

**CITY OF LAURINBURG
AGENDA WORKSHOP
FEBRUARY 15, 2011
W. CHARLES BARRETT ADMINISTRATION BUILDING
305 WEST CHURCH ST.
7:00 P.M.**

Minutes

The City Council of the City of Laurinburg held an agenda meeting February 15, 2011 at 7:00 p.m. in the council room of the Municipal Building. The following Councilmembers were present: Curtis B. Leak, Kenton Spencer, Herbert M. Rainer, Jr., and Joy Ellison. Those absent were Mayor Matthew Block and Mayor Pro Tem Thomas W. Parker III.

Also present were Edward F. Burchins, City Manager, Dolores A. Hammond, City Clerk and Charles L. Hicks, Jr., Assistant City Attorney.

Staff members present were: Bill Peele, Zoning Officer, Brandi Deese, Zoning Officer, Cindy Carpenter, Finance Director, and Fire Chief John Evans.

Councilmember Leak called the meeting to order at 7:11 p.m. Invocation was given by Councilmember Leak.

The City Manager reviewed the upcoming agenda for the February 22, 2011 regular meeting.

1) Consent Agenda

- a. Minutes from the workshop January 12, 2011 and the regular meeting held January 18, 2011
- b. Authorize City Manager to execute contract for Mosquito Control
- c. Set public hearing on a conditional use permit by Michael's Amusements, Inc. for a carnival at the location of 900 US 15-401 By-Pass - March 31, 2011-April 10, 2011
- d. Consider Resolution No. R-2011-02 which sets public hearing on a request for voluntary annexation - New Hope Baptist Church located off Hasty Road
- e. Fireworks Contract for Fireworks Display – July 4, 2011

There was no discussion regarding the consent agenda.

- 2) Consider Ordinance No. O-2011-03 which rezones from Residential-20 to Office/Institutional property located off Hasty Road for the construction of a church
Bill Peele, Zoning Officer, explained that the public hearing is for citizen input for the proposed rezoning request. He explained that this church is a break-off from Stewartsville Baptist Church
- 3) Consider request for a conditional use permit to construct 44-one story elderly apartments on Plaza Road
Bill Peele explained that the location of the proposed apartments is between the Family Fitness Center and Plaza Terrace Apartments located on Plaza Rd.
- 4) Mark Roberts – Certified NC Department of Commerce Certified Retirement Community Program
- 5) Tax liens - Ms. Janice Morrison, Tax Collector
The City Manager stated that Ms. Morrison will be present to address Council.

- 6) Adjustment to the tax levy - Ms. Janice Morrison, Tax Collector
- 7) City of Laurinburg Quarterly Financial Report
Cindy Carpenter reviewed the quarterly financial report and reported that everything is in line at this time. Upon question by Councilmember Rainer concerning payment for utility pole usage, the City Manager stated that agreements are in the attorney's office for review and negotiations will begin soon.
- 8) Consider Ordinance No. O-2011-05 which amends the Budget Appropriation Ordinance to repair the Barrett Building roof (\$15,000.00)
Bill Peele informed Council that the roof on the Barrett Building is in need of repair. He stated that the price is a thirty day quote which was given the first of November 2011. This is for removal of asbestos shingles and replace with a 30-year fiberglass shingle and to also remove the membrane roof that is leaking over the side entry way of the building.

Councilmember Rainer suggested that a quote for a metal roof be obtained before Council makes a decision. There was consensus that this item be tabled until next month's Council meeting so that another quote can be obtained.

Upon question by Councilmember Rainer, Mrs. Carpenter stated that the line item that was budgeted for building maintenance has a total of \$1,000.00 remaining. Money was not budgeted for the Barrett Building roof repair. The problem did not exist when the 2010-2011 budget was finalized.

- The City Manager stated that information would be provided to Council showing what the figures are for the year regarding budget amendments in order that Council has a better understanding about what was budgeted for and what was not.*
- 9) Authorize City Manager to execute agreement between the City of Laurinburg and LMK Communications, LLC (Clarity Communications) for internet services for the City of Laurinburg
The City Manager stated that this agreement replaces the internet services that Schoollink provided the City
 - 10) Consider Ordinance No. O-2011-04 which amends the Budget Appropriation Ordinance (Ordinance No. O-2010-12) by allocating the following amounts: \$233,400 from Fiber Leasing - (30-437701) - to Fiber Optic - (833-504500) - Contract Services in the amount of \$37,741.20 and Electric Contingency - (991-509900) in the amount of \$195,658.80
Mrs. Carpenter explained that this budget amendment addresses the new Clarity Communications agreement for fiber and internet services
 - 11) Consider Ordinance No. O-2011-05 which amends the Budget Appropriation Ordinance to transfer funds (\$9,000.00) from Contingency (990-509900) to the Fire Department (530-501600) Maintenance & Repair of Equipment
Chief Evans informed Council that there are several fire trucks that need repair. These are the City's fire trucks. He explained that since the submission of this request, there are two additional trucks that need to be repaired.
 - 12) Consider low bidder for the purchase of a Custom Pumper for the Laurinburg Fire Department
Chief Evans explained that four bids were received for this fire truck. The low bid was \$366,000.00. This fire truck would not be delivered until February 2012. The City Manager stated that the first payment would begin in the 2013-2014 budget. The City Manager explained the payment process for the fire truck already financed and the payments for the proposed purchase of a fire truck.
 - 13) Award of bid for Construction Contract - West Boulevard DCA Project (Scottish Glen Phase II)

Mrs. Deese explained that this bid is for sanitary sewer, storm drainage, and street improvements for the Scottish Glen Phase II project. There were six bids received with the low bid from Hudson Paving, Rockingham, NC in the amount of \$239,289.00.

14) Laurinburg/Maxton Airport

The City Manager stated he had met with representatives of the airport. He explained that the Airport Commission is requesting that the City loan \$500,000.00 in order to provide a local match for the \$5,000,000.00 to fund the runway project. The finance director is talking with the Local Government Commission to find out how the City would be able to handle the loan. A discussion continued of the conditions if the City were to lend the money.

14) Youth Council Report

Councilmember Spencer stated that the Youth Council has met twice. He explained that one of the key areas that they would like to work on and the basic concept of making it happen with partnerships is the Learning Center on Caledonia Road. They would like to revitalize the center into a community resource center. Councilmember Spencer would like to add this item to Council's retreat.

15) Laurinburg Downtown Revitalization Corporation – 2 Appointments – City Manager reappointment and appointment to fill resignation from David Blalock

The City Manager stated that there are two appointments to be made to the LDRC - one being reappointment of the City Manager and an appointment necessitated by the resignation of David Blalock.

Councilmember Leak stated that he had approached John Alford, a downtown merchant, to serve on the Corporation and he is willing to serve.

Councilmember Rainer stated that he would like to serve as a liaison between the City of Laurinburg and the Phoenix Development group. Councilmember Spencer stated that he had volunteered to serve on this committee but further stated that he is willing to turn the position over to Councilmember Rainer.

Councilmember Ellison stated that she would like, while staff is working on the City's Succession Plan, to be able to receive input from the employees of the City. She suggested that the Employment Security Commission conduct a survey of employees. This is a free service. She also stated that this would be good information to have before a formal succession plan is formulated. This item will be discussed at Council's retreat.

The City Manager reviewed the agenda for the joint meeting with the Scotland County Commissioners. He stated that everyone had received an email from the Mayor asking that discussion regarding the 21st Century Plan be included on the agenda for the joint meeting. He explained the Mayor would also like to discuss the buildings that Richmond Community College will give to the city and county which are located on Atkinson Street. These buildings were used by RCC until the new campus was constructed. There was consensus that the agenda remain as presented which includes discussions on a one-stop revenue collecting facility, E911 consolidation, and the city/county water project.

CLOSED SESSION

At 8:15 p.m. motion was made by Councilmember Spencer to go into closed session pursuant to North Carolina General Statute 143-318.11(a)(6) to discuss the qualifications, competency performance, character, fitness, condition of appointment or conditions of initial appointment of

an individual public officer or employee. Councilmember Rainer seconded the motion and it unanimously carried to adjourn to closed session.

At 8:44 p.m. motion was made by Councilmember Rainer, seconded by Councilmember Spencer, and unanimously carried to adjourn the closed session and resume the open meeting.

A discussion ensued on the City's job descriptions for city employees. There was also discussion concerning Council receiving information in a timely manner.

The Assistant City Attorney, upon comment earlier in the meeting, stated that a prayer could be had as part of the meeting but that the name of Jesus, Allah or any particular God or religion should not be referenced.

RECESS

Motion was made by Councilmember Leak, seconded by Councilmember Ellison, and unanimously carried to recess until Wednesday, February 16, 2011 at 6:00 p.m. in Room 130 of the Diane Honeycutt Center (RCC) located at 600 McLean St., for a joint meeting with the Scotland County Board of Commissioner.

The meeting recessed at 8:53 p.m.

Matthew Block, Mayor

Dolores A. Hammond, City Clerk