
Meeting Minutes

Town Council Regular Meeting

Green Level Town Council
Meeting Date: May 09, 2024
Green Level Municipal Building

The regularly scheduled meeting for the Town of Green Level Council was held on Thursday, May 09, 2024, at 7:00 PM in the Green Level Municipal Building at 2510 Green Level Church Road.

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

Governing Body Members Not Present: None.

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

Also in Attendance: 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. All council members were present.

Invocation: Councilmember S. Enoch

Approval of Agenda: Mayor Enoch inquired if there were any amendments needed for the drafted May 09, 2024, regular meeting agenda. Councilmember Trollinger made a motion to approve the May 09, 2024, regular meeting agenda as drafted. Mayor Pro-Tem Jones seconded the motion.

The motion passed unanimously (5-0).

Approval of Minutes: Mayor Enoch inquired if there were any amendments needed for the drafted April 11, 2024, regular meeting minutes and all councilmembers stated "No". Councilmember McBroom made a motion to approve the drafted April 11, 2024, regular meeting minutes. Mayor Pro-Tem Jones seconded the motion.

The motion passed unanimously (5-0).

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

The motion passed unanimously (5-0).

Public Comments: There were three public comments. Sandra McCollum expressed concern regarding rezoning for mobile home parks in the town and the connected lawsuit. She stated that the lawsuit was not only about the mobile home communities, but the whole town and the stress on the water and sewer system. Mrs. McCollum stated she would be back at the next Town Council meeting to express her concern. Ida Kleiner requested a 20% rental cap on subdivision neighborhoods in the town. She stated that homes are being rented, leading to more stress on the water and sewer system and more vehicles in

the community. Levesta Carter addressed the survey circulated by the Parks and Recreation Department and resident response in favor of an indoor gym space. He stated an indoor gym space would be beneficial for youth and elderly residents, especially on days with extreme weather. Mr. Carter stated the space could hold educational programs and had unlimited possibilities.

NC Capital Management Trust: John Frye from the NC Capital Management Trust presented the benefits of investing with the Trust. He stated currently the Town has two accounts. There were no questions from the Town Council.

Budget Presentation: Will Boney stated an updated budget proposal was submitted to the Council for FY 2024-2025. Mr. Boney reported no planned rate change for property taxes and the General Fund expenditures are estimated at \$2.24 million for the year. He reported a 3% merit-based wage increase, allocated by departments. Mr. Boney reported \$98,800 budgeted for Sheriff patrol expenditures and \$69,500 for the purchase of a new salt truck and other equipment. Mr. Boney reported \$340,000 budgeted for capital purchases and improvements in the Parks & Recreation Department. He reported \$144,000 budgeted for street/highway repairs and maintenance. Mr. Boney reported the Powell Bill allocation is expected to be \$96,840. He reported no planned rate increase for water and sewer charges and budgeted expenditures at \$1.37 million. Mr. Boney reported there will be 1.5% increases expected from the City of Graham and the City of Burlington for water purchases and waste treatment. Mr. Boney stated he estimated some interest earnings at a 2% standard APR, about \$30-40,000 per year.

Mayor Enoch inquired when the next meeting in the budget schedule was set. Town Clerk Taylor Prince stated it was scheduled for June 13, 2024, at 7:00 PM. Councilmember S. Enoch inquired if it was open to the public. Miss. Prince stated it was scheduled to be heard right before the regular Town Council meeting and was open to the public. Mr. Boney stated he would prepare a budget ordinance. Mayor Pro-Tem Jones inquired if there was any decision on how the \$350,000 grant allocated to the Parks &

Recreation Department would be spent. Mr. Boney stated that the term ‘capital improvement’ was general and could refer to the purchase of any structure or equipment. He stated the \$350,000 allocated in the budget was in fact the grant money awarded.

Code Enforcement Report: Code Enforcement Officer Jaimee Cousin was not present but provided a report to the council. There were no questions.

Public Works Report: Public Works Director Arthur Simmons inquired if there were any questions about the report provided to the Council. Mr. Simmons stated the report included a budget request for four pumps that needed to be replaced. He stated there were two options, buying all four pumps at once or one at a time over the span of a few months. Mr. Simmons stated that attachments #2 and #3 were quotes for each pump station, and the price listed would be per pump, each station needing two. Councilmember Trollinger stated that as \$65,000 had been budgeted for the purchase of a new salt truck, he believed the money would be better served to purchase all four new pumps. Councilmember McBroom agreed. Mayor Enoch stated purchasing all four pumps would alleviate the need for extra pumping during rain events, eliminating the cost of hauling. Mayor Pro-Tem Jones made a motion to approve the budget request, purchasing all four pumps. Councilmember Trollinger seconded the motion.

The motion passed unanimously (5-0).

Mr. Simmons reported that the most current Consumer Confidence Report for the water system was completed and available on the website. He stated this report must be done annually and made available to the public. Mr. Simmons requested approval of the proposed updated fee schedule, included in the report. He stated that the current schedule would charge a resident with a ten-foot job or a hundred-foot job the same price, overcharging and undercharging. Mr. Simmons reported the proposed

adjustments followed the industry standard, charging by the foot, with fees for materials and labor. He stated an application was created, along with an invoice to show price breakdown. Councilmember McBroom inquired if the application would be available online or in the Town Hall. Mr. Simmons stated that if approved, it could be put on the website. Councilmember Trollinger inquired if there was any understanding of what is causing issues with water pressure for residents. He stated his home, and his neighbors have low pressure, but other homes in town do not seem to have the issue. Mr. Simmons reported that a study had begun and would consider 300 homes. He stated that some homes have water pressure regulators, which could bring the pressure down lower than desired. Councilmember McBroom inquired how a water bill could spike if a leak is not detected by a plumber. Mr. Simmons stated that when usage is high, the Public Works Department can check from the street to the meter for any leaks. He stated that past that distance, the resident is responsible for contacting a plumber and identifying a leak. Councilmember McBroom inquired what happens if a plumber does not identify a leak, but the usage is still high. He inquired if something else could be wrong and what the solution would be. Mr. Simmons stated that a resident can have a long distance of water lines on their property, one resident had over 500 feet, only ten of which was from the street to the meter. He stated the water lines on the property cannot be accounted for by the department, as they do not have the manpower to dig up the entire line and identify the problem. Mr. Simmons stated that the water bill charge is based off consumption, if the water goes through the meter to the house, and the department cannot account for where it goes past the meter. He reported a case in which there was a spike in the usage and the meter was changed to ensure the equipment was working and the usage was still high. Mayor Enoch stated that homeowners have the responsibility of the water lines from the meter to the home, and town staff could not go onto private property. She stated the leak could be anywhere within the water lines and the water is being consumed, which is billed to the Town.

Councilmember Trollinger made a motion to approve the fee schedule adjustments and application.

Councilmember S. Enoch seconded the motion.

The motion passed unanimously (5-0).

Parks & Recreation Report: Parks & Recreation Director Brandon Enoch reported a committee was created made up of Mayor Enoch, Councilmember McBroom, Town Administrator Barrett Brown, Town Clerk Taylor Prince, Public Works Director Arthur Simmons, himself and former Parks Director Bernard Johnson. He stated this committee met April 1, 2024, to discuss project options for the grant funds to recommend to the Council. Mr. Enoch stated the committee recommended the Council approve the grant funds be allocated to a new parking lot, new playground structures and an extension of the walking track. He stated the Council approved this recommendation at the regular April 11, 2024, meeting. Mr. Enoch stated the committee met again on May 8, 2024, to further discuss the possible design of the recreational spaces. He stated a formal recommendation will be put before the Council by the next meeting.

Councilmember Trollinger inquired why the committee made a decision that did not align with the results of the survey that was distributed to residents, who largely showed interest in an indoor gym space.

Mayor Enoch stated that the committee did not decide, but provided a recommendation to the Council that was then approved by a vote at the April 11, 2024, regular meeting. Mr. Enoch stated that while the survey spoke for itself, the committee discussed all options and concluded that the smaller projects could be more easily attainable and may not take as long to complete. Town Administrator Barrett Brown stated an indoor gym space would require utilities, electricity and water, along with air conditioning and staffing, which would exceed the funding of the grant. He stated the other projects, recommended to the Council and approved, could be completed under the grant funding. Mayor Pro-Tem Jones inquired if there was any discussion about lights for the football field, and if it was a requirement for the grant funds. Mr. Enoch stated that it was not a requirement of the grant, only that the money be used for improvements in the Parks & Recreation department. He stated lights for the football field were on the survey, but not recommended as a priority. Councilmember Trollinger inquired if the concession stand's

ice machine or the outdoor water fountain were repaired. Mr. Enoch reported that both were replaced before the R&BBQ event on April 20, 2024.

Mr. Enoch reported the department deposited \$1,167, which consisted of Community Center rentals, shelter rentals and field rentals. Mr. Enoch reported the water lines were cleaned while replacing the ice machine. He reported the park bathrooms and concession stand had been prepared for renovation. Mr. Enoch reported new park rules signs will be posted and new kiosks have been constructed and mounted along the walking track. Mr. Enoch reported football registration had begun, with forms online or available at the Community Center. He stated workouts will begin every Saturday in June and two parent meetings were scheduled. Mr. Enoch reported a family fun day was scheduled for July 13, 2024, to serve as a fundraiser and back-to-school drive. He stated Zaxby's would donate school supplies. Mr. Enoch reported an updated youth football inventory and stated the department needed to be able to dress out about ninety kids for the season. He stated he would provide a difference and cost analysis at the next meeting. Mr. Enoch reported that the Juneteenth celebration is scheduled for June 16, 2024, 5-9 PM and the fireworks, band, stage, sound production and bounce castle had been secured.

Town Administrator Updates: Town Administrator Barrett Brown thanked the town staff- Code Enforcement, Public Works and the Parks and Recreation departments. He reported Mr. Simmons would be taking his water and sewer certification to qualify as an ORC. Mr. Brown thanked Rene Gattis for helping Ms. Cousin get around as she is unable to drive due to an injury. He reported Ms. Prince recently took her oath as a Notary Public and would be able to provide notary services in the Town Hall.

Mr. Brown reported that there are vacancies on all but one committee outlined in the Code of Ordinances. He stated the Beautification Committee, the Board of Adjustments and the Building Inspection Department were completely vacant. Mr. Brown reported the Planning Board was fully seated. He stated that the Board of Adjustments and the Building Inspection Department could be repealed, if the Council pleases. Town Attorney Eugene Russell reported an updated zoning ordinance was previously

passed, giving the duties of the Board of Adjustments to the Planning Board. Councilmember S. Enoch made a motion to repeal sections 32.15 – 32.17 in the Town of Green Level’s Code of Ordinances. Councilmember Trollinger seconded the motion.

The motion passed unanimously (5-0).

Mr. Brown stated the Council previously rezoned mobile home communities and established that no other mobile homes could be added to the sections. He stated there was no way to establish how many mobile homes are in the park and presented a Certificate of Occupancy. Mr. Brown stated the certificate will establish the number of lots allowed in a park and create an agreement between the park and the Town. Mr. Brown reported that Ms. Cousin counted the spaces, and the certificate creates a starting point to verify the number of spaces allowed. Councilmember S. Enoch inquired if the lots that were empty but had hookups were counted. Mr. Brown reported empty spaces with hookups were counted as nonconforming lots, which must be removed if empty for more than 180 days. Councilmember McBroom made a motion to approve the Certificate of Occupancy. Mayor Pro-Tem Jones seconded the motion.

The motion passed unanimously (5-0).

Mr. Brown presented the Utility Billing Hardship Proposal. He reported that few residents, under extraordinary circumstances, may accumulate a high consumption over a short period of time. He stated in some cases, after a plumber has identified and fixed a leak and an adjustment has been given, the bill may still be high. Mr. Brown stated the proposal establishes language in which residents can apply for hardship relief. He proposed if a water bill is in excess of \$1,000 due to high consumption leaks, a

resident has applied for and been granted an adjustment, payments are made on time and the resident keeps in contact with the utility billing department, they may apply for a hardship forgiveness waiver. Mr. Brown stated these instances are very rare, but at least one resident currently could apply for relief. Councilmember McBroom agreed that assistance should be given to those in hardship. Councilmember Trollinger inquired if notice is placed on a residence if there is a spike in water usage. Mr. Brown reported contact is made with residents if there is high usage. Councilmember McBroom made a motion to approve the Utility Billing Hardship Proposal. The motion was seconded by Mayor Pro-Tem Jones.

The motion passed (4-0).

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

Town Council Comments:

Councilmember Trollinger thanked everyone for their thoughts and prayers for his wife as she experienced health issues. He thanked Public Works for their diligent work cleaning up trash that was scattered along Highway 49 and keeping the town looking good. He stated the town was moving in the right direction.

Mayor Pro-Tem Jones thanked the team and all the residents for coming out. She stated that all residents of Green Level do have a voice and encouraged them to keep coming to the meetings.

Councilmember McBroom encouraged everyone to continue to come out and support the town. He thanked the team for a job well done. He stated he would not be present at the Juneteenth celebration, as his daughter was having a baby.

Councilmember S. Enoch thanked everyone for coming and stated she was glad everyone was doing well. She stated it is the Council's plan to make Green Level better.

Mayor Enoch inquired if Wyatt Road was on the list of streets to be repaired. Mr. Simmons stated yes, right after Basil Holt Road. Mayor Enoch thanked everyone for coming out.

Councilmember Trollinger made a motion to adjourn the Town Council until the next regular scheduled meeting, June 13, 2024, at 7:00 PM. Councilmember S. Enoch seconded the motion.

The motion passed unanimously (5-0)

Mayor Enoch adjourned the Green Level Town Council at 8:38 PM

Respectfully submitted,

Taylor Prince

Town Clerk

Town of Green Level