

Town Council Regular Meeting

Green Level Municipal Building

Thursday, September 14, 2023

MINUTES

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

Governing Body Members Not Present: None.

Green Level Officials Present: Town Administrator Barrett Brown, Town Attorney Eugene Russell & Town Clerk Taylor Prince

Also in Attendance: Alliance Code Enforcer Tristan Smith, Parks & Recreation Director Brandon Enoch & Public Works Director A.J. Simmons.

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

Roll Call: Town Clerk Taylor

Prince conducted a roll call of the Town Council. All council members were present.

Invocation: Mayor Sandra McCollum

Approval of Agenda: Mayor McCollum inquired if there were any amendments needed for the September 14, 2023, drafted agenda and all council members 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 all councilmembers had an opportunity to review the drafted minutes from the regular meetings from July 13th and August 10th, 2023. Councilmember Howard stated he had not had an opportunity to review the drafted minutes from August 10th, 2023.

Mayor Pro-Tem Enoch made a motion to approve the July 13th, 2023, regular minutes. Councilmember Jones seconded the motion.

The motion passed unanimously. (5-0)

Mayor Pro-Tem Enoch made a motion to approve the August 10th, 2023, regular minutes. Councilmember McBroom seconded the motion.

The motion passed unanimously. (5-0)

Mayor McCollum stated that without any corrections, the minutes from the regular meetings July 13th and August 10th, 2023, are accepted as submitted.

Public Comments: There were 3 residents who signed up for public comment. Rick Murray stated he would reserve his time for later. Michael Trollinger thanked Town Administrator Barrett Brown for answering questions and providing information. Mr. Trollinger stated he believed an exception to the moratorium should be granted for Rick Murray, as he has property under contract. Mr. Trollinger expressed concern for littering along US Highway 49 and requested a “No Littering” sign be placed. Stephanie Enoch expressed concern regarding her political signs. Mrs. Enoch stated she received a letter with the local ordinance relevant to timeline and location in which political signs are allowed, and ensured her signs were not in violation of said ordinance.

Code Enforcement Report: Code Enforcement Officer Tristian Smith reported highlights from the previous month. He stated eight fines had been issued. Mr. Smith stated he had begun an investigation into the state inspection and tire shop that recently opened at the end of US Highway 49. He stated all appropriate paperwork was available for this location. Mr. Smith reported he was working with the Public Works Department to ensure all ordinances and codes were being followed, before and after bulk and brush pickup. Mr. Smith reported that over forty interviews and twelve hearings have been conducted, with five hearings currently scheduled. He reported that there are fourteen properties that have been abandoned within the town, and stated he is looking into pricing for demolition.

Parks & Recreation Report: Parks and Recreation Director Brandon Enoch reported on the progress of facility improvements. He stated the termites in the press box have been irradiated and pods were installed to prevent them from returning. Mr. Enoch also stated the floor in the press box had been replaced, along with 230 light bulbs on the football scoreboard. Mr. Enoch reported the water fountain is being restored, with the demolition phase completed. He stated he would be presenting something regarding moving forward with the water fountain project. Mr. Enoch reported that maintenance is ongoing on the walking track, to ensure it is usable during the off season. Mr. Enoch reported on new projects coming up, such as coordinating with Public Works to get the new baseball scoreboard installed. He stated the department will begin tasks to revitalize the park,

such as pressure washing common areas and spreading mulch. Mr. Enoch reported on the start of the youth football season, stating The Green Level Trojans made a good first impression at the Alamance County Kickoff Jamboree that was held August 6th, 2023. He stated the first home game, scheduled September 9th, 2023, had to be rescheduled to October 7th, 2023, due to inclement weather. He reported a sponsorship had been secured from ReFuel, a gas station franchise, to include hanging banners on the fields and decals to be placed on the back of helmets. Mr. Enoch reported that youth basketball registration had begun, stating that interested participants can play for Green Level under Pleasant Grove Elementary School, as the league is divided geographically. He stated that there are other options available in the future to change this, such as participating in a metro-league, partnering with an entity that has a gym, or enclosing the Town's existing structure. Mr. Enoch stated the Fall Festival is calendared for October 21st, 2023, 5 PM – 10 PM. Mr. Enoch reported the back-to-school basketball tournament proceeds were donated to Pleasant Grove Elementary School. Mayor McCollum inquired why the donations went to Pleasant Grove Elementary School. Mr. Enoch stated that due to a mold issue, there were delays in schools returning from the summer, and Pleasant Grove Elementary School seemed the most efficient. Mayor Pro-Tem Enoch stated she believed the children in Green Level attended Haw River Elementary School.

Public Works Report: Public Works Director A.J. Simmons stated each council member received a copy of the Public Works report. He stated this was to be the first iteration of this report, as the department has begun new processes to create a more accurate collection of data. He stated there is a new service request form and work order form to track all work being done. Mr. Simmons stated a lot of work is being done daily by Public Works, which is not completely in the report compiled but as time goes on will be accounted for. Mayor McCollum inquired about the current progress in street paving. Mr. Simmons reported he has received several quotes and is narrowing down the specifics to present to the council.

Town Administrator Updates:

HR Updates: Town Administrator Barrett Brown stated that even though there is full staffing for the first time in three years, both the Public Works and Parks & Recreations Departments are looking to fill a few positions. He reported that performance evaluations will begin in September, with recommendations for 3% merit raises to be presented to the Council in December 2023.

Construction: Mr. Brown reported that Yates Construction is back at work and has provided a schedule which, weather permitting, is set to have work almost complete by Thanksgiving. He stated there have been no change orders.

Vehicles: Mr. Brown reported the Alamance County Sheriff's Department was in the process of decommissioning two vehicles and turning them over to the Town of Green Level. He stated once the police equipment is removed, a resolution for the council to receive will be prepared. He stated the other

vehicles currently in the Town's possession are still in working order and may not need to be decommissioned. Mr. Brown reported that the Public Works Department is working on assigning vehicles to different departments and maintaining upkeep.

Technology: Mr. Brown reported that cameras have installed in Town Hall and the Community Center, which have uncovered many unlabeled wires and port connections in the electrical closet. He stated our IT contractor, Elliot Lynch, has provided a quote for labeling all the cords, estimating it to cost around \$450 and include several days of labor. Councilmember McBroom inquired of the extent to which this is an issue. Mr. Brown stated that some of the wiring is obvious, but with so many wires in one area it is very important everything be labeled.

Post Office: Mr. Brown stated that previously the council had instructed staff to relocate the Town's PO box from the Haw River to Mebane. He stated that the current lease in Haw River expires at the end of the calendar year, and ensured the transition would begin. He requested clarity from the council on the location of the new PO box. Mayor McCollum stated the reason behind the move was a delay in bill payment, as the current post office had held onto mail for over two months without notification for pickup. She stated it had been suggested to relocate to the Burlington Post Office, as it shares the same zip code as residents.

Mayor Pro-Tem Enoch made a motion amend the previous motion to move PO box location, from Mebane to Burlington. Councilmember Jones seconded the motion.

The motion passed unanimously. (5-0)

General Administration: Mr. Brown reported that there is a need for a secondary water line into the town, which will require a plan to build a line down Sandy Cross Road. He stated that to begin this project, the Town will need to apply for grants and loans. He stated the resolution provided is an intention to apply for funding.

Councilmember Jones made a motion to adopt and approve the Resolution of Intent. Councilmember McBroom seconded the motion.

The motion passed unanimously. (5-0)

Town Attorney Updates: No updates from Attorney Eugene Russell.

Town Council Comments:

Councilmember McBroom thanked the new staff and the Town Administrator for being on board and getting things done for the Town of Green Level.

Mayor Pro-Tem Enoch inquired if the Public Works Department had any update on the water meters for James Boswell Road. Public Works Director Simmons stated he had received a pricing quote for the meters. Town Administrator Brown stated it was recommended that before new meters were installed, handheld readings needed to be collected, which would be done in the upcoming month. Mayor Pro-Tem Enoch thanked all the department heads for their reports. She welcomed all residents to come out to the youth football games, stating how excited all the players were for the games. Mayor Pro-Tem Enoch stated there was a food giveaway through Bridging the Gap scheduled from 9:30 AM – 11 AM this upcoming Saturday.

Councilmember Jones thanked the Green Level staff for working together and with the council. She stated that all residents have a voice.

Councilmember Howard stated that while he did vote to move to the Post Office in Burlington, he would like it to be known that this is only temporary. He stated how important it is for the Town to have its own infrastructure, starting with a post office. Councilmember Howard stated he does have other business to bring to the attention of the Town and council, to be addressed before the next meeting.

Mayor McCollum requested that the Town Clerk check into the current health insurance for town employees and contact The League of Municipalities for their coverage information. Mayor McCollum stated that on August 25th, 2023, in Jacksonville NC, The Montford Point Marines were honored with a memorial that encompassed 20,000 gold stars. She stated The Town of Green Level is honored to have been the home of two of these marines, Officer Cleo Florence and Sergeant John Pheonix. Mayor McCollum stated the Town of Green Level was the first in Alamance County to recognize these men with a dedication in the Municipal Park, with their names on two park shelters. She stated her wish for the town to continue to remember these men, and all they gave in service. Mayor McCollum stated there is a lot of history in the Town of Green Level, and it is important to ensure we keep our history, make it known, and be proud of who we are and what we have. Mayor Pro-Tem Enoch made a motion to erect a memorial, to be determined later, in honor of The Montford Point Marines that served and lived in the Town of Green Level. Councilmember Jones seconded the motion.

The motion passed unanimously. (5-0)

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

The motion passed unanimously (5-0)

CLOSED SESSION

Regular Session resumes

Mayor Pro-Tem Enoch made a motion to deny a request from Rick Murray for an exception from the moratorium on construction. Councilmember Jones seconded the motion.

The motion passed unanimously. (5-0)

Councilmember Howard requested an update on the contract for Code Enforcement. Councilwoman Enoch reminded the council had been advised about changing contractor during an ongoing lawsuit. Town Administrator Brown advised the council that ending the contract would require a thirty-day notice. Councilmember McBroom made a motion to adjourn until the next regularly scheduled meeting on October 12th, 2023, at 7:00 PM. Mayor Pro-Tem Enoch seconded the motion.

The motion passed unanimously. (5-0)

Mayor McCollum declared the meeting adjourned at 8:15 PM.

Respectfully submitted,

Taylor Prince

Town Clerk