

**CITY OF LAURINBURG
CITY COUNCIL AGENDA WORKSHOP MEETING
JUNE 11, 2013
W. CHARLES BARRETT BUILDING
305 WEST CHURCH ST.
7:00 p.m.**

The City Council of the City of Laurinburg held an agenda meeting on June 11, 2013 at 7:00 p.m. in the conference room of the W. Charles Barrett Administration Building with the Honorable Thomas W. Parker, III, presiding. The following Councilmembers were present: Mary Jo Adams, Curtis B. Leak, Andrew G. Williamson, Jr. and J. D. Willis. Councilmember Kenton T. Spencer was absent.

Also present were Harold W. Haywood, Interim City Manager; Jennifer A. Tippet, City Clerk; and William P. Floyd, Jr., City Attorney. Also attending was Mr. Charles D. Nichols III, incoming City Manager.

Mayor Parker called the meeting to order at 7:00 p.m. Councilmember Adams gave the invocation.

CHIEF MONROE

Interim Police Chief Kim Monroe announced his retirement. He apologized for the short notice and thanked Council for the opportunity to have served as Interim Police Chief. He stated that he could not turn down the great retirement package. He added that his family has been trying to establish a business and he would become an entrepreneur.

Mayor Parker thanked Interim Police Chief Monroe for his service and the work of his staff. He added that on behalf of Council, he wished him well on his new endeavor.

APPROVAL OF AGENDA

Motion was made by Councilmember Willis, seconded by Councilmember Williamson, and unanimously carried to approve the agenda as presented.

AGENDA FOR JUNE 18, 2013

The Interim City Manager reviewed the agenda for June 18, 2013 as follows:

- 3) Consent Agenda
 - a) Consider minutes of March 12, 2013 agenda workshop; March 14, 2013 special meeting (Citizen Input Session); March 19, 2013 regular meeting, March 20, 2013 reconvened meeting, March 25 special meeting; March 27, 2013 reconvened meeting; April 9, 2013 agenda workshop; April 10, 2013 reconvened meeting; April 15, 2013 reconvened meeting; April 16, 2013 regular meeting
 - b) Approve amendments to Community Access Channel Application
The Interim City Manager explained these amendments were recommended by the Scotland County Policy Committee, and has to be approved by the three advisory boards. He added that the County had approved the amendments and the School Board would be considering the amendments at its July meeting.
 - c) Set public hearing to be held on Tuesday, July 16, 2013 at 7:00 p.m. in the Council Chambers of the Municipal Building to consider a request to rezone from Residential-6 to Office/Institutional property located at 1021 Shaw Street for Union Grove Missionary Baptist Church
 - d) Set public hearing to be held on Tuesday, July 16, 2013 at 7:00 p.m. in the Council Chambers of the Municipal Building for the second required public hearing for Grant Application to North

Carolina Commerce Department

e) Authorize the Interim City Manager and City Clerk to execute contract with Municipal Engineering Services

The Interim City Manager explained this contract was for the water well construction of the FCC Project. He explained that it was unordinary; however, because of the tight schedule with the FCC Project, he would like approval to execute the contract upon the City Attorney's approval in order to submit the permits to DENR.

Motion was made by Councilmember Williamson, seconded by Councilmember Willis, and unanimously carried to authorize the Interim City Manager to execute the contract with Municipal Engineering subject to approval of the contract by the City Attorney.

f) Consider Ordinance No. O-2013- amending the 2012-2013 Budget Appropriation Ordinance (O-2012-21)

Mrs. Carpenter explained that this amendment would move \$35,000 from Administrative Department to Contracted Services to cover Personnel salaries and travel, and to transfer \$10,000 into Governing Board to cover Professional Services.

In the Electric Fund, need to transfer \$190,000 to cover replacement of Itron meters. She added that funds were set aside in the BB&T account, approximately \$287,000. She further added that this money will be moved back once everything is resolved with Datamatic.

In the Water/Sewer Department, the budget amendment will cover some projects that were not completed including the water meters. This moves money that was not spent to keep it in the same fund.

In the Solid Waste Fund, staff had originally anticipated financing the knuckle book truck; however, it was purchased.

g) Consider Ordinance No. O-2013- condemning the property located at 107 King Street and authorizing the City Building Inspector to clear and demolish the property

Mrs. Deese explained that is coordinating a live burn training exercise with the Fire Department and the County will waive the tipping fees.

PUBLIC HEARINGS

4) Consider Ordinance No. O-2013- amending Ordinance No. O-2000-04 City of Laurinburg Electric Rates and Service Regulations

The Interim City Manager explained that the public hearing is required and the ordinance will increase the area light charges for residential and commercial customers by \$3.00 beginning with bills issued on August 1st.

5) Fiscal Year 2013-2014 Budget and Consider Ordinance No. O-2013- approving the Fiscal Year 2013-2014 Budget

6) Initial Public Hearing for Grant Application to North Carolina Commerce Department

The Interim City Manager explained that this is the initial hearing required for the 2013 Commerce Department Grant cycle.

DELEGATIONS

7) Adrian Lowery – North Carolina Housing Finance Agency Grant

The Interim City Manager explained that Mr. Lowery would discuss a Housing Finance Agency Grant in the amount of \$75,000

APPOINTMENTS

8) Laurinburg Planning Board-Kathy Williamson

The Interim City Manager explained that Mr. James Graham does not want to be reappointed and there have been no applications filed.

9) Laurinburg-Maxton Airport Commission –Ella Morris

10) Beautification Committee-appointment/reappointment of all members

Following discussion, it was consensus of Council to move this item to the July agenda.

CHUCK WILLIS – FCC PROJECT

Mr. Chuck Willis of Willis Engineering provided an overview of the sewer side of the FCC Project. He explained the following:

- Site grading has begun on the site.
- Willis Engineering surveyors have been at the site working.
- Because of the tight timeframe, the sewer facilities are being split into several contracts.
- Cannot build all required sewer infrastructure to meet February 1, 2014 goal of FCC to begin operations at facility.
- A portion will be built on FCC site and build an equalization tank to hold some of the waste as they discharge and discharge it at a slower rate into the existing sewer facilities on Joy Street to provide FCC with 100 mgd discharge.
- After one shift is operating at FCC, it plans to expand into multiple shifts and process trains and the amount of water and wastewater that the City will need to provide will increase.
- Contract I consists of building the sewer facility through the FCC site over to an equalization tank, a couple of small pumps and small pipeline along Joy Street to discharge into existing facilities.
- The design on Contract I is basically completed.
- Mr. Ellis has met with State regulators who are on board with what the City plans to do and will process applications on an expedited basis.
- He will meet with State regulators tomorrow.
- Plan to advertise for construction contracts after verbal okay from State regulators and will present bids to Council in July.
- Contract II and III will follow shortly thereafter. These are the larger pump station and pipeline.
- Contract IV is a parallel pipeline along Leith Creek which will supply additional sewer capacity through town.
- He and Mr. Ellis are working on property acquisition.

Mr. Robert Ellis explained that he had met with Mr. Charlie Wallace to ensure he was okay with the City accessing his property to conduct bore sampling. He added that at that time he discussed acquiring a tract of land less than four acres for the pump station. He further added that Mr. Wallace contacted him later and said that he would be asking \$20,000.00 per acre for the tract of land discussed with Mr. Ellis, at which time he told Mr. Ellis, that the City would not be interested in purchasing any more land than what was necessary at that price.

Mr. Willis explained that the property was at the corner of Heck Norton Road and US Highway 401 and a creek and it is bisected by two (2) high pressure gas lines. He added that most of the property is in a floodplain. He further added that the site the City needs is just over an acre; however it must be out of the floodplain and away from the gas line rights-of-way.

Councilmember Willis explained that he thought the purchase price would probably be \$15,000.00 per acre since that was the purchase price on the first property purchased from Mr. Wallace. He added that at first Mr. Wallace wanted \$10,000.00 per acre and then he went up to \$15,000.00.

The Interim City Manager explained that the first property acquired from Mr. Wallace was appraised at \$10,000.00 per acre and the property needed for the pump station is appraised at \$4,000.00 per acre.

Further discussion ensued concerning acquisition of the Wallace property and the costs associated with acquisition.

Mr. Willis added that because FCC is working so quickly and sending him updated plans, so if anything major changes, he may have to change the bidding schedule to avoid having to do large change orders to the contracts.

OFFER OF PROPERTY ON NORTH MAIN STREET FROM MR. BARLOW LEE

The Interim City Manager explained that Mr. Barlow Lee had contacted him about donating property to the City with the only cost to the City being preparation of legal documents to conduct the transaction. He added that the property is located on North Main Street across Leith Creek from Nic's Pic Kwik. He further added that in May, he didn't think the City would have any use for the property; however after talking with Mr. Willis, the property could provide a staging area for the parallel sewer line discussed previously.

Following a discussion regarding a previous business located on the site, the City Attorney cautioned that there could be environmental issues with the property.

Following a brief discussion, the Interim City Manager explained that he would investigate the property further and provide a report back to Council.

BUDGETS FROM AGENCIES THAT RECEIVE TAX DOLLARS FROM THE CITY

Mayor Parker explained that Councilmember Willis had requested this item to be on the agenda.

Councilmember Willis explained that during budget discussions, he forgot to discuss this issue. He explained that he felt all entities receiving tax dollars from the City should submit a line item budget and it should be received prior to those entities receiving funds from the City.

Mayor Parker explained that Mr. Jim Willis of the Laurinburg Downtown Revitalization Corporation (LDRC) had submitted a budget.

Councilmember Willis stated that budgets were needed for the Youth Council and the Farmers Market.

CONTINUATION OF CITY MANAGER'S WEEKLY UPDATES

Councilmember Willis explained that since there has been so much discussion about overtime pay, due to the time required to prepare the Weekly Updates, perhaps this could be discontinued. He added that if something is important, then the Interim City Manager can call Council.

Upon question by Councilmember Willis, the Interim City Manager explained that he prepares the Weekly Update in approximately two (2) to three (3) hours. He added he sends to the City Clerk for proofing and assembling attachments.

Upon question by Councilmember Willis, the City Clerk explained that it normally takes two (2) to three (3) hours total for preparation of the Weekly Update, depending upon content.

A discussion ensued concerning the history of the Weekly Updates and communication from former City Managers.

Councilmembers Adams and Williamson stated that they liked the Updates.

The Interim City Manager explained that the Weekly Updates were also provided to Department Heads to share with their departments. He added that it is part of transparency.

Upon question by Mayor Parker, Mr. Nichols explained that he would have to see how much time the Update requires before providing a recommendation.

Following a brief discussion, Mayor Parker suggested that Mr. Nichols devise his own method of communicating with Council.

PLANS FOR INCOMING CITY MANAGER

The Interim City Manager explained that the Oath of Office ceremony for the City Manager would be held on July 1st at 10:00 a.m. in the Council Chambers and a reception would be held from 4:00 p.m. to 6:00 p.m.

CLOSED SESSION

At 7:42 p.m. Councilmember Willis moved to go into closed session pursuant to NC General Statute 143-318.11((a) (3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the City and pursuant to NC General Statute 143-318(a)(6) for the purpose of considering the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee. The motion was seconded by Councilmember Adams and unanimously carried.

At 8:19 p.m. motion was made by Councilmember Willis, seconded by Councilmember Williamson, and unanimously carried to adjourn the closed session and resume the open meeting.

COMMENTS

Councilmember Adams stated that she had received calls from citizens thanking Council for its decision on the solar farm.

Upon question by Mayor Parker, the City Attorney explained that he felt the decision would be appealed.

ADJOURNMENT

Motion was made by Councilmember Williamson, seconded by Councilmember Adams, and unanimously carried to adjourn the meeting.

The meeting adjourned at 8:24 p.m.

Thomas W. Parker, III, Mayor

Jennifer A. Tippett, City Clerk