
Meeting Minutes

Regular Meeting

Meeting Date: August 14, 2025
Green Level Municipal Building
2510 Green Level Church Road

Governing Body Members Present: Mayor Reмония Enoch, Mayor Pro-Tem Patricia Jones, Councilmember Hosea McBroom, Councilmember Michael Trollinger & Councilmember Stephanie Enoch.

Green Level Officials Present: Interim Town Administrator Sandra McCollum, Town Clerk Taylor Elizondo & Town Attorney Eugene Russell.

Mayor Enoch called the Public Hearing to order at 6:30 PM.

Roll Call: Town Clerk, Taylor Elizondo, conducted a roll call of the Town Council, all members were present.

Invocation: Councilmember McBroom

Approval of Agenda: Councilmember Trollinger made a motion to approve the agenda for the August 14, 2025, regular meeting as drafted. Mayor Pro Tem Jones seconded the motion.

The motion passed unanimously. (5-0)

Approval of Minutes: Councilmember S. Enoch made a motion to approve the minutes for the July 10, 2025, regular meeting, the July 22, 2025, special meeting, the July 31, 2025, recessed meeting and the August 13, 2025, recessed meeting, as drafted. Mayor Pro Tem Jones seconded the motion.

The motion passed unanimously. (5-0)

Public Hearing – Annexation Petition: Mayor Enoch opened the Public Hearing for the Annexation Petition, submitted for Parcel No. 160649 & 178784. There were no public comments. Councilmember Trollinger made a motion to adjourn the Public Hearing. Councilmember S. Enoch seconded the motion.

The motion passed unanimously. (5-0)

Councilmember Trollinger made a motion to approve the application for annexation for Parcel No. 160649 & Parcel No. 178784. Councilmember McBroom seconded the motion.

The motion passed unanimously. (5-0)

Mayor Enoch called the regular Town Council meeting to order at 7:00 PM

Real Estate Update: Catina Bethea was present and gave the Council an update on interest in a few of the Town's properties. She requested help in increasing and improving communication, as some offers require a more immediate response. Ms. Bethea reviewed a few opportunities that had fallen through due to a lack of communication and understanding of the Town Council's intent for the properties. She provided information on traffic counts and inquired if the Town's water infrastructure could adequately provide full service to a new business. Ms. Bethea stated she wanted to be on the same page as the Council and stated she was always available for information.

Public Comment: There was one public comment. Willie Golden made a request that the Community Center be named after Sandra McCollum. He stated Mrs. McCollum had been involved in the community for over 30 years and the historic building should be named after her.

Planning and Zoning Consultation Update: Planning and Zoning Consultant, Haywood Cloud, presented a zoning ordinance amendment, to add a definition for "Community Centers". He stated that the Planning Board met on August 5, and is recommending banning Community Centers, but there was no definition within the ordinances for it. Attorney Eugene Russel stated that any amendment to the zoning ordinance would require a public hearing. Councilmember Trollinger made a motion to schedule a public hearing Thursday, September 11, 2025, at 7:00 PM to consider adding a definition for "Community Center", designate district(s) where a Community Center may be located, and whether a special use permit would be required. Mayor Pro Tem Jones seconded the motion.

The motion passed unanimously. (5-0)

Town Administrator/Planning & Zoning Report: Interim Town Administrator and Planning Board Chair, Sandra McCollum, provided an update from the most recent Planning Board meeting. Mrs. McCollum stated a budget ordinance amendment was prepared by the accountant for approval. Mayor Pro Tem Jones made a motion to approve the budget ordinance amendment. Councilmember S. Enoch seconded the motion.

The motion passed unanimously. (5-0)

Mrs. McCollum provided an update on the meter reading project and what the Public Works Department had discovered. She stated an issue was discovered, as the locks on a few meters had been broken, and water services had been manually turned on. Mr. Russell stated this was a violation of state law, and he was given the information and would draft a letter to the property owners. Mrs. McCollum reported she noticed some irregular and confusing language within the Code of Ordinances, such as reference to prior codes. She stated that she and the Town Clerk had looked for a prior code but could not find it. Mrs. McCollum stated that the administrative team would begin working to go through the whole Code of Ordinances to create a list of all prior code references, for the Council's consideration.

Code Enforcement Report: Code Enforcement Officer, Jaimee Cousin, stated a report was provided to the Council and inquired if there were any questions. There were no questions.

Public Works Report: Public Works Director, Arthur Simmons, stated a report was provided to the Council and inquired if there were any questions. Mr. Simmons provided an update on the Loetta Pump Station, which was previously approved to be decommissioned. He recommended the agreement with the residents that would be taking over the station be amended to include an annual maintenance service provided by the Town. Councilmember Trollinger made a motion to approve the recommendation from Mr. Simmons to amend the contract for the Loetta Pump Station, to include annual maintenance completed by the Town. Mayor Pro Tem Jones seconded the motion.

The motion passed unanimously. (5-0)

Mr. Simmons provided the Council with a quote from Core & Main for a water meter for the ACC Public Safety Training Center. He mentioned that this meter has been discussed previously,

and since then has increased in price due to tariffs. Mr. Simmons requested the Council approve the quote for the meter at \$12,101.25. Mayor Pro Tem Jones made a motion to approve the purchase of a meter from Core & Main, for \$12,101.25. Councilmember S. Enoch seconded the motion.

The motion passed unanimously. (5-0)

Mr. Simmons reported issues with the SCADA and provided the Council with information on the parts necessary for repair. He stated the quote includes parts needed to complete repairs at the pump stations, and a new antenna. Mr. Simmons stated the system is currently operating without these repairs, but not optimally. Mayor Enoch inquired if delaying the purchase of these parts would affect the efficiency of the system. Mr. Simmons stated that making the repairs would immediately help the efficiency of the whole system. Councilmember Trollinger made a motion to accept the request from Mr. Simmons and approve the purchase of the equipment. Mayor Pro Tem Jones seconded the motion.

The motion passed unanimously. (5-0)

Parks & Recreation Report: Parks & Recreation Director, Brandon Enoch, stated a report was provided to the Council and inquired if there were any questions. Mr. Enoch acknowledged George Linney, the summer intern from Elon University. He stated that Mr. Linney's energy was unmatched, and he was an instrumental part of the summer's success. He highlighted the efforts Mr. Linney had made for the Back-to-School Giveaway, which had successfully been held the previous weekend. Mr. Enoch thanked Mr. Linney for his work on behalf of the Town. Mr. Enoch provided an update on the Woodland Trail project, which has experienced some delays in completion. He stated that the heavy rains, due to Tropical Storm Chantal, resulted in erosion in the area. Mr. Enoch provided a quote from Frontline Forestry to complete the project and stated he had researched a few grants and programs he believed the project could qualify for. He provided information for the STRAP grant program and stated it was designed to rehabilitate streams, water channels and creeks just like in the Municipal Park. He recommended the Council approve the quote from Frontline Forestry, to complete the Woodland Trail. Mayor Pro Tem Jones made a motion to approve the quote from Frontline Forestry, to complete the work on the Woodland Trail. Councilmember S. Enoch seconded the motion.

The motion passed unanimously. (5-0)

Town Attorney Updates: Attorney Russell had no comments at this time.

Town Council Comments:

Councilmember McBroom thanked everyone for coming and thanked the staff.

Councilmember S. Enoch thanked everyone for coming out and thanked the staff.

Mayor Pro Tem Jones thanked Catina Bethea for her report and George Linney for his work over the summer. She expressed her support for naming the Community Center after Sandra McCollum and stated that all residents of Green Level have a voice.

Councilmember Trollinger thanked the residents for coming out and supporting the Town and the team for their hard work.

Mayor Enoch thanked everyone for their time and efforts. She thanked George Linney for his hard work with the Parks Department this summer.

Mayor Pro Tem Jones made a motion to go into closed session in accordance with NC General Statute Article 33C. 143-318.11 (a3 & a6) to consult with the attorney and discuss personnel.

Councilmember S. Enoch seconded the motion.

The motion passed unanimously (5-0).

Closed Session

Mayor Pro Tem Jones made a motion to adjourn the closed session and resume the open session.

Councilmember S. Enoch seconded the motion.

The motion passed unanimously (5-0).

Open Session Resumed

The Council, through mutual consent, requested the Town Clerk begin conducting background and reference checks for the top candidates for the Town Administrator position. Mayor Pro Tem Jones made a motion to adjourn the meeting until Thursday, September 11, 2025, at 7:00 PM.

Councilmember S. Enoch seconded the motion.

The motion passed unanimously (5-0).

Mayor Enoch adjourned the Town Council until September 11, 2025 at 7:00 PM.

Respectfully submitted,

Taylor Elizondo

Town Clerk

Town of Green Level