

MINUTES FOR BOARD OF ALDERMEN MEETING

FEBRUARY 9, 2016

6:00 PM

The following elected officials were present: Mayor Coleman, Alderman Cearley, Alderman Huggins, Alderwoman Morrow, Alderwoman Thomas, and Alderman Withers.

The following staff members were present: Jim Palenick, Interim Town Manager; Maria Stroupe, Administrative Services Director; Town Attorney, Tom Hunn; Gary Buckner, Police Chief; Doug Huffman, Electric Director; Bill Trudnak, Public Works Director; and Steve Lambert, Fire Chief. Anne Martin, Recreation Director and Jack Kiser, Development Services Director, were absent.

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

Mayor Coleman opened with the Invocation and the Pledge of Allegiance to the Flag.

Mayor Coleman asked if there were any additions or deletions to the agenda. Mayor Coleman stated there would be a Closed Session added to discuss Personnel. Alderman Withers made a motion to approve the agenda, including the added Closed Session, seconded by Alderwoman Thomas. Alderman Cearley stated that a correction needed to be made to the January 12th minutes where the vote was not listed after the motion and second naming Alderman Withers as the Mayor Pro-Tem. The motion to approve the minutes was approved unanimously, including the correction.

Alderman Withers made a motion to approve the minutes from the January 12th Regular Meeting, the January 21st Special Meeting, and the January 30th Budget Work Session; seconded by Alderman Thomas, and carried unanimously.

Consent Agenda:

Item 5A was a request to approve the uncollectable accounts for February in the amount of \$20,471.51.

Alderwoman Thomas made a motion to approve the Consent Agenda, seconded by Alderman Cearley, and approved unanimously.

Recognition of Citizens:

Mr. Robert Kendrick, 408 S. Groves St., stated that someone should look into the speakers in the Community Room. He said on many occasions it is difficult to hear the Board members comments.

Mr. Curtis Wilson, 438 S. Gaston St., prayed for our country, Town Leaders, Town Staff, the agenda, and the meeting. Mr. Wilson also stated that since he built his house five years ago, he has used a whole house filter on his water line. Normally, it would be tainted within a week of changing it. He last changed this filter around Christmas. Upon inspection within the last week, it is still white. He appreciates all of the work done to upgrade the water lines and the water plant. The results have been a great improvement. Mr. Wilson also thanked Mr. Palenick for all he has brought to the Town of Dallas. Mr. Palenick has brought abilities and talents that he has not seen anyone else bring. Mr. Palenick was also able to obtain grants and resources for the Town. Mr. Wilson believes the quality of life is so much better in Dallas than it used to be, since Mr. Palenick has been the Manager. Mr. Wilson stated that he wished the region had connected with Mr. Palenick to the point that he would be staying. He wished Mr. Palenick all the best in his new position in Fayetteville.

Employee Recognition:

Mayor Coleman informed the Board and audience that Janice Green, Public Works Administrative Assistant; achieved 20 years of service on January 26, 2016. Employees are now receiving appreciation gifts appropriate to their service anniversaries and will be publicly recognized at the Employee Christmas Luncheon.

Special Events & Requests for In-Kind Services:

Item 8A was a request to approve the Annual Kelly Guffey Memorial Run on Saturday, March 19, 2016. The race will begin at 8:00 am. (Exhibit A) The course will follow the approximate same route as previous years and will start at Main and Maple Streets. By approving the event, approval is given to close sections of several affected streets along the route for short periods of time as the runners pass through. The entire event lasts approximately 2 hours, with final cleanup wrapped up by noon. Alderman Cearley made a motion to approve the Kelly Guffey Memorial Run as presented, seconded by Alderman Withers, and carried unanimously.

Item 8B was request from the Sons of Confederate Veterans to hold their annual memorial service on the Courthouse grounds on Saturday, May 7, 2016. (Exhibit B) Jim Lowery, Commander of the Col. William A. Stowe Camp 2142 of the Sons of Confederate Veterans has stated no Town support services are requested or required. The service will begin at 2:00 pm and is expected to last approximately one hour. Alderman Huggins made a motion to approve the Sons of Confederate Veterans Memorial Service as presented contingent upon the Courthouse grounds being available, seconded by Alderwoman Morrow, and carried unanimously.

Public Hearings:

None

Old Business:

None

New Business:

Item 11A was a request to approve a contract with Lowdermilk Church & Co. for auditing services for FY2015-16 Audit. For the past two years; Lowdermilk, Church, & Co. have conducted the annual audits for the Town of Dallas. Based on the proposed contract, they will audit all Town financial statements and disclosures, for all funds, for the fiscal year July 1, 2015 through June 30, 2016. They agree to complete the work for \$17,600 for the audit; \$3800 for preparation of the annual financial statements; and \$2700 for year-end book-keeping assistance; for a combined total of \$24,100. This compares to last year's combined total of \$23,400 (a \$700 or 3.0% increase) and compares to the final year (FY 2013) with Collis and Associates at \$26,500. The State Local Government Commission of the State Treasurer's office requires that local governments approve an audit contract before submitting it to their office for final approval. Alderwoman Thomas made a motion to approve the contract with Lowdermilk Church & Co. for the FY2015-16 audit as presented, seconded by Alderwoman Morrow, and carried unanimously.

Item 11B was a request to approve a series of budget amendments to the FY2015-16 Budget as follows:

- Amend the Fire Department Budget to reflect the receipt of \$2500 in Wal-Mart Foundation grant funds for fire prevention materials. (Exhibit C)
- Amend the Police Department Budget to reflect the receipt of \$2500 in Wal-Mart Foundation grant funds for equipment related to in-car computer installation. (Exhibit D)
- Amend the Administration Budget to reflect the need to add \$3440 for codifying the Zoning Ordinance. (Exhibit E)

Alderwoman Thomas made a motion to approve the budget amendments as presented, seconded by Alderman Withers, and carried unanimously.

Manager's Report

Mr. Palenick gave an update on various Town projects. Mr. Palenick thanked the Board for the opportunity to work in Dallas. He also thanked the staff and recognized their dedication to the community. Mayor Coleman wished Mr. Palenick well in this new position and thanked him for his time and accomplishments in Dallas. Alderwoman Thomas added her thanks, as well.

Closed Session:

Alderwoman Thomas made a motion to enter into a public hearing, as provided for by G.S. §143-318.11 to discuss a personnel matter; seconded by Alderman Withers, and carried unanimously. (6:27) Alderman Huggins made a motion to exit the public hearing, seconded by Alderwoman Thomas, and carried unanimously. (7:36) Alderwoman Morrow made a motion to pay Mr. Palenick three weeks of salary, seconded by Alderwoman Thomas, and carried unanimously.

Alderwoman Morrow made a motion to adjourn, seconded by Alderman Withers, and carried unanimously. (7:38)

Rick Coleman, Mayor

Maria Stroupe, Town Clerk



Special Events/ Activities Application

Town of Dallas
210 North Holland Street
Dallas, NC 28034-1625
(704) 922-3176
Fax: (704) 922-4701

The purpose of this application is to provide information about your event or activity in order for the Town of Dallas to best assist you. Depending on the specific event, a permit application and/or fee(s) from other departments may be required.

The applicant is responsible for providing complete and accurate information on the application, including an attached detailed site plan when applicable. The applicant is responsible for notifying the Town of Dallas of any changes after submittal of the application. Incomplete applications will not be accepted. A complete application must be submitted at least 30 days prior to the event.

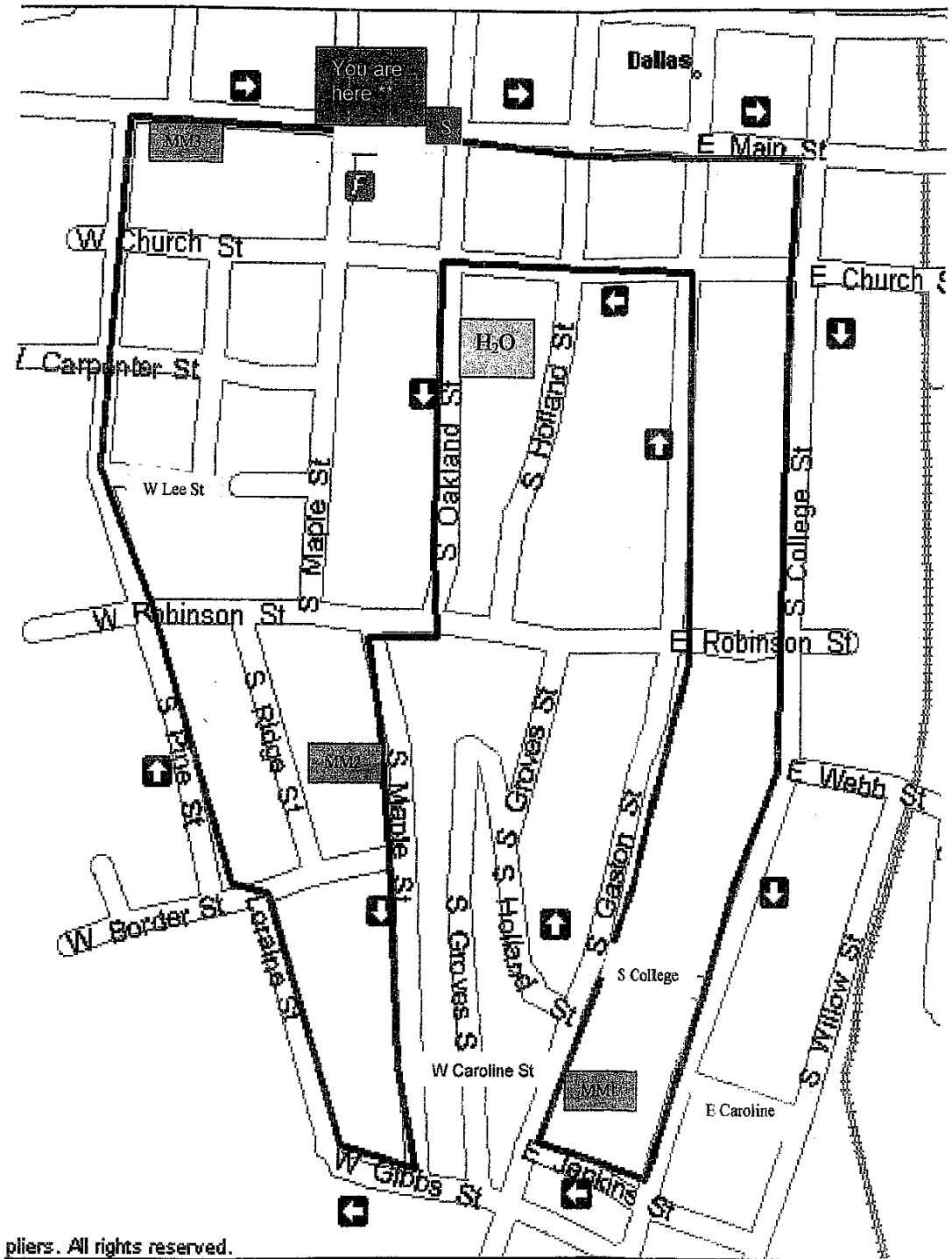
APPLICATION INFORMATION

Name of Event:	Kelly Guffey Race to Remember		
Facility Requested:	Road Race Course		
Applicant Name:	Anne Martin		
Organization:	Kelly Guffey Race to Remember		
Mailing Address:	210 N. Holland St		
City / State / Zip:	Dallas NC 28034		
Daytime Phone:	704-922-3176	Cell: 986-522-0357	E-Mail: amartin@dallas.nc.net
Description of the Event:	5K Road Race (3.2 Miles)		
Does the event have a Facebook, Twitter, or other social networking page:	<input checked="" type="checkbox"/> YES		
If yes, please list URL(s):			
Date (s) Requested for Event:	March 19 2016		
Event Start Time:	8:00 AM	Event End Time:	12:00 PM
Road Closure Time Begins (if applicable):	8:00 AM	Road Closure Time Ends:	11:00 AM
Set Up Begins:	6:00 AM March 19	Set Up Ends:	
Preferred Date & Time of Inspection (if required):			
Estimated Attendance:	200		
The Event is:	<input type="checkbox"/> Private (by invitation only)	or	<input checked="" type="checkbox"/> Open to General Public
Describe the procedures to be used for selecting vendors and exhibitors for this event:			

Applicant's Signature: Anne Martin Date: 2-2-16

A pre-event meeting may be required and will be scheduled to include appropriate staff. The event applicant must attend the meeting.

Kelly Guffey Race to Remember 5k



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<p>Water Stop H₂O</p>	<p>Mile Markers ■</p>
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The applicant is responsible for providing complete and accurate information on the application, including an attached detailed site plan when applicable. The applicant is responsible for notifying the Town of Dallas of any changes after submittal of the application. Incomplete applications will not be accepted. A complete application must be submitted at least 30 days prior to the event.

APPLICATION INFORMATION

Name of Event:	CONFEDERATE MEMORIAL SERVICE		
Facility Requested:	FRONT LAWN OF OLD DALLAS COURTHOUSE		
Applicant Name:	JIM LOWERY		
Organization:	COL. WILLIAM A. STONE CAMP 2142 SONS OF CONFEDERATE VETERANS		
Mailing Address:	765 OLD WILLS SCH. RD.		
City / State / Zip:	DALLAS, N.C. 28034		
Daytime Phone:	704-648-6321	Cell:	704-922-0550 E-Mail: <u>lowtrackhow club@gmail.com</u>
Description of the Event:	CONFEDERATE HONOR GUARD TO PERFORM 3-VOLV SALUTE WREATH LAYING AT MONUMENT WITH BUGLAR PLAYING TAPS. SHORT SPEECH ON SOLDIERS FROM GASTON COUNTY		
Does the event have a Facebook, Twitter, or other social networking page:	<input type="checkbox"/>		
If yes, please list URL(s):	<input type="text"/>		
Date (s) Requested for Event:	MAY 7 TH 2016		
Event Start Time:	2 PM	Event End Time:	3 PM
Road Closure Time Begins (if applicable):	N/A	Road Closure Time Ends:	N/A
Set Up Begins:	N/A	Set Up Ends:	N/A
Preferred Date & Time of Inspection (if required):	N/A		
Estimated Attendance:	50-100		
The Event is:	<input type="checkbox"/> Private (by invitation only)	or	<input checked="" type="checkbox"/> Open to General Public
Describe the procedures to be used for selecting vendors and exhibitors for this event: N/A			

Applicant's Signature: Jim E. Lowery Date: _____

A pre-event meeting may be required and will be scheduled to include appropriate staff. The event applicant must attend the meeting.

Town of Dallas
Budget Amendment

Date: February 9, 2016

Action: Fire Department Amendment

Purpose: To Account for Receipt of Grant from Wal-Mart Corporation

Number: FD-002

Fund	Dept	Line Item	Item Description	Original Amount	Amended Amount	Difference
10	3455	0000	Grant Revenue	\$2,500	\$5,000	\$2,500
10	5200	3300	Supplies	\$4,500	\$7,000	\$2,500

Totals	\$7,000	\$12,000	\$5,000
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Approval Signature
(Town Manager or Administrative Services Director)

**Town of Dallas
Budget Amendment**

Date: February 9, 2016

Action: Police Department Amendment

Purpose: To Account for Receipt of Grant from Wal-Mart Corporation

Number: PD-002

Fund	Dept	Line Item	Item Description	Original Amount	Amended Amount	Difference
10	3455	0000	Grant Revenue	\$0	\$2,500	\$2,500
10	5100	3400	Equipment	\$32,565	\$35,065	\$2,500

Totals	\$32,565	\$37,565	\$5,000
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Approval Signature
(Town Manager or Administrative Services Director)

**Town of Dallas
Budget Amendment**

Date: February 9, 2016

Action: Administration Amendment

Purpose: To Fund Codification of Zoning Ordinance

Number: ADM-001

Fund	Dept	Line Item	Item Description	Original Amount	Amended Amount	Difference
10	3999	0000	Fund Balance Appropriated	\$287,577	\$291,017	\$3,440
10	4100	0401	Codification of Ordinances	\$845	\$4,285	\$3,440

	Totals	\$288,422	\$295,302	\$6,880
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Approval Signature
(Town Manager or Administrative Services Director)