

**Town of Mocksville
Regular Board Meeting
June 7, 2022**

The Town of Mocksville Board of Commissioners met for the Regular Board Meeting on Tuesday, June 7, 2022 at 6:00 p.m. in the Mocksville Town Hall building located at 171 S. Clement Street.

Present:

Commissioners Present:

Mayor, Will Marklin
Jenny Stevenson
Carl Lambert
Justin Draughn
Johnny Frye
Rob Taylor

Absent:

Others Present:

Ken Gamble, Town Manager
Lynn Trivette, Town Clerk
Al Benschhoff, Town Attorney
Brian Moore, Public Services Director
Andy Lipscomb, Assistant Fire Chief
Elmer Stewart, Parks and Grounds Lead
Tami Langdon, Community Development

Mayor Marklin called the meeting to order.

The Town of Mocksville Board paused for a moment of silence.

Mayor Marklin led the Pledge of Allegiance.

Adoption of Agenda

A motion was made by Commissioner Lambert to add an item to new business (G) Consider Adopting Resolution and Policy; Conflict of Interest Policy Applicable to Contracts and Subawards of the Town of Mocksville Supported by Federal Financial Assistance. The motion was seconded by Commissioner Frye which carried by a unanimous vote 5-0.

A motion was made by Commissioner Draughn to adopt the agenda as written. The motion was seconded by Commissioner Stevenson which carried by a unanimous vote 5-0.

Citizen Comments

Mayor reads; Under GS section 160A-81.1, the Board shall provide one period for public comment per month. Public comments are a valued part of the Board meeting but we also have to handle monthly business items. If your public comment is not heard this month we provide the same opportunity at each month's Board meeting. Public comments are limited to 3 minutes per comment. The Mayor asks that groups appoint spokespersons for groups supporting the same position, especially when the number of people wishing to attend the meeting exceeds the capacity of Town Hall. When the comments become repetitive and no longer provide new information then discussion for this meeting may be stopped. As a reminder, the comment period is not a question and answer session. As always, the Mayor shall provide for the maintenance of order and decorum in the conduct of the comment period.

Will Bowser, resident at 361 Whitney Road, informed the board of speeding in his neighborhood. He stated that it was a continuous dangerous situation and requested signage and police presence for the safety of the neighborhood.

Alice Brown spoke to the Board in reference to the Heritage Alliance Project (HAP). Their mission goals are to maintain the beautification at the bottom of Depot hill and informed the Board of the painting of the Masonic Building, They are interested in the Heritage of that area. The organization is concerned with the safety, pollution and traffic with Wayne Farms. The immediate concern is the old bus garage where children have been seen in and out of the building. She expressed appreciation to the board and stated that the Code Enforcement is very important.

Communications

Carolyn McManamy, Director of Ignite Davie, gave an update of the program. Ignite Davie is the College Promise Program that was launched in 2020. The program pays tuition, fees and a stipend for books for Davie County students to attend Davidson-Davie Community College full-time, without incurring debt. Students may pursue a Certificate, Diploma or Associate/Transfer Degree. It is unique because it is a scholarship for students that live in Davie County and attend schools in Davie County. It raises the educational attainment of Davie County students while developing a skilled and educated talent pipeline to meet the needs of local businesses and industries. They have raised \$2.3 of the \$3 million dollar goal and are asking for continued support to reach that goal.

Piedmont Triad Regional Council Pay Study Presentation –Matt Reece Assistant Director

Matt Reece addressed the Board to present the Classification and Pay Study for the Town of Mocksville. The current market position of the Town is 82% entry salaries, which means we are behind. To get to 106% of entry the Town needs to spend \$72,308.

The pay study included employees completing a thirteen-page questionnaire to gather information about their job. The supervisor then reviewed this questionnaire and added additional information to complete. Finally, the questionnaires' were reviewed by PTRC and employee interviews were conducted with an analyst.

The Town had to decide on whether to focus on market data or internal equity. The Town chose to focus on more internal equity. The reconciliation of internal and external considerations produced the assignment of classes to grade, which is the core document.

The goal is to improve recruitment and retention of employees. In the last 18 months, we have inverted the labor market curve for the first time in my career. We have far more positions open than we have people. Due to a change in our demographics, the slowing of the labor force is intensified by retiring baby boomers. We want to lead the average market slightly. The method includes moving employees to at least the minimum. Everyone will be in the range of \$15.00. There will not be a grade below \$15.22. We are trying to lift the bottom end in this model.

All the salary increases are included in the budget.

Michael Walser updated the Board on the Capital Project Ordinances.

The oldest project is Comfort-Bilt on Quality Lane - Larson Doors. It is a state builder's reuse grant with a budget amount of \$222,600. All improvements are completed and all of the monies have been expended. This company started with a baseline of 150 jobs and finished up with 196 jobs. This project is completely closed and will exit the budget this year. Another ongoing project is Sportsfield Specialties on Boyce Drive. It is also a state builder's reuse grant. The budget on this project was \$105,000. All of these funds have been expended. The improvements are well underway and almost completed. They started with a baseline of 40 jobs, committed to add 20 more. At the end of December they were at 47. The next submission to the state will be in July. Sportsfield Specialties should be very close to their jobs and should be ready to close out also. This project will also exit the budget this year because the money has been expended. However the project itself is still alive until all jobs has been created. Project Blowfish which is Special Event Services on Angell Knoll Avenue is not a state builders reuse program but was an infrastructure project that needed sewer extended to their facility. This project was \$260,087. All of these funds have been expended, all improvements have been completed. They began with a baseline of 0 jobs and committed to 14 jobs. At the end of December, they had created 6 jobs. Once the next report is due, they could be very close to their jobs goal. It will also exit the budget this year and will remain active until they have the jobs. Liberty Storage on Industrial Blvd. is the newest of the grants. The total budget on this project is \$1,162,750. There are multiple funding sources and multiple pieces to this grant. The good news on this project is there is a road piece that the Department of Transportation has almost completed. It should be in position to bid out soon. Recently there was a ground breaking because Liberty Storage is expanding. The contractors should be starting the new buildings soon. There is also a rail component on this project. A rail company has already been contacted in reference to designing and building this. We are in the waiting process for them to let us know when they will be ready to start. This project is well underway and moving. The last of the projects is Brakebush Brothers on Eaton Road. There was a railroad component on this project and DOT has already completed it. The force main and water line project to service Brakebush will be awarded later in this meeting. They started with a baseline of 177 jobs. Committed to create 126 which would bring us to 303 jobs. At the end of December, they were at 359 jobs.

Public Hearing Requested for Annexation for County Parcel I500000044 Cedar Creek RE LLC for Development on John Crotts Road

Mayor opened the public hearing 6:30pm

A motion was made by Commissioner Lambert to continue the annexation ordinance for development on John Crotts Road until the July meeting. The motion was seconded by Commissioner Taylor which carried by a unanimous vote 5-0.

Public Hearing Requested for Comments on the Recommended FY 2022-2023 Annual Budget Message

Manager Gamble stated that North Carolina requires a balanced budget. We want to make sure to balance our personnel and our resources with efficiency and effectiveness, while being consistent with the mission, vision and the values that we are developing to present at our July meeting with our strategic plan. We need to have the mindset that we are not just thinking about the 2022-2023 budget, but what are we going to do this year, the problems that we have, what are we going to do about them and how do we track these problems to be effective. The Fire Department staffing has been an area of internal weakness. We do not have any full time coverage at the station and there are times when there is no coverage at the station. This budget includes six (6) fulltime fire fighters. There is also a Federal Safer Grant, that we have applied for, that could add 100% coverage for the salary cost for three (3) years for six (6) more fulltime positions. We should receive a call by September stating if we received the funding. The Board would make the decision to accept the funding. We would receive \$1,200,000, but at the end of the three (3) year time period we would be expected to keep the positions and fund them in the town's budget. We will be looking at the finances and the economy and how it is doing. It's going great now, but there are some concerns with inflation and we want to make sure that when we dive in we are making the short term best decision and long term best decision for the town. During the course of this year, we were able to take part of the money we saved by contracting with the Sheriff's Department, replacing equipment, make some facility repairs and do improvements at Rich Park. This also freed up some of the resources that we needed to get the six (6) fulltime firefighters on board this year. In this year's budget we will be funding a wheel loader in Parks and Grounds, replacing a fence at Rich Park, and \$78,000 for new turnout gear for the six (6) new firefighters. We also have an area of weakness where we are having trouble staffing startup positions with the town. Part of this includes the pay study that has been discussed. It's all about the economy. To fully implement the pay study, \$86,000 is for general fund and enterprise fund. We are developing career ladders in both Parks and Grounds and Public Works which will help our employees stay competitive. On the other side, it also requires something of the employees, which means they continually grow and develop and they get the skills that the town needs to continue on. We are also looking at a 5% COLA this year. That will be \$54,024 for both funds. At the end of the last year, we were under 2.2% what the actual inflation rate was. Already this year we are looking at an 8.5% inflationary rate. Another interesting situation is that there is no way that we can direct people to downtown. We are in the process of doing Phase 1, we had \$30,000 which is part of the savings from the Sheriff's contract and we will be doing Phase 2 starting in July which probably means that this will happen around the same time. We are hoping to get four (4) to nine (9) signs up sometime this summer or into the fall. Another issue that we have is Code Enforcement. It's all about having the resources to address the situation. It's a long process to go through to identify the problem and work with the property owner. We need someone that is skilled to do Code Enforcement and has the time to do it. We are partnering with Davie County and Bermuda Run and share the cost of a full time Code Enforcement officer. Our share will be \$58,000 because we will have them three (3) days a week. We will have them 60% of the time. We will not be paying for everything, therefore it saves us money and it saves our taxpayers money. We also are concerned with what is going on in the world that might impact us. Rising inflation and labor shortage is a huge impact on town operations. We are looking in our line items at increasing energy cost, increasing money for fuel, adjusting park fees to cover what it actually cost to maintain our park. We are looking at implementing the paying classification study. No budgetary adjustments will need to be made. It's about going out and finding monies to assist in funding. We have over \$10 million grants and applications processing right now. We also have to worry about supply chains and disruptions. The way we are doing that is we are having discussions with department heads on things that we need that we know we are going to have to wait on. We will put them on the shelf. It's not the most efficient way but it is the most effective way. There is also an increase pressure in infrastructure and that's due to growth. We are addressing that through the Brakebush project which will take about 400,000 to 500,000 gallons a day for sewer and divert it from our wastewater treatment plant at

Dutchman Creek. That plant cannot be upgraded because of the physical location and the restrictions. We do not have enough money to do an expansion to that plant. We are going to take this flow and divert it to Cooleemee. Their plant is larger and they have plenty of capacity. We are partnering with the County which will free up half of the capacity from our plant. We will be finishing up sewer plant upgrades this year. Pumps were ordered in July 2021 and hopefully we will be getting them soon. Monies are in the budget for the engineer to come and make sure everything is calibrated and functioning as efficiently as it can be and making sure that the plant runs to its top capacity. We will be working this year with the Northwest Piedmont Regional with the priority process regional planning. This is the group that we use for planning transportation items that we need, not just for next year, but for a decade of planning. We have to make sure that it gets into the process so these projects for the town's needs get on the books. Over \$9 million in infrastructure grant requests because we know we cannot do all of this by ourselves. We do our best to make sure we generate as much value as we can and when we have a chance for a partnership, we pursue so it keeps our cost low. Looking into the future, the Cooleemee Water Treatment Plant will be online. You have heard me say partnership, partnership, partnership. It's important to Code Enforcement because why should we pay for a full time position when we can share the position and share the cost among three (3) different entities. Water/Sewer – we work with the County, we identify projects that are regional in nature. We will always pursue extra grant money. Even with the Fire Service – partnership with the County. Last year they had extra money so they decided to give fire departments across the Counties money. We ended up with about \$78,000. We should receive a little more than that this year. We want to make sure that we maintain those strong partnerships.

Just a brief overview – Total revenue for this year is \$9,800,165. I like to start off every budget comparing it with the last budget year. We can look at growth and we can look at differences in what was going on. This budget is a little different because last year it was \$12,300,000. It looks like we are spending approximately 19% less money. We are not really because we moved the Brakebush project to a capital project ordinance. The reason we did that is because it is a multi-year project. We don't have to keep refunding it, we just fund the capital project ordinance. But it makes us look like we are spending a lot less money. When you take that project into account we are spending about 10.3% more this coming budget year than we spent last budget year.

Going into the General Fund our revenues are \$6,216,103. Which is about 4.6% higher than 2021-2022. This is mainly because we are getting more ad valorem because of the revaluation, vehicle tax coming in more than projected. The extra fire tax special allocation from the County and the franchise tax is coming in higher than expected.

On the expenditure side the budget is all balanced. We are addressing Fire Department staffing and inflationary increases. Health and property insurance came in at 8.2% and 8.4% higher than projected. This has already been incorporated into the budget. Other adjustments have been made so there will be no increases. We will adjust those numbers within the budget. There are also increases to utilities and fuel, equipment replacements, the results from the pay study and the COLA recommendation. We are also doing Wayfinding signs and streetscapes.

Most of our revenues for the General fund come from the property taxes. Approximately 54% are sales and use tax that brings it up to 71%. Intergovernmental revenues increase it to 92%. Intergovernmental revenues are revenues that another government unit collects then turns it over to us. Example: Beer and wine tax and franchise tax.

On the expenditure side, line share of the budget is public safety. Fire Department is 15%, Law Enforcement is 21%, Public Works which includes sanitation and the Powell bill brings it up to a little over 50%. The remainder is normal operations from the other departments. The contracts and special projects is 12% is because that budget has all of our economic development money and any economic incentives that we are currently paying out and some of the contracts that are town wide.

On the Enterprise Fund side, our revenues are \$3,584,062. That includes the 7% rate increase per the rate study and that is the study that both the Town and the County subscribed to. They let us know annually what our rates need to be for when the water plant goes online we can pay that debt service off.

There is an increase to the Brakebush consumption. They are at full production now so we have included an increase in revenue for that. Also we are looking at approximately 600 new houses. We are projecting 120 to 130 to be built this year. We wanted to make sure that those taps are in the budget. The actual budget last year was about \$6,000,000. There is about a 15% increase when the capital project ordinance for Brakebush is included in the total spending for the year. It is separate from the budget now.

On the expenditure side – water is a little over \$1,000,000, sewer is \$1,700,000. Sewer is almost more expensive than water. Capital projects, we have \$822,000. That includes a \$750,000 allocation for Brakebush. We will be considering a budget amendment tonight. We will be using \$1.25 million in American Rescue Plan funds to make up for the bids on that project. We were originally looking at \$2.9 million when it all started. The actual cost will be \$4.1 million. By using the ARP funds we will not be incurring any debt and we will pay for the entire project turn-key. Sewer treatment plant improvements are \$75,000.

The Enterprise Fund is different from the General Fund because it is truly an Enterprise fund that is designed as a business. We are providing a service, we charge a fee for it and that's how we run the business. It has to be run as a business which is why we have rate increases. We do not use General Fund money or tax dollars for the Enterprise Fund. If we did, it would make us ineligible for state grants. On the expenditure side, the water cost is about 29% of the budget which includes the water department. The sewer department which includes both the plants, is about 41%. Debt service is 7% and capital projects is 22%. That's entirely our capital projects this year and water/sewer is Brakebush. That is the only thing we are funding this year.

Allocations for the non-profits included in the budget is almost \$50,000 in requests. That includes Ignite Davie at \$10,000; Cognition at \$10,000; the Arts Council at \$22,200 and YVEDDI at \$7,514.

Mayor opened the public hearing for comments. 7:02pm

No one spoke in favor or against

Mayor closed the public hearing. 7:02pm

Commission Draughn expressed concern about the Safer Grant for the 6 new positions for the Fire Department. Would it not be a safe bet to wait 3 months and then make an amendment to the budget to add the new positions? Manager Gamble stated that these positions have been included in the budget and have nothing to do with the Safer Grant. They are fully funded through revenues that we have now. In addition to those revenues, we have \$350,000 in capital expenditures also. He feels fully confident that they are sustainable. Commissioner Frye stated that the positions are needed now and he would suggest to move on with the process. Mayor Marklin tried to clarify that Commissioners Draughn and Lambert were concerned that after the 3 year period of the Safer Grant can we afford 12 fulltime firemen without a tax increase?

A motion was made by Commissioner Frye to adopt the FY 2022-2023 Annual Budget Message and Ordinance, Motor Vehicle Tax Ordinance and Fee Schedule. The motion was seconded by Commissioner Stevenson which carried by a unanimous vote 5-0.

Public Hearing Requested to Consider Zoning Map Amendment 2022-01

Efincia Companies, LLC has applied to rezone an approximately 6 acre tract of land from Neighborhood Residential (NR) to Neighborhood Residential, Multi-Family Overlay (NR, MF-O). The subject property is located at 556 S Main Street and is further described as Davie County Parcel J4050C0002.

Adam Barr with Davie County Planning and Zoning stated the proposed zoning amendment is consistent with the Town of Mocksville Comprehensive Plan because:

1. The property is neighborhood residential and listed on the 2019 Comprehensive Plan.
2. The Comprehensive Plan policy goals is to provide a wider selection of housing options and price ranges to help our older generation age in place and to retain and attract younger generations and to preserve and enhance existing residential neighborhoods while striving to provide a wider variety of single-family and multi-family housing options and price ranges to best serve the needs of our growing community.

Therefore, we find this zoning amendment is reasonable and in the public's interest because it supports the Comprehensive Plan policies and maps above and because:

- a. The property's location is near similar housing types.
- b. The property's location is along a major thoroughfare.
- c. The availability of public infrastructure including water and sewer.

The applicant stated that they are looking at 72-84 units. They will be in 24 unit buildings with three (3) stories.

Mayor opened the public hearing for comments. 7:19pm

No one spoke in favor or against

Mayor closed the public hearing. 7:19pm

A motion was made by Commissioner Lambert to approve the proposed zoning amendment which is consistent with the Town of Mocksville Comprehensive Plan; The motion was seconded by Commissioner Frye which carried by a unanimous vote 5-0

Consent Agenda

A motion was made by Commissioner Taylor to adopt the consent agenda as presented. The motion was seconded by Commissioner Lambert which carried by a unanimous vote of 5-0. Items approved were: (A) May 3, 2022 Regular Board Meeting (B) Monthly Financials and (C) Tax Releases.

Consider Adopting Personnel Policy by Resolution

A motion was made by Commissioner Taylor to adopt the personnel policy by a resolution but noted the personnel policy was effective March 20, 2022 by the Board on March 1, 2022. The motion was seconded by Commissioner Lambert which carried by a unanimous vote 5-0

Consider Authorizing Staff to Apply for NCDEQ Grant for Electric Vehicle Charging Stations and Identify Downtown Locations Where These Stations Would Be a Draw to the Public

Carter Spradling with the North West Piedmont Regional Planning Organization recently contacted Ken Gamble regarding new funding for Electric Vehicle Charging Stations. The funding comes from Phase II of the NC Department of Environmental Quality (NCDEQ) Volkswagen Settlement and may only be used for government owned, publically accessible stations. The grant would cover all but \$3,500 in

installation costs for the first unit and the maximum award is \$20,000. Two stations would cost around \$13,000 and after that we would be paying the full market price which is roughly \$18,000 installed based on recent quotes Carter Spradling obtained. Ken Gamble is requesting the Board's permission to apply for the grant and identify downtown locations where these stations would be a draw to the public.

A motion was made by Commissioner Taylor to approve staff to apply for NCDEQ grant for electric vehicle charging stations and identify downtown locations where these stations would be a draw to the public. The motion was seconded by Commissioner Draughn which carried by a unanimous vote 5-0.

Consider Budget Amendments # 8 General Fund and #9 Enterprise Fund for FY 21-22

A motion was made by Commissioner Taylor to adopt budget amendment #8 general fund in the amount of \$62,371 and #9 enterprise fund in the amount of \$50,000. The motion was seconded by Commissioner Stevenson which carried by a unanimous vote 5-0.

Consider Award of Contract 12.0 to Baker Underground Bid Totaling \$3,631,821 for Pump Station, Force Main and Water Line Project

A motion was made by Commissioner Lambert to approve and award the contract 12.0 to Baker Underground totaling \$3,631,821 for pump station, force main and water line project to serve Brakebush utilities. The motion was seconded by Commissioner Draughn which carried by a unanimous vote 5-0.

Consider Award of Contract 15.0 to Gilbert Engineering Company Bid Totaling \$356,796 for Bear Creek Station Improvements Wastewater Project

A motion was made by Commissioner Frye to approve and award the contract 15.0 to Gilbert Engineering Company totaling \$356,796 for Bear Creek station improvements wastewater project to serve Brakebush utilities. The motion was seconded by Commissioner Taylor which carried by a vote 5-0.

Consider Amending Brakebush Capital Project Ordinance

A motion was made by Commissioner Lambert to officially amend the Brakebush capital project ordinance in the amount of \$4,128,908 that includes expenditures for both construction contracts awarded above \$3,988,617 and remaining engineering fees \$140,291, revenues include remaining grant funds \$2,160,000 and municipal funds that include \$747,694 FY 22-23 and ARP Funds \$1,215,214 totaling \$1,968,908. The motion was seconded by Commissioner Taylor which carried by a vote 5-0.

Consider Adopting Resolution and Policy; A Conflict Of Interest Policy Applicable To Contracts and Subawards Of The Town of Mocksville Supported By Federal Financial Assistance

A motion was made by Commissioner Frye to adopt the resolution and policy; conflict of interest policy applicable to contracts and subawards supported by federal financial assistance (ARP funds). The motion was seconded by Commissioner Draughn which carried by a vote 5-0.

Communication from Town Staff

Town Attorney Al Benshoff: N/A

Town Manager Ken Gamble: Horne Street parking lot should be completed in June. We are waiting on doors to be delivered for the concession stand. The board room renovations are in line and should be completed in August.

Communication from Mayor and Town Board

Commissioner Lambert: N/A

Commissioner Taylor: N/A

Commissioner Stevenson: Stated to Mr. Bowser that she agrees with the speeding situation in his neighborhood and that it is a problem especially with 70 new houses coming in the neighborhood.

Commissioner Frye: Staff did a great job on the budget and thank you for birthday card.

Commissioner Draughn: N/A

Mayor Marklin: Stated appreciation to Ken working and completing everything while being sick. Glad budget process is behind us and looking forward to a good year. Thanks for everyone in attendance and the contributions made to the town.

Adjourn

A motion was made by Commissioner Taylor to adjourn the June 7, 2022 Regular Board Meeting. The motion was seconded by Commissioner Draughn which carried by a unanimous vote 5-0.

The attached documents are incorporated herewith and are hereby made a part of these minutes.

William J. Marklin, Mayor

Lynn Trivette, Town Clerk MMC, NCCMC

June 7, 2022