

## **MINUTES OF THE WHITSETT TOWN COUNCIL**

**March 14, 2023**

**Whitsett Town Hall Building**

### **REGULAR COUNCIL MEETING**

The regular meeting of the Whitsett Town Council was held on Tuesday, March 14, 2023 at the Whitsett Town Hall. The following members of the Town Council were present: Mayor Richard Fennell, Mayor Pro Tem Jerry Rice and Council Members Lee Greeson, Cindy Wheeler and Craig York. Also present were Town Administrator Elaine Garner, Town Clerk Barbara York, and Planning Board Chair Person Karen Horne as well as 4 citizens.

Mayor Pro Tem Jerry Rice gave the invocation.

Mayor Fennell called the meeting to order at 6:00 p.m., and noted that a quorum was present.

### **SPEAKERS FROM THE FLOOR**

Mayor Fennell asked if there were any Speakers and there were none.

### **OLD BUSINESS**

#### **1. Adoption of the Minutes**

- Mayor Fennell asked if he heard a motion to accept the minutes from the February 14, 2023 Town Council Meeting. Mayor Pro Tem Jerry Rice made a motion to adopt the February, 2023 minutes. The motion seconded by Council Member Craig York. The adoption of the February 14, 2023 minutes was carried by unanimous vote.

#### **2. Update on Generator**

- There were no updates on the generator. The mayor stated that we need to go ahead and put the old generator up for sale and get a new generator. He asked Town Clerk Barbara York to check with Freddy's Generator Pros and see if the bid they gave us last year was still good and if not to get the new cost.

#### **4. Any Other Old Business**

- Mayor Fennell asked if there was any further Old Business and there was none.

### **BOARD AND COMMITTEE REPORTS**

#### **1. Planning Board**

- Planning Board Chair Person Karen Horne let the Council know that regarding the System Development for Water / Waste Water Fee Schedule that she has been researching and comparing to other municipalities, has been given the go ahead by our attorney, Joe Kalo to move forward with our proposed fee schedule and not have to have a study done. At their last meeting, the Planning Board approved an application for a resident to apply to connect to the water system and she also presented the proposed fee schedule. Mrs. Horne also let the Council know that Ms. York has researched billing systems that the Town will need to use moving forward with the Hudson Way construction.

#### **2. Enforcement Officer/Town Administrator**

- Town Administrator Elaine Garner updated the Council on the junk car yard at 7211 Greeson Road that has been discussed at the last couple of meetings. She stated that the family has until March 15 (tomorrow) to remove all of the cars. They have removed some of the cars, but there are many still there and the owner is still running a garage business at that location per one of the neighbors. If they don't comply by tomorrow, they will start receiving penalties.
- Mrs. Garner let the Council know that she had spoken with Lee Bryant and Randy McNeil regarding Hudson Way making sure she is current with the progress they are making as well as their future timelines. They have provided the

final site plans that the Council will need to review and sign. Mrs. Garner let the Council know that she and Ms. York are riding around Whitsett the first and third Wednesdays each month to see what is happening in our community and they are taking pictures at Hudson Way each time. It was suggested that they do these photos weekly rather than biweekly.

- Town Administrator Elaine Garner presented the Council with three bids from lawn services, K&K, Riverside and TCM. After discussing the bids and what the owners were offering Mayor Pro Tem Jerry Rice made a motion for the Town to offer the contract to Riverside. Council Member Cindy Wheeler seconded the motion and it passed unanimously.
- Mrs. Garner presented the bids for the construction companies to help with the upgrades to the Town Hall. The bids were from GCF and D.H. Fogleman. The third company that we never heard back from was Willie Saul. Council Member Craig York let the Council know that putting in new windows, which would have to be wooden (renovations must reflect the historical guidelines) would have to wait until the engineer we have hired is finished with his assessment and made recommendations. After looking at the bids and discussing what those bids would cover in the upgrades, Council Member Cindy Wheeler made a motion that we offer the contract to GCF for \$58,534.00. Mayor Pro Tem Jerry Rice seconded the motion and it passed unanimously.
- Mrs. Garner gave an update on the picnic shelter saying that we are still waiting on Guilford County to do what they need to do to issue the permit. GCF's Clifton Fogleman calls the permit office weekly to get updates.
- Mrs. Garner made the Council aware that Planning Board Chairperson Karen Horne had provided her with a template for sewer/waste water management planning to maintain any water issues that we may have. We can adjust that template to Whitsett's needs if we were to have water or sewer emergencies. Mrs. Horne had also given her the name of a company called City's to help maintain the water and sewer services. She went over the rates for using this company. Mrs. Garner will look into whether this would be a contracted service with this company or if we would use them only on an as needed basis. Council Member Craig York asked Mrs. Garner to check with Gibsonville to see if they put them on retainer or if they were just on call and to also check to see if there is a retainer fee. Mayor Fennell stated that he thinks this is something the Council should really consider for the Town.
- Next, Mrs. Garner let the Council know that Council Member Craig York had spoken with a representative from Adams & Associates about doing a feasibility study on our building. To get this done would cost \$2700 and we paid a deposit of \$900 to get this done. This money would come from ARP funds.
- Mrs. Garner let the Council know that David Murphy's monthly fee for being the Town's ORC will be going up on July 1 from \$275 to \$300. He is also willing to do the water shut offs and reconnects for an additional \$15 per visit to the residences.
- Town Administrator Garner updated the Council on the two delinquent water accounts that we have been discussing for the past several months. Both accounts are now closed. Someone bought the Saunders property at Highway 61 and the Town did not receive any of that past due money. In terms of the Baity property at Highway 61, a family member came to the Town Hall and since she was not aware of the past due water bills, we felt it fair to only charge her for the three months past due amounts (\$130.50) rather than the entire cost that accrued over the past many months. The lady then filled out a new contract and paid the deposit of \$120 to have water moving forward.
- Mrs. Garner let the Council know that they need to approve the payment of the new HVAC unit for the Town Hall's kitchen come from the ARP funds. The first unit we purchased in December was paid for out of the \$50,000 grant in which a new unit had been earmarked for purchase. The second unit was an unexpected emergency expense, as the HVAC unit for the kitchen was emitting carbon monoxide into that room. Council Member Craig York made a motion for the cost of the HVAC system that was purchased for the Town Hall's kitchen come out of the ARP funds. Council Member Lee Greeson seconded the motion and it then passed unanimously.
- Town Administrator Garner informed the Council that the 2023-2024 Budget Committee has met. Those serving on the committee are Mayor Pro Tem Jerry Rice, Council Member Craig York, Planning Board Chairperson Karen Horne, Town Administrator Elaine Garner and Town Clerk Barbara York.
- Mrs. Garner requested that the Town name Susan Brothers McKinney the official Town Historian/Museum Curator. We are asking that in the future, she have a part-time position at the Town Hall 6-8 hours on Tuesdays, Wednesdays and Thursdays. The details and the salary have yet to be determined, but tonight we are asking about giving her this title. Council Member Craig York stated that Mrs. McKinney will be extremely instrumental in documenting the history of this building in order to receive a possible future grant to completely renovate the Town Hall. This part-time position

will be addressed in the budget committee. Mayor Fennell asked that the committee figure that salary into the history and cultural section of the budget. He asked that the committee decide on an hourly wage for this position and to bring that before the Council.

- Mayor Fennell nominated Town Clerk Barbara York to be the budget officer for this year's committee. Mayor Pro Tem Jerry Rice seconded that motion and the motion was passed unanimously.

## **NEW BUSINESS**

### **1. Any items from Council Members.**

- Council Member Cindy Wheeler thanked Council Member Craig York for the wonderful picture that he and Karen York took of all of the Planning Board and Town Council members.
- Mrs. Wheeler asked if the Town had had anyone from 7209 Whitsett Park Road come in and ask for a building permit. Town Clerk Barbara York said there has been no one asking about that property.
- Council Member Lee Greeson asked if we heard anything regarding the netting that was destroyed during Hurricane Ian. Barbara York has been working on this since October and has not been successful at getting a response from the company who originally put it up. Our insurance will pay for it, but we are waiting for the company to respond to us. Charles Sedoris offered to get in touch with one of his contacts in Guilford County to see if he has any recommendations for who might be able to do this job for the Town. Council Member Lee Greeson stated that we have three to five lights that have burned out on the field. He said that whoever installs the new netting could be asked to change these lights. Mr. Greeson said that he would also check with Mike Dupree from Gibsonville Parks and Rec. to see if they recommend anyone to replace the lights.

**2. Announcements** Mayor Fennell asked if there were any announcements and there were none.

**3. Speakers from the Floor** The Mayor asked if there were any Speakers from the Floor and there were none.

**ADJOURNMENT** With no further business before the Council, Mayor Fennell invited a motion to adjourn. The motion to adjourn was made by Mayor Pro Tem Jerry Rice and seconded by Council Member Lee Greeson. The motion carried; and the March 14, 2023 Town Council meeting was adjourned at approximately 7:30 p.m. The next regular meeting of the Whitsett Town Council is scheduled for 6:00 p.m. on Tuesday, April 11, 2023 at the Whitsett Town Hall.

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Elaine Garner, Town Administrator

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Richard Fennell, Mayor

**APPROVED:**