CITY OF LAURINBURG
CITY COUNCIL SPECIAL MEETING/WORK SESSION
JULY 14, 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 July 14, 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. Tippett, City Clerk; and William P. Floyd, Jr., City Attorney.

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

Councilmember Leak gave the invocation.

APPROVAL OF AGENDA

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

AGENDA FOR JULY 21, 2015

The City Manager reviewed the agenda for July 21, 2015 as follows:

3) Consent Agenda
   a) Consider minutes of May 12, 2015 special meeting; May 12, 2015 special meeting/work session; May 13, 2015 reconvened meeting; and May 19, 2015 regular meeting

CITY MANAGER REPORTS

4) Consider authorizing the Mayor to execute Municipal Bridge Supplemental Agreement with the NC Department of Transportation
   The City Manager explained that this supplemental agreement was necessary due to increases in DOT estimated expenditures for the Commonwealth Bridge Replacement Project.
5) Consider Ordinance No. O-2015- amending Chapter 40 of the Code of Ordinances of the City of Laurinburg
   Ms. Tammie Simmons, Consumer Billing Manager, explained changes to the City Code as follows with the major changes listed below:
   - *If there are three (3) meter tamperings, the account will automatically be placed in the landlords name; therefore making the landlord responsible for the account.*

- *If there is a leak and repairs are not made by the landlord, the landlord becomes responsible.*
- *If a property is vacant and there is electrical usage, the landlord is responsible.*
- *All delinquent amounts must be paid in full before services can be established.*
- *Requirement for 24-hour notice for orders.*
- *Checks no longer accepted for new service or restoring disconnected accounts.*
- *The deposit amount will be doubled if the customer does not provide Social Security number.*
- *Returned checks must be paid within 24 hours.*
- *One adjustment for leak within 24 month period instead of 12 month period.*

Ms. Simmons also discussed an internal policies manual she has been developing for the Consumer Billing area. She added that she is continuing to work on this manual and she will report back to Council in a couple of months.

6) City Hall Update
The City Manager explained that the Selection Committee met and interviewed three (3) design firms and made a unanimous decision to select Creech & Associates. He added that he and Mr. Haywood would be meeting with firm to begin negotiating the contract and fees on July 16th.

7) Consider Resolution No. R-2015- which amends Resolution No. R-2014-15 Purchasing Policy for the City of Laurinburg

DIRECTION OF ITEMS TO BE PLACED ON CONSENT AGENDA

Following recommendation by the City Manager, it was consensus of Council to add Items 4 and 7 to the Consent Agenda.

CONSIDER BUDGET AMENDMENT

The City Manager explained that the City received $67,000.00 from Strata Solar for the Laurinburg Farm to purchase equipment. The proposed budget amendment allows the funds to be deposited and expended.

Councilmember Adams moved to approve Ordinance No. O-2015-10 amending the FY 2015-2016 Budget Appropriations Ordinance (Ordinance No. O-2015-09). Councilmember Hammond seconded the motion and the vote was as follows:

Ayes: Adams, Hammond, Williamson, Leak, Willis
Nays: None
(Ordinance No. O-2015-10 on file in City Clerk's office)

MBA CIP PRESENTATION

Mr. John Lawter of the St. Andrews MBA Program presented the Capital Improvement Plan (CIP) that he and Terry Lawter, Jennifer Lankford and Sherry Chance prepared for the City. He thanked the City Manager and department managers for their assistance in putting the CIP together. He presented a brief PowerPoint presentation of the CIP and explained the process.

Upon question by Councilmember Hammond, Mr. Lawter explained that preparing the CIP required approximately 450-500 manhours by the members of the MBA team, and that the team hoped it would be useful and kept up-to-date.

Mr. Wayne Freeman, Director of the MBA Program, thanked Council for providing the opportunity to work on this project for the City.

Mayor Parker thanked the MBA team for their work.

DISCUSSION AND DIRECTION ON FIRE SUBSTATION

The City Manager explained that staff needed direction from Council on what to tell the Fire Commission concerning the proposed substation. He added that the cost for the City to provide water and sewer was approximately $5,000.00.

Fire Chief Gibson explained that as requested by Councilmember Leak, he spoke with residents near the site of the proposed substation, and the residents were in favor of the substation being located in their neighborhood.

Motion was made by Councilmember Adams, seconded by Councilmember Hammond, and unanimously carried to approve construction of the fire substation on the City property located behind the water tank on McColl Road.

Upon questions by Councilmember Hammond, Fire Chief Gibson explained that clearing the lot is part of the construction process and the Fire Commission can receive funding from NC Department of Transportation for the driveway and parking lot area.

Upon question by Councilmember Leak, Fire Chief Gibson explained that a request for flashing lights at the substation would be submitted to NC DOT.

COMMUNITY DEVELOPMENT UPDATE/PRESENTATION

Mr. Teddy Warner, Community Development Director, discussed the following:

- Downtown Associate Program application completed and submitted.
- Beautification and Litter teams cleaning up interchanges and Mr. Warner is working on long-term plan with NC DOT.
- Design being worked on for the former Branch's lot as an Art Garden. Use Sandhills Community College in the spring for landscaping pro bono. Developing partnership and plan with Professor Adam Walls of UNC-P for Art Garden to begin in the fall.
    - Concrete slabs will be used as base for the sculptures and to secure the sculptures.
    - Sculptures will be of safe and sturdy materials.
    - Possibly use materials from Public Works for the sculptures.
    - Funding to get this project started will come from Community Development budget but will come back to Council when professional design completed with

total cost.

Upon question by Councilmember Hammond, Mr. Warner explained that in the future, community members will be able to submit sculptures but the idea is to get started with UNC-P students.

Motion was made by Councilmember Willis, seconded by Councilmember Williamson, and unanimously carried for the Art Garden Project to proceed.

Mr. Warner discussed a $4,000.00 grant from ElectriCities and matching funds from the City that will be used to benefit beautification in a lower income area. The two (2) proposed projects are to plant a fruit orchard on four (4) lots owned by the City at the corner of Lee's Mill Road and Anne Street and to plant right-of-way trees at the intersection of North Main Street and Lee's Mill Road and further up North Main Street. He added that the fruit orchard will be dedicated to the community so that citizens can pick and eat the fruit. He further added that the orchard will be irrigated with a drip system. He explained that he will be coordinating the planting of the fruit orchard with the United Way Day of Caring in September.

Motion was made by Councilmember Willis, seconded by Councilmember Adams, and unanimously carried to authorize the two (2) tree planting projects.

Mr. Warner explained that the City owns over 200 parcels of property that are undeveloped and unused. Following a brief discussion, Mayor Parker suggested that Mr. Warner and the City Attorney develop a plan to get the City-owned parcels sold and benefit the community.

Councilmember Willis explained that Council has been talking about community development but had never provided clear direction to the City Manager, so he moved to authorize the City Manager and Community Development Director to develop a comprehensive plan on how to market Laurinburg and promote and improve the City. The motion was seconded by Councilmember Williamson, and unanimously carried.

Councilmember Willis suggested taking the appropriate time to develop the plan, but not to take too long.

TEMPORARY SALES UPDATE

The City Manager explained that there are several properties that are approaching the maximum number of temporary sales allowed by the Unified Development Ordinance (UDO), and staff wanted Council to be aware before letters are sent to businesses.

Mr. Mac McInnis, Zoning Officer, explained that permits are being obtained as required. He added that once an event is held at Auto Zone this Friday, no more temporary events can be held at that property. He further added that personnel at Auto Zone have been notified of this.

Discussion ensued concerning enforcement procedures, particularly on weekends, and the need to ensure that businesses are aware of the regulations about temporary events especially car washes. Councilmember Willis suggested sending an official letter with the section of the ordinance enclosed to businesses where the car washes are being held.

DISCUSSION OF GOLF CART ORDINANCE

The City Manager explained that after meeting with the City Attorney, Police Chief Williams, Mr. Mac McInnis and himself, it is staff's recommendation for the City to not adopt its own golf cart ordinance, but instead just use the NC Department of Transportation (DOT) and Department of Motor Vehicles (DMV) regulations. He further explained that the primary reasoning is due to potential liability issues for the City.

The City Attorney discussed DMV and DOT regulations concerning low speed vehicles, which may not be a golf cart; however, if a golf cart meets the standards, it can be a low speed vehicle. Low speed vehicles must meet requirements such as seatbelts, mirrors, lights, and DMV requires a license and insurance. He added that DOT allows local governments to adopt a golf cart ordinance. He discussed the concern of having golf carts on South Main Street in high traffic areas where the golf carts are not really designed to be on the road. He also discussed the enforcement and regulation issues for the Police Department.

Discussion ensued concerning golf cart usage in other communities, such as Pinehurst and Myrtle Beach. The City Manager explained that he had spoken with Mr. Andy Wilkison, the retired Manager of the Village of Pinehurst, about this issue and it was discussed how Pinehurst has smaller side streets and the road system is different from Laurinburg's road system.

Upon question by Councilmember Hammond, Mr. McInnis explained that he has had only one (1) request for a golf cart ordinance.

It was consensus of Council to not move forward with a golf cart ordinance.

Councilmember Adams suggested that staff contact the citizens who made this request to notify them of Council's decision.

UPDATE ON WEST BLVD. OVERPASS LIGHTING

The City Manager explained that two (2) lights were erected on the bridge overpass on X-Way Road which helps illuminate pedestrians walking beside the road. He added that Johnnie Brock with DOT was very helpful in obtaining the easement from the State to erect the lighting.

Councilmember Leak suggested pedestrian signs on both sides of the bridge.

Councilmember Adams suggested pedestrian signs at the intersection of US Highway 401 and West Blvd.

The City Manager explained that staff will contact DOT to see what would be allowed.

DISCUSSION OF ECONOMIC DEVELOPMENT

Mayor Parker explained that he had discussed economic development with several members of Council and the next action will be a meeting next week with stakeholders in the community which will be arranged by County Commission Chair McCook. He requested Council let him know the name or names of anyone who should be invited. He added that the group will be the members of the Economic Development Forum and selected participants; however, the meeting was an open meeting and anyone could attend.

Councilmember Williamson explained that he would like to see the City be more pro-active.

Councilmember Leak explained that sometimes the lines of communication do not always run smoothly. He added that the Industrial Park is the first project inside the City limits and the City needs to concentrate on obtaining land in that area for the City to tap for its industrial base.

Upon question by Councilmember Adams, the City Manager explained the hiring process for the Economic Development Director.

Mr. Warner explained that Mr. Corey Hughes from the Scotland County Tourism Development Authority (TDA) had discussed with him submitting an application to certify the City and Scotland County as a retirement community. He added that Mr. Hughes had prepared the application and the TDA was paying the $10,000.00 application fee. He further explained that if Council was interested a resolution of support needed to be added to the July 22, 2015 agenda.

CLOSED SESSION

At 8:41 p.m. Councilmember Adams moved 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 and pursuant to North Carolina General Statute 143-318.11(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 Willis, and unanimously carried.

At 9:08 p.m. Councilmember Williamson moved to adjourn the closed session and resume the open meeting. The motion was seconded by Councilmember Willis, and unanimously carried.

ADJOURNMENT

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

The meeting adjourned at 9:09 p.m.

Thomas W. Parker III, Mayor

Jennifer A. Tippett, City Clerk