

TOWN OF GREENSBORO
TOWN COUNCIL MEETING
April 4, 2019

In Attendance: Commissioners Wake, Reichart and DeSimone, and Mackey.

Staff: Sgt. Ray, Jeannette Delude, David Kibler, Nicole Armour, Chief Lee, Bill Lesmerises

Public: April Kinnish, Bob & Cindi Harrison, Gary Wyatt, Ethan Delude, Scott Delude, Joe Riley, Mary Boyce, LaToya Holley, James Holley, Dave Atwater, Gabrilla Moreland, Eric Daniels, John, Sharon Dillard, Tim Covington, Abby Andrews

The meeting was called to order at 5:55pm.

Com. Reichart motioned to move into Executive Session to discuss a personnel matter. Com. DeSimone seconded the motion. All in favor, motion passed.

Council moved into Executive Session at 5:56 pm.

Council moved out of Executive Session at 6:40 pm.

Com. Mackey stated that they would take a 20-minute recess before starting the regular meeting.

Council returned from recess at 7:00 pm.

Com. Mackey stated that they held an Executive Session to discuss a personnel matter.

Com. Reichart motioned to uphold the decision made by council regarding a personnel matter in Executive Session. Com. Wake seconded the motion. All in favor, motion passed.

Com. Mackey gave a brief update on Mayor Noon's health condition.

Comm. Reichart motioned to accept the minutes from the March Town Council Meeting and Workshop Meeting. Comm. DeSimone seconded the motion. All in favor, motion passed.

Ms. Armour read the proclamation for Kid's in the Park Day. *Com. Reichart motioned to accept and sign the proclamation. Com. DeSimone seconded the motion. All in favor, motion passed.*

Ms. Armour read the proclamation for Autism Awareness Month. *Com. Reichart motioned to accept and sign the proclamation. Com. Wake seconded the motion. All in favor, motion passed.*

13252 Greensboro Road

Ms. Armour explained the circumstances surrounding the request and asked on behalf of the homeowner for relief on their bill. Mr. Kibler stated that normally they would not grant such request due to it not being considered "undetectable" and the water still went into the sewer. No action was taken by council.

GVFC-No one was in attendance to give report

Planning & Zoning – Kevin Reichart

Mr. Reichart stated that Capstone held their public forum and that the commission is continuing to work on the comprehensive plan. He thanked everyone that did come out to the public forum

Parks Board – Cindy Harrison

Ms. Harrison stated that they are still working on the fishing derby.

Public Works-Dave Kibler

Mr. Kibler stated that spring is finally here. On the week of March 20th they had 2 water main breaks in 2 different locations, both on a state highway. He went on to say for breaks on a state highway that they do not have the man power and have to call in an independent inspector. They also have to fill and patch roads to state highway specs. He went on to say that next week we would be under going the CDBG audit on Boyce Mill and the WWTP.

Police-Chief Eric Lee

Chief Lee thanked the council for the tremendous honor of hiring him as their Chief of Police. He states that the Sherriff's office is aware of their coverage issues and have been doing patrols at night. He went on to say that they are upgrading the servers for the cameras and they will be covered under a grant. He stated that the little league parade prep has been done and they are ready to go. He stated that they installed Capland, a communication tool and reporting software. He has also been working on updating the P and P's and SOPs and will post them online when he is finished. He went over the monthly stats.

Joe Riley stated that they did hire a town prosecutor which will better the prosecution on town charges. Mr. Riley went over the recent convictions and sentences.

Administration – Nicole Armour

Ms. Armour read her report into the minutes. (Attached)

Ms. Armour stated that Sam applied for a Tree City USA designation and we were granted it. She then read the Arbor Day Proclamation. *Mr. Reichart motioned to accept and sign the proclamation. Com. Wake seconded the motion. All in favor, motion passed.*

Town Manager - Jeannette Delude

Ms. Delude read her report into the minutes. (Attached)

Old Business

None

New Business

Com. Wake stated that after tonight he is resigning as Commissioner. He stated that his business is thriving that he felt he wasn't able to commit the time to the council that the town deserved. He stated that he will miss his fellow commissioners and thanked them for appointing him.

Bills

Bills were reviewed and approved. Com. Mackey asked about the letters. Ms. Armour stated that they were the extra letters needed for the sign and that it was cheaper to order them from Mr. Ober.

Council Remarks

Com. Wake stated that he just wanted to thank the council again for letting him sit with them. He also wanted to personally thank Jeannette for all she does for this town. He stated that he will continue to be involved with the community and that he trusted the council and the new Chief and the direction they were taking. He again thanked the council and the community.

Com. Reichart motioned to move into Executive Session after a 5-minute recess. Com. DeSimone seconded the motion. All in favor, motion passed.

Council went into Executive Session at 7:32 pm.

Council moved back into Regular Session at 7:57 pm.

Com. Mackey stated that the council sought legal counsel in Executive Session and that there was no action taken.

Com. Reichart motioned to adjourn the meeting. Com. DeSimone seconded the motion. All in favor, motion passed.

Meeting adjourned at 7:58 pm.

Respectfully Prepared by: Nicole Armour

TOWN OF GREENSBORO

TO: MAYOR & COUNCIL
FROM: NICOLE ARMOUR
SUBJECT: ADMIN. DEPT. REPORT
DATE: 4.4.19

- Sam filled out an application with Arbor Day Foundation for Tree City USA designation. We were notified last week that the Town of Greensboro had received the Tree City USA designation for 2018. We were granted this honor for all the projects (tree plantings) we did last year as well as the proclamation we did last year. There is a proclamation before you that I am asking for council to approve and sign this evening.
- Rental/Business Licensing is in full swing. Amber and I with the help of Public Works have been doing rental inspections for the last two weeks. We do have some that will need to be re-inspected. We also have had to reschedule inspections. We are hoping to wrap up all inspections by the end of the month.
- Water Bills went out 2 weeks ago, we have been receiving payments steadily. The due date for bills is April 30th. Our shut off day is scheduled for May 15th.
- I have been trying to take a more positive spin on our website and social media presence to try and highlight and promote the good in our community. Any suggestions from council, staff, and residents are welcome.

Memo

To: Mayor & Council
From: Jeannette DeLude
Date 4.4.19

- We have received another FOIA request that Mr. Jennings and I are working on.
- We swore in Eric Lee as our new Chief on March 25th. We are very happy to have him on board and I'm sure he will do a great job for the Town.
- We had our workshop for the Police Budget last week. A summary has been sent to the Commissioners who were unable to attend.
- I attended the annual renewal meeting for our liability and property insurance on Tuesday. We were told the rates will increase between 2 and 8 percent. They will be giving us our individual increases in the next couple of weeks.
- LGIT is now offering online training for municipalities including P classes for the Police Departments. We can have each employee take up to 12 classes per year and by doing so we will improve our scoring for the insurance discount survey. I have discussed this with each of the Department heads and we are getting set up in the system so we can implement this. Each department head will have a login and an assigned group of people (their employees) they will be able to pick which classes they want them to attend and assign them accordingly. It will give a deadline for the employee to complete the training and then when it is completed the dept. head will have a report of who completed it which we maintain for the insurance audit to get credits.
- We had our Focus Group meeting with for the Capstone project last week. The turnout was low, we had about 10 participants. The students will be giving us a summary of the meeting in the next couple of weeks.
- We also had our public information night for Green Health Solutions last night. It also had minimal attendance but it was a very productive meeting and a lot of good questions were asked. They received a positive response overall from the ones in attendance.

- Nicole and I met with Mr. Kirby who is the attorney for the Bernard properties that are having drainage issues in their back yard and provided him with information on Kinnamon Meadows stormwater plans. He will be working with the town attorney Lyndsey Ryan going forward.
- I attended the Chiefs Meeting on Wednesday morning along with Julie Parker to discuss Public Relations for the Police Depts. There were about six chiefs in attendance, as well as, the Sheriff and Captain of Caroline County Sheriff's office. Everyone was very receptive to working with Parker Communications for our PR needs going forward.
- The Little League Parade is in Greensboro this year and will be held this Saturday morning. The Police Dept and Public Works are all prepared for the event.
- We will have our bid opening next week for the audit RFPS and the following week we will be opening the bids for the Trash RFP.
- Next Thursday we will be having our budget workshop for the admin budget at 6pm at Town Hall.
- We will need a few minutes in executive session for a personnel issue and to obtain legal advice.