

**Lewisville Town Council**  
**Regular Meeting Minutes**  
**May 9, 2024 – 6:00 PM**  
**Lewisville Town Hall Council Chambers**  
**6510 Shallowford Road**

**1. Call to Order:**

- A. Mayor Horn opened the meeting at 6:00 PM. In attendance were Mayor Mike Horn, Mayor Pro Tem Melissa Hunt, and Council Members Ivan Huffman, Monte Long, Julie Puckett, Ken Sadler and Jane Welch. Also attending were Interim Town Manager Stacy Tolbert, Town Clerk Dora Moore, Finance Director Pam Orrell, Public Works Director Jon Hanna, and Town Attorney Elliot Fus.
- B. Invocation – Council Member Ken Sadler
- C. Pledge of Allegiance – Council Member Jane Welch
- D. Adoption of Agenda – Council Member Welch moved to approve the agenda. The motion was seconded by Council Member Puckett and approved unanimously.

**2. Consent Agenda**

- A. Resolution 2024-020– Financial statements for the nine months ended March 31, 2024
- B. Approval of Closed Session Minutes – April 3, 2024
- C. Approval of Agenda Briefing Minutes – April 4, 2024
- D. Approval of Closed Session Minutes – April 4, 2024
- E. Approval of Regular Meeting Minutes – April 11, 2024
- F. Approval of Closed Session Minutes – April 15, 2024

Council Member Sadler moved to approve the consent agenda items. The motion was seconded by Mayor Pro Tem Hunt and approved unanimously. (*Resolution 2024-020 is herein incorporated by reference into the minutes.*)

**3. Presentations, Introductions and/or Proclamations – None**

**4. Public Forum**

- A. Susan Morris, 237 North Street, shared Lewisville is home to the newest district of the Colored Pencil Society of America Chapter 125. She noted open drawing sessions are held at the Mary Alice Warren Community Center (MAWCC) on Mondays, 10 AM-12 PM and the second Saturday. Mayor Horn thanked Mrs. Morris for judging the recent Youth Art Show.

**5. Old Business – None**

**6. Public Hearing**

- A. 2024-2025 Budget
  - i. Staff presentation – Mrs. Tolbert shared the proposed tax rate for the 2024-2025 budget year is \$0.217. The tax increase is due to increased solid waste, recycling and community policing costs. No allocations have been made to the capital reserve funds. The budget also includes a contribution to the Willow Run Municipal Service District (WRMSD) fund for repairs to Lake Marblehead Dam.
  - ii. Public hearing

- a. Peter Schwartz, 1852 Barnstable Road, inquired if the proposed five cents tax increase for WRMSD would revert back to the current tax after eight years. Mrs. Tolbert explained this is a proposed, temporary, interest-free tax as permitted by the WRMSD charter for repairs.
- iii. Council discussion – Mayor Horn encouraged residents to call him if they have questions regarding the budget.

## 7. New Business

- A. Town Manager appointment and contract approval – Mayor Horn stated that Stacy Tolbert has taken on additional responsibilities each time when serving as interim town manager and has done a great job. Mayor Horn moved to appoint Stacy Tolbert as Town Manager and to enter into a contract effective May 1, 2024 and expiring July 30, 2025. The motion was seconded by Council Member Sadler. Council members echoed Mayor Horn’s sentiments. The motion was approved unanimously.
- B. Resolution 2024-022 – Appointing Deputy Finance Officer – Council Member Long moved to approve Resolution 2024-022 appointing Town Manager Stacy Tolbert as Deputy Finance Officer. The motion was seconded by Council Member Puckett and approved unanimously. *(Resolution 2024-022 is herein incorporated by reference into the minutes.)*

Mrs. Tolbert was administered the oath of office by Town Clerk Dora Moore. Mrs. Tolbert was assisted by her husband and sons, Justin, Camden and Colten Tolbert.

Mrs. Tolbert expressed gratitude and excitement to serve and give back to the Town of Lewisville, the residents and the community.

- C. Resolution 2024-021 – 2023-2024 Audit services contract with Gibson & Company, PA – Council Member Sadler moved to approve Resolution 2024-021. The motion was seconded by Mayor Pro Tem Hunt and approved unanimously. *(Resolution 2024-021 is herein incorporated by reference into the minutes.)*
- D. Ordinance 2024-008 – Amend the Jack Warren Park Improvements Capital Project Ordinance - \$151,404 – Council Member Sadler moved to approve Ordinance 2024-008. The motion was seconded by Council Member Puckett and approved unanimously. *(Ordinance 2024-008 is herein incorporated by reference into the minutes.)*
- E. Ordinance 2024-009 – Amend Ordinance 2023-001 to transfer \$58,736 from the Parks & Recreation Capital Reserve Fund to the JWP Improvements Capital Projects Fund – Mayor Pro Tem Hunt moved to approve Ordinance 2024-009. The motion was seconded by Council Member Huffman and approved unanimously. *(Ordinance 2024-009 is herein incorporated by reference into the minutes.)*
- F. Ordinance 2024-010 – Amending Ordinance 2023-001 to transfer \$132,188 from the General Fund to the JWP Improvements Capital Projects Fund – Council Member Welch moved to approve Ordinance 2024-010. The motion was seconded by Council Member Long and approved unanimously. *(Ordinance 2024-010 is herein incorporated by reference into the minutes.)*
- G. Resolution 2024-023 – Approving contract with Garanco, Inc. – \$420,176.14 – Council Member Huffman moved to approve Resolution 2024-023. The motion was seconded by Mayor Pro Tem Hunt and approved unanimously. *(Resolution 2024-023 is herein incorporated by reference into the minutes.)*
- H. Resolution 2024-024 – Approving contract with Johnson's Modern Electric, Inc. – \$57,910 – Council Member Puckett moved to approve Resolution 2024-024. The motion was seconded by

Council Member Long and approved unanimously. (*Resolution 2024-024 is herein incorporated by reference into the minutes.*)

**8. Administrative Reports**

A. Upcoming events and closings

- i. Jurassic Park – May 17
- ii. Memorial Day – May 27 – Town Offices Closed
- iii. Military Appreciation Concert – The Embers – May 27, 6-8 PM
- iv. Camel City Yacht Club – June 8, 7-9 PM
- v. Blood Drive – June 12, MAWCC

B. Clerk's Report

- i. Budget Calendar
  - Workshops – May 13, 6 PM
  - Budget ordinance final review – June 6, 6 PM
  - Budget approval – June 13, 6 PM
- ii. Board & Committee Collaboration/Orientation Session – May 16, 5:30-6:30 PM, Town Hall
- iii. Volunteer Appreciation Event – May 16, 6:30 PM, Town Hall

**9. For the Good of the Order**

A. Public comments – None

B. Council comments

- i. Council Member Sadler commended Town staff with how they managed during the interim period of appointing a new Town Manager.
- ii. Council Member Sadler stated resident Rusty LaRue was the commencement speaker at the Forsyth Tech graduation. Mr. LaRue did a great job encouraging the graduates who ranged in age from 15 to 74.

A reception was held 6:44 PM-7:03 PM.

**10. Closed Session – NCGS 143-318.11(a)(5)**

- A. Mayor Horn moved to enter into closed session for property acquisition pursuant to NCGS 143-318.11(a)(5) at 7:06 PM. The motion was seconded by Council Member Huffman and approved unanimously.
- B. Council returned from closed session at 7:39 PM.

Council Member Puckett moved to retain the services of AuFrance Valuations, LLC for an appraisal of a potential property acquisition. The motion was seconded by Council Member Sadler and approved unanimously.

Mayor Horn extended thanks to the Public Art Advisory Committee for the recent Youth Art Show at MAWCC.

**11. Adjournment** – Council Member Long moved to adjourn the meeting at 7:41 PM. The motion was seconded by Council Member Huffman and approved unanimously.

ATTEST:

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Mike Horn, Mayor

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Dora K. Moore, Town Clerk