

TOWN OF GOLDSTON
DATE: 12-30-2023
WORK SESSION MINUTES

Members Present: Mayor Jonathan Hensley

Commissioners: Steve Cunnup, Lynn Gaines, Wayne Woody, Banks Burke,
Lisa Burke

Absent: Charlie Fields

Guests: Keenan Conder and SunRock Representative
Paul Messick (arrived 11:15 or so)

Mayor Hensley called the Work Session to order and recognized the guests from Sun Rock. They presented sketches of Goldston Building Materials Conceptual Entrance and Site Plan for the potential Operations and Development Center Goldston Quarry located in the Antioch community. They offered \$50,000.00 donation toward Park Planning to indicate their willingness to be community partners. They stated they will be talking with adjoining property owners. They intend to submit an Annexation Application to the Town Board. They left the meeting. Jonathan stated that the surrounding community prefers a Rocky Quarry to a subdivision. Banks Burke asked Paul Messick if a tonnage fee is an option and Mr. Messick said he was not aware of any fee that could be collected other than property taxes on the property. Banks asked if the town would really benefit financially by annexing the property? There was discussion if a subdivision would even be a viable option given the amount of rock in the area.

2024 Budget Discussion. Banks Burke stated a priority for budgeting is getting the park in order. Jonathan stated that Central Pines representative, Alana Keegan will attend the January 8th meeting and discuss the service they offer for a fee of \$2,000/year to search for and administer grants.

Park Updates: Lisa Burke said there are Park Fund Grants available from State of NC with dollar for dollar matching funds. Lynn Gaines stated the quote he has for installing bollards for the walking trail is approximately \$2,500.00 depending on which method is used. Charlie Fields had sent Jonathan a quote for the removal and replacement of the playground structure in the amount of \$66, 330.23 that includes 2 new benches. Lisa stated she would like to see a shelter installed in the playground area as well. There was discussion concerning the management of the park by the Goldston Youth Recreation Association. They have held Turkey Shoot fundraising and donating the funds to the CCJS Boosters Club. Town Board members said the funds should go back into the funds to manage the park improvements. Jonathan and Wayne will coordinate with the Recreation Association to resolve the accountability issue. The condition of the park under Will Shue's contract is still lacking. Wayne and Lynn will walk over the grounds with him and point out the terms of the contract as they assess the areas of concern. Lynn Gaines suggested giving Will Shue one more year to adhere to the contract. Jonathan Hensley suggested obtaining a quote from a Landscaping company that could take over the care and maintenance of the park. Jonathan stated the installation of the automatic gates would alleviate some of the responsibility of Will and his monthly amount would be reduced. The quote for the automatic gates is approximately \$14,000.00. This expense could be offset by the income from the sale of the Rescue Vehicles. There was discussion of turning the park over to Chatham County to maintain and manage. This could be done through an Interlocal Agreement. Lynn Gaines will contact Tracey Burnette regarding this and report back to the Board.

Beautification/Curb Appeal. Amanda Jones is doing a great job. Building Fronts need attention. Jonathan wants to revisit the Building Code Ordinance concerning the Abandoned structures and

Houses & Businesses appearance. Lisa would like an Ordinance for uniform appearance of Buildings of Businesses. For future planning Lynn Gaines suggested tearing up the sidewalks and converting them into parking spaces.

Future Growth and Development. Central Pines is putting together a proposal to cover what Hunter Glenn and Steve have been doing. Steve told Central Pines something needs to be in place by January 2024. Lynn Gaines stated he would like to revisit the idea of hiring a security type person to provide visible law enforcement.

Responsibilities Division among Board Members:

Banks Burke stated he would probably not continue to live in Goldston so he would not be able to serve as a commissioner. Therefore he could not commit to any of the responsibilities. He is willing to help where there is a need until that time.

The following responsibilities will need to be assigned since Steve Cunnup is "retiring" from the Board.

List of Duties in NO Particular Order of Importance

General Duties

1. Check voice mail at Town Hall 2-3 times per week. Make note of the recording and take care of the issue or notify the appropriate person to respond. The answering message will need to be updated. **Jonathan Hensley will take this item.**
2. Coordinate with Scott Bryant and Jody Harris to ensure that the drainage ditches and sewer easements are mowed twice a year. When they are done, provide an inspection to confirm everything looks good and approve their invoice to AK. **Assigned to Lynn Gaines.**
3. In order to comply with audit requirements, must review all the bank statements every month to put a second set of eyes on the statements. AK will provide the statements each month for review. **Assigned to Lynn Gaines.**
4. When AK asked, review draft agendas or meeting minutes to see if you have input. **Assigned to Lynn Gaines.**
5. Provided data to AK as needed when she is preparing required reports. **Assigned to Charlie Fields**
6. CATTRON (formally ANTX) provides monitoring and alarm services for the sewer system. We have an annual service agreement with them for these services. When AK receives the invoices, usually in January, I review the invoices with AK to make sure everything looks good and work with CATTRON if needed to resolve any issues. **Assigned to Charlie Fields**
7. Respond to 1st Health of Chatham County (Chief Nathan Eastvold) to resolve any issues that may arise at the EMS building. **Assigned to Jonathan Hensley.**
8. Alana Keegan of Central Pines Regional Council (formally Triangle J COG) is working on a proposal to provide the Town with the planning services that Hunter Glenn is currently providing. They are also working on a proposal to update the Town's Land Use Plan. Need to follow through on this with Alana. AK has worked with her. When it happens someone will have to work with Central Pines to update the Land Use Plan. **As Needed**
9. Coordinate with the Board of Elections personnel the takeover of Town Hall for the primary and general elections periods. **Assigned to Lisa Burke.**
10. Assist the ladies at the Library with any issues they may have. **Assigned to Lisa Burke.**

Interface with G-GSD

1. Interface with G-GSD on any issues that may arise with the sewer system. **Assigned to Charlie Fields.**
2. Obtain monthly revenue report from Jeremy, format and forward to AK. Also, maintain an Excel spreadsheet with all customers connected to the sewer system with name, account number, physical address, and amount paid each month for sewer (attached). From this you will know when customers are connected or disconnected, late paying their bills, new customers added. Each month provide AK with total number of connected customers so she can pay G-GSD their monthly fees for system operation and maintenance. **Assigned to Lisa Burke and Lynn Gaines**
3. Support Jeremy in obtaining contractor support for problems: help obtain quotes if needed or providing P.O. to contractor if needed. AK will help if a P.O. is needed. **Assigned to Charlie Fields**
4. Help obtain any technical data needed. **Assigned to Charlie Fields**
5. Coordinate with Jeremy when NC DWR Inspector request state inspection of sewer system (approx. every 4 years). Participate in the inspection and make note of deficiencies. When inspection report is received must develop response for deficiencies and detail how they will be corrected and provide the response to the state. **Assigned to Charlie Fields**
6. NC DWR requires that twice a year we provide all sewer customers with educational materials on grease control and/or what not to flush. We have to maintain a log of when then materials are distributed (attached). I have collected 4 flyers that can be rotated to meet this requirement. Provide Jeremy with a copy in December and June and he will insert them in the January and July statements. **Assigned to Jonathan Hensley.** This includes keeping a log of the material sent and when it was sent.
7. Smoke tests need to be conducted again in the spring to determine where the severe water inflow is occurring. Jeremy will need to make the arrangements for that and someone needs to participate when it happens. **Assigned to Charlie Fields**

GFL Environmental (trash). Assigned to Lisa Burke

1. Our main interface with GFL is Matt Apple, Operations Supervisor. When a resident reports a broken, missing, etc. trash or recycle cart I send an email requesting the replacement (sample attached). Work with Matt to resolve any general complaints, i.e., missed pick up.
2. Maintain an Excel spreadsheet containing the physical address of all the trash/recycle carts along with the quantities of residential and business carts.
3. Participate with AK in Contract renewal when the time comes. We just renewed for 5 years.
4. In September each year, request the 25 trash carts for Old Fashion Day (included in contract).
5. Usually around the end of November Michael Holder (Lead Driver) will provide the Collection Calendar for the next year. You need to make copies for the Library (20) and the Post Office (30) during December, add copies as needed for a couple of months. I also have a Goldston email list (all emails that I have) that I send the calendars to.

Interface with the County. Jonathan Hensley and Steve Cunnup will coordinate.

1. We currently deal with Hunter Glenn for any request to the county. This includes helping with Annexation requests, processing of Rezoning applications and Watershed Map changes.
2. Work with Hunter on processing any new construction requirements such as the Goldston Fields subdivision. Attend 1st Platt and other reviews. Participate in the virtual Technical Review

Committee (TRC) meetings when anything for Goldston is on the agenda (next year's meeting calendar is attached).

3. When a builder goes to the county for new home construction one of the first things the county requests is a "Water/Sewer Service Availability" form (attached). Once the builder has their permits and is ready to begin construction the next form required is the "Sign Off for New Water and Sewer Connection" (attached). At this point we contact Talbot Construction (Tim Talbot) to provide a quote for the installation of the sewer tap. We provide the builder with the Sewer Tap Fee (minimum of \$2,500 or Talbot's total quote). We collect the fee prior to the tap being installed. The approval forms are joint with G-GSD and should be completed with Jeremy. The signed forms go to the requestor and copies should be kept and copies to AK. **Assigned to Jonathan Hensley**
4. The Planning Department maintains and enforces our UDO. Provide support to Hunter for any updates to the UDO, i.e., adding the new Central Business District to the UDO. Hunter needs to finish the UDO Amendments for Central Business District.

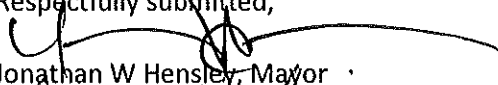
CDBG Phase II

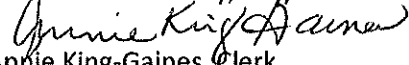
1. There is a lot of work left to complete the CDBG Phase II project and get all the homeowners that did not qualify connected to the sewer system. **Steve Cunnup has volunteered to manage this through completion including the portion by the State Funding.**

The division of responsibilities will be voted on at the regular meeting on January 8, 2024.

There being no further business, Lisa Burke moved to adjourn the meeting. Lynn Gaines seconded the motion and all voted in favor.

Respectfully submitted,


Jonathan W Hensley, Mayor


Annie King-Gaines, Clerk