

MINUTES FOR BOARD OF ALDERMEN MEETING
December 13th, 2011
6:00 PM

The following elected officials were present: Mayor Coleman, Alderman Beaty, Alderman Huggins, Alderman Martin, Alderwoman-Elect Morrow, and Alderman Withers. Alderman Friday was absent.

The following staff members were present: Ed Munn, Interim Town Manager; Maria Stroupe, Administrative Services Director; Doug Huffman, Electric Director; Allen Scott, Police Captain; Bill Trudnak, Public Works Director; David Kahler, Community Development Director; and Steve Lambert, Fire Chief. Anne Martin, Recreation Director, and Pennie Thrower, Town Attorney, were absent.

The Mayor called the meeting to order at 6:00 pm.

Mayor Coleman opened with the Invocation and the Pledge of Allegiance to the Flag. The Mayor asked if there were any additions or deletions to the agenda. Mr. Beaty requested an additional item to discuss the holiday schedule. Mr. Beaty made a motion to set the agenda, with the added item, seconded by Mr. Withers, and carried unanimously.

Mr. Martin made a motion to approve the minutes from the November 15, 2011 regular meeting and the November 17, 2011 special meeting, seconded by Mr. Huggins, and carried unanimously.

Recognition of Citizens:

Mr. Curtis Wilson, 438 S. Gaston St., expressed his appreciation for the Board hearing his request last month. He also expressed appreciation for Carols on the Square. It was a very good event.

Awards and Recognition of Employees:

Mr. Ricky Stafford was recognized for 5 years of service with the Town of Dallas. Mr. Stafford was hired on November 14, 2011 as a Distribution and Collection Maintenance Workers in the Water/Sewer Department, where he continues to serve the Town. Mayor Coleman presented Mr. Stafford with a Certificate of Recognition for his service. (Exhibit A)

Mr. Beaty made a motion to approve writing off the uncollectables and sending them to Debt Set-Off, seconded by Mr. Martin, and carried unanimously.

Old Business:

Item 8A was a preliminary report from Architect Ellen Harris on the Courthouse. The first meeting of the Courthouse Citizens Advisory Committee met at 4:00 pm today. It was a good initial meeting. The next meeting of the committee will be Tuesday, January 3rd at Town Hall. At this point, Ms. Harris is gathering historic data and photos of the building in order to understand the building and its uses better. She is also looking at future uses for the building. In light of the restoration efforts, she is also looking at building code issues that may arise during the restoration. She will continue to update the Board on her progress and should have some concrete recommendations within a month or so.

Public Hearing:

The first hearing, Item 9A, concerned parking on South Oakland Street. Mr. Beaty made a motion to enter into a public hearing, seconded by Mr. Withers, and carried unanimously. Chief Buckner presented a change to the Town of Dallas parking ordinance, Chapter H Schedule II (Parking Prohibited). The following text is proposed to be added: No parking on the west side of South Oakland St. from West Church St. to West Robinson St. and no parking on the east side of South Oakland St. from West Church St. to West Robinson St., except for 5 marked spaces on the East side of Oakland St. from the Police Department driveway south to the Rescue Squad bay driveway. Mr. Beaty suggested looking at making the road one way south of the Rescue Squad. Chief Buckner will look into that possibility, but would like the parking to be addressed at this time. Mayor Coleman suggested that 2 of the 5 marked spaces be for the Rescue Squad and the other 3 spaces be reserved for handicapped parking. Mr. Withers asked if parking could be allowed on the west side during certain hours, but prohibited during other hours. Chief Buckner stated that it would be difficult to enforce no parking only during certain hours and would recommend no parking at all on the west side of the street. Mr. Martin made a motion to exit the public hearing, seconded by Mr. Withers, and carried unanimously.

Mr. Huggins made a motion to approve the ordinance change as written with a specification for 2 spaces reserved for Rescue Squad parking and 3 spaces reserved for handicapped parking on the east side of the street, seconded by Mr. Martin, and carried unanimously.

The second hearing, Item 9B, concerned the PART-F State Recreation Grant. Mr. Kahler outlined the grant for the Board. This is the same grant the Town applied for last winter, but was not awarded the grant. In order to apply for the PART-F Recreation Grant, a public hearing must be held to get input from citizens as to what amenities and features the proposed park should have. Mr. Withers made a motion to enter into a public hearing, seconded by Mr. Beaty, and carried unanimously. The plan that was submitted last year was for a walking track, 2 picnic areas (1 covered and 1 uncovered), and rough grading for a future multi-purpose field. (Exhibit B) The total cost of the Town's portion for that plan was \$45,480.75. (Exhibit C) The grant is a 50/50 match. Mary Boyce, 518 E. Peachtree St., stated that Jagggers Park does not have a play area. With this plan, there are two play areas within less than 1 mile of each other. There is currently a play area at the Gym. Mr. Beaty stated that this property was donated to the Town and is centrally located for all Town residents to use. Mr. Huggins made a motion to exit the public hearing, seconded by Mr. Martin, and carried unanimously.

Mr. Huggins made a motion to approve application for the PART-F grant, seconded by Mr. Beaty, and carried unanimously.

New Business:

Mayor Coleman recognized Mr. Ed Friday for his years of service to the Town of Dallas as an Alderman. Mr. Friday served from December 2001 until December 2011. Mr. Friday was not present due to health issues and sent his regrets. Mayor Coleman displayed a plaque that will be presented to Mr. Friday at a later date.

Based on the November elections, Mayor Coleman, Alderman Withers, and Alderwoman Morrow were inducted to the Board of Aldermen. Ms. Donna Coleman, Notary Public, administered the oath of office for Mayor Coleman. (Exhibit D) Mayor Coleman administered the oath of office for Alderman Withers and Alderwoman Morrow. (Exhibits E & F) Ms. Morrow took her seat with the Board of Alderman for the remainder of the meeting.

Mr. Withers made a motion to appoint Mr. Munn as Town Manager, seconded by Mr. Huggins, and carried unanimously.

Mr. Beaty made a motion to appoint Ms. Thrower as Town Attorney, seconded by Mr. Martin, and carried unanimously.

Mr. Withers made a motion to appoint Ms. Stroupe as Town Clerk, seconded by Mr. Beaty, and carried unanimously.

Mr. Huggins made a motion to set the monthly Board meetings for the second Tuesday of each month at 6:00 pm in the Community Room at the Fire Department, seconded by Mr. Withers, and carried unanimously. (Exhibit G)

Mayor Coleman distributed a list of the committee appointments. (Exhibit H)

Mr. Beaty addressed the added item concerning the holiday schedule. With the adoption of the Personnel Policy in 2009, the State Holiday schedule was adopted by the Town. This schedule was published at the beginning of 2011, as it is each year. On this schedule, Christmas holidays were listed as December 26th and 27th. Due to a differential in holiday hours because of differing shift schedules, Public Works and Electric had been asked to work on December 27th to make the number of holiday hours more equitable between Town employees. Mr. Beaty recommends that these departments not be asked to work since this was not made clear at the beginning of the year and the published schedule lists December 27th as a holiday. Mr. Beaty made a motion to allow these departments to be off for the holiday as published and to allow any employees willing to work that day to pick up trash, seconded by Ms. Morrow, and carried unanimously. The holiday schedule for 2012 will be addressed at the January meeting and any changes will be noted when the schedule is published.

Mr. Munn gave a Manager's Report highlighting various projects underway.

Mr. Huggins made a motion to adjourn, seconded by Mr. Withers, and carried unanimously. (7:19)

Rick Coleman, Mayor

Maria Stroupe, Town Clerk

CERTIFICATE OF APPRECIATION

This certificate is awarded to

RICKY DALE STAFFORD

in recognition of his 5th anniversary with the Town of Dallas on November 14, 2011
and in gratitude for his years of dedication and service

TOWN OF DALLAS



Rick Coleman

Signature

12-13-11

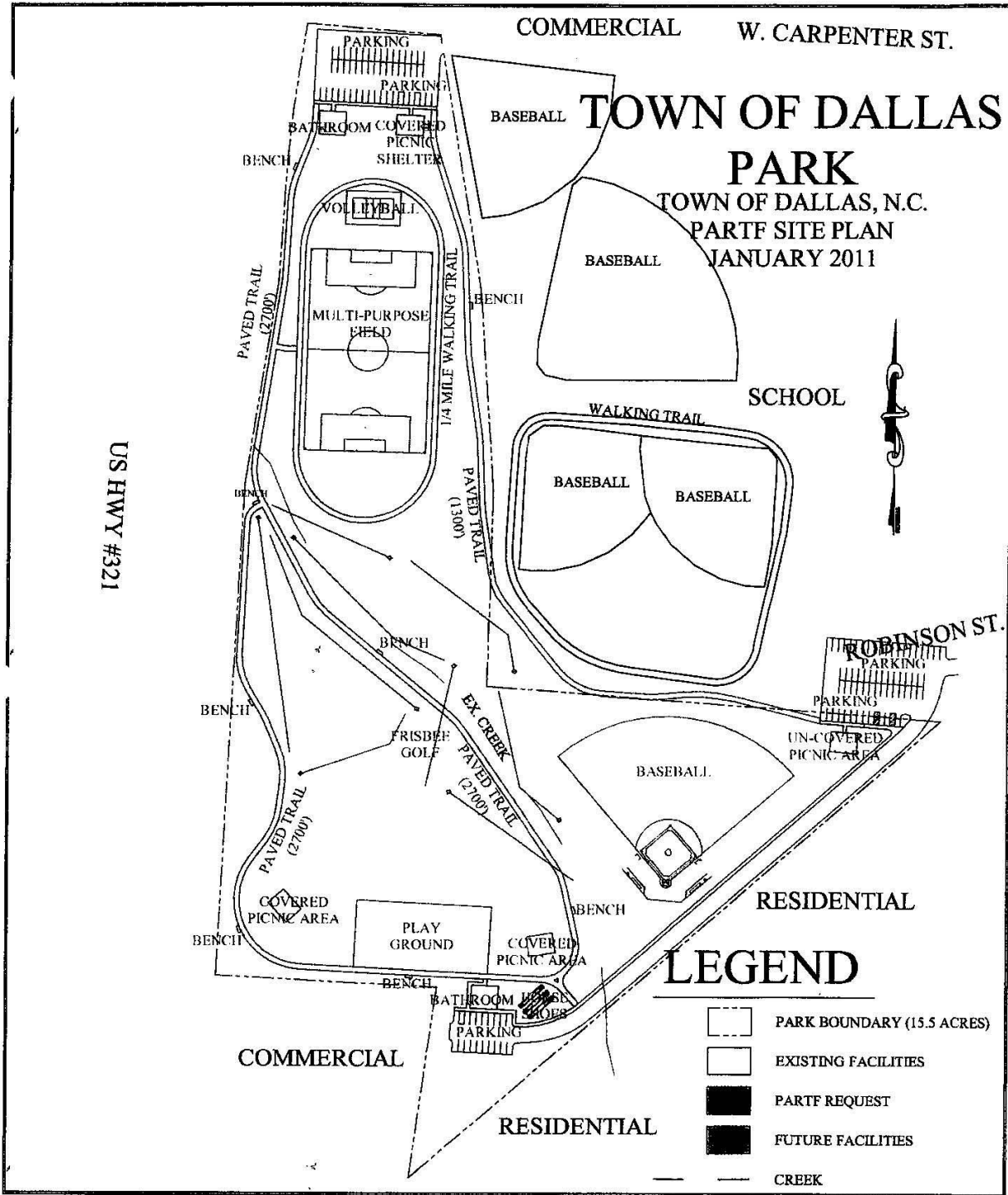
Date

Shirley C. Mann

Signature

12-13-11

Date



9

Project Costs
Town of Dallas Park - Dallas, NC
January 2011

| Project Elements (Including specific units - sizes, numbers, lengths, etc. - for each item) | Unit | Unit Cost | Total Item Cost |
|--|-------------------|------------------|------------------------|
| Site Preparation (clearing, grading, and erosion control) | Lump Sum | \$17,500.00 | \$17,500.00 |
| Prop. 24" HDPE | 130 linear ft | \$36.00 | \$4,680.00 |
| Grated Drop Inlet | 1 Each | \$1,500.00 | \$1,500.00 |
| Open Throat Catch Basin | 2 Each | \$1,500.00 | \$3,000.00 |
| Rip Rap Outlet Protection | 6.5 tons | \$40.00 | \$260.00 |
| Inlet Protection, Complete in Place | 3 Each | \$100.00 | \$300.00 |
| Silt Fence Complete in Place | 1000 linear ft | \$2.50 | \$2,500.00 |
| Temporary Gravel Construction Entrance | 2 Each | \$1,000.00 | \$2,000.00 |
| 5' Concrete Sidewalk (4" uniform) | 150 Sq Yd | \$30.00 | \$4,500.00 |
| Class 57 Washed Stone | 10 Tons | \$20.00 | \$200.00 |
| Asphalt Walking Trail 8' Wide | 1286 linear ft | \$15.00 | \$19,290.00 |
| Permanent Grassing (Seed, Mulch, & Tack) | 100,000 sq ft | \$50.00 | \$5,000.00 |
| Temporary Grassing (Seed, Mulch, & Tack) | 50,000 sq ft | \$40.00 | \$2,000.00 |
| Picnic Shelter 30' x 45' x 6" | 1 Each | \$21,500.00 | \$21,500.00 |
| Picnic Area Slab 30' x 45' x 6" | 1 Each | \$2,400.00 | \$2,400.00 |
| Contingency Not To Exceed 5% | 5% | | \$4,331.50 |
| Cost to Develop The Project | | | \$90,961.50 |
| Total Project Cost | | | \$90,961.50 |
| Total PARF Grant Request | | | \$45,480.75 |
| Total Local Match | | | \$45,480.75 |

OATH OF OFFICE
FOR
MAYOR

I, Richard C. Coleman, do solemnly swear that I will support and maintain the Constitution and Laws of the United State and the Constitution and Laws of North Carolina not inconsistent therewith, and that I will, in all respect, observe the provisions of the Charter and the Ordinances of the Town of Dallas, and will faithfully discharge the duties of my office as **MAYOR**, so help me God.

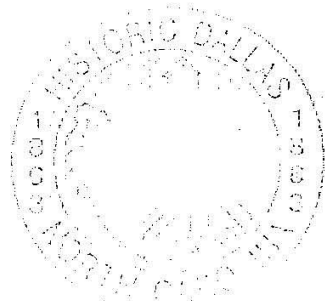
Richard C. Coleman

Swore to and subscribed before me,
this 13th day of December, 2011.

Donna S. Coleman
Donna S. Coleman, Notary Public

My Commission Expires: JAN. 23, 2015

Attested: Maria Stroupe
Maria Stroupe, Town Clerk

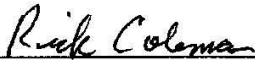


**OATH OF OFFICE
FOR
ALDERMAN**

I, E. Hoyle Withers, Jr., do solemnly swear that I will support and maintain the Constitution and Laws of the United State and the Constitution and Laws of North Carolina not inconsistent therewith, and that I will, in all respect, observe the provisions of the Charter and the Ordinances of the Town of Dallas, and will faithfully discharge the duties of my office as **ALDERMAN**, so help me God.

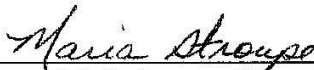


Swore to and subscribed before me,
this 13th day of December, 2011.

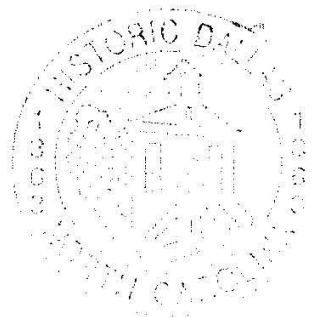


Rick Coleman, Mayor

Attested:



Maria Stroupe, Town Clerk



**OATH OF OFFICE
FOR
ALDERWOMAN**

I, V. Darlene Morrow, do solemnly swear that I will support and maintain the Constitution and Laws of the United State and the Constitution and Laws of North Carolina not inconsistent therewith, and that I will, in all respect, observe the provisions of the Charter and the Ordinances of the Town of Dallas, and will faithfully discharge the duties of my office as **ALDERWOMAN**, so help me God.

V. Darlene Morrow

Swore to and subscribed before me,
this 13th day of December, 2011.

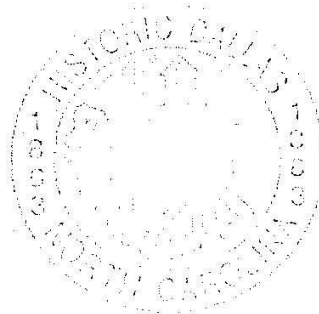
Rick Coleman

Rick Coleman, Mayor

Attested:

Maria Stroupe

Maria Stroupe, Town Clerk



Town of Dallas
Board of Aldermen 2012 Meeting Schedule

| | | |
|------------------------------|---------|----------------|
| Tuesday, January 10, 2012 | 6:00 pm | Community Room |
| Tuesday, February 14, 2012 | 6:00 pm | Community Room |
| Tuesday, March 13, 2012 | 6:00 pm | Community Room |
| Tuesday, April 10, 2012 | 6:00 pm | Community Room |
| Tuesday, May 8, 2012 | 6:00 pm | Community Room |
| Tuesday, June 12, 2012 | 6:00 pm | Community Room |
| Tuesday, July 10, 2012 | 6:00 pm | Community Room |
| Tuesday, August 14, 2012 | 6:00 pm | Community Room |
| Tuesday, September 11, 2012 | 6:00 pm | Community Room |
| Tuesday, October 9, 2012 | 6:00 pm | Community Room |
| Tuesday, November 13, 2012 | 6:00 pm | Community Room |
| Tuesday, December 11, 2012 * | 6:00 pm | Community Room |

Board meetings are held the second Tuesday of each month at 6:00 pm in the Community Room located at the Dallas Fire Station.

Committee Appointments December 13, 2011

Administration / Personnel / Finance

Scott Martin
Hoyle Withers
Ed Munn – (Town Manager)
Rick Coleman – (Tie Breaker)

Police

Scott Martin
Hoyle Withers
Gary Buckner – (Dept. Head)
Rick Coleman – (Tie Breaker)

Fire

Allen Huggins
Darlene Morrow
Steve Lambert – (Dept. Head)
Rick Coleman – (Tie Breaker)

Public Works

(Street / Sanitation / W&S / Electrical / Building & Grounds)

John Beaty
Darlene Morrow
Doug Huffman & Bill Trudnak – (Dept. Heads)
Rick Coleman – (Tie Breaker)

Recreation

John Beaty
Allen Huggins
Anne Martin – (Dept. Head)
Rick Coleman – (Tie Breaker)