**Town Council Regular Meeting**

**Green Level Municipal Building**

**Thursday, July 14, 2022**

**MINUTES**

The regularly scheduled meeting of the Town of Green Level Council was held on Thursday, July 14, 2022 at 7:00PM in the Green Level Municipal Building located at 2510 Green Level Church Road.

**Governing Body Members Present:** Mayor Sandra McCollum, Mayor Pro-Tem Remonia Enoch, Councilman Jose McBroom & Councilwoman Patricia Jones.

**Governing Body Members Not Present:** Councilman Theodore Howard.

**Green Level Officials Present:** Town Administrator Barrett Brown, Town Clerk Jeremy Edmonds, Town Attorney Eugene Russell, Town Utility Billing Specialist India Walker, and Alliance Code Enforcer Brandon Emory.

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

Invocation: Councilwoman Patricia Jones.

***Approval of Agenda***

Mayor McCollum stated that before the approval of the July 14, 2022 agenda that she wanted to add Sgt. Staten to the agenda so that he could give his quarterly report for the Town of Green Level.

Mayor McCollum entertained a motion to approve the July 14, 2022 agenda with the addition of Sgt.Staten. Councilwoman Jones made a motion to approve the July 14,2022 agenda with the addition of Sgt. Staten. Councilman McBroom seconded the motion.

The motion passed unanimously (4-0)

Approval of Minutes

Mayor McCollum entertained a motion to approve the minutes from the 2022-2023 Recess Budget Meeting originally held on May 26, 2022. Mayor Pro-Tem Enoch made a motion to approve the minutes from the 2022-2023 Recess Budget Meeting originally held on May 26, 2022. Councilwoman Jones seconded the motion.

The motion passed unanimously (4-0).

Mayor McCollum entertained a motion to approve the minutes from the Regular Scheduled Council Meeting originally held on June 9, 2022. Councilwoman Jones made a motion to approve the minutes from June 9, 2022. Mayor Pro-Tem Enoch second the motion.

The motion passed unanimously (4-0).

Mayor McCollum entertained a motion to approve the minutes from the 2022-2023 recess budget meeting from June 9,2022 that was held on June 23, 2022. Councilwoman Jones made a motion to approve the minutes from June 23, 2022. Councilman McBroom seconded the motion.

The motion passed unanimously (4-0).

***Public hearing (listen to recording)***

**Sheriff’s Quarterly Report:**

Sgt. Staten advised that the Town of Green Level’s biggest issue in the community are the dirt bikes being driven on the highway, however, he stated that there has been a decrease in the dirt bikes being driven on the highway. He stated that The Town of Green Level lies between two districts (District 2 and District 5). Sgt. Staten advised that these other surrounding districts receive five times the calls that the Town of Green Level does mainly because of his constant presence in the town, SRT’s (Special Response Teams) presence in the town, , and unknown special operation units that he has placed here in the town. He stated that most of the call that the Town of Green Level receive are minor calls. He stated that three dirt bikes were seized, and they are looking to seize many more. Sgt Staten advised that the felony crime rate in the Green Level community is down by 17%. The next Sheriff’s quarterly report from Sgt. Staten will be in September.

**Next on the agenda is the proposed resolution of support from the correspondence of Peace Action read by Town Administrator Barrett Brown. (Listen to recording)**

Mayor McCollum entertained a motion todiscuss the proposed resolution of support from the Correspondence Peace Action in more detail at a later date. Councilman McBroom made a motion to discuss the proposed resolution of support from the Correspondence Peace Action in more detail at a later date. Councilwoman Jones seconded the motion.

The motion passed unanimously (4-0).

**Code Enforcement Report**:

Brandon Emory from Alliance Code Enforcement stated that in the last month fourteen new cases had been opened. Brandon also stated that fourteen cases have been abated. In those cases, they have addressed minimum housing, junk piles, nuisance vehicles, and overgrown lots. Brandon stated that fifteen permits have been issued throughout the town in the last month. Also, other properties throughout the town were put in violation but they are actively working with the community to educate them so that they can be certain that everyone knows and is within the rules and regulations throughout the town. Alliance Code Enforcement will be working throughout the week and two weekends a month to make sure that their service and presence is known and felt throughout the Town of Green Level.

**Town Administrator Updates:**

1. **Dress Code**

Mr. Brown proposed a new employee dress code policy to the Town Council for the non-uniformed staff at the Town of Green Level that if approved will be entered into the Employee Handbook.

Mayor McCollum entertained a motion to approve the new employee dress code policy for the non-uniform staff. Mayor Pro-Tem Enoch made a motion to approve the new employee dress code policy for the non-uniform staff. Councilwoman Jones seconded the motion.

The motion was passed unanimously (4-0).

1. **Introduction of New Staff**

Mr. Brown introduced the new Utility Billing Specialist Ms. India Walker, Mr. Gregory Miles as the new Park attendant in the Parks & Recreation department and Mr. Carrington Lucas as the new Code Enforcer with Alliance Code Enforcement. Mr. Miles and Mr. Lucas was not in attendance.

1. **Current Job Vacancies**

Mr. Brown advised that we currently have three job vacancies at this time. The vacancies are as follows. Public works Labor 1, Publics Work Coordinator, and a Parks & Recreation Specialists.

1. **Parks & Recreation Report**

Mr. Brown stated that in the past month that Parks & Recreation has been researching prices to possibly have movies in the park. Mr. Brown advised that the concession stand at the park has been inspected and certified to be used in its full capacity. He also stated that the restrooms and the concession stand at the horseshoe pit are also open for business. Mr. Brown said that there will be one more horseshoe event in September. Mr. Brown advised the council that our football helmets are going to be out of date but that we will be purchasing newer ones and that Sheriff Johnson has asked to be given an estimate of how much it will cost and there may be some funds available for them in the form of a donation. Mayor Pro-Tem Enoch recommend that Parks & Recreation research having live music in the park as well.

1. **Public Works Report**

Mr. Brown stated that the new boom truck is being serviced and that tags, title, and insurance has been purchased for the truck. Mr. Brown made the council aware that we will be maintaining the same schedule that we were on with Republic Services with the bulk and brush pickups. Brown advised that the new GFL trash cans have been distributed to the residents throughout the Town of Green Level and that we are still getting a few calls here and there about residents not having the new cans, but we are getting them out to them as soon as we are informed. We’ve ordered extra ninety-five-gallon trash cans for emergency situations in the future. Councilman McBroom suggests getting emergency flashing lights installed on the boom truck.

1. **Meritech Report Update**

Mr. Brown stated that we passed the test and are in good standards with the environmental test that we must do.

1. **Audit Update**

Mr. Brown advised that we are still finding documents and we are actively still waiting for the auditor to let us know if we need to find some more purchase orders. A total of seventeen have been turned in so far.

1. **Old Town Hall Construction**

Mr. Brown gave an update that the old Town Hall is still under construction. The workers have already redone the floors, taken down the wall and separated the break room from the room with the stage. They are now working on the ceilings. He advised that so far there has not been any change orders and he’s not anticipating any change orders.

1. **Shelter Renovations**

Mr. Brown reiterated that the concession stand at the horseshoe pit has now been refurbished. The leak that it had is now fixed and he has been assured that it won’t have the same leaking problems going forward. Also, he advised that the mold is now removed, and the building is ready for use. The restrooms are now in the regular cleaning/maintenance rotation along with the other park restrooms. Mr. Brown advised that there was a water leak in the old Town Hall and that Johnny’s Plumbing will be coming out to fix it and that there was a leak in the fountain at the park that Parks & Recreation were getting estimates on to have it fixed.

1. **Pump Station Update**

Mr. Brown stated that the pipes have been laid for part of the pump station. He advised there is some hold up with the moving of a telephone pole. Duke Power will have to sanction the moving of that telephone pole. He also stated that any hold up with that is not the town’s fault and no change orders have been submitted for this and they seem to be on schedule. Mr. Brown stated that his self, Mr. Bradsher, and the engineer were going to all get together and look at the pump stations and make sure everything is being done up to standards along with the assistance of Arnold Allred, who is the town’s ORC.

**Town Council Comments**

Councilwoman Jones thanked everyone for coming out and that she appreciates them, she also reiterated to the residents of The Town of Green Level that they do have a voice.

Mayor Pro-Tem Enoch wanted to thank everyone for coming out and if that anyone sees anything out of the ordinary throughout the town to call over to the Town Hall to report it. She advises the residents to help be the eyes and ears of the town a long with the council and also advises them to come out and take part in the events and activities that are being held in the town.

Councilman McBroom thanked everyone who came out and for participating. He seconded what Mayor Pro-Tem Enoch said about coming to the Town Hall and the council meetings to voice their concerns with what they see going on throughout the town.

**CLOSED SESSION**

Mayor McCollum entertained a motion to go into closed session with North Carolina general statute 33c143-318.11a6 to discuss personnel and to consult with Attorney Eugene Russell. Councilwoman Jones made a motion to go into closed session. Councilman McBroom second the motion.

The motion passed unanimously (4-0)

Mayor McCollum entertained a motion to go out of the closed session and go back into open session. Mayor Pro-Tem Enoch made a motion to go out of the closed session and go back into open session. Councilwoman Jones seconded the motion.

The motion passed unanimously (4-0)

**Open Session**

Mayor McCollum entertained a motion to not give Councilman Theodore Howard his paycheck for this month because he did not follow the proper guidelines of calling and informing the mayor if you are going to be absent from a council meeting. Mayor Pro-Tem Enoch made a motion to not give Councilman Theodore Howard his paycheck this month because he did not follow the proper guidelines of calling and informing the mayor if you are going to be absent from a council meeting. Councilwoman Jones seconded the motion.

The motion passed unanimously (4-0)

Mayor McCollum entertained a motion to adjourn this council meeting until August 11, 2022, at 7:00pm. Councilman McBroom made a motion to close this council meeting until August 11, 2022, at 7:00pm.

Councilwoman Jones seconded the motion.

The motion passed unanimously (4-0)

Respectfully Submitted,

**Jeremy Edmonds**

Jeremy Edmonds

Town Clerk

Town of Green Level