

The regular meeting of the Board of Commissioners was held in Town Hall on Monday, November 2, 2020 at 6:00pm at Town Hall.

The following members were present: Mayor Larry Ward, Mayor Pro Tem Deanna Grubb, Commissioners: David Askew, Barbara Hogan, Julie Loflin, and Scott Morris.

1. Call to Order - Mayor Ward called the meeting to order at 6:00pm.
2. Pledge of Allegiance - Mayor Ward led the Pledge of Allegiance.
3. Approval of October 5 & October 20 Minutes - Commissioner Hogan made a motion to approve the minutes for October 5 & October 20, 2020. Commissioner Askew seconded. Motion passed unanimously. (5-0)
4. Public Comment - *Citizens may speak on items not listed on the printed agenda. Please state your name and address and observe the three-minute time limit.*
There was no one signed up to speak for Public Comment.
5. Adoption of Agenda - Commissioner Grubb made a motion to approve the agenda. Commissioner Loflin seconded. Motion passed unanimously. (5-0)
6. Resolution Honoring Major David S. Grice – R-2020-14 – Mayor Ward - Mayor Ward read the resolution honoring Major David S. Grice's service to the Town of Denton. Mayor Ward and Police Chief Mark Hicks presented Major Grice with a plaque. Major Grice recognized his wife for putting up with being gone on Saturday nights. He said that he doesn't believe he ever spent a Halloween with the kids growing up because he was usually on duty in Denton for Halloween. Major Grice acknowledged his daughter Lindsey and her husband David, Christy & Casey Tarlton, and Jamie Shusky were some of my right-hand men at the Sheriff's Department. Of course, Mark Hicks (Denton Police Chief) is a former student. My wife has said, 1 out of 5 people they run into in Walmart are former students. Major Grice said he was glad to say that his students are Highway Patrol & Chiefs. When he took over as Sheriff, every Police Chief for the County was a former student, and the top ticket at the Highway Patrol and Superintendent at the Prison Unit, were former students. Chiefs all around and White House Police. He's always been proud of serving the Denton Police Department and thanked the Mayor, Council and the Town Manager for the recognition.

Chief Hicks thanked Grice for everything he has done for the Police Department and him personally. He wouldn't be where he is today without him.
7. Police Officer Swearing-In Ceremony – Chief Mark Hicks - Chief Hicks presented Cory Ryan Edwards to be sworn in as an Auxiliary Police Officer. Town Attorney read the oath of office to Mr. Edwards. Mr. Edward's wife and children were present for the ceremony.
8. Presentation of Utility Management Certification to H. Hicks & T. Branch – Alicia Melton- Ms. Melton was not able to be present at the meeting. Mr. Gamble presented the Certifications to Heather Hicks and Troy Branch. Mr. Gamble stated that the Utility Management Certification is only earned by about 1% of professionals in water and waste water in the entire United States. It's given by the National Rural Water Association. It

represents a combination of training, experience and education. This is one of the goals that Mr. Gamble set for Troy Branch and Heather Hicks during his first year of being over the Water and Waste Water Plants. They have done a fantastic job in their roles, not only in earning this certification but doing their duties every day. It's great to have a town with such great department heads.

9. Public Hearing – Denton Zoning Ordinance – Jesse Day - Commissioner Morris made a motion to open the Public Hearing and Commissioner Hogan seconded the motion. Motion passed unanimously. (5-0) Mr. Day presented the Denton Zoning Ordinance to the Board of Commissioners. Mayor Ward opened the Public Hearing at 6:20pm.

Jesse Day with Piedmont Triad Regional Council (PTRC) stated that he appreciated the opportunity to work with the Town on this project. This information was reviewed at the workshop a couple of weeks ago with the Planning Board. There were a few updates as a result of this workshop.

The Zoning Ordinance has not been updated in over 20 years. The Town completed and adopted a Comprehensive Land Development Plan a few years ago. This is a great follow up to that plan.

There are some state guidelines that were required to update the Zoning Ordinance. A combination of City and County to allow local governments to do zoning. There was a lot of updates to the definition chapter. Also, combining chapters in order to simplify the Ordinance. The chapter on sizes has visuals, which will help those who are looking for sign information. The State Statue was updated in 160D. This Zoning Ordinance is in line with these changes. Other changes include giving Town Staff the authority over some zoning items so that everything doesn't have to go before the Planning Board.

Mr. Day said the group that worked on this project was great to work with. They met several times over the 2019 year. A draft was ready for review in February 2020 and with COVID-19, was delayed for presentation.

Mr. Day stated there were changes to the Permitted Use Table. There were some areas that were changed to conditional use permit zoning, which should have been a special use permit. For example, storage units would need to be a special use permit not a conditional use permit. Conditional use permit would be used to help develop the condition of a development.

Residents can be regulated in all districts but you can't regulate the aesthetics of the building, example in a duplex or apartment complex.

Mr. Day asked the Board if there were any questions from the Board.

There was a lot of discussion from the Board in regards to the Permitted Use Table.

Mr. Gamble asked the Board to review the Permitted Use Table prior to the meeting in order to be more focused in the discussion.

Public Hearing will be continued to the December 7, 2020 Board meeting at 6:00pm.

Commissioner Morris made a motion to continue the Public Hearing until the December 7, 2020 meeting at 6:00pm. Commissioner Grubb seconded.

Motion passed unanimously. (5-0)

10. Denton Zoning Ordinance – O-2020-05 - No action taken.

11. Surplus Property – R-2020-15 – Ken Gamble - Mr. Gamble stated that the items on the surplus list from Public Works is a result from the review of the Public Works equipment inventory. Mr. Gamble and Mr. High rated the inventory on a

scale of usefulness from 1 to 4. Four being used for spare parts. There is a list of inventories attached to the surplus list, this inventory list shows the usefulness of the equipment.

Commissioner Morris asked about the generators and the by-pass pump. Mr. High stated that one of the generators was going to be installed at Public Works and the by-pass pump is being used by the Waste Water Treatment Plant instead of having to rent a by-pass pump.

Commissioner Morris made a motion to approve the surplus list and Commissioner Hogan seconded. Motion passed unanimously. (5-0)

12. Old Camp Road Property Disposal Options – Ken Gamble- Mr. Gamble stated the surplus property that was just approved included the property on Old Camp Road. However, the Board will need to decide how to dispose of this property. (see attached memo)

Attorney Mitchell stated that the Board could invite a bid on the property. The bid would have to be advertised to the public in order to allow an upset bid. The Board can always reject the highest bid and the Board is not obligated to accept the lowest bid.

Commissioner Morris made a motion to accept bids on the property with a minimal \$10,000 bid. Commissioner Hogan seconded. Motion passed unanimously. (5-0)

13. Cemetery Plot Disposition Policy – Angel Jenkins- Mrs. Jenkins stated that the information provided is a result of the Board discussion in August via Zoom. The changes recommended are to designate two plots, 5a and 6a, which are single plots in the new section of the cemetery (Famer/Denton Road side) to be for cremation remains (8 urns based on the last update to the cemetery requirements). Also, recommended to open the pauper plots, plot 84, west section, and all of plot 69.

Commissioner Loflin made a motion to approve the Cemetery Plot Disposition policy. Commissioner Askew seconded. Motion passed unanimously. (5-0)

14. CRF Plan Revision – Ken Gamble - Mr. Gamble stated that on October 14th, he attended a webinar from the NC Pandemic Recovery Office. The Coronavirus Relief Fund was originally very strict on the accounting requirement for the funds. They still have the six categories that expenses have to be categorized in. We are required to provide the purchasing documentation for any expenses. The main change in the CRF Plan is that personal time has changed from a percentage of time that Law Enforcement Officers have spent on COVID-19 related activities to allowing 100% of all Law Enforcement Officers salary. We can go back and reclaim the salary expenses. If there is an additional distribution for CRF we can still claim all of the expenses we have incurred. This revision will also have to be approved by the Davidson County Board of Commissioners. Commissioner Morris made a motion to approve the revision to the CRF Plan. Commissioner Grubb seconded. Motion passed unanimously (5-0)

15. Crack Seal Bids – Ken Gamble - Mr. Gamble stated that Mr. Austin is available by phone this evening if the Board has any questions. The Crack Seal project was bid out to seven contractors with two submitting bids. Gordon Company is the lowest bid. Gordon Company did the Crack Seal last year with Yates Construction.

Mr. Austin and Mr. Gamble recommended the Board approve the 100% extension on the contract for the \$17,500 this would cover 10,000 pounds of crack seal. Commissioner Hogan made a motion to approve the bid from Gordon Company to do the Crack Seal Project. Commissioner Grubb seconded. Motion passed unanimously. (5-0)

16. Town Attorney Update – Paul Mitchell - Mr. Mitchell stated that he attended the joint meeting of the Board of Commissioners and the Planning Board for the Zoning Ordinance workshop on October 12 & October 20th. This update to the Zoning Ordinance is in compliance with the State updates in 160D.
The Town of Denton Police Department did a lot of investigation in an accident on Highway 109 a couple of years ago and a request has been made for the camera footage obtained by the Police Department. There are strict rules on what can be released on a body or dash camera and he is working on this request.
Mr. Mitchell has also looked into an alley closure.
17. Town Manager's Report – Ken Gamble - Mr. Gamble provided a printed report that is attached to the minutes. He reviewed some of the items on the report:
 - Mrs. Jenkins and the Administrative staff have mailed out 92 letters totally \$11,324 for the Debt Setoff program. Many people will respond to the letter prior to having them debt turned over to the state. These letters were required to be mailed out 30 days prior to submitting them to the Debt Setoff.
 - Public Works staff have cleared the banks from First Street to Peacock Avenue. They also cleared some of the debris downstream from Kaufman Trailers with permission from a property owner. There is an old beaver dam that needs to be cleared from another property, but the area needs to be drier before that can be done.
 - Public Works staff are working on putting down a new weed barrier and spreading river rock to limit erosion on the N. Main Street side of the park and the crepe myrtle planting area adjacent to W. Salisbury Street.
The park sign needs to be replaced and that cost will be anywhere from \$2000 for an aluminum panel sign to \$2250 - \$3183 for the same type of sign we have now (Quotes Attached).
The consensus of the Commissioners was to replace the Harrison Park sign with like kind.
 - Mrs. Jenkins and I are looking into a VOIP system based in the cloud. This would give us a unified phone system where we can transfer calls internally, have voice mail for staff, secure the ability to transfer town phone numbers to cell phones with a mobile app and even take the phone unit home and plug it into the internet (keeping the Town number). This system will serve everyday operational needs and give us more resiliency for disaster recovery.
 - Commissioner Askew asked me to look into having a 45-mph transition zone before motorists reach the 35-mph zone at the town limits. Mr. Gamble has contacted J. P. Couch with NCDOT and made the request. He advised that NCDOT would not consider the request outside our corporate limits because they base the speed limit on the speed of the 85th percentile of motorists.
 - The Department Heads and I discussed at our monthly meeting on October 26th. There is no way we can have our typical Christmas get together so each department will have its own celebration with every department receiving the same amount per employee. Our staff

has been under great strain this year and I want the department heads to come up with creative ways to show our staff how much we appreciate them. Mr. Gamble anticipates that some get togethers will occur outside of Town and he fully supports their decision.

Mr. Gamble asked the Mayor to dismiss the Department Heads from the remainder of the meeting.

18. Closed Session – In Accordance with NC G.S. 143-318.11(a)(3) & 143-318.11(a)(6)
Commissioner Grubb made a motion to go into close session. Commissioner Askew Seconded. Motion was unanimous. (5-0)
Mayor Ward called the Board into Closed Session at 7:15pm.
Commissioner Hogan made a motion to go into open session. Commissioner Grubb Seconded. Motion was unanimous. (5-0)
Mayor Ward called the Board into Open Session at 7:45pm.
Attorney Mitchell stated that the Board met in Closed Session and no action was taken.

19. Commissioner Comments / Concerns

Commissioner Morris asked Mr. Gamble if we could purchase more banners for the Town using funds from the surplus sales. Mr. Gamble stated that we could look at purchasing more banners.

Mr. Gamble stated that they are looking into a banner project for local business and families to sponsor a banner to be placed around town. There will be more information to follow at a later meeting.

The Parks & Recreation Board will make a decision about the Christmas Parade at their meeting on November 9th.

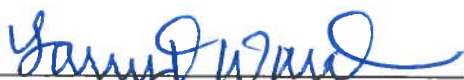
20. New Business/Other Updates – There was no new business or other updates.

21. Announcements

- a. Free Bulky Item Pick-Up Week – November 2nd– 6th
- b. Election Day – November 3rd
- c. Veteran's Lunch – November 11th 12:00 p.m. Larry Furr's Event Center
- d. Leaf Collection – November 9th– January 15th

22. Board of Commissioners Adjournment Commissioner Askew made a motion to adjourn. Commissioner Morris seconded. Motion passed unanimously (5-0)

The meeting adjourned at 7:48pm.



Larry D. Ward, Mayor



Angel Jenkins, Town Clerk