



**SEDALIA TOWN COUNCIL AGENDA MEETING
SEDALIA TOWN HALL
6121 Burlington Road
March 27, 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 O. Jones, Councilwoman Wrenwick, and Councilman Sharpe.

A. Approve additions/deletions to the agenda. No additions or deletions.

B. Edit minutes from the previous meeting. No edits.

C. REPORTS/DISCUSSIONS

I. Monthly Finance Report

Councilwoman Wrenwick reported on the February financial transactions and balances. The balance for each account as of February 28, 2023:

American Rescue Plan: \$130,103.62

Powell Bill Fund: \$133,750.31

Savings: \$421,410.18

Bike and Pedestrian Fund: \$47,604.41

Checking: \$9,972.12

Councilwoman Wrenwick noted the deposit for the Syntech signs was paid from the checking account. However, the final payment was incorrectly paid out of the Bike-Ped/Town Center account. Funds were transferred to replace the funds.

II. Adjustments for General Budget FY 2023-2024

Councilwoman Wrenwick stated Eddie Carrick's contract is \$7,500 for the annual audit. However, there is an additional charge of \$1,500 per major program. If the Guilford County ARP and Federal ARP funds are considered major programs, there will be an additional charge for the annual audit.

Councilwoman Wrenwick asked about adding \$5,000 to a new line item – media communications – under Professional Services for future services from LaToya Evans Public Relations (LEPR). Councilman Sharpe questioned if LEPR's services were still needed since they were contracted to address the controversy. Mayor Morgan suggested

adding a line item and using a local company for communications. Councilman Sharpe asked if funds to publicize Sedalia Fresh would be included in this new line item. Clerk Dungee responded there were funds for flags, flyers, etc. in the Sedalia Fresh budget. It was decided to create a new line item with \$5,000.

Clerk Dungee stated this year's retreat will exceed the \$2,500 budgeted. It was decided funds will be transferred from the Founders' Day line item to cover the retreat since the town will not have a Founders' Day event this year.

Councilwoman Wrenwick asked about adding a new line item – Charlotte Hawkins Brown Museum (CHB) Collaboration – under Cultural and Recreational since the town will be supporting CHB's movie night this year. Councilman Sharpe asked if the town donates for using meeting space at CHB. Clerk Dungee responded it has not in the past. Councilman Sharpe stated it is important to support CHB and suggested including funds to make donations. It was decided to create a new line item with \$2,000.

Councilman Sharpe commented the property tax revenue rate for Sedalia is \$0.275 per \$100. He noted the county increased its tax rate significantly and asked when the town will know what its revenue will be. Councilwoman Wrenwick stated she will ask for an estimate of the town's expected revenue. Councilman Sharpe asked if it possible to reduce the town's tax revenue rate. Mayor Morgan responded that the town must not undervalue the tax rate because its charter can be removed. The town has not gone up on the tax rate in many years. Councilman Sharpe asked if the town received increased revenue from the county if it could consider reducing its tax rate to \$0.26 per \$100.

Councilman Sharpe suggested the town consider raising the Development Clearance Certificate (DCC) fee. Clerk Dungee commented that the purpose for the DCC was so the town was informed of new construction not to increase revenue. Mayor Pro Tem Faison questioned what other towns are charging. Clerk Dungee responded that many towns have their own planning departments so there is no need for a DCC. Councilman Sharpe commented the town has expenses related to administering the DCC and suggested an increase from \$35 to \$75.

Expenditure	Budget FY 2022-23	Actual 2022	Proposed Budget FY 2023-24	Notes
Administration, Professional Services: Media Communications			\$5,000.00	
Administration, Telephone	\$700.00	\$931.00		
Administration, Internet/Broadband Service	\$1,400.00	\$1,260.00		

Administration, Repairs & Maintenance – Equipment	\$480.00			Connect multiple laptops to copier for printing and scanning
Administration, Dues & Subscriptions	\$1,800.00	\$3,500.00	\$3,000.00	
Administration, Survey & Mapping	\$600.00		\$600.00?	May need to survey ditches.
Finance, Professional Fees, Bookkeeping Fees & Other Accounting Services	\$6,000.00	\$7,900.00	\$7,900?	Additional charge \$1,500/major program?
Public Buildings & Grounds, Electricity	\$2,400.00	\$2,100.00		
Public Buildings & Grounds, Repairs & Maintenance - Grounds	\$5,580.00	\$4,960.00	\$5,580.00	Increase in pine needle cost. Also, use toward generator?
Other Departmental Expenses, Capital Outlay: Town Sign	\$8,000.00	\$8,000.00	\$0.00	Remove from 2023-24 budget
Street & Highways: Repairs & Maintenance	\$2,400.00	\$0.00	\$2,400.00	For potholes on non-NCDOT maintained roads.
Streets & Highways, Street Lighting	\$12,000.00	\$15,221.00	\$15,000.00	
Streets & Highways, Capital Outlays: Street Improvements	\$6,000.00	\$0.00		Gravel for Dansby Drive, Corn Tassel Drive, etc., if needed.
Public Safety, Fire Inspection Services	\$1,200.00	\$77.00		
Public Safety, Animal Control & Animal Shelter	\$1,800.00	\$1,811.00	\$1,800.00	
Public Safety, Code Enforcement Services	\$22,800.00	\$16,640.00	\$22,800.00	
Environmental Protection –	\$60,265.00	\$59,935.00	\$65,000.00	Republic Services increase each

Sanitation, Contracted Serv. – Garbage/Trash Pick- Up				year, plus new residents added.
Recreational: Founders’ Day	\$7,500.00			Remove \$2,500.00 from 2022-23 budget to cover retreat. Remove \$2,000.00 for CHB Collaboration. For 2023-24 delete Founders’ Day or reduce to \$3,000.00?
Recreational: Council Retreat	\$2,500.00			Add \$2,500.00 to 2022-23 budget to cover overage.
Recreational: CHB Misc. Collaboration			\$2,000.00	
Sedalia Fresh			\$2,000.00	Council approved \$9,600.00 for Sedalia Fresh on Sep. 26, 2022.

III. NC Public Officials Bond

Councilwoman Wrenwick reported the finance officer must be bonded. The General Assembly requires the finance officer’s bond to equal or exceed the greater of \$50,000 or an amount equal to 10 percent of the town’s budgeted funds up to a cap of \$1,000,000. Since 10 percent of the town’s budgeted funds is only \$29,000, she must be bonded for \$50,000. The application must be submitted by May 1, 2023. It is unclear if there is a fee.

IV. Planning Board Meeting Update

Vice-Chair Jeffries reported the Planning Board met on March 16th. Activities of previous Council meetings were reviewed, an emergency preparedness plan based on the Whiteout 2023 exercise was developed, and a summary of the Guilford County Board of Commissioner’s budget meeting was presented. Also, there was a discussion about the Planning Board’s purpose, duties, and responsibilities. Planning Board members are interested in doing more, possibly research on upcoming projects. Clerk Dungee is working on developing a list of research items. Some items include reviewing the revised floodplain ordinance, the proposed ETJ, and tiny home regulations. The Planning Board could review items and make recommendations to the Council. Also, the Planning Board

can review videos by the UNC School of Government and Chapter 160D videos. At the upcoming retreat, there can be further discussion about the Planning Board's purpose, duties, and responsibilities. Clerk Dungee added that board members are encouraged to request items be added to the meeting agendas, and provide reports on those items. There are many topics of discussion that are Planning Board worthy that can be considered as beneficial to the towns growth, development, planning and zoning.

V. Vote to Approve Foothills Planning & Design

Clerk Dungee reported Paul Kron with Foothills Planning & Design submitted a proposal to assist with the American Rescue Plan Act-funded park, walking trail, and neighborhood sidewalk project. Inadvertently, an early draft of the proposal was presented and approved at the last Council meeting. That proposal included a total budget for proposed services and deliverables not to exceed \$75,000. However, that proposal did not include PTRC's increase in costs for GIS services. The revised proposal includes the total budget for proposed services and deliverables not to exceed \$80,000.

Motion to correct the proposal for Foothills Planning & Design to put in the correct amount in the not to exceed amount billed by Councilwoman Wrenwick and seconded by Councilwoman O. Jones. Motion carried.

VI. Potential Action Plans to Adopt and ETJ

Councilman Sharpe reported that Paul Kron requests direction on pursuing an extraterritorial jurisdiction (ETJ). On February 6, the Council reviewed a map that showed the potential ETJ and a 2-step process for establishing an ETJ (i.e., adopting an ordinance establishing ETJ boundaries and adopting zoning designations within the newly established ETJ). The Council needs to review the proposed ETJ area map and identify the steps for establishing the ETJ. Possible steps include establishing an ETJ study committee (Council and/or Planning Board members), refining the proposed ETJ area map, contacting Guilford County staff to discuss the ETJ request process and proposed ETJ area, draft an ordinance with the ETJ boundaries in consultation with Guilford County, and draft a zoning map amendment for the proposed ETJ area.

Councilman Sharpe commented the proposed ETJ map includes Stoney Creek, areas north of Interstate 85/40, west of Knox Road and north of Bethel Church Road. Also, the proposed ETJ does not cut through any large parcels. He questioned whether Stoney Creek should be included in the ETJ. This area is developed and has an HOA that has restrictive covenants. Also, he questioned why potential areas south of the interstate were not included.

Clerk Dungee commented that the size of the proposed ETJ area will require additional contracting with Mr. Kron and asked about starting with a smaller ETJ area. Councilman Sharpe responded since the county must agree to the proposed ETJ it is probably best to make one request. It was decided a committee will be established and it will be discussed further at the retreat.

VII. 2023 Spring Litter Sweep

Councilwoman O. Jones reported the litter sweep will be Saturday, April 22. Volunteers are to meet at the town hall at 9 am to pick up supplies. A dumpster will be available for

Sedalia residents to dispose of unwanted items. This will be until 5:00 pm or until it is full (whichever comes first). It was decided it was not necessary to have someone monitor the dumpster during the day. However, Clerk Dungee will need help to cover the dumpster at the end of the day.

D. CITIZENS COMMENTS

*None.

E. ANNOUNCEMENTS

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

- The next Town Council meeting will be held on April 3rd.
- The Planning Board meeting will be held on April 20th.
- Sedalia Spring Litter Sweep will be held on April 22nd.
- The next Town Council Agenda meeting will be held on April 24th.
- Guilford County Clean-up will be held on April 29th at Eastern Guilford Middle School.

Meeting adjourned.

Submitted By:

Approved By:

Cam Dungee, Town Clerk

Howard Morgan, Mayor

Date

(SEAL)