



**Town of Green Level Regular Meeting
Green Level Municipal Building
Thursday, January 12, 2017**

The regularly scheduled meeting of the Green Level Town Council was held on Thursday, January 12, 2017 in the Municipal Building located at 2510 Green Level Church Road.

GOVERNING BODY MEMBERS PRESENT: Mayor Remonia Enoch, Mayor Pro Tem Carissa Graves-Henry, Council Member Michael Trollinger, Council Member Theodore Howard and Council Member Richard Woods.

GOVERNING BODY STAFF PRESENT: Town Administrator Michael Douglas and Town Clerk Sandra McCollum.

GREEN LEVEL TOWN ATTORNEY PRESENT: Town Attorney Marissa West.

Mayor Enoch called the meeting to order at 7:00 PM. Council Member Trollinger gave the invocation.

Mayor Enoch asked for a motion to approve the November 10, 2016 minutes. Pro Tem Carissa Graves-Henry made the motion, seconded by Council Member Trollinger. The Mayor asked for any opposed. Council Member Woods stated that he was opposed because he have not had time to read the minutes. Council Member Howard stated he was opposed (no reason given). (3.0)

Public Comments:

No one spoke.

Old Business:

Income Survey

The Administrator stated that the Income Survey is complete by the Town. He stated that 203 surveys were collected and the Town only needed 200. He said the State calculates the average household salary for the Town.

New Business:

Administrator Reports

Pa Will Trail

The Administrator stated that at the last meeting the Council asked him to look up Pa Will Trail to ensure the street meets DOT standards so the Town will be able to get Powell Bill funds. He said he conducted a survey for Pa Will Trail and it will cost some money to bring Pa Will Trail up to DOT standards. DOT is recommending the Town move the power lines back to the properties so there is enough space on both sides of the street (back by four feet on both sides). He said he asked Rodney Gunn, Public Works Director, to get pricing for this, the moving of the poles and asphalt. He said if the cost is too much to do the street, he will recommend at the next meeting that the Town continue to service the street, still do the easements, but not bring the street up to DOT standards.

Council Member Trollinger asked in the past if the Town has collected money from the Powell Bill and how much was collected? The Administrator stated that he is not able to tell how much the street collected. The Town receives under \$57,000 for all of the streets. Council Member Trollinger asked if he can get the amount? The Administrator replied that he will ask.

The Mayor asked if all the residents on that street asked to be annex into the Town? The Administrator replied that all the residents are annexed, the street is a private street.

Council Member Woods asked the Administrator to get the pricing for a two inch binder and two inch asphalt for Pa Will Trail.

Fee Schedule

The Administrator presented the Council with a fee schedule that the Town uses. He asked the Council members to look at each item. He stated that the present water tap fee is \$1,000 and he recommends increasing the fee to \$1,300. He said all of the fees are in line with other towns and cities.

Budget Ordinance Amendments

The Administrator stated that an amendment is needed for the budget for 2015 because the Recreation Department went over the budget. The reason for the over budget is because the Park was still being developed and the residents enjoy the Park.

The Mayor asked for a motion to adopt the budget ordinance amendments for the fiscal year 2015. Pro Tem Graves-Henry made the motion, seconded by Council Member Trollinger. The motion carried unanimously. (5-0)

Vehicle Fee

The Administrator presented vehicle fees for the residents vehicles to bring in revenues to help with the Town's streets. The Council Members were not in favor of the recommendation.

Sheriff's Training Facility

The Administrator stated that Sheriff Terry Johnson and Mr. Greg Honeycutt, Alamance County Manager, has looked at Green Level to build a new training facility. The Administrator presented the Council with a copy of a sketch of what the facility could look like, not what it is going to look like. There will not be a helicopter pad. The County Commissioners will be discussing this at their next meeting and he will be attending. The Administrator stated that this will be good for Green Level because the Town will be able to get grant funds. The Town Clerk stated that the Code Enforcer visited the Greensboro training facility and he will attend the next Council meeting to answer any questions.

Employee Handbook

The Administrator stated he sent e-mails to the Council Members concerning the employee handbook. He said the book was shown to the Council by the last Administrator, Mr. Daniel Gerald. The Administrator stated he made some revisions on the book and he thinks it is a good employee handbook. The Administrator said the employee will sign for the book and be responsible for the information. The Attorney stated that she needs to review the book before it is given to the employees.

Town Attorney Updates

Ms. West stated that she has gone out on her own with her practice and is very excited. She is located in Graham.

Town Council Comments

Council Member Woods had no comments.

Pro Tem Graves-Henry had no comments.

Council Member Trollinger had no comments

Council Member Howard had no comments.

Mayor Enoch stated that Public Works did a great job during the snow clearing the streets.

The Mayor asked for a motion to go into closed session, (G.S. 143-318.11(a)(1) Confidential Information.

The regular meeting reconvened.

There being no further business.

The Mayor asked for a motion to adjourn the meeting. The motion was made by Pro-Tem Graves-Henry, seconded by Council Member Trollinger. The motion carried unanimously. (5-0)

Remonia Enoch, Mayor

ATTEST: Sandra McCollum, Town Clerk