

MINUTES
King City Council
Regular Session
September 6, 2022

The King City Council met in regular session at City Hall in the Council Chamber, 229 S. Main St, on Tuesday, September 6, 2022, at 6:00 pm. Present at the meeting were: Councilwoman Jane Cole, Mayor Pro Tempore Rick McCraw, Mayor Jack Warren, Councilwoman Terri Fowler, Councilman Michael Lane, City Engineer/Interim Manager Scott Barrow, City Clerk Nicole Branshaw, Director of Finance and Personnel Susan O'Brien, Interim Zoning Administrator Todd Cox (via Zoom), Fire Chief Steven Roberson, Senior Center Director Paula Hall, Water Plant Superintendent Ben Marion, Superintendent of Public Utilities Robert Pettitt, Supervisor of Public Works Ricky Lewis, Police Chief Jordan Boyette, and Parks/Rec Director Olivia Calloway.

Mayor Warren called the meeting to order.

Chaplain Donald Davis offered an invocation.

ANNOUNCEMENTS

- Chamber Business Before Hours: Wednesday, September 7, 2022, 7:30 am-9 am, King Chamber of Commerce, 124 S Main St, King. Hosted by LifeBrite Community Hospital of Stokes King
- Parks/Recreation Advisory Board, Regular Meeting: Thursday, September 8, 2022, 6 pm, Parks/Rec Community Building Parlor Room, 107 White Road
- Stokes County Fair: Tuesday-Saturday, September 13-17, 2022, Carl Calloway American Legion Post #290-King
- Community Appearance Commission: Thursday, September 15, 2022, 2 pm, City Hall – Council Chambers
- Rec Acres Disc Golf Grand Opening; Friday, September 16, 2022, 5:30 pm
- King City Council, Recessed Meeting: Monday, September 19, 2022, 2 pm, City Hall Council Chambers, 229 S. Main St, King
- King Planning Board, Regular Meeting: Monday, September 26, 2022, 7 pm at City Hall Council Chambers, 229 S. Main St, King
- KingFest: Saturday - October 1, 2022, 10 am, Central Park, 302 Kirby Rd, King
- King City Council, Regular Meeting: Monday, October 3, 2022, 6 pm, City Hall Council Chambers, 229 S. Main St., King
- Economic Development Committee, Tuesday, October 4, 2022, 8:30 am, King City Hall, Council Chambers, 229 S. Main St, King
- Senior Services Advisory Board: Tuesday, October 4, 2022, 3 pm, King Senior Center, 107 White Road, King
- King City Council, Recessed Meeting: Monday, October 17, 2022, 2 pm, City Hall Council Chambers
- October 20 One-stop early voting begins –November 5. One-stop early voting ends at 3:00 pm
- November 8, 2022 - Election Day (Polls open at 6:30 am and close at 7:30 pm)

ADJUSTMENTS TO AGENDA

Mayor Pro Tempore Rick McCraw requested to add a special presentation by Kyle Hall after Items of General Concern.

PUBLIC COMMENT

Mayor Warren opened the floor to receive public comment.

1. Gretchen Parker, King Library, King, addressed the Mayor and Council giving an update on current events with the King Library.

Being no one else gave written or verbal requests wishing to speak, Mayor Warren closed the meeting's public comment portion.

CONSENT AGENDA

Councilwoman Cole made a motion to approve the consent agenda as presented. Councilwoman Fowler seconded the motion, which was carried by a unanimous vote of 4-0. Consent agenda items were:

A. APPROVAL OF MINUTES:

1. **August 1, 2021, Regular Meeting**
2. **August 15, 2021, Recessed Meeting**

B. CITY HALL EXTERIOR

C. REQUEST FOR A PUBLIC HEARING FOR REZONING

D. RESOLUTION FOR GRANT AD FUNDING FOR WASTEWATER ASSET INVENTORY AND ASSESSMENT

INTRODUCTION OF NEW EMPLOYEES

Mayor Warren recognized new employees:

- A. **Christy Adkins – Collections Clerk, Finance Department**
- B. **Rick Gordon – Planning Inspector, Planning Department**
- C. **Chad Burrow – Fire Fighter, Fire Department**

PRESENTATION OF EMPLOYEE OF THE QUARTER AWARD – Tyler Campbell, Central Park Maintenance Worker

Mayor Warren recognized Mr. Tyler Campbell as the City of King *Employee of the Quarter* for the 3rd quarter of 2022 and presented him with a recognition certificate, jacket, and check.

PROCLAMATION PRESENTATION– Constitution Week - Daughters of American Revolution, James Hunter Chapter

Mayor Pro Tempore Rick McCraw presented for Mayor Warren a proclamation to the Daughters of the American Revolution, James Hunter Chapter, in recognition of Constitution Week.

PUBLIC HEARING FOR CONSIDERATION OF REZONING REQUEST R-173 BY SOUTHERN HOLDINGS, LLC.

This request is being made by Southern Magnolia Holdings, LLC, to rezone 3.61 acres located in the 600 Block of Kirby Road from R-15 to O-I for the purpose of building a professional office building. The tract is labeled a G-2 Controlled Growth Area on our comp plan. This area allows urban neighborhoods and some mixed uses such as office spaces. The tract has access to city water and sewer. The tract is also within the corporate limits. The tract is currently vacant and wooded.

Sec. 32-163. Statement of intent of districts.

The intents of the various use districts are as follows:

(3) **R-15 residential - medium density district.** The intent of the R-15 residential district is to provide a quiet, medium-density residential area where individual lots are at least 15,000 square feet in area. All residential dwelling units shall be hooked to an approved sewer and water system.

(10) **O-I office - institutional district.** The intent of the O-I office-institutional district is to provide locations primarily for office and institutional development, although single-family dwellings are also permitted. Normally, this O-I district provides a buffer between nonresidential and residential zoning districts.

Zoning Map -



This is a "general use" rezoning, so we are looking at it with no conditions attached and not quasi-judicial, so whatever can go in O-I by our ordinance can go in this tract if rezoned by the council. This shouldn't be an issue because the surrounding properties are zoned for a mixture of businesses, offices, and residential uses. This area in our comp plan falls within our G-2 Controlled Growth Area, which allows for urban neighborhoods/medium density and has been allowed to become a mixed-use road with a heavy emphasis on office-type uses.

*Uses that can go in the O-I district – banks, professional offices, real estate offices, government offices, related facilities, medical offices, schools, libraries, parks, swimming pools, churches, and single-family dwellings.

Staff has reviewed the Owner's request and would recommend that a general use rezoning would be in keeping with what exists around the immediate area.

MOTION

Councilwoman Cole made a motion to approve rezoning request R-173 by Southern Holdings, LLC, as presented, and that a general use rezoning would be in keeping with what exists around the immediate area. Councilman Lane seconded the motion. The motion was carried out with a vote of 4-0.

PUBLIC HEARING FOR CONSIDERATION OF REZONING REQUEST CZ-B2-047 BY MAINSTAY PROPERTIES, LLC.

This tract is located at 221 N. Main Street and was formerly Fran's Beauty Shop. The tract has city water and sewer access and is within corporate limits. The Owner wants to sell the property to Mainstay Properties, and they want to operate a hair salon/barber shop. For the most part, this property

has been vacant for many years. The tract falls within our G-2 area, which would allow for small neighborhood businesses.

Sec. 32-163. Statement of intent of districts.

The intents of the various use districts are as follows:

(10) **O-I office - institutional district.** The intent of the O-I office-institutional district is to provide locations primarily for office and institutional development, although single-family dwellings are also permitted. Normally, this O-I district provides a buffer between nonresidential and residential zoning districts.

(12) **B-2 general business district.** The intent of the B-2 general business district is to provide areas along the thoroughfares and collector streets for commercial uses, particularly the retailing of goods and services.

Current Zoning Map –



Some board members may recall that the tract beside the subject tract on the corner of N. Main & Winchester Dr. was under review for rezoning to B-2 several years back. The applicant withdrew the request due to overwhelming opposition against B-2. In this case, the applicant is willing to attach a condition limiting the use to a hair salon/barber shop. Our ordinance only allows salons and barber shops in a B-2 district, and by placing this condition on the rezoning, it would limit the property's use under B-2 to just hair care uses. I would recommend it still be able to be used as anything under the O-I district per the ordinance requirements for each particular O-I use. This would mean that two conditions would be assigned to this rezoning if approved.

1. Under the B-2 District, the tract would be limited to Hair Stylist, including barber and beauty shops and;
2. Allow the tract to be used as an O-I district as it's now zoned if the need arises.

MOTION

Mayor Pro Tempore Rick McCraw made a motion to approve the rezoning request as presented with the owner-approved conditions. (1) The property, under the B-2 district, can only be used for "Hair Stylist, including barber and beauty shops" found in Sec. 32-198 and; (2) Any use found in O-I as listed and approved in the City's ordinance. Councilwoman Cole seconded the motion. The motion was carried out with a vote of 4-0.

PREVIOUS ITEMS OF CONCERN

The following were brought up for discussion:

- Traffic at the Skating Rink – Parking in the rear could be utilized.
- Speed issues on Logan Court – Mayor stated a petition would be a good starting point and also reaching out to the Police Department
- Trails at the park – City Engineer/Interim Manager stated this would be worked on during the fall months
- Veteran's Memorial Pavers – Still waiting on a response from the lawyer.

DEPARTMENTAL REPORTS

No questions concerning departmental reports.

ITEMS OF GENERAL CONCERN

None

AWARD PRESENTATION BY NC HOUSE REPRESENTATIVE KYLE HALL

NC Representative Kyle Hall presented Mayor Warren the North Carolina's Order of the Long Leaf Pine for his distinguished service to our State for over 30 years. NC Representative Kyle Hall presented the award on behalf of Governor Roy Cooper.

Mayor Jack Warren received North Carolina's governor's highest honor, The Order of the Long Leaf Pine award, for persons who have made significant contributions to the State and their communities through exemplary service and exceptional accomplishments.

Mayor Warren has served the great City of King as a Councilman for 4 years and then as Mayor for 23 years. He is the longest actively serving Mayor in the State of North Carolina. During his exemplary tenure of service to this community, Mayor Warren has served various organizations and boards, including but not limited to Lions Club President, Chamber of Commerce Board of Directors, American Legion Post 290 Commander, Hospice and Palliative Care Advisory Council, and the City of King Planning Board.

RECEPTION FOR MAYOR WARREN

EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSION OF PERSONNEL MATTERS PER NORTH CAROLINA GENERAL STATUTES 143-318.11 (A) (6)

Councilwoman Fowler moved to adjourn to executive session for the purpose of discussion of personnel matters per NC General Statute 143-318.11 (A) (6). Councilwoman Cole seconded the motion, which was carried by a unanimous vote of 4-0.

Mayor Warren reconvened the meeting and stated that no action had been taken during the executive session.

MOTION

Councilwoman Fowler made a motion to approve Tab 3 of the 2022/2023 Pay Plan. Councilman Lane seconded the motion. The motion was carried out with a vote of 4-0. ****SEE DOCUMENT #1****

PUBLIC UTILITIES

Several changes are requested for Public Utilities as those positions have limited upward mobility in the pay plan structure. *Please see attached Pay Plan Public Utilities and revised job descriptions for Water Distribution Operator and Wastewater Collections Operator.* The positions, shown in red in the pay plan, would move from Utilities Maintenance Worker in Grade 5 (deleted, shown in ~~striketrough~~, in the pay plan) to Wastewater Collections Operator 1 and Water Distribution Operator D in Grade 7. Motor Equipment Operator has also been removed (shown in ~~striketrough~~) from the pay plan in lieu of these water and wastewater tiers.

Meter Reader will remain at Grade 4 as an entry-level position. Employees in this pay grade will be encouraged to obtain the certifications needed for Wastewater Collections Operator 1 or a Water Distribution Operator D to be prepared for promotion.

Employees will be moved into the new pay grades as promotional requirements in the job descriptions are met. As noted in the Introduction, there will no longer be an increase for achieving the certifications associated with these positions. A promotional increase will be provided once an employee has met the certification, length of service, and other requirements. This plan will also allow for consistency between all work areas under the Public Utilities umbrella and prepare us for a better separation of water and wastewater functions in the future. The estimated cost to move employees into the appropriate tiers for FY 22-23 is \$8,063.

CDL is a new requirement for these positions. The CDL requirement serves multiple purposes including more employees being available to help with snow removal and more employees being certified to drive the larger city vehicles. The Federal Motor Carrier Safety Administration has approved new regulations for CDL licensure; once an avenue for training is identified, the plan and costs will be presented to council for consideration.

For Public Utilities, Water Treatment Plant and Wastewater Treatment Plant, there will be no limit on the number of employees at any tier for Collections, Distribution, and Operator positions. Upward movement would stop at current pay grade 10 until there is a vacancy at a higher (supervisory) level. However, any interested employees would be encouraged to obtain necessary certifications and to learn duties listed in the supervisory job description(s) in order to be better positioned for promotional consideration. This same concept will apply in future years to other departments as well.

Please note, in preparation for the wastewater plant, we have included those positions (noted in green on the attached pay plan). There will be no employees placed in these positions until the wastewater plant is constructed and operational. Job descriptions for these positions will be available at a later date.

ACTIONS REQUESTED FOR PUBLIC UTILITIES

- Approve the Pay Plan changes for Public Utilities and attached job descriptions for FY 22-23. **This action depends on new regulations with the Federal Motor Carrier Safety Administration for ELDT (Entry-Level Driver Training) for those seeking to obtain a Class A or Class B CDL for the first time or to upgrade from an existing Class B CDL to a Class A CDL.**
- Approve the addition of Wastewater positions in the Pay Plan.

City of King Employee Pay Plan Public Utilities

Pay Grade	Minimum	Midpoint	Maximum	Job Titles
3	\$24,150	\$30,429	\$36,708	Custodian
4	\$25,358	\$31,950	\$38,543	Meter Reader Maintenance Worker (Streets) Maintenance Worker (Parks)
5	\$26,625	\$33,548	\$40,471	Permit Technician/ Receptionist Utilities Maintenance Worker
6	\$27,957	\$35,225	\$42,494	Collections Clerk Administrative Assistant I
7	\$29,354	\$36,987	\$44,619	Motor Equipment Operator Police Records Clerk Wastewater Collections Operator 1 Water Distribution Operator D Wastewater Treatment Operator I
8	\$30,822	\$38,836	\$46,850	Administrative Assistant II Payroll Technician Wastewater Collections Operator 2 Water Distribution Operator C Wastewater Treatment Operator II Water Treatment Operator C
9	\$32,363	\$40,778	\$49,192	Accounting Technician Property and Evidence Technician Wastewater Collections Operator 3 Water Distribution Operator B Wastewater Treatment Operator III Water Treatment Operator B
10	\$33,981	\$42,817	\$51,652	Police Officer Firefighter Water Treatment Operator A Wastewater Collections Operator 4 Water Distribution Operator A Wastewater Treatment Operator IV
11	\$35,681	\$44,957	\$54,234	Police Corporal Belt Press Operator Public Utilities Inspector
12	\$37,465	\$47,205	\$56,946	Collections Supervisor Fire Engineer
13	\$39,337	\$49,565	\$59,793	Police Detective I Public Utilities Supervisor Chief Water Plant Operator Chief Wastewater Plant Operator
14	\$41,305	\$52,044	\$62,783	Police Detective II Fire Captain
15	\$43,370	\$54,646	\$65,922	Parks and Recreation Director Senior Center Director Police Sergeant

UTILITIES MAINTENANCE WORKER I/WATER DISTRIBUTION

WATER DISTRIBUTION OPERATOR

GENERAL DEFINITION OF WORK:

Performs difficult semi-skilled and skilled work in the installation, construction, repair and maintenance of water lines and sometimes sewer lines and appurtenances, and related services; does related work as required. Work is performed under the general supervision of the [Chief Public Utilities Operator or Public Utilities Manager](#) ~~Maintenance Crew Supervisor or Superintendent of Public Utilities.~~

This is heavy duty work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects; work requires climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping and feeling; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for peripheral vision, use of measuring devices, assembly or fabrication of parts at or within arms-length, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, extreme cold, extreme heat, noise, vibration, hazards, atmospheric conditions, oils, and wearing a respirator. The worker may be exposed to bloodborne pathogens and may be required to wear specialized personal protective equipment.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

- Performs skilled utility line and facilities maintenance, repair and construction.
- Installs water taps and service connections.
- Repairs and replaces water lines and related facilities.
- Operates trucks, tractors, back-hoe and mechanical equipment in connection with above tasks, if qualified.
- Ensures proper operations, maintenance and repair of automotive, construction and maintenance equipment.
- Performs related tasks as required.

KNOWLEDGE, SKILLS AND ABILITIES:

General knowledge of the tools, materials and equipment used in the installation, replacement, maintenance and repair of utility lines, general knowledge of a variety of maintenance and manual tasks involved in the installation, maintenance, repair and replacement of utility lines and appurtenances; thorough knowledge of the use of common hand and power tools involved in the above tasks; knowledge of the safe use and operation and preventive maintenance of common automotive and mechanical equipment; ability to perform manual and skilled labor for extended periods, often under unfavorable weather conditions.

EDUCATION AND EXPERIENCE:

Any combination of education and experience equivalent to graduation from high school. Some experience in the maintenance, repair and/or construction of water lines and sometimes sewer lines and related facilities desired. and some experience in paving and operation of light to heavy machinery.

SPECIAL REQUIREMENTS:

Possession of appropriate driver's license valid in the State of North Carolina.
Possession of or ability to acquire Grade D C Water Distribution certificate within 1 year of employment.

PROMOTIONAL REQUIREMENTS:

WATER DISTRIBUTION OPERATOR C:

Possession of Grade C Water Distribution certificate, 2 years of experience with the City of King or equivalent, and Commercial Driver's License (CDL) Class B certificate.

WATER DISTRIBUTION OPERATOR B:

Possession of Grade B Water Distribution certificate, 3 years of experience with the City of King or equivalent, and Commercial Driver's License (CDL) Class A certificate.

WATER DISTRIBUTION OPERATOR A:

Possession of Grade A Water Distribution certificate, 4 years of experience with the City of King or equivalent, and Commercial Driver's License (CDL) Class A certificate.

Please note: Failure to maintain certifications will result in a demotion and a 5% per level pay decrease.

UTILITIES MAINTENANCE WORKER 1/WASTEWATER COLLECTION

WASTEWATER COLLECTIONS OPERATOR

GENERAL DEFINITION OF WORK:

Performs difficult semi-skilled and skilled work in the installation, construction, repair and maintenance of water lines and sometimes sewer lines and appurtenances, and related services; does related work as required. Work is performed under the general supervision of the the [Chief Public Utilities Operator](#) or [Public Utilities Manager](#) ~~Maintenance Crew Supervisor or Superintendent or Public Utilities.~~

This is heavy duty work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects; work requires climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping and feeling; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for peripheral vision, use of measuring devices, assembly or fabrication of parts at or within arms-length, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, extreme cold, extreme heat, noise, vibration, hazards, atmospheric conditions, oils, and wearing a respirator. The worker may be exposed to bloodborne pathogens and may be required to wear specialized personal protective equipment.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

- Performs skilled utility line and facilities maintenance, repair and construction.
- Installs sewer taps and service connections.
Repairs and replaces sewer lines and related facilities.
- Unstops sewer lines with a rodding machine,
- Maintains sewer equipment in connection with above tasks, if qualified.
- Ensures proper operations, maintenance and repair of automotive, construction and maintenance equipment.
- Handles hazardous chemicals used in sewer collection operations.
- Performs related tasks as required,

KNOWLEDGE, SKILLS AND ABILITIES:

General knowledge of the tools, materials and equipment used in the installation, replacement, maintenance and repair of utility lines, general knowledge of a variety of maintenance and manual tasks involved in the installation, maintenance, repair and replacement of utility lines and appurtenances; thorough knowledge of the use of common hand and power tools involved in the above tasks; knowledge of the safe use and operation and preventive maintenance of common automotive and mechanical equipment; ability to perform manual and skilled labor for extended periods, often under unfavorable weather conditions. Knowledge of the principles and procedures involved in the operation and maintenance of sewer pumps, pump stations, and related facilities.

EDUCATION AND EXPERIENCE:

Any combination of education and experience equivalent to graduation from high school. Some experience in the maintenance, repair and/or construction of water lines and sometimes sewer lines and related facilities desired. and some experience in paving and operation of light to heavy machinery.

SPECIAL REQUIREMENTS:

Possession of appropriate driver's license valid in the State of North Carolina. Possession of or ability to acquire Level I Wastewater Collection Certificate within 1 year of employment.

PROMOTIONAL REQUIREMENTS:

WASTEWATER COLLECTIONS OPERATOR 2:

Possession of Grade 2 Wastewater Collections certificate, 2 years of experience with the City of King or equivalent, and Commercial Drivers' License (CDL) B certificate.

WASTEWATER COLLECTIONS OPERATOR 3:

Possession of Grade 3 Wastewater Collections certificate, 3 years of experience with the City of King or equivalent, and Commercial Driver's License (CDL) A certificate.

WASTEWATER COLLECTIONS OPERATOR 4:

Possession of Grade 4 Wastewater Collections certificate, 4 years of experience with the City of King or equivalent, and Commercial Driver's License (CDL) A certificate.

Please note: Failure to maintain certifications will result in a demotion and a 5% per level pay decrease.

RECESS


Councilwoman Fowler moved to recess the meeting until September 19, 2022, at 2 pm to discuss items 9 & 12 from the agenda. Mayor Pro Tempore McCraw seconded the motion, which was carried by a unanimous vote of 4-0.

Attest:



Nicole Branshaw, City Clerk

Approved by:



Jack Warren, Mayor

*****Clerks Note: See Documents 1 for supporting documents. *****