



**AGENDA MEETING
SEDALIA TOWN HALL
6121 Burlington Road
June 30, 2025
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 from the May 19th, 2025 Agenda meeting with a correction on page 4 that the Town Retreat was on May 30th was made by Councilman Sharpe and seconded by Councilwoman Wrenwick. Motion carried.

C. GUESTS/REPORTS/DISCUSSIONS

I. Pre-Budget Discussion

I.A. Water & Sewer Design and Construction Contracts

Administrator Dungee reported the Town needs to decide who will manage the design and construction contracts for the extension of water and sewer services from the City of Greensboro. These services need to be contracted since the Town does not have the personnel. Greensboro asked if the Town will secure the contractor or if they will handle it. The service tasks include developing an RFQ for the design engineer, helping the Town execute a contract, attend meetings, review invoices and construction documents, and ensure construction and billing is completed.

Currently Davis, Martin and Powell provides these services for the Town's park project. However, they may not be able to help with the water and sewer project. Greensboro can assign a project manager but it is unclear if it is in the Town's best interest. Also, Greensboro has stringent contracting requirements that would increase cost. The Town will have to hire a contractor whether it is the City of Greensboro or an engineering firm. A cost estimate for Greensboro's project manager is \$30,000 to \$40,000 for a two-year project. It is possible the estimate would be lower if the Town went with an engineering firm. Also, the Town will need an attorney to do property acquisition. Al Andrews is a retired land use attorney and

is available. Councilwoman Wrenwick asked if the current budget for attorney fees (\$25,000) needed to be increased. Administrator Dungee responded at this time it is unclear.

Councilwoman Jones asked if there is another firm besides Davis, Martin and Powell. Administration Dungee responded there are several firms but finding one that is available may be a challenge. It took four months to find Davis, Martin and Powell. The Town has DEQ grant funds so it requires an engineering procurement certification. This means an RFQ must be completed, services needed must be advertised, and questions on the certification form must be answered. An engineering agreement must be adopted and submitted once the agreement has been fully executed. These will be submitted by the Town Administrator, but the Town cannot simply locate a firm that is available to do the work. It must be put out for bid and request a firm's qualifications. The firm must prove they are qualified to do the work and the Town will need to get references for other projects done, etc. The Town can put it out to other firms and the City of Greensboro could be considered. Councilwoman Wrenwick commented she thought it might be a conflict of interest to contract with the City of Greensboro while discussing water and sewer. Administrator Dungee noted the Professional Engineering Services Procurement must list the basic services being provided, the method of announcement for the project, the firms the announcement was discussed with or proposals received from in order of quality, and if the contract was negotiated with the best qualified firm.

The Council noted it is aware of the procurement procedures and will look for engineers that are not with the City of Greensboro.

I.B. Town Council Monthly Stipend Increase

Administrator Dungee asked the Council about a monthly stipend increase. She noted it was unclear when it was last raised, but it has been the same since 2019. Councilwoman Wrenwick responded she thought the last increase was around 2013.

Administrator Dungee noted the current monthly stipend is \$250/month for the Mayor and Finance Officer and \$200/month for other Council members. A meeting attendee asked how much the stipend would be increased. Mayor Morgan responded maybe 10%. It was noted the last increase was believed to be \$50/month. Council members commented they were fine with the current monthly stipend adding they do it for the Town, not the money.

I.C. Attorney Cost for Property Acquisition

Administrator Dungee commented there may be attorney costs for property acquisition. Councilwoman Wrenwick responded attorney fees for property acquisition would come out of the grant. However, the Town may have increased accounting/audit fees if the Town has to complete a yellow book report which is required for grants that exceed certain amounts.

II. Public Hearing on the Budget 2025-2026

Mayor Morgan opened the public hearing for the proposed budget ordinance for fiscal year July 1, 2025 to June 30, 2026. Councilman Sharpe presented the budget ordinance.

The following amounts are appropriated in the General Fund:

- Governing Body: \$28,925.00
- Administration: \$207,555.00
- Finance: \$24,760.00
- Public buildings and grounds: \$11,020.00
- Streets and highways: \$24,400.00
- Public safety: \$26,200.00
- Environmental Protection: \$58,000.00
- Cultural and recreational: \$19,500.00
- Total: \$400,360.00

The following amounts are estimated revenues for the General Fund:

- Current year's property tax: \$227,000.00
- Prior year's property taxes: \$9,200.00
- Penalties and interest (net of discounts): \$900.00
- Beer and wine taxes: \$2,880.00
- Utility franchise and excise taxes: \$27,120.00
- Local option sales tax: \$68,200.00
- Powell Bill funds: \$23,400.00
- Solid waste disposal tax: \$400.00
- Permits and fees: \$1,400.00
- Investment earnings: \$6,480.00
- Other miscellaneous revenues: \$4,100.00
- Fund balance appropriated: \$29,280.00
- Total: \$400,360.00

A levied tax of (0.325) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2025 for the purpose of raising revenue. Councilwoman Wrenwick noted this was a recommendation by the Town's accountant. Councilman Sharpe noted Council members discussed at length the increase adding it was not an easy decision. One reason for increasing this year was due to Guilford County doing a revaluation next year. He anticipated the rate will be reduced next year. Administrator Dungee commented the rate has been at 0.275 for about 20 years. With increased development in the town, it may be possible to reduce the rate.

The Finance Director is authorized to transfer appropriations or make cash advances with specific conditions.

Mayor Morgan asked for comments on the budget ordinance. Councilwoman Jones asked what prior year's property taxes are. Councilwoman Wrenwick responded these are residents that did not pay their taxes the previous year. She added 97% of residents pay their taxes and she thanked residents for paying their taxes because services are based on taxes. Administrator Dungee noted that \$58,000 (Environmental Protection) sounds like a lot for garbage services, but previously it was around \$70,000.

MOTION to adopt the budget ordinance as presented for fiscal year 2025-2026 by Councilman Sharpe and seconded by Councilwoman Wrenwick. Motion carried.

III. Park Shelter & Gazebo Proposals

Mayor Morgan reviewed the proposed park shelter and gazebo cost estimates by Backyard Showcase (BYS). A 30' gazebo is \$68,997, a 30' x 30' rectangular pavilions is \$57,308, two, 16' x 20' pavilions are \$55,872, and a 10' x 10' chime pavilion is \$11,137. Total cost with the octagonal gazebo is \$135,808 and for the rectangular pavilion is \$124,117. It was noted the Council decided previously the rectangular pavilion was preferred. At the June 2nd Council meeting, there was a request for additional information regarding warranties, references, longevity of stains, etc. Administrator Dungee contacted BYs. They do not have a list of references, but provided a map showing locations where there are structures. Also, a warranty was submitted; for commercial use the warranty is 5 years. The stain may last for 2 years or more for parts with sun exposure.

Mayor Pro Tem Faison commented she was surprised they do not have a list of references. Mayor Morgan commented there are several parks around the area and the Town may be able to find out where they acquired their structures. Administrator Dungee noted several companies were on the list but BYs seemed to be the most cost effective to provide quality materials so the Town does not want to eliminate them. Planning Board Chair Riehle expressed concern they do not have a list of references. He added BYs is not affiliated with BBB. However, reviews on google were mostly positive for residential structures. He did not find any reviews for large-scale commercial structures. Councilwoman Wrenwick commented one reason BYs was preferred is they provide engineer plans. It was decided to look at structures in parks in neighboring towns including the Colfax Military Park – Triad Park Field of Honor in Kernersville.

IV. Foothills Planning Proposal

Councilwoman Jones presented the proposal by Paul Kron with Foothills Planning + Design, PLLC (Foothills) to provide planning services for the town. The proposal includes an average of up to 20 services hours per month at an hourly rate of \$100 per hour. It includes up to 15 services hours of prior work completed in May and June 2025, and up to 240 service hours (20 per month) during fiscal year 2025-2026. The Town will receive a monthly invoice for the actual number of service hours provided. If more than 20 hours are provided it will be with the Town's approval. The agreement can be suspended by Foothills or the Town by providing a one week written notice via email.

Administrator Dungee noted the rate was discussed at the last meeting and she asked Mr. Kron if he would revise the per hour rate. He lowered the rate \$25 to \$20 and the hours from 25 to 20 to help the Town's budget. He understands the Town needs his services. This is a resubmittal of the proposal with the changes.

MOTION to accept the Foothills Planning + Design, PLLC proposal was made by Councilwoman Wrenwick and seconded by Councilwoman Jones. Motion carried.

V. Monthly Finance Report

Councilwoman Wrenwick reported on the May 2025 financial transactions and balances. The balance for each account as of May 31, 2025:

- Water Feasibility Study: \$27,678.99
- American Rescue Plan: \$0.00 (account closed) – The Town's ARP account was closed and funds transferred to the Town's checking account because the Town used these funds as payroll reimbursement during the COVID-19 years and has shown these funds were used.
- Powell Bill Fund: \$145,958.94
- Guilford County ARP Fund: \$37,523.60 – Administrator Dungee noted the Town received a \$500,000 grant, but Guilford County provided the Town with \$65,000 of the grant and then the Town submits receipts for reimbursement. The Town has spent approximately \$30,000 of the grant.
- Savings Account: \$201,600.97
- Checking Account: \$152,789.53
- Money Market Account: \$153,825.24 – Councilwoman Wrenwick reported the Town invested \$150,000 into the NC Management Mutual Trust Investment. The Town received \$3,000 profit for this year. She proposed moving at least \$50,000 to the NC Management Mutual Trust Investment. The Council agreed to the movement of \$50,000 to the NC Management Mutual Trust Investment.

IV. Closed Session Proposal

Mayor Morgan asked for a motion to go into closed session.

MOTION to go into closed session as needed by Councilwoman Wrenwick and seconded by Councilwoman Jones. Motion carried.

D. CITIZENS COMMENTS

- Shinita Wrenwick commented some neighbors are having a difficult time differentiating between the green and blue days on the Freedom Junk Removal schedule.
- Alton Walker commented he believes the transition from Republic Services to Freedom Junk Removal went very well. Administration Dungee responded the

residents did well putting their carts out for pickup. Some forgot the new pickup date was Monday, but generally she was proud of the Town's residents.

- Camela Dungee reminded residents to make sure that only recycling items are in the recycling carts otherwise Freedom Junk Services will not empty the carts.

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 Monday, July 7th, 2025
- The next Planning Board meeting will be held on Thursday, July 17th, 2025
- The next Town Council Agenda meeting will be held on Monday July 28th, 2025
- The Sedalia Town Hall will be closed on Friday, July 4th, for Independence Day

Meeting adjourned at 8:25pm

Submitted By:

Camela Dungee
Camela Dungee, Town Administrator

Aug. 21, 2025
Date

Approved By:

Howard Morgan
Howard Morgan, Mayor

