
Meeting Minutes

Town Council Regular Meeting

Green Level Town Council
Meeting Date: April 11, 2024
Green Level Municipal Building

The regularly scheduled meeting for the Town of Green Level Council was held on Thursday, April 11, 2024, 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 Patricia Jones, Councilmember Hosea McBroom, Councilmember Stephanie Enoch.

Governing Body Members Not Present: Councilmember Michael Trollinger.

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

Also in Attendance: Code Enforcement Officer Jaimee Cousin, Public Works Director A.J. Simmons, Parks & Recreation Director Brandon Enoch

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

Roll Call: Town Clerk, Taylor Prince, conducted a roll call of the Town Council. Councilmember Trollinger was not present, due to a family emergency, and requested his absence be excused.

Councilmember S. Enoch made a motion to excuse Councilmember Trollinger from the Town Council meeting. The motion was seconded by Mayor Pro-Tem Jones.

The motion passed unanimously (4-0).

Invocation: Mayor Pro-Tem Jones

Approval of Agenda: Mayor Enoch inquired if there were any amendments needed for the drafted April 11, 2024, regular meeting agenda. Councilmember McBroom made a motion to approve the regular April 11, 2024, agenda as drafted. Mayor Pro-Tem Jones seconded the motion.

The motion passed unanimously (4-0).

Approval of Minutes: Mayor Enoch inquired if there were any amendments needed for the drafted March 14, 2024, regular meeting minutes and all councilmembers stated “No”. Councilmember S. Enoch made a motion to approve the drafted March 14, 2024, regular meeting minutes. Mayor Pro-Tem Jones seconded the motion.

The motion passed unanimously (4-0).

Mayor Enoch inquired if there were any amendments needed for the drafted March 29, 2024, special meeting minutes and all councilmembers stated “No”. Mayor Pro-Tem Jones made a motion to approve the drafted March 29, 2024, special meeting minutes. Councilmember S. Enoch seconded the motion.

The motion passed unanimously (4-0).

Public Comments: There were three public comments. Jonathan Spears expressed concern for speeding in the Bedford Hills neighborhood and the risk it poses for the children in the community. He stated there was a need for speed bumps in the neighborhood. Thomas Hadden agreed with Mr. Spears regarding the speeding issue and requested special parking passes be sold to allow residents to park on the street.

Khayree Knight stated the Bedford Hills HOA had told residents that the Town of Green Level is responsible for speed bumps and furthered that speeding is a serious issue in the neighborhood. Mayor Enoch stated that speed signs have been placed in the Bedford Hills neighborhood and Sgt. Nash has increased his patrolling, but if any resident has any further concerns, they may speak to him or call 9-1-1 to report the vehicle.

Code Enforcement Report: Code Enforcement Officer, Jaimee Cousin, inquired if there were any questions from the report provided to the Council. Mayor Enoch inquired if there was an expected increase in permits, as the warmer weather is coming, and how residents could apply for permits. Ms. Cousin reported permits are available online and in person at the Town Hall for new buildings or add-ons, fences, and nonresidential buildings. She stated that if an existing deck is being renovated, a new permit must be submitted and approved if the dimensions are changing.

Public Works Report: Public Works Director, Arthur Simmons, inquired if there were any questions about the report provided to the Council. He reported an increase in water service shut offs. Mayor Enoch inquired how many speed signs are in the Bedford Hills neighborhood, and if any more could be installed. Mr. Simmons stated four stop signs and four speed signs were installed, but the department was willing to add more to address the speeding issue.

Parks & Recreation Report: Parks and Recreation Director, Brandon Enoch, reported the Easter Egg Hunt was held March 30th and was very well attended. He reported the first BINGO night was held April 1st in the Community Center and was well attended. Mr. Enoch thanked Gael Baskerville, Utility Billing Specialist, for always helping. Mr. Enoch stated vendor applications for the R&BBQ and the Juneteenth celebration are on the Town's website, under community events, and printed copies are available at the

Community Center. He stated over half of the vendors from the 2023 Juneteenth celebration have been contacted, and the event is looking promising.

Mr. Enoch stated the Improvement Plan Survey was circulated to residents for the first quarter of 2024, and the collected results were before the Council. He reported residents' primary focus included an indoor gym space, more parking, extending the walking track, new playground structures and an additional multipurpose field. Mr. Enoch reported that the Capital Management Project Committee was convened on April 1st, to review the survey results and compile a recommendation to the Council. He stated the recommendation is to prioritize all mentioned projects except the indoor gym space, to solidify existing park features and amenities before creating new space. Mr. Enoch stated he would begin the bidding process for these projects and report estimates at the next meeting for approval.

Mr. Enoch reported the department deposited \$1,795 in March 2024, consisting of R&BBQ and Juneteenth vendor application fees, Community Center rentals and athletic field rentals. He stated football registration is open, with forms available online and at the Community Center. Mr. Enoch reported the ice machine in the concession stand was down and a replacement was on the way. He stated the water fountain in the park was damaged and being replaced in the next few days. Mr. Enoch reported the football scoreboard would be painted and renovated due to weathering. He reported 16 bags of leaves had been removed from the park and there were plans to spray and maintain the weeds for the spring and summer seasons.

Councilmember McBroom inquired if there were any plans to use the wooded area of the park for additional parking or expanding the walking track. Mr. Enoch stated that while the idea was preliminary, the design plan for the walking track submitted to the Council included the area where the trees were cleared. He stated the area has a lot of potential. Mayor Pro-Tem Jones inquired if the list of projects submitted would use all the money allocated in the grant. Mr. Enoch stated he would not be sure until he received quotes and bids for the projects, but as the grant was a large amount of money, he imagined there would be funds available.

Councilmember McBroom made a motion to accept the recommendation from the Capital Management Project Committee and approve the projects as mentioned. Mayor Pro-Tem Jones seconded the motion.

The motion passed unanimously (4-0).

Town Administrator Updates

- 1. 2024-2025 Animal Services Expenses:** Town Administrator, Barrett Brown, reported the expenses for the Alamance County Animal Services were going up and the contribution estimates for municipalities were released. He stated a partnership with Orange County was not possible, as they were not willing to travel as far as Green Level. Mr. Brown stated the expenses cover services, as such if an animal is in Green Level and needs to be removed and sheltered, the Alamance County Animal Services will house it. Mayor Enoch inquired why the estimate for Green Level, if based on sales tax distribution, is higher than the Town of Haw River. She stated that as Haw River has several businesses, including a Food Lion, their contribution should be higher. Councilmember S. Enoch inquired how often this fee is paid. Mr. Brown stated the fee is paid annually and it has increased.
- 2. Account Update:** Mr. Brown reported that as the Council had authorized, several of the bank accounts had been converted to money market accounts.
- 3. Sgt. Nash Duty Log:** Mr. Brown stated that he would speak to Sgt. Nash about the speeding concern in Bedford Hills. Councilmember McBroom stated the speeding issue is not just occurring in Bedford Hills, but along other streets within the Town.
- 4. Budget Amendments:** Mr. Brown reported the Council was provided with two budget amendment proposals from last year's budget. Councilmember McBroom made a motion to approve the budget amendments. Mayor Pro-Tem Jones seconded the motion.

The motion passed unanimously (4-0).

5. Committee Vacancies: Mr. Brown stated that as it is his duty to report committee vacancies to the Council, the Beautification Committee, the Board of Adjustments, and the Building Inspection Department are all vacant. He reported the Planning Board is the only committee that is fully appointed. He stated there was an increase in residents inquiring about these committees, and anyone interested can submit an application or letter of intent for the Council's review. Mayor Enoch stated that as she had requested the Council to review the committees, she would like each member of the Council to work with a committee to understand the function and duties and to determine if any adjustments should be made. Mayor Pro-Tem Jones stated interest in the Beautification Committee. Councilmember S. Enoch stated a lot of the responsibilities of the committees overlap with the Council, and suggested consolidation. She stated that more input should come from the community, as residents may want to serve on the committees to help the Town continue to move forward. Councilmember McBroom agreed with consolidation and stated he was interested in working with the Planning Board. Mayor Enoch stated that the Building Inspection Department had listed duties that are done by Alamance County, so it will need to be adjusted or removed.

Town Attorney Updates: Attorney Eugene Russell had no update at this time.

Town Council Comments:

Councilmember S. Enoch thanked everyone for coming to the meeting. She stated the Council needs to know what is happening in the community, and while not everyone will be happy with every decision, the Council will always try to do what is right. Councilmember S. Enoch encouraged everyone to spread the word about the meetings to increase attendance.

Councilmember McBroom stated a resident had approached him at home about a high water bill, and inquired if it was possible for an incorrect number to be input into the system. Mr. Brown stated that when water bills are generated, there can be a high usage. He stated that when this occurs, Gael Baskerville will send the Public Works Department to do a meter read. Mr. Brown stated that the Town accounts for the usage, and the residents are responsible for having a plumber check for any leaks in the home. He stated that all residents have the right to request an adjustment, once a year, which creates an estimated usage from a three-month average. Councilmember McBroom inquired how often a high water bill can occur. Public Works Director Simmons stated that the meters are radio read, and the data is uploaded to the utility billing system. He stated there can be an incident of a spike in the meter, but these occurrences are investigated and monitored. Mr. Brown stated that once the bills are generated, Mrs. Baskerville spends about a week reviewing each account for irregular usage.

Mayor Pro-Tem Jones thanked all the residents for coming out and stated that all residents in Green Level have a voice. She stated the Council does want to hear from all residents.

Mayor Enoch stated the Town of Green Level has been chosen to participate in a program through Duke Energy, in which they come and perform assessments, replace light bulbs, insulation and shower heads at no cost. She encouraged everyone to make an appointment for an assessment and tell their neighbors about the program. Mayor Enoch thanked the town staff for their hard work.

Mayor Pro-Tem Jones made a motion to recess the meeting until the special meeting, April 29, 2024, at 6:00 PM. Councilmember S. Enoch seconded the motion.

The motion passed unanimously (4-0).

Mayor Enoch recessed the Green Level Town Council at 8:00 PM.

Respectfully submitted,

Taylor Prince

Town Clerk

Town of Green Level