



## MINUTES WENTWORTH TOWN COUNCIL

October 4, 2022

7:00 pm

Wentworth Town Hall

124 Peach Tree Road, Wentworth NC

The Wentworth Town Council held their regularly scheduled monthly meeting at the Wentworth Town Hall, on Tuesday, October 4, 2022 at 7:00pm.

**Council Members Present:** Mayor Dennis Paschal Jr., Mayor Pro Tem Evelyn Conner, Cheryl Moore, Dennis Paschal III, Daryl Crowder

**Council Members Absent:**  
A quorum was met.

**Staff Present:** Yvonne Russell, Town Clerk/ Finance Officer  
Hunter Wilson, Accounting Clerk/ Deputy Clerk

**Others Present:** Ellis Martin, Attorney, Fox Rothschild LLP – Town of Wentworth  
Rockingham Update - Media

### Article I. CALL TO ORDER

Mayor Dennis Paschal, Jr. called the meeting to order.

### Article II. INVOCATION

Councilmember Dennis Paschal, III gave the invocation.

### Article III. APPROVAL OF TOWN COUNCIL AGENDA

- A. Requests and Petitions of Citizens
- B. Approve/ Amend Agenda

Mayor Paschal made a **MOTION**, *“To approve the Agenda as written”*.

Mayor Pro Tem Evelyn Conner seconded the motion. All voted in favor and the motion carried.

### Article IV. APPROVAL OF MINUTES

- A. Town Council Meeting – September 6, 2022

Mayor Paschal made a **MOTION**, *“The minutes be approved as written”*.

Mayor Pro Tem Conner seconded the motion. All voted in favor and the motion carried.

Article V. OLD BUSINESS

A. Wentworth Christmas in the Park

1. Consideration of Proposal for Food and Beverages

Yvonne Russell, Town Clerk/ Finance Officer reported that a quote for serving 1,500 hotdogs has been received.

The quote is \$4.00/person for one hot dog, bag of chips and a canned drink, totaling \$6,000 for 1,500 guests.

Mayor Paschal made a MOTION, "To approve the plan feed 1,500 people at the Christmas in the Park event."

Councilmember Daryl Crowder seconded the motion. All voted in favor and the motion carried.

(Note: The quote from Sweet Carolina is herein incorporated and made a part of these minutes.)

**From:** [REDACTED]  
**Sent:** Tuesday, September 27, 2022 10:43 AM  
**To:** yrussell@townofwentworth.com  
**Subject:** Re: Christmas tree lighting December 2, 2022

Proposal Page 2

Sweet Carolina guarantees fresh and hot food.  
Included in the price is food, chips and cold drinks plus condiments.  
Our man on the grill will keep a supply of hot foot to be served.  
We will have Rockingham County Health Inspection before starting.  
Any questionings please contact me 336-580-2767 Thank you for allowing us to serve Wentworth Park.  
Sent from my iPhone

> On Sep 27, 2022, at 9:33 AM, yrussell@townofwentworth.com wrote:

>  
> Okay, thank you Joyce. Can you also include in your proposal the  
> procedures you will use to insure hot dogs are served hot?....Like the  
> cooker you talked about and the extra help on the serving line?  
> Council wants to see that too. Thank you!

>  
> Kind Regards,  
> Yvonne Russell, NCCMC  
> Town Clerk & Finance Officer  
> TOWN OF WENTWORTH  
> PO Box 159  
> Wentworth NC 27375  
> 336-342-6288  
> yrussell@townofwentworth.com

> -----Original Message-----  
> From: [REDACTED]  
> Sent: Monday, September 26, 2022 5:24 PM  
> To: yrussell@townofwentworth.com  
> Subject: Christmas tree lighting December 2, 2022

>  
> Sweet Carolina can offer the following:  
> One Hot dog, bag of chips & drink at \$4.00 per person for 1500 people  
> making the total proposal \$6000.00 We ask for 1/2 of total amount to  
> be paid when this is approved.  
> Thanking you in advance.  
> Sweet Carolina

**Article V. OLD BUSINESS**

**A. Wentworth Christmas in the Park**

**2. Update from Town Clerk**

**Ms. Russell** reported the following progress made in planning for Wentworth Christmas in the Park:

- Staff has had an initial planning meeting with Wentworth Elementary staff.
- Staff has contacted the local coffee shop about preparing hot chocolate for the guests.
- Staff has attempted to contact local food trucks but has not been successful in getting a response. Staff will contact Duck Donuts after receiving a business card from Cheryl Moore.
- Staff has contacted an electrical contractor to hang the snowflake lights and string lights in the park.
- The Town's landscaper will work on getting a tree for the Christmas tree lighting ceremony.
- Staff suggested asking the NC Highway Patrol about using their Breast Cancer Awareness vehicle as the Grand Marshal for the mini-parade.
- The music DJ used last year will return for this year's event.
- Staff hopes to have "characters" walking in the parade and taking photos with guest throughout the event.
- Staff has contacted Pelham Transportation to rent vehicles to carry guests from the parking area to the Park.
- Staff will create an event map to hand out to guests.
- Staff has purchased inflatable Christmas decorations for the outer perimeter of the Park.

Council discussed roping off the Park driveway with designated areas open for foot traffic to pass over the driveway, in hopes of keeping the driveway clear for the mini-parade.

Council agreed to reimburse Wentworth Elementary for their expenses related to the event, just as they did last year.

Council suggested limiting the time with Santa Claus to two minutes per visitor in order to keep the line moving.

**Article VI. NEW BUSINESS**

**A. Consideration of Proposal to Remove Six (dead/dying) Trees in Wentworth Park**

**Mayor Paschal** expressed his concern that six older trees in the middle of the park are dead and/or dying and may present a safety hazard. Junior Loye Tree Service has provided a quote for removing the six trees.

**Mayor Paschal** made a **MOTION**, *"We contract with Junior Loye Tree Service to take the dead trees down in the Park."*

**Mayor Pro Tem Conner** seconded the motion. All voted in favor and the motion carried. (Note: The quote from Junior Loye Tree Service is herein incorporated and made a part of these minutes.)



**Junior Loyal Tree Service LLC**

8038 Hwy 158 West  
NC 27320

Phone # 3362157571      cloye1@triad.rr.com

# Estimate

Date	Estimate #
9/25/2022	104

Name / Address
Town of Wentworth

			Project
Description	Qty	Rate	Total
Take down 4 dead trees around playground. Remove stumps. Remove all debris. Take down 2 trees in park. Remove stumps. Remove all debris.		3,400.00	3,400.00
		<b>Total</b>	\$3,400.00

Article VI.

**NEW BUSINESS**

**B. Consideration of Quotes for Improvements to Ballfield at the Wentworth Consolidated School Site**

- 1. Fencing**
- 2. Ballfield Renovation**

**Mayor Paschal** presented quotes for fencing, ballfield renovation, and a quote for bush hogging, tree removal, and trench filling at the Wentworth Consolidated School Site ballfield.

(Note: Three quotes for repairs to the Wentworth Consolidated School Site Ballfield are herein incorporated and made a part of these minutes.)

Service Address  
591 NC-65  
Reidsville, NC 27320

Prepared For  
Town of Wentworth  
124 Peach Tree Road  
Wentworth, Reidsville 27320  
(336) 342-6288

Garcia Fence Inc  
215 Purcell Road  
Reidsville, NC 27320  
Phone: (336) 348-6848

Email: [garciafenceinc25@gmail.com](mailto:garciafenceinc25@gmail.com)

Estimate #

2692

Date

09/29/2022

Description

Rate

Quantity

Total

Restoration

\$12,500.00

1

\$12,500.00

Restore Baseball Field Fence • Full replacement - 57' of 10' Galvanized Chain Link Commercial (Replace all pipe-SCH40 and wire 9 gauge.) • Partial replacement - 215' of 8' Galvanized Chain Link Commercial (Replace/repair 8 posts-SCH40, top rail-SCH40 and wire 9 gauge.) Replace 12'W double drive gate. • Partial replacement - 54' of 6' Galvanized Chain Link Commercial (all existing posts are reusable, Replace wire 9 gauge and top rail only.) • Add/Replace hardware and fittings \*\* Majority of posts and fittings are reusable with exception to the ones mentioned above. Any material that is salvageable will be reused. \*\*

Subtotal

\$12,500.00

Total

\$12,500.00

Deposit Due

\$7,500.00

Notes:

\*\* Materials are ordered and paid for in advance with the initial deposit due to extensive lead times and shortages. Materials are non-returnable and deposit is non-refundable once order has been approved for production. \*\*\* We gladly accept cash and check payments. If you would like to use a card, there will be a 3% card processing fee added to the total invoice. \*\*

Estimate valid for 10 days. Acceptance of this estimate confirms your approval of work as quoted.

Payment is expected upon completion of work order. Any balances which are 3 days past due will incur an interest charge at the rate of 2% of the total quoted price per day until the total amount due is paid in full. By signing this document, the customer agrees to the services and conditions outlined in this document.

Town of Wentworth

## Wentworth Ballfield Renovation

### Ballfield Renovation:

- \*\*\* Removal of all vegetation from infield surface
- \*\*\* New edges cut where the grass meets infield surface
- \*\*\* New bases, pitching rubber, and home plate added (high-quality Pro Grade)
- \*\*\* New infield material added (fine screenings 20 tons)
- \*\*\* New material rough graded
- \*\*\* Infield fine graded, leveled and rolled
- \*\*\* The infield will be "play ready" when completed

Material cost - \$680.00

New bases, pitching rubber, and home plate - \$695.00

Labor - \$2500.00

Total - \$3875.00

### Turf care:

Area - 88,000 square feet

One-time Fall 2022 initial herbicide application \$445

Springtime aeration + Heavy nitrogen feeding \$900

Once these 2 applications are completed (fall and spring), we can start the ongoing turf care starting with "Round 3". The pricing for the ongoing turf care is separate and I have added that below.

Here is a video showing the entire process from start to finish. We used a clay/sand mix on this infield whereas we would use fine screenings on your infield.

[Softball Infield Transformation Satisfying Real Time](#)

As long as the weather cooperates I could have this job 100% completed by November 1, 2022.

If you have any questions please email me [pete@gciturf.com](mailto:pete@gciturf.com) or call me at the office 336-432-8758

Pete  
GCI Turf

### ONGOING LAWN CARE PROGRAM

ATHLETIC FIELD QUOTE SHEET			
CLIENT: WENTWORTH BALLFIELD			
TOTAL SQUARE FEET	88,000		
TOTAL ACRES:	2		
RYEGRASS FERTILIZER or SPRAY OUT NOT INCLUDED			
		TIMING	PRICE
ROUND 1 APPLICATION	PRE-M + CALCIUM	FEBRUARY	\$500.00
ROUND 2 APPLICATION	NUTRIENT + POST WEED	APRIL	\$500.00
ROUND 3 APPLICATION	NUTRIENT + POST WEED	MAY	\$500.00
ROUND 4 APPLICATION	NUTRIENT + POST WEED	JUNE	\$500.00
ROUND 5 APPLICATION	NUTRIENT + POST WEED	JULY	\$500.00
ROUND 6 APPLICATION	NUTRIENT + POST WEED	AUGUST	\$500.00
ROUND 7 APPLICATION	PRE-M + POST WEED	OCTOBER	\$500.00
	YEARLY TOTAL:		\$3,500.00
		TIMING	PRICE PER
AERAVATION (ANYTIME BERMUDA IS ACTIVELY GROWING)	ANY		\$ 500.00
		TIMING	PRICE
TURF PAINT		WINTER	\$ 1,870.00

# Memo

To: Council  
From: Mayor Paschal  
Date: October 4, 2022  
Re: Ballfield at Wentworth Consolidated School Site

---

I have a quote of \$2,800.00 from Nelson Moore for the following work:

- Bush hog broom straw in the ballfield
- Fill in hole/trench at the back of the ballfield
- Push trees down and remove trees along the edge of the fence

**Councilmember Paschal III** asked if the costs of these projects would be paid with ARPA (American Rescue Plan Act) Funds.

**Ms. Russell** said that either ARPA Funds or the SCIF (State Capital Infrastructure Fund) Grant could be used. She explained that the SCIF Grant requires the project cost at least \$100,000 to be considered a Capital Project.

**Mayor Paschal** explained, “Prices are sky high right now, but I’m going to talk to architects about where you go into the gym, the renovation of it...and maybe the overflow to the auditorium and the first floor of the big building. We will have to bid that out.” He continued, “The guy from the roofing company said, we can order this stuff but I can’t give you a price on what it’s going to be because they won’t even tell us until it ships and it won’t be here until 2023, so I told him let’s just wait until 2023 and see if the prices go down.”

**Mayor Paschal** said, “I’m going to try to work it to where, of course at some point Council will have to approve the scope of work, but get an architect over there to talk to them about doing a scope of work for us. When we’re in a position to pull the trigger on it and say we’re going to bid it out in...March...then they’ll already have the preliminary work done.” He added, “Of course Council will have to approve the architects going ahead and doing that.”

**Mayor Paschal** said he’s going to ask Garcia Fencing to quote additional fencing past the foul ball area on the right side of the field.

**Cheryl Moore** asked if any of the ARPA Funds or SCIF Grant funds could be used at the Park for another shelter. Ms. Russell said they could.

**Mayor Paschal** made a **Motion**, “*We approve all three quotes for the Wentworth Ballfield Renovation.*”

**Mayor Pro Tem** seconded the motion. All voted in favor and the motion carried.

**Article VI. NEW BUSINESS**

**C. Consideration of Town Staff Attendance at the Master Clerk Academies & New Clerk's Institute, November 16-18, 2022 in Durham, NC**

**Mayor Paschal** made a **MOTION**, *"We approve Town staff attending the Master Clerk Academies and New Clerk's Institute on November 16-18, 2022 in Durham NC."*

**Councilmember Paschal III** seconded the motion. All voted in favor and the motion carried.

**Article VI. NEW BUSINESS**

**D. Employee Evaluation – Yvonne Russell, Town Clerk / Budget-Finance Officer**

**Mayor Paschal** explained, "The reason we've done another evaluation is because Yvonne's anniversary date is in September and that is when she is supposed to be getting her evaluation and merit raise, but it somehow always got pushed out to June, and then we would have to retroactively do a merit raise. Also, she's taking on additional responsibilities at the Town Hall, so Evelyn and I went ahead with the evaluation close to her anniversary date." He continued, "The Personnel Committee has completed an evaluation for Yvonne Russell, Town Clerk/ Budget-Finance Officer. In our evaluation we noted that Ms. Russell has taken on the added responsibility of training and supervising the new Town employee. Our recommendation is to increase Ms. Russell's annual salary by 8%, and add the title of "Staff Supervisor" to her job description. Her current salary is \$58,992.72; we are recommending \$63,712.14."

**Mayor Paschal** made a **MOTION**, *"We approve the Personnel Committee's recommendation."*

**Councilmember Paschal III** seconded the motion. All voted in favor and the motion carried.

**Ms. Russell** noted that her employee evaluation is available for Council to review in the Clerk's office.

**Mayor Paschal** said, "We were getting ready to set it up for Closed Session, but then Ellis let Yvonne know we shouldn't do that."

**Ellis Martin, Town Attorney** replied, "Yes, for what we were going to talk about, I don't think we can."



**Article VII. PUBLIC COMMENTS**

No one signed the speaker register for public comments.

**Article VIII. ANNOUNCEMENTS**

**Mayor Paschal** made the following announcements:

- The next regular meeting of the **Wentworth Planning Board** is scheduled for **Tuesday, October 18, 2022, at 7:00 pm** at the Wentworth Town Hall.
- The next regular meeting of the **Wentworth Town Council** is scheduled for **Tuesday, November 1, 2022, at 7:00 pm** at the Wentworth Town Hall.

**Article IX. ADJOURN**

**Mayor Paschal** made a **MOTION**, "*We adjourn*".

**Mayor Pro Tem Conner** seconded the motion, and the meeting adjourned.

Respectfully Submitted By:

---

Yvonne Russell, NCCMC  
Town Clerk

Approved By:

---

Dennis Paschal, Jr.

Mayor