



**MINUTES**  
**REGULAR MEETING OF THE**  
**TOWN OF WALKERTOWN COUNCIL**  
**NOVEMBER 19, 2009**  
CHANGED DUE TO THANKSGIVING HOLIDAY

<b>CALL TO ORDER -</b>	<b>Mayor Kenneth "Doc" Davis</b>
<b>INVOCATION BY -</b>	<b>Council Member Sarah Welch</b>
<b>PLEDGE OF ALLEGIANCE -</b>	<b>Council Member Marilyn Martin</b>

The meeting was called to order by Mayor Doc Davis at 7:00 p.m.  
Council members present were: Marilyn Martin, Wayne Hester, Sarah Welch, and Randy Mendenhall.  
Staff present were Lynn McKinnie and Scott Snow.

Mr. Mendenhall said a brief devotion, after which the pledge to the flag was led by Ms. Martin.

Approval of Agenda as Presented  
**By motion of Randy Mendenhall, seconded by Wayne Hester, the agenda was approved as presented.**

Approval of Minutes as Presented  
**By motion of Wayne Hester, seconded by Marilyn Martin, the following minutes were approved as presented:**

- **OCTOBER 22, 2009 – REGULAR COUNCIL MEETING**
- **NOVEMBER 12, 2009 – WORKSHOP MEETING**
- **NOVEMBER 12, 2009 – WORKSHOP MEETING CLOSED SESSION**

**PUBLIC SESSION**

THIS SESSION IS FOR NON-AGENDA ITEMS ONLY AND IS LIMITED TO 3 MINUTES PER SPEAKER. WHEN SPEAKING TO ANY ITEM, PLEASE RESTRICT YOUR REMARKS TO THE SUBJECT AT HAND.

Public Session was opened at 7:02 p.m. with Walkertown Warrior representatives speaking:

Daniella Bunting and Donna Cavanaugh

Their topic concerned the Walkertown Warriors – a tournament baseball team comprised of youngsters from the Walkertown area. Ms. Bunting spoke of the fundraisers to raise money for their trip to Florida. They will need approximately \$9,000 and they have solicited donations from businesses. They have also submitted a grant to the Town of Walkertown.

Public Session was closed at 7:06 p.m.

## **BUSINESS FOR DISCUSSION AND/OR ACTION:**

### **1. RESOLUTION**

#### **TO APPROVE CONTRACT FOR BOOE HOUSE REFURBISHING**

##### **DISCUSSION:**

**MAYOR:** We have reviewed the contract and we have met with the contractor and is there a motion to approve the contract? There are some questions that need to be discussed and cleared up but I think we have everything squared away. Is there a motion to approve?

**MOTION:** TO APPROVE CONTRACT FROM J.H. BATTEN, INC. TO REFURBISH THE PUBLIC EVENTS CENTER LOCATED AT 5135 SULLIVANTOWN ROAD (BOOE HOUSE)

**BY:** RANDY MENDENHALL

**SECOND:** MARILYN MARTIN

**VOTE:** MOTION PASSED UNANIMOUSLY

##### **BEFORE THE VOTE:**

**MS. MARTIN:** What kind of questions did you have?

**MAYOR:** There's a couple of clarification questions that we had – just for clarification, for our understanding but this is for the renovation of the property known as the “Booe House”. This is not extensive renovations but it would be renovations making it handicapped accessible, in and out

- Moving the walls on one of the rooms –
- Doing some up fitting for the plumbing in the restroom area – and
- Upgrading the electrical to meet the code.

This should bring us up to where we can finally get a legitimate OC on this property for use.

### **2. APPLICATIONS FOR APPOINTMENT TO PLANNING BOARD**

- **NEED ONE FULL-TIME MEMBER TO REPLACE PEGGY**
- **NEED AT LEAST TWO MEMBERS AS ALTERNATES**

##### **DISCUSSION:**

**MAYOR:** This is for discussion only – we need to be thinking in terms of replacing, looks like one is going to resign – we're anticipating one member resigning from the Planning Board – I don't know why she's wanting to resign, but..... No! There's one jumping out of the pan into the fire!!

**MR. HESTER:** There's no provision that says she can't serve on both, is there???

(JOKINGLY SAID!!)

**MAYOR:** You mean there's 24 hours in a day, so why not use it?? Be thinking on those terms – we need to find a replacement for Peggy, who will be going on the Council in December; and we also need some alternates, so be thinking on those as well. So, this is just for discussion – is there any discussion on this tonight, or is it just enough for that?

**MR. HESTER:** Are we still asking for applications, or people that are interested in serving now?

MAYOR: Yes. Ms. McKinnie's been taking applications.....on a fairly regular basis – and you've got a couple in here under Item #2.

MS. MARTIN: Maybe we should run an ad in the Kernersville News.  
(Hint Hint)

MAYOR: Only if it's free!!! Any further discussion at this time? Be thinking on that, Council, so that we can be prepared in the event that December does come! There's no cut-off on applications. Most of the time there's some on file, but we've worked our way down through the stack.

LYNN: Applications for the Planning Board is always open – it's an ongoing thing.

MAYOR: Okay. Give it your attention between now and the December meeting.

**3. RESOLUTION:  
STAFF CHRISTMAS HOLIDAY SCHEDULE**

**DISCUSSION:**

MAYOR: You see the recommendations – Christmas this year is on the 25<sup>th</sup> !! Town Staff has recommended the 24<sup>th</sup>, 25<sup>th</sup>, and Monday, the 28<sup>th</sup>!!! What's the Council feel we should do for the Town Hall? We'd be closing Town Hall.

LYNN: Now – if ya'll would rather.....we can change it to half a day Wednesday, all day Thursday and all day Friday.

MR. HESTER: Which would you rather have? The way it is now?

LYNN: Well.....this is my suggestion.....so.....??

MS. MARTIN: You don't want to work Christmas!

MAYOR: Is it more important to have Town Hall open before or after – on the Monday or.....I guess the question is .....

LYNN: .....And, do you see the NOTE I put on the resolution? (New Year's Day).

MAYOR: Oh, no. I didn't read.....

LYNN: .....That Friday of that week, we'll be off too!

MAYOR: Friday of the same week? Oh, okay. No, I didn't see that! Okay, Council – somebody make a decision - somebody make a motion.

MR. MENDENHALL: I'll make a motion to approve it as it is because with it being that late in the month, probably any important business has been taken of ...and it wouldn't be a problem.

MR. HESTER: Yep! That works better. I second.

**MOTION: TO APPROVE RESOLUTION FOR STAFF CHRISTMAS  
HOLIDAY SCHEDULE FOR 2009  
DECEMBER 24, 25, AND 28<sup>TH</sup>**

**BY: RANDY MENDENHALL**

**SECOND: WAYNE HESTER**

**VOTE: MOTION PASSED UNANIMOUSLY**

MAYOR: So that will be half a day on Thursday, the 24<sup>th</sup>, the 25<sup>th</sup> and all day the 28<sup>th</sup>. Is that what your motion is? So for the Christmas holidays the office will be closed.

MR. MENDENHALL: Yes.

4. **RESOLUTION:**  
**TO ESTABLISH WALKERTOWN TOWN COUNCIL REGULAR AND**  
**WORKSHOP MEETING DATES FOR CALENDAR YEAR 2010**

**DISCUSSION:**

MAYOR: It's a little early, but.....

MR. MENDENHALL: .....I'd like to make a motion on this – to hold it off till the workshop – to discuss a little bit further.

**MOTION: TO TABLE THIS ISSUE TO THE WORKSHOP MEETING  
FOR FURTHER DISCUSSION**

**BY: RANDY MENDENHALL**

**SECOND: WAYNE HESTER**

**VOTE: MOTION PASSED UNANIMOUSLY**

5. **SET BUDGET FOR 2010 FALL FESTIVAL (OCTOBER 15 & 16, 2010)**

**DISCUSSION:**

MR. MENDENHALL: We have a list of expenses that we will incur doing the festival – and I won't name them all, but it looks like the bulk of our expense is going to be entertainment. We have approximately 140 spaces available and if we went on an 80%, being our first year – not sure what we're going to get – but at that rate, we would bring in \$8,350. So I would like to set a budget right now of **\$6,000.00** as a preliminary budget – see if we could cover it with that. If we run into any problems, we could bring it back before the Council.

MAYOR: All right. Randy is recommending we set a preliminary budget at \$6,000.00. He's worked out the fees that he'll get with Scott on and they've been working on mapping out the booth spaces to be rented. So, he's come up with a preliminary budget of \$6,000. Any comments from the Council? If he is successful in renting as many spaces, the festival will bring in that amount in return back to the coffers. But that's considering entertainment, security, postage. That's considering the port-a-johns, too.

MS. MARTIN: Have you talked to any of the civic groups to see if they want to help with this.....be a part of it?

MR. MENDENHALL: No. Not yet. We really need .....

MAYOR: .....Are you talking about renting space...or what?

MS. MARTIN: .....Yeah.....renting space.....

MAYOR: Well, yeah – several of them have expressed an interest in doing that. Yes.

LYNN: A representative of several groups, Steve Amos, was at our last festival meeting the other night.

MR. MENDENHALL: Main thing we need to do right now is just get this preliminary passed so we can go ahead and get the mail out because we have so many vendors that work a year in advance and I'm afraid we might miss out on some of them.

MAYOR: So, we've got a recommendation from our Festival Chairman, Randy Mendenhall, asking the Council to set a preliminary budget at \$6,000.

**MOTION: TO SET THE 2010 FESTIVAL COMMITTEE PRELIMINARY BUDGET AT \$6,000.00**  
**BY: RANDY MENDENHALL**  
**SECOND: WAYNE HESTER**  
**VOTE: MOTION PASSED UNANIMOUSLY**

MAYOR: He'll give a full break-down – he should have it ready by the workshop. We can go into details and we may see some adjustments that may need to be made. But, it's early on because we haven't booked - other than one or two people that we know they're coming to entertain - we haven't booked more than that. It's a little bit of a tossup at this point.

MS. MARTIN: Then we'll go over it in detail at the workshop, right?

MR. MENDENHALL: Yes.

## **6. FINANCIAL STATEMENTS**

✓ OCTOBER 2009

### **DISCUSSION:**

MR. HESTER: One thing we talked about was changing the money around and at the present time we've decided we will stick with the plan that we have and we are working on an alternate plan as to what we can do to go with another bank, too. So we will bring that up at the work session.

MAYOR: Any special notes concerning the report? Could you use a different ink rather than red concerning the report? It scares me – even if it's zeros – it still scares me to see red ink!!

LYNN: You are the only that gets red on his reports – I only give you the original print-outs. You're the special one!

MAYOR: No! She had put our Recreation Fund that we had had at the Newbridge bank – which is now zero because we spent all of that money on the Wickenham Park building - \$108,000+. That building is coming along and we'll get a report in a few moments. Any other comments concerning the finance?

MR. HESTER: No – only that I think that that hundred and something thousand was spent by holding it and spending it wisely – it's been used very well.

**BY MOTION OF MR. HESTER, SECONDED BY MR. MENDENHALL, THE FINANCIAL STATEMENTS WERE ACCEPTED AS SUBMITTED.**

## **7. SET WORKSHOP MEETING DATE FOR DECEMBER 9, 2009**

**BY CONSENSUS OF THE COUNCIL AND STAFF, THE DATE OF DECEMBER 9<sup>TH</sup>, 2009 AT 6:00 P.M. AT TOWN HALL WAS CHOSEN FOR THE WORKSHOP MEETING.**

✓ **ONGOING UPDATES (IF ANY):**

✓ **MONTHLY AND COMMITTEE UPDATES**

**NOTE: IF NO MEETING – NO COMMITTEE UPDATES**

- Mr. Snow updated the sidewalks issue. The town did receive concurrence from DOT for all three fairly funded sidewalk projects. The issue we thought we may have with Morris Street proposal was not an issue. Next steps are getting signatures on contracts, executing those, hope to have first of next week. Our projects appear to be the first locally administered project in the state to begin construction. We're ahead of the pack, which is good but we're also might have a little bit of extra oversight, since we are the test run going through. A pre-construction meeting with our contractors for the ARRA projects to go over with federal highway and DOT officials to make sure everybody is on the same page with the requirements because of the extra reporting need for the stimulus projects. This will be scheduled for after Thanksgiving holiday and weather permitting, construction will begin as soon as possible. We may not have to have the special pre-construction project for the Main Street because it is not a stimulus project. We're going to try and push to go ahead and have that one done if DOT and Federal Highway are okay with that so that one may go ahead and proceed before the other two. We're looking in good shape and making progress on getting those started and weather permitting hopefully having completed as soon as we can.

MS. MARTIN: That one on Main Street falls under the 80/20, doesn't it?

MR. SNOW: Yes, that is the traditional federal funding.

MAYOR: That was a huge surprise – the bids!

MR. SNOW: They were significantly lower.

MAYOR: We caught it at the right time – for bidding purposes.

MR. SNOW: And for all the other projects that are now opening their bids, they're all coming in significantly lower as well. It's a good time to do construction because there is a need for work....

- MAYOR: The tentative proposed completion date on the Wickenham was 11/24 – that's probably going to be slightly behind due to our negotiations on the hydrant.

MR. SNOW: Well, the building completion is on schedule. There is an issue with code issue as far them issuing an occupancy certificate due to the fire hydrant requirement. County officials have been reviewing our proposals – they made some concessions that we're still working to get favorable....the engineers have been designing those \_\_\_\_\_ set up a meeting \_\_\_\_\_ next week to go over what the county has allowed to us and if it's in their opinion think that we can get anything that would be savings to the town for what they're requiring \_\_\_\_\_ if not see about going forward and going ahead and have it installed but we're still working to get that issue resolved though we've made some progress but we'll look and see if we can some more \_\_\_\_\_ issues \_\_\_\_\_ to install that line but that seems to be the only major obstacle to completing it. Septic system has been completed. They're doing the drywall rough in inside so it look like as far as the actual building completion that shouldn't have any major delays \_\_\_\_\_.

MS. MARTIN: I'd just like to say one thing – this building is Walkertown's building – and it's not a building that the Little League owns.

It's on our property. We will lease it to them for a certain amount of money. And I think a lot of people are not aware of that.

MR. SNOW: I think the council's intention was that it would be a lease agreement to agreement with the Little League who is actually administering the fields there and as long as the town and the Little League can come to an agreement on the use of the building, that would be that would probably be a good relationship. But before the building comes into use, we would have a lease agreement with that organization and with any types of demands that the town would like to see as far as operations or.....

MS. MARTIN: They've done a tremendous job down there....

- MR. SNOW: Code projects we've been working on – those are progressing as well. We're finalizing an agreement to have the demolition completed on the Phillips Road case – hopefully, will begin as soon as possible as well. The contractor has received the permits to do the demo so that should be able to move along.

MAYOR: So you have signed a contract on the demolition?

MR. SNOW: We haven't officially signed it yet but he has made the preliminary steps to be ready to do the work. Our attorney made some suggestions, minor changes to the agreement, after she was able to review it, so it's ready to be signed and we think he will do the work to a satisfactory level.

MAYOR: I'm sure he has adequate certificates.

MR. SNOW: Yes.

LYNN: We received the current Certificate of Insurance by fax today.

- MS. WELCH: Census? I guess our committee must really going to get busy because our official opening will be December 15<sup>th</sup> on Hanes Mill Road – and I haven't figured out the building yet. And that's 10:30 til noon. Then, we're going to need them before then to figure out these reports that's got to be back in by January. Has to do with maps and boundaries.

MAYOR: This is the Complete Count – the County, the State, and everybody's working on it to get the complete count of census. Ms. Welch has been our representative on that committee for the Complete County Committee. Anything we need to be doing as Council?

MS. WELCH: Just talking it up and let everybody know – that's all I get out of the information so far. Just trying to keep everybody informed and they will get, through mail, the actual \_\_\_\_\_. They will get a letter - very simple – I have a copy of it.

MAYOR: And that'll be going to each household, is that correct?

MS. WELCH: Yes.

MAYOR: And this is important!! Whatever money is doled out by those numbers.

## **PUBLIC SESSION**

THIS SESSION IS FOR ANY TOPIC AND IS LIMITED TO 3 MINUTES PER SPEAKER  
WHEN SPEAKING TO ANY ITEM, PLEASE RESTRICT YOUR REMARKS TO THE SUBJECT AT HAND.

Public Session was opened and closed at 7:32 p.m. with no speakers.

**MISCELLANEOUS MINUTES AND INFORMATION:**

1. PLANNING BOARD MINUTES –  
NOVEMBER MEETING WAS CANCELED – NO MINUTES
2. FALL FESTIVAL MINUTES – OCTOBER 19, 2009
3. FALL FESTIVAL MINUTES – NOVEMBER 16, 2009

**ADJOURNMENT**

**MOTION: TO ADJOURN MEETING AT 7:33 P.M.**  
**BY: MARILYN MARTIN**  
**SECOND: WAYNE HESTER AND RANDY MENDENHALL**  
**VOTE: MOTION PASSED UNANIMOUSLY**

**SUBMITTED BY**

**LYNN MCKINNIE**  
**TOWN CLERK**

**ANNOUNCEMENTS**

**RECYCLING – every other week – Monday**  
**\*\*\*\*NO CHANGES FOR HOLIDAYS \*\*\*\***

**DECEMBER**

**ROUTE A – 14<sup>th</sup> and 28<sup>th</sup>**  
**ROUTE B – 7<sup>th</sup> and 21<sup>st</sup>**

TOWN HALL IS ROUTE B

**TOWN COUNCIL MEETINGS:**

Fourth Thursday @ 7:00 p.m.

**NOTE: DECEMBER 17<sup>TH</sup> – CHANGED DUE TO CHRISTMAS HOLIDAY**

**PLANNING BOARD MEETINGS:**

Walkertown Library @ 3:00 on 1<sup>st</sup> Tuesday - - - -

**DECEMBER 1<sup>ST</sup>**

**\*\*\*\*\*THERE WILL BE NO CHANGES IN RECYCLING OR TRASH PICK-UP DURING THE UPCOMING HOLIDAYS (NOVEMBER AND DECEMBER)\*\*\*\*\***

