

**MINUTES OF TOWN COUNCIL MEETING  
OF THE  
TOWN OF STALLINGS, NORTH CAROLINA**

The Town Council of the Town of Stallings met for its regular meeting on May 29, 2018, at 7:00 p.m. at the Stallings Town Hall, 315 Stallings Road, Stallings, North Carolina.

Those present were: Council Members John Martin, Lynda Paxton, Deborah Romanow, and Shawna Steele.

Those absent were: Mayor Wyatt Dunn; Mayor Pro Tempore David Scholl; and Council Member Kathy Heyse.

Staff present were: Alex Sewell, Town Manager; Erinn Nichols, Deputy Town Manager; Chief Minor Plyler; Lynne Hair, Town Planner; Kevin Parker, Assistant Town Engineer; and Marsha Gross, Finance Officer.

Invocation, Pledge of Allegiance and meeting called to order

Deputy Town Manager/Town Clerk Nichols called the meeting to order and requested the Council select a chairperson for the evening due to the absence of the Mayor and the Mayor Pro Tempore.

Council Member Romanow nominated Council Member Steele as Chair to preside over the meeting. Council Member Martin seconded the nomination which was passed unanimously by the Council.

Council Member Steele then led the invocation and the Pledge of Allegiance.

Public Comments

No one was present to give public comment.

1. Agenda Approval

Council Member Steele recommended the following changes to the Agenda:

- Move Agenda Item 8, *Chestnut Sidewalk*, to Agenda Item 3.A.
- Add *Town Hall Sewer Easement Issue* as Agenda Item 5.A.
- Remove Agenda Item 5, *Parks and Recreation Advisory Committee and Rules of Procedure*, until a full slate of Council was present.

Council Member Romanow made the motion to amend the Agenda with the above noted changes. The motion was seconded by Council Member Paxton and was passed unanimously by Council.

## 2. 2018-19 Proposed Budget Presentation

Town Manager Sewell presented the Council with the 2018-19 Proposed Budget. The 2018-19 Proposed Budget as well as the Town Manager's Budget Message is attached to these minutes and therefore incorporated herein.

## 3. Transportation Advisory Committee Application

Transportation Advisory Committee Applicant Helena Connors was present to introduce herself to the Council, explain her experience, and express her desire to serve on the Transportation Advisory Committee.

Council Member Paxton made the motion to appoint Helena Connors to the Transportation Advisory Committee with a term ending March 31, 2019. The motion was approved unanimously after a second from Council Member Martin.

### 3.A. Chestnut Sidewalk

*Originally Agenda Item 8*

Assistant Town Engineer Parker reminded Council that in January 2018, Council approved the Chestnut Sidewalk construction on Chestnut Lane. NCDOT failed to acquire any of the necessary right-of-way for that sidewalk at 2532 Chestnut Lane, property of John Faison. Mr. Faison had no problem giving the Town the right-of-way for the sidewalk as long as the following conditions were met:

1. The ditch that was created by NCDOT be filled in whatever manner necessary.
2. Street curbing will be installed to match the Chestnut and Willowcraft neighborhoods.
3. Landscaping (grass) will be created in a manner that it will smoothly transgress from the street curbing to the end of the northern side of the sidewalk.
4. The exact location of the 5-foot sidewalk, curbing, and landscaping details will be provided prior to granting approval of the encroachment.

In order to meet the conditions, it would cost approximately \$43,000 and require a contract amendment on the sidewalk construction.

Mr. Parker intent was to inform the Council of this contract change and the fact that it would possibly require a budget amendment if the contingency amount for the project could not cover the additional work needed on Mr. Faison's property.

Council held consensus to proceed with the work needed on Mr. Faison's property for the Chestnut Sidewalk construction project and requested staff negotiate the best price possible for the additional work.

#### 4. Review of Development Agreement Procedures and Proposed Fee Schedule

Town Planner Hair discussed the Development Agreement Process and Proposed Fee Schedule with the Council.

- Six phase process
- Staff, Planning Board, and Council involvement including a Council sub-committee on each development agreement with district representation
- Public hearing on the development agreement; not zoning
- Council had the final vote
- Staff suggested a fee of \$5750 based on staff and attorney hours

Council proposed setting the fee slightly higher at \$6750 to allow for senior management review time. Council also requested any plans received by the Town be placed on the website for the public to view.

Council Member Romanow made the motion to approve Development Agreement Process and Fee Schedule with the Development Agreement Fee at \$6750. The motion was passed unanimously after a second from Council Member Martin.

#### 5. Parks and Recreation Advisory Committee and Rules of Procedure

*This Agenda Item was removed during the Agenda Approval process.*

##### 5.A. Town Hall Sewer Easement Issue

Town Manager Sewell reminded the Council that the initial survey of the Civic Building property missed a sewer easement. Due to this oversight, in order to move forward with the new Town Hall, the Council had two options:

- Redesign the New Town Hall losing approximately 90 sq. ft. which would cost approximately \$23,000.
- Move the easement to the road bed in between the Civic Building and the existing Town Hall which would cost approximately \$80-90,000.

Council discussed the options and held consensus to cancel the current bid period and bid at a later date. Council would also place a closed session on the next agenda to discuss the issue with legal counsel.

#### 6. 2017-18 Amended Budget Ordinance #7 – Potter Rd./Pleasant Plains Capital Improvement Fund

Finance Officer Marsha Gross explained that this amended budget ordinance was to account for the decisions previously made by Council for the additional funds needed for the right-of-way acquisitions for the Potter Rd /Pleasant Plains Intersection Improvements in the amount of \$80,000.

Council Member Paxton made the motion to adopt the 2017-18 Amended Budget Ordinance #7 – Potter Rd./Pleasant Plains Capital Improvement Fund in the amount of \$80,000. The motion was seconded by Council Member Romanow and passed unanimously.

The 2017-18 Amended Budget Ordinance #7 – Potter Rd./Pleasant Plains Capital Improvement Fund is attached to these minutes and therefore incorporated herein.

7. Town Insurance Policies Renewal

Town Manager Sewell recommend changing to North Carolina League of Municipalities (NCLM) for property and liability and workers compensation insurance in order to receive better coverage at a better rate.

Council Member Romanow moved to switch carriers to have the Town's property and liability and workers compensation insurance with the North Carolina League of Municipalities (NCLM) for the upcoming renewal year. The motion received Council's unanimous support after a second from Council Member Steele.

8. Chestnut Sidewalk

*This Agenda Item was moved to Agenda Item 3.A.*

9. Outstanding 2011 Survey Items

Council Member Martin saw an opportunity to increase code enforcement efforts based on the desired results from the 2011 citizen survey.

After discussion, Council held consensus to the have the Town Manager speak with the Code Enforcement Officer to determine if the current code gave her the tools needed to enforce items as well as looking into how other Towns handle parking on lawns.

10. Adjournment

Council Member Paxton moved to adjourn the meeting, seconded by Council Member Romanow, and the motion received unanimous support. The meeting was adjourned at 8:49 p.m.

Approved on June 11, 2018.

s/Wyatt Dunn

Wyatt Dunn, Mayor

s/Erinn Nichols

Erinn E. Nichols, Town Clerk

Approved as to form:

s/Cox Law Firm, PLLC

Cox Law Firm, PLLC