



## WORK SESSION

Thursday, March 07, 2024 at 5:30 PM

Landis Board Room

## MINUTES

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**PLEASE SILENCE ALL CELL PHONES**

**Present:** Mayor Meredith B. Smith, Aldermen Tony Corriher, Aldermen Ryan Nelms, Alderman Darrell Overcash

**Staff Present:** Town Manager Michael Ambrose, Finance Director Jeneen McMillen, Human Resource Director/Town Clerk Madison Stegall, Deputy Town Clerk Angie Sands, Town Attorney Rick Locklear, PZ&S Administrator Rick Flowe, Police Chief Matthew Geelen, Public Works Director Joe Halyburton, Parks and Recreation Director Jessica StMartin

**Absent:** Mayor Pro-Tem Ashley Stewart

### 1. INTRODUCTION:

#### 1.1 Call Meeting to Order

Mayor Smith called the meeting to order at 5:30 PM

#### 1.2 Welcome

Mayor Smith Welcomed those in attendance.

#### 1.3 Adoption of Agenda

**Action:** A MOTION WAS MADE TO ADOPT THE AGENDA AS PRESENTED.

Moved by: Ryan Nelms, seconded by: Darrell Overcash

Passed: 3-0

Voting For: Tony Corriher, Darrell Overcash, Ryan Nelms

### 2. CONSIDERATIONS:

#### 2.1 Consider Discussion of the Agenda Packet for the March 11, 2024, Regular Scheduled Meeting in Order to Provide Opportunities for Board Members to Study Issues, Gather and Analyze Information, and Clarify Direction for Staff

*3/7/24 Agenda Items Discussed: (The Agenda for 3/7/24 was discussed sequentially, only items that were deliberated will be mentioned below.)*

### **2.3 Consider Approval of the Police Department Applying for the Norfolk Southern Railroad Grant.**

Chief Geelen asked for approval to move forward with applying for the Norfolk Southern Railroad Grant. This is the Safety Grant that will be between \$1,000 - \$15,000. Project cost is \$14,748. The signs will be solar power and portable. They will help increase visibility of speed limit. Mayor Smith asked if the signs will just have the speed limit posted when it is not detecting the speed of the vehicle driving? Chief Geelen stated that to his knowledge it would be black. The Mayor and Board had some discussion on the signs and how they worked.

### **5.2 Consider Approval of Implementing a Planning board Stipend for Monthly Meetings**

Town Manager Michael Ambrose gave a brief overview of how not having a quorum each month is creating an issue with our town growth. Mr. Ambrose suggested a \$25 monthly Stipend that would only be paid when the member is at the meeting from beginning to end. Alderman Ryan Nelms asked would it be paid out the following month. Manager Ambrose answered yes. Mayor Smith said that the town had to do something, we must have a Planning Board to have growth in the town. Town Manager Michael Ambrose said the first recommendation was \$50, and he said we have a budget for \$25. Alderman Darrell Overcash asked if it was per meeting. Town Manager Michael Ambrose said that we do have the money in surplus funding for the rest of the year and no budget amendment would be needed. It would come from Planning and Zoning Fees.

### **5.3 Consider Approval of Repairing the Town Crier Clock Located on N Central Avenue**

Parks and Recreation Director Jessica St. Martin explained to the Mayor and Board that while researching she found that The Verdin Company out of Ohio installed the clock in 2012. Jessica stated that by their records the last maintenance that The Verdin Company was in 2014. They stated that all parts inside the clock are still serviceable and can be fixed. Jessica said that the service charge would be \$625 that would cover the travel time and the first hour, getting it up and running would include any small parts such as fuses. It would be \$140 for each additional hour. The worst-case scenario is if the clock needs a total mechanical renovation, to replace everything inside the clock would be \$8,490. Town Manager Michael Ambrose stated that the money would come from Downtown Revitalization Funding. Parks and Recreation Director Jessica St. Martin did get another quote from Chime Master in the amount of \$13,600. Mayor Smith asked where they were located, and Jessica responded out of state as well. Mayor Smith asked if The Verdin Company found they would have to do a total mechanical renovation, would they have to come back to do the job? Jessica said that she would confirm, but they did have resources to have parts available and could possibly get it done without traveling back. Alderman Nelms asked if when the Board makes the motion will the motion be to approve the \$8,490. Town Manager Michael Ambrose stated it would just be for that \$8,490. Mr. Ambrose also stated a new clock would cost approximately \$50,000.

### **5.4 Consider Approval of a Sewer Utility Easement for Landis Grove Development**

Planning and Zoning Administration Rick Flowe gave a brief overview of Sewer Utility Easement for the Landis Grove Development. Mr. Flowe explained that the town should consider granting or approval authorization for a temporary construction easement. This will allow the developers, contractors, and so forth to go onto the property to install what's needed. Mr. Flowe expressed that the town did not need to complete and easement for themselves in this matter. When completed, they will dedicate all their streets and infrastructure to the town. The town will then own the line they installed. The matter before the Board is to allow for an encroachment for them to come on the property to install a force main across the property. The property is down the hill behind the

guardrail. The manhole they are targeting is close to the end of the guardrail in front of a small vacant lot that separates our property, and the property Sonic is located on.

Town Attorney Rick Locklear had concerns about what would happen to the property in the future if the town did not complete an easement agreement with themselves. Rick Flowe stated that the property was not developable due to the flood plain on the property and that there were two ways to go about it. Either do a dedicated Platted Easement or a Blanket Easement. This would at least flag during a title search if the town ever disposed of the property. The town could also have a specific line location and could prepare their own document, possibly to dedicate and record a permanent easement based on location from Landis to Landis. Rick Locklear stated that he thinks this would address his concern that in the future we won't run into the same problems that we have now.

Mayor Smith asked if Mr. Beadle was dead set on Landis Grove Development name.

Town Manager Michael Ambrose said Mr. Beadle was still playing with the wording.

### 9.1 Board Comments

Mayor Smith commented on how nice the new bleachers looked at the ball fields. And the walking bridge looks very nice.

Town Manager Michael Ambrose mentioned that the Mt Moriah elevated water tank and the Mt. Moriah Church Rd water line have been approved by DEQ. Those projects and the sewer line project are moving forward.

### 3. CLOSING:

#### 3.1 Motion to Adjourn

**ACTION: A MOTION WAS MADE TO ADJOURN THE MEETING AT 5:50 PM.**

Moved by: Ryan Nelms, seconded by Darrell Overcash

Motion Passed: 3-0

Voting For: Ryan Nelms, Tony Corriher, Darrell Overcash

Respectfully Submitted,

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Madison T. Stegall, Town Clerk