



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

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

**B. MOTION** to approve minutes from the September 25<sup>th</sup> and November 6<sup>th</sup> Town Council meetings. Motion to accept the September 25<sup>th</sup> minutes with the correction was made by Councilwoman Wrenwick and seconded by Mayor Pro Tem Faison. Motion carried. Motion to accept the November 6<sup>th</sup> minutes was made by Councilwoman Wrenwick and seconded by Councilwoman Jones. Motion carried.

**C. GUESTS/REPORTS/DISCUSSIONS**

**I. Monthly Finance Report**

Councilwoman Wrenwick reported on the October financial transactions and balances. The balance for each account as of October 31, 2023:

American Rescue Plan: \$127,814.91

Powell Bill Fund: \$123,234.10

Guilford County ARP: \$65,347.56

Savings: \$508,356.38

Town Center/Bike and Pedestrian Fund: \$40,932.34

Checking: \$15,103.96

Taylor Stump and Grading, LLC received \$18,500 of Powell Bill funds for the Dansby Drive asphalt millings. The Town paid \$11,002.16 to Republic Services for September and October services. The September check was mailed but did not clear the bank and was presumed lost.

**II. Planning Board Meeting Update**

Vice-Chair Jeffries reported the Planning Board met on November 16<sup>th</sup> and the board members took time discussing and revising changes to the Sedalia Thoroughfare and

Collector Street Plan, the vegetation section of the draft nuisance ordinance, and the draft Flood Damage Prevention Ordinance. Changes are being submitted to the Sedalia Town Council.

### **III. Revised Sedalia Collector Street Plan**

Mayor Morgan reviewed the Planning Board's alternatives for Rock Creek Dairy Road Extension and the Creek Lane to Painters Lake Road and Blue Lantern Road to Knox Road collector streets. The Rockhurst Drive to Grand Oaks Drive collector street was eliminated. Councilwoman Wrenwick commented the Town can only suggest alternatives for proposed collector streets within the Town's boundaries. The Planning Board noted while the Blue Lantern Road to Knox Road collector street is mostly outside the town boundaries, residents provided comments on it.

Administrator Dungee commented Rockhurst Drive is the only entrance/exit to Imperial Estates and some residents want another entrance/exit. However, she understands the concern about more traffic in the neighborhood. Planning Board member Jones commented the Planning Board did not discuss any alternatives for this collector street. During the meeting, other alternatives were discussed including extending Gateway Drive and connecting Rockhurst Drive to Three Cedars Lane.

Planning Board alternate member Riehle asked if NCDOT would be involved in the collector streets. Administrator Dungee responded it was unclear if NCDOT could override the Town's proposal. Councilman Sharpe asked about the Marley Drive collector street. Councilwoman Wrenwick responded it was likely the Marley Drive collector street is for the proposed distribution centers.

The Council agreed with the Planning Board's proposed alternatives and will vote on them at the December Council meeting. Discussions will continue for an additional entrance/exit for Imperial Estates. Administrator Dungee will revise the plan and submit it to NCDOT.

### **IV. Adopt 2024 Sedalia Meeting & Event Schedules**

Councilwoman Jones reviewed the proposed 2024 Sedalia meeting schedule at the last meeting. She reviewed the proposed 2024 Sedalia event schedule. At the last meeting, a gala event was discussed for Founders' Day. Since a gala event would not include kids, Administrator Dungee suggested a family picnic in the afternoon and a gala event in the evening. She added over the last three years attendance for Founders' Day has declined although last year the weather may have contributed. Councilwoman Jones asked about holding another car show. Administrator Dungee responded the Town could not use the Charlotte Hawkins Brown Museum because it does not have enough asphalt parking. Car show participants do not want to park their cars on grass or dirt. Also, the last car show was canceled due to rain. Councilman Sharpe suggested an event with fireworks. Administrator Dungee responded the Town could have a family day with an outdoor movie and fireworks. She suggested keeping the date open and continuing considering options. Planning for the event would need to start in March. Councilwoman Jones asked about dates for Sedalia Fresh. Administrator Dungee responded Sedalia Fresh will be held from April to October, but the actual dates have not been finalized.

Administrator Dungee commented the meeting schedule must be adopted so it can be sent to Guilford County Planning. The event schedule is set only for the town and its residents.

**MOTION to adopt the 2024 Sedalia meeting schedule by Mayor Pro Tem Faison and seconded by Councilwoman Wrenwick. Motion carried.**

#### **V. Group Management Services**

Administrator Dungee received quotes from Group Management Services (GMS) for recruitment and human resources services including payroll, and health insurance. The Town's accountant currently does the payroll; however, it is unclear whether it would cost less for GMS to do the payroll.

The Town can select a package or individual services. Administrator Dungee provided information on two packages and each of the services if selected individually. There is a one-time set up fee of \$1,000. For the simpler package, cost is \$104 per employee per month and includes payroll. For the stronger package, cost is \$133 per employee per month and includes payroll. She noted selecting a package would save about \$2,500 per year compared to selecting the same services individually. However, there are services included in the packages that may not be needed.

GMS provided quotes for CIGNA Network health insurance for employees that work a minimum of 30 hours per week. The monthly cost for employee only is approximately \$492 per month. If the Town opts to cover 50%, which is the minimum it must cover, it will cost the Town \$246 per month per employee. Mayor Pro Tem Faison asked if this was an HSA plan and noted the high deductible. Administrator Dungee responded the plan was chosen because it was the lowest cost, there are other plans with lower deductibles. She added a low-cost plan could be selected and then adjustments made in a couple of years. There is an additional cost to add dental and vision plans.

Councilwoman Wrenwick responded dental and vision plans are employee costs; employers cover health insurance only. Councilman Sharpe expressed concerns regarding the high deductible adding that HSA plans usually seem like a better choice. Mayor Pro Tem Faison commented HSA plans are great for young people. Councilwoman Wrenwick commented HSA are considered income and must be reported on taxes. Administrator Dungee invited GMS to attend the December Council meeting to answer questions.

#### **VI. Town of Sedalia Nuisance Ordinance Revisions**

Councilman Sharpe reviewed the current draft of the vegetation portion of the nuisance ordinance. It exempts undeveloped properties and developed properties greater than one acre from maintaining vegetation to 1½ feet or less. Properties less than one acre must maintain vegetation but can apply for an exemption. The Planning Board recommended adding 'where visible to the public', however, this would apply only to developed properties one acre or less since the other properties are exempt.

There is still some confusion regarding the vegetation portion of the ordinance and how it fits in with the remainder of the section in the nuisance ordinance. Planning Board member Riehle suggested including a section that addressed vegetation only.

Councilman Sharpe commented it should apply to any property where vegetation is visible from a town or state-maintained road since there is an option for an exemption. It was decided since all properties are visible to the public it should be properties visible from a public right-of-way.

Councilman Sharpe commented the draft included improvements such as defining developed and undeveloped properties, and woody vegetation and non-woody vegetation, and allowing for an exemption process. He added the one-acre limit was problematic and it should include all properties visible from a public right-of-way. Administrator Dungee commented she liked the exemption process; however, she expressed concerns that by applying it to all properties the Council may have to review several exemption forms. She asked whether a buffer would be appropriate on each lot to help things appear neat. Mayor Morgan asked how the Town would create a buffer on the many different lots. Planning Board Vice-Chair Jeffries asked if owners are not living on the property would the town have to maintain the buffer.

Councilman Sharpe commented with the Town's code enforcement, one property is in violation and down the road another property with the same issue is not. He noted his property was cited for overgrowth and junk. He never received notice of violation. He left his job to attend a hearing where the code enforcement officer informed him that his case was put on hold the previous week. Therefore, he asked to Council to consider adopting the ordinance revisions that have been discussed to provide more clarity. Administrator Dungee responded the Town has had three code enforcement officers in a short period and there have been challenges. Mayor Morgan commented the code enforcement officer should have called Councilman Sharpe and informed him that the hearing was not needed because the Council was reviewing the ordinance.

## **VII. Stone and Landscaping Creations Service Contract**

Mayor Pro Tem Faison reviewed the lawncare services contract that includes grounds maintenance including snow removal at the Town Hall and mowing a vacant lot and the entrance to Imperial Estates. Other services provided, but not included in the quote, include mowing the Dansby Drive right-of-way and snow removal on Blue Lantern Road near Sedalia Road. The contract amount is \$4,200 per year or \$350 per month. Councilman Sharpe asked if the tree encroaching on the parking lot could be trimmed, but only if it will not cost extra.

Councilwoman Wrenwick noted there was an error in the period for performance – the dates should be January 1, 2024 to December 31, 2024. Administrator Dungee stated Mr. Morrison must provide a Certificate of Insurance that includes the dates of the contract. Also, Mr. Morrison requested an increase in compensation, if possible. The Council decided to increase the monthly amount paid from \$350 to \$375.

**MOTION to increase the monthly amount from \$350 to \$375 by Councilwoman Jones and to change the dates of the contract to January 1, 2024 to December 31, 2024 by Councilwoman Wrenwick and seconded by Councilman Sharpe. Motion carried.**

**D. CITIZENS COMMENTS**

\*Robert Jones reported there is a resident on Rolling Acres Drive that has a trailer with junk on it parked on the side of the road.

\*Councilwoman Jones commented that since the Town is hiring additional staff that there may be a need for a dress code policy. Administrator Dungee responded she is developing a personnel policy and will consider including a dress code in the policy.

\*Councilman Sharpe, 906 Rockhurst Drive, stated there was an appliance repair sign on Burlington Road and asked if the residents opening up a business and if there were ordinances regarding the sign. Administrator Dungee responded the residents are not opening a business. A yard sign had been removed a couple of times and the property owner called to ask if it was removed by the town. The resident was informed if the sign was in the road right-of-way that it would be removed by the Town’s code enforcement officer or the NCDOT. The sign meets the regulations outlined in the Town’s ordinance. Administrator Dungee responded the property owner rents the house and has put the sign in the yard.

**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 December 4<sup>th</sup>. The newly elected officials will be sworn in, and the Council will vote on who will serve in seats for Mayor and Mayor Pro Tem.
- The Christmas Senior Luncheon will be held on December 6<sup>th</sup> at Kimball Hall on the Charlotte Hawkins Brown Museum campus.
- Christmas in Sedalia will be held on December 9<sup>th</sup> from 5-8 pm on the Charlotte Hawkins Brown Museum campus.
- The December 21<sup>st</sup> Planning Board meeting and the December 25<sup>th</sup> Agenda meeting have been cancelled for the Christmas holiday.
- The Town Hall will be closed the week of December 25<sup>th</sup> for the Christmas holiday.
- The next Town Council meeting will be held on January 8, 2024.

Meeting adjourned.

Submitted By:

Approved By:

\_\_\_\_\_  
Cam Dungee, Town Administrator

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Howard Morgan, Mayor

\_\_\_\_\_  
Date

(SEAL)