Russell

**Town Council Comments:**

Mayor Pro-Tem Enoch thanked the staff and employees for their work on the Juneteenth event. She stated it was an amazing event, and she hoped the community did come out and take part. She stated she understood the concern about the no parking situation in Bedford Hills and hoped there was an understanding regarding the importance of emergency vehicles having access to the homes. She stated that moving forward she believes there can be more communication with the community to benefit all involved.

Councilmember Jones thanked the council and town staff. She thanked all residents, reminding that everyone has a voice. She encouraged everyone to let their neighbors know about the meetings, to increase awareness for all.

Councilmember Howard asked for clarification regarding Mr. Patterson's licensing and the difference from a contractor's license. Town Administrator Barrett Brown stated that the state legislator sets a \$60,000 limit for the work that can be done without a general contractor's license, which is then required for projects beyond that amount. Mr. Brown stated the jobs have been broken down to not exceed this limit and as Mr. Patterson has an inspector's license, he is inspecting and repairing existing work. He stated that Mr. Patterson is also bonded and insured.

Councilmember McBroom thanked everyone for coming out.

Mayor McCollum referenced a staff meeting in which there was discussion of issues with the pump station and inquired if meters have been purchased. Town Administrator Barrett Brown stated they have not been purchased yet, due to unrelated delays and other meters being replaced. Mayor McCollum inquired if there was an agreement for all mobile home parks to be metered. Mr. Brown stated that NC Rural Water does not recommend individual meters, but the Hidden Valley Mobile Home Park does have a meter on each home and is charging residents individually. Mayor McCollum thanked everyone in attendance and encouraged everyone to come again.

Councilmember Jones made a motion to go into a closed session in accordance with NC General Statute Article 33 C. 143-318.11 (a3). Mayor Pro-Tem Enoch seconded the motion.

The motion passed unanimously. (5-0)

### **CLOSED SESSION**

Respectfully submitted,

Taylor Prince

*Town Clerk*

*Town of Green Level*