

**CITY OF LAURINBURG
CITY COUNCIL SPECIAL MEETING/WORK SESSION
MAY 12, 2015
MUNICIPAL BUILDING
303 WEST CHURCH ST.
7:00 p.m.**

MINUTES

The City Council of the City of Laurinburg held a special meeting/work session on May 12, 2015 in the Council Chambers of the Municipal Building at 7:00 p.m. with the Honorable Thomas W. Parker III, Mayor, presiding. The following Councilmembers were present: Mary Jo Adams, Dolores A. Hammond, Curtis B. Leak, Andrew G. Williamson, Jr. and J.D. Willis.

Also present were Charles D. Nichols III, City Manager; Jennifer A. Tippet, City Clerk; and William P. Floyd, Jr., City Attorney.

Mayor Parker called the meeting to order at 7:00 p.m.

Councilmember Adams gave the invocation.

APPROVAL OF AGENDA

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

AGENDA FOR MAY 19, 2015

The City Manager reviewed the agenda for May 19, 2015 as follows:

- 3) Recognition of Retirees – Earl Ward and Ed Tessmann
- 4) Recognition of Employee – Lt. Richard Snipes
- 5) Consent Agenda
 - a) Consider minutes of March 5, 2015 special meeting/Citizen Input Session; March 10, 2015 special meeting/work session; March 17, 2015 regular meeting; and March 19, 2015 continued meeting

PUBLIC HEARING

- 6) Consider a request for a Conditional Use Permit for a ground-mounted solar array on a 44.21 acre tract of land on Scotland High School Drive

DELEGATIONS

- 7) Laurinburg Downtown Revitalization Corporation-Jim Willis
- 8) Laurinburg/Scotland County Area Chamber of Commerce-Janet Smith

CITY MANAGER REPORTS

- 9) Set public hearing to be held at 7:00 p.m. on June 16, 2015 to consider the FY 2015-2016 Budget
- 10) Set public hearing to be held at 7:00 p.m. on June 16, 2015 to consider adopting the Land Use Plan

- 11) Consider Ordinance No. O-2015- approving the Asset Purchase Agreement and the Full Requirements Power Purchase Agreement between North Carolina Eastern Municipal Power Agency and Duke Energy Progress, Inc., to consent to the transactions contemplated thereby, and to approve and authorize the execution and delivery of the Debt Service Support Contract, the Full Requirements Power Sales Agreement and the Power Sales Agreements Termination Agreement between the City of Laurinburg and North Carolina Eastern Municipal Power Agency
- 12) Consider Resolution No. R-2015- Preserve America Designation
- 13) Consider authorizing the City Manager to execute Grant Contract between North Carolina Department of Environment and Natural Resources and City of Laurinburg
- 14) Consider Ordinance No. O-2015- amending FY 14-15 Budget Appropriations Ordinance (O-2014-11) to transfer donated funds in the amount of \$3,650.00 from Miscellaneous Revenue to Police Equipment to purchase body cams
- 15) Consider Resolution No. R-2015- authorizing commitment to the NC Main Street Center for participation in the Downtown Associate Community

CONSENT AGENDA

Following discussion, it was consensus of Council to add items 9, 10, 11 and 13 to the Consent Agenda.

CITY HALL SCHEDULE UPDATE

The City Manager explained that the Request for Qualifications (RFQ) was mailed Friday.

Mr. Haywood discussed the procedures for selecting an architectural firm as follows:

- Pre-submittal meeting on May 27, 2015 for interested firms to conduct a walk-through of the City facilities.
- Deadline for submission of RFQs is June 8, 2015.
- From submittals, select four (4) to five (5) for interview on June 16, 2015.
- A committee composed of staff, the City Manager and other interested parties to conduct interviews.

Upon question by the City Manager, Councilmembers Willis and Williamson expressed that they would like to be members of the committee.

Councilmember Willis suggested taking the committee on a tour of recently constructed city/town halls.

PLANNING BOARD

Upon question by Councilmember Willis, the City Manager explained that Mrs. Sallie Jones' term on the Planning Board expires June 30, 2015, and that she is currently in a rehab facility out of town. He added that Mrs. Jones had not submitted her resignation.

UPDATE ON FIRE STATION

Fire Chief Gibson explained that Council had requested information concerning the City's responsibility for construction of the fire substation. He explained that the water and sewer tap

fees would be \$1,600.00 and the annual operating expenses of the substation were estimated to be \$5,000.00. He added that he would like to include proximity access control for the substation since it would be unmanned.

Upon question by Councilmember Williamson, Chief Gibson explained that the building would be a two-bay Butler building which would be built just behind the City's water tank. He added that a wooded buffer would remain between the substation and the two (2) houses on Smart Street.

Upon question by Councilmember Leak, Chief Gibson explained that fire truck signs would be erected on McColl Road to warn motorists.

DISCUSSION OF ROLES AND EXPECTATIONS

Councilmember Hammond explained that she had reviewed the Roles and Expectations and made some changes. She added that one item that needed to be reviewed was that the current Roles and Expectations states that the City Manager will be reviewed by Council two (2) months prior to budget.

Following a brief discussion, it was consensus of Council that it would review the City Manager prior to the end of June.

A brief discussion ensued concerning the Roles and Expectations. It was consensus of Council to continue using the Roles and Expectations. Additionally, the City Clerk is to include a copy in Council's agenda books.

DISCUSSION OF ABSENTEE VOTING

The City Manager explained that Council needed to approve absentee voting for the upcoming elections.

Motion was made by Councilmember Hammond, seconded by Councilmember Adams, and unanimously carried to authorize absentee voting in the upcoming elections.

CLOSED SESSION

At 7:29 p.m., Councilmember Adams motioned to go into closed session pursuant to North Carolina 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. The motion was seconded by Councilmember Leak and unanimously carried.

At 8:22 p.m., motion was made by Councilmember Willis, seconded by Councilmember Hammond, and unanimously carried to adjourn the closed session and resume the regular meeting.

CLOSED SESSION MINUTES

Following a brief discussion, it was consensus for the City Attorney to review the closed session minutes from the years 2012-current for approval, and that if a councilmember wanted to review the minutes, to see the City Clerk.

ADJOURNMENT

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

The meeting adjourned at 8:30 p.m.

Thomas W. Parker III, Mayor

Jennifer A. Tippett, City Clerk