



SEDALIA TOWN COUNCIL AGENDA MEETING
SEDALIA TOWN HALL
6121 Burlington Road
July 31, 2023
7PM

Minutes

- **CALL TO ORDER:** The regular scheduled meeting for the Town of Sedalia was called to order at 7:00 pm at the Sedalia Town Hall by Mayor Morgan.
- **PRAYER & MEDITATION:** Time was allotted for silent prayer and meditation.
- **PLEDGE OF ALLEGIANCE:** Time was allotted for pledge to the U.S. flag.
- **ROLL CALL:** Mayor Morgan, Mayor Pro Tem Faison, Councilwoman Jones, Councilwoman Wrenwick, and Councilman Sharpe.

A. MOTION to approve the agenda was made by Councilwoman Wrenwick and seconded by Councilwoman Jones. Motion carried.

B. Motion to approve the minutes by Councilwoman Wrenwick and seconded by Councilman Sharpe. Motion carried.

C. REPORTS/DISCUSSIONS

I. Presentation by First Approach Code Enforcement, LLC

Mayor Morgan introduced Lauwren Mercer and Chris Curry with First Approach Code Enforcement, LLC. Mr. Curry stated he is already familiar with the community and its residents. He asked the Town Council to consider their company for its code enforcement services. Councilwoman Jones asked about the cost of the services. Mr. Curry responded that the rate would be \$28 per hour for eight hours per week. No contract would be required for the first four months. Afterwards the Town can contract with them to the end of the fiscal year. The rate would remain the same for 24 months. If the Town is not satisfied with their services, he asked for a 30-day notice to address it. He added someone will be physically in the town for eight hours per week on one day, or four hours on two days. The Town can increase the hours if needed. Services include addressing violations, checking streetlights, and removing signs in the right-of-way. Councilwoman Jones commented when a property owner receives a violation it should be addressed right away. Mr. Curry responded there are time frames for compliance. For example, by law, a housing violation is given 30 days. Their company's approach is to knock on the door of the property owner, share the ordinance, have a conversation with the property owner, give them a card, and then work on the issue with the property owner.

Ms. Mercer introduced herself and stated the company plans to use modern technology to enforce regulations. She is certified in drone use and in building and code inspection. Violations are monitored and once abated it is back logged. The history of violations for a property can be recalled from the back log if there is another violation. They also have

a platform where the Town can monitor each violation. She added enforcing ordinances can increase property values and grants are available to assist communities with code enforcement and ordinances. Also, their company is actively engaged in initiatives such as uplifting disadvantaged neighborhoods and environmental stewardship. They are working to build a safer, thriving, sustainable community. The company wants to create a positive impact by giving back to the community. Mayor Pro Tem Faison asked about the extent the company participates in community events. Ms. Mercer responded they give out supplies, educate children, etc. For example, they have a Junior Cadet Code Enforcement program that helps children spot violations, measure grass, and know what to do if trash or debris is seen. She added their participation in community events is not included in the hours charged to the Town. Mayor Morgan commented the Town has a Founders' Day and it would be a good opportunity for an information booth on the importance of keeping the community clean. A meeting participant asked how residents know what the Town's ordinances are. Town Administrator Dungee responded several of the ordinances are on the website, ordinances are discussed at meetings, and are available at the Town Hall. –

II. Vote on Salaries for the Newly Established Administration Department

Councilwoman Wrenwick reported that she, Town Administrator Dungee, and the Town's accountant met to discuss the finances for hiring staff in 2023. All positions would report to the Town Administrator and the Town Administrator would report to the Town Council. The Town accountant suggested a salary of \$66,000 per year and 3% for retirement for the new Town Administrator position. Funds are available within the current budget and grant funds. A budget amendment would also be needed. Also, the pay for the Office Assistant was previously increased to \$15 per hour a few months ago. In the future, the Town may need additional staff and revenue that may necessitate a tax increase for property owners. The Town's accountant noted if property taxes were raised by 1.5 cents/\$100 it will generate \$87,000 in revenue to cover additional administrative staff. An increase from the current 2.75 cent to 4.25 cent per \$100 is still the lowest tax rate in county. Town Administrator Dungee clarified additional staff can be funded with the current budget and grants until the grants expire. The Town is considering adding one full-time and one part-time position and the grants allow for the Town to pay part of the position's salary.

Mayor Morgan asked what the retirement amount is and the status of providing insurance. Town Administrator Dungee responded the Town's accountant calculated 3% or \$1,980 for retirement and nothing is final with the insurance since it is very expensive with only one employee at this point. Mayor Pro Tem Faison suggested looking for insurance through the Marketplace. Town Administrator Dungee responded it is still expensive. It has been discussed paying a percentage of the insurance. Councilwoman Jones asked if the Town would have a Town Clerk. Town Administrator Dungee responded yes, and that it is hoped to have a Town Clerk by the fall. The plan is to advertise by word-of-mouth, through the N.C. League of Municipalities, and a notice to other Town Clerks. There are plans to hire a finance person in the future. A contract for public works will be presented at a future meeting.

Motion to approve the salary increase to \$66,000 and 3% retirement for the new Town Administrator position by Mayor Pro Tem Faison and seconded by Councilwoman Jones. Motion carried.

III. Monthly Finance Report

Councilwoman Wrenwick reported on the June financial transactions and balances. The balance for each account as of June 30, 2023:

American Rescue Plan: \$127,810.59

Powell Bill Fund: \$133,504.78

Guilford County ARP: \$65,000.30

Savings: \$458,847.88

Town Center/Bike and Pedestrian Fund: \$42,430.93

Checking: \$9,218.88

Clerk Dungee clarified that the Town received \$65,000 of the \$500,000 for the Guilford County ARP fund. As the Town submits project invoices and timesheets, it will receive reimbursements to maintain the \$65,000 until the \$500,000 is spent. Also, there will be another account for the funds from the N.C. Department of Environmental Quality grant.

Councilwoman Wrenwick reported on the Cooperative Liquid Assets Security System (CLASS) where a Town can invest municipal funds in AAA assets. In this system, the funds are accessible every month. If the Town invests in the system, it is believed it becomes a board member and can vote on how the funds are invested. Currently the investment return is 5.44%. Right now, the Town is getting 0.02%. She will continue to investigate the system. Town Administrator Dungee received information about another program and will share that information. Councilman Sharpe commented it may be beneficial even if only part of the savings account is transferred.

IV. Planning Board Meeting Update

Planning Board Vice-Chair Jeffries reported on the Planning Board's meeting on July 20th. The Town received information regarding proposed collector roads. Mr. Craig McKinney with the Greensboro Urban Area Municipal Planning Organization attended the meeting to answer questions and address concerns. One question was whether the Town would have input regarding construction of the proposed roads. If there is no development, then the road would not be constructed. Also, the developer would have to negotiate with the Town and property owners before any construction of roads. Planning Board member Richmond noted the proposed thoroughfare streets could be subject to eminent domain. These included the U.S. 70 bypass and Rock Creek Dairy Road extension. After the U.S. 70 bypass is constructed, U.S. 70 through Town likely would be downgraded to a collector road. He added if developments occur outside of the Town boundaries, the Town will not have input. Vice-Chair Jeffries added the connector roads could be 10, 20 or more years in future. Also, the Town's Land Use Plan can be used to guide development and Guilford County will inform people of the proposed roads during the permit process. Mayor Morgan commented the Town needs to look at the amount of

agricultural land it has within its boundaries. The Planning Board told Mr. McKinney they were not prepared to make a recommendation at the meeting but would continue reviewing the map now that their questions have been answered.

Vice Chair Jeffries reported the Planning Board also reviewed its by-laws, the family care facility guidelines, interviewed Mr. Jay Riehle and recommended he be considered as an alternate Planning Board member, and reviewed the UNC School of Government module on spot zoning and contract zoning.

V. Guilford County Flood Insurance Rate Map Open House

Town Administrator Dungee reported Guilford County held an open house on July 25th to present the new flood maps and allow citizens to ask questions. The Town must amend the flood damage prevention section of its development ordinance to include the new maps within six months of when they become effective. Failure to adopt the new maps will result in the Town being suspended from the National Flood Insurance Program (NFIP) and residents will no longer be able to purchase flood insurance or apply to receive hazard mitigation grants. A model ordinance was provided that allows the Town to amend their ordinance now and if new flood maps become effective in the future these new maps will be adopted automatically. Also, there is new 160A and 160D language that should be adopted if not already in the Town's ordinance. Guilford County will adopt this language for their Unified Development Ordinance (UDO) and recommended the Town do the same. It is unclear at this point whether the Town can adopt a new separate flood damage prevention ordinance, or if it is required to include the language in the Town's current development ordinance.

Also, there will be an appeals and comment period regarding the new maps. If the Town receives any appeals or comments, the Town can assist the person or refer them to Guilford County. Appeals must be based on data that is better or more accurate than the data used. The Town has few residents located in the floodplain, so it is not anticipated that many, if any, appeals will be received. Any appeals or comments received must be reviewed and forwarded to the N.C. Floodplain Mapping Program (NCFMP) and the Federal Emergency Management Agency (FEMA) with a statement as to whether the Town supports the appeal or comment. The start date for the appeal and comment period has not started yet. After the appeals and comment period is completed, FEMA will issue a Letter of Final Determination that states the new maps are final and it starts the six-month compliance period for the Town to amend their ordinance or risk being suspended from the NFIP.

D. CITIZENS COMMENTS

*Yvonne Eason, newly appointed principal at Sedalia Elementary School, introduced herself and stated she is excited to see the history of the area and all the great work in the community. She wants to keep the Town updated on what is going on at the school. Councilwoman Wrenwick informed her of the school supply drive being held by the Charlotte Hawkins Brown Museum and that the Town usually adopts a family at Christmas. Town Administrator Dungee stated she will add her to the resident email list to keep her informed of Town updates and activities. Concerns were expressed about the frequency of

the school sign being hit by cars and possible actions to take in order to help protect students. Councilwoman Jones commented the Charlotte Hawkins Brown Museum asked why the school did not have any field trips to the museum and asked it to be considered.

Councilwoman Jones commented yard sale material has been in a yard all week on Rockhurst Drive. Also, on Rolling Acres Drive a property owner installed an accessory building but she is not aware of a Development Clearance Certificate being submitted.

Mayor Morgan stated several in the community have complained about the house recently bought in on wheels at 5912 Blue Lantern Road. Town Administrator Dungee is aware of it but did not realize the house would arrive this soon. She had explained to the owner that they would be required to submit a Development Clearance Certificate, obtain the proper permits, and have inspections completed. Mayor Morgan added that it is intended to be a rental house, but the house is deteriorated. The Council must listen to the community members and then decide whether it can be placed there. Mayor Morgan asked Council members to go look at the house. Town Administrator Dungee commented that the house will need to meet code according to minimum housing standards.

E. ANNOUNCEMENTS

All regular scheduled meetings are held at the Sedalia Town Hall at 7:00 pm.

- The Sedalia Fresh event will be held on August 5th from 11 am–3 pm
- The next Town Council meeting will be held on August 7th.
- The next Planning Board meeting will be held on August 17th.
- The next Town Council Agenda meeting will be held on August 28th.

Meeting adjourned.

Submitted By:

Approved By:

Cam Dungee, Town Administrator

Howard Morgan, Mayor

Date

(SEAL)