

TOWN OF SILER CITY

The Siler City Board of Commissioners met in Regular Session on **Monday, January 4, 2021** at 6:30pm in City Hall Courtroom with Mayor Pro Tem Bray presiding. Commissioner Fadely gave the invocation with the recitation of the Pledge of Allegiance following. Commissioner Haiges recited the Town of Siler City Mission Statement and Commissioner Price recited the Town of Siler City Vision Statement.

ELECTED TOWN OFFICIALS PRESENT: Cindy Bray, Bill Haiges, Thomas “Chip” Price, and Tony Siler, Zoom: Norma Boone, Curtis Brown, Lewis Fadely

TOWN STAFF PRESENT: Town Manager Roy Lynch, Attorney William Morgan, Finance Director Tina Stroupe, Planning Director Jack Meadows, Public Works Director Chris McCorquodale, Police Chief Mike Wagner, Human Resources Director Nancy Darden and Town Clerk Jenifer Johnson

AGENDA ADJUSTMENTS/APPROVAL OF AGENDA

Lynch requested the addition of the following:

- 3.5 Independent Study Learning Contract under consent – Schedule I
- 7.3 Emergency Sick Leave Policy under new business – Schedule J

A motion to approve the agenda as amended was made by Commissioner Haiges, seconded by Commissioner Siler and unanimously approved.

CONSENT

A motion to approve the consent agenda which includes the December 7, 2020 Minutes (Incorporation by reference as if fully set forth herein Schedule A), Budget Amendment 2021.7 Insurance Proceeds – Library (Incorporation by reference as if fully set forth herein Schedule B), Grass Mowing Service RFP for 2021-2022 (Incorporation by reference as if fully set forth herein Schedule C), Nuisance Abatement Vendor - Trotter (Incorporation by reference as if fully set forth herein Schedule D), Independent Study Learning Contract (Incorporation by reference as if fully set forth herein Schedule I) was made by Commissioner Haiges, seconded by Commissioner Price and unanimously approved.

PUBLIC COMMENT PERIOD

none

PUBLIC HEARING

Closeout of the Community Development Block Grant for Infrastructure (CDBG-I) that was awarded to the Town of Siler City on May 8, 2017. The Town received a grant of \$2,000,000 in Community Development Block Grant Funds (CDBG) to replace/rehab approximately 13,000 linear feet of existing sewer.

Mayor Pro Tem Bray opened the public hearing for the closeout of the Community Development Block Grant for Infrastructure (CDBG-I) that was awarded to the Town of Siler City on May 8, 2017. The Town received a grant of \$2,000,000 in Community Development Block Grant Funds (CDBG) to replace/rehab approximately 13,000 linear feet of existing sewer at 6:45pm. (Incorporation by reference as if fully set forth herein Schedule E)

Lynch stated that Amanda Whitaker with Withers Ravenel, the contracted grant administrator, will be providing the background, details, and changes to the Community Development Block Grant for Infrastructure awarded in 2016 to replace/rehabilitate approximately 13,000 linear feet of aged and deteriorated sewer lines in the Lincoln Heights area. This is the final process to close out the project.

Whitaker shared the following with the Board of Commissioners:

Background:

The Town of Siler City received a \$2,000,000 grant from the NC Department of Environmental Quality, Division of Water Infrastructure in 2016 to replace/rehabilitate approximately 13,000 linear feet of aged and deteriorated sewer line in the Lincoln Heights area. The project is now complete, all activities have been completed, and all invoices have been paid. The purpose of the scheduled closeout public hearing is to inform the public of the activities and accomplishments of the grant and allow them the opportunity to speak. Below is what was detailed in the final report as the activities and budget for the project.

CDBG-I Project Details:

The Town of Siler City CDBG-I Project 16-I-2727 Sanitary Sewer System Rehabilitation Project was for the replacement of the existing wastewater collection system serving numerous streets within the "Lincoln Heights" area to the north of Highway 64, plus the E. 9th Street area, North 5th Avenue area, and the North Dogwood Avenue/West 7th Street area. According to Town Staff, the sewer collection system within the defined project areas consist of 6-inch, 8-inch, 10-inch and 12-inch diameter lines, of various materials, and acts as a significant source of I/I. Documentation provided by the Town indicates that the existing wastewater collection system serving these areas was installed prior to 1958, placing its age at nearly 60 years. The project was anticipated to include a total of approximately 12,420 linear feet of existing 6-inch, 8-inch, and 12-inch diameter gravity sewer lines, approximately (65) manholes and related appurtenances. With the changes as described below the following work was completed.

- 3,707 linear feet of 8" PVC gravity sewer pipe installed
- 3,244 linear feet of 8" DIP gravity sewer pipe installed
- 38 Precast Concrete Manholes installed
- 107 Sewer service connections replaced, including new saddles and clean-out assemblies

This project benefited approximately 6190 low-moderate income people totaling 81.29% LMI.

CHANGES TO THE PROJECT

During the design phase of the project, it was determined that some sewers previously believed to have not been replaced since originally constructed had been worked on during previous projects. These sewers were removed from the project area and the project was reduced to replacement of 7,177 LF of sewer.

The project was bid on February 28, 2019 and came in slightly over budget. The Town of Siler City committed additional funds to cover contingency for the project and the project was able to be awarded without further modifications to the scope. The Bid Price of the low bidder SKC Inc. was \$1,577,985.00.

There were four change orders issued for the project. The first was for an unknown condition where a buried manhole was discovered in close proximity to an existing water line. The water line needed to be relocated to avoid a conflict with the proposed sewer. The change resulted in an increase of \$8,616.00 to the Contract Price and nine (9) days added to the Contract Time.

The second change order included time extension for a delay in material supply outside of the contractor's control, delay for an unmarked gas line struck during construction, and modification to the bore and jack proposed. During excavation for the bore and jack an existing casing was located and the proposed bore and jack was not installed. It was also determined to core existing manhole 12 instead of replacement. The change resulted in a decrease of \$4,740.21 to the Contract Price and nineteen (19) days added to the Contract Time.

The third change order was the addition of a storm drain replacement due to a conflict with the propose sewer replacement on 9th Street. The existing storm drain was replaced to provide clearance for the proposed sewer. The change resulted in an increase of \$7,555.35 and an increase in the Contract Time of 3 days.

The fourth change order was the final adjusting change order.

Additional quantities for pavement repairs were required based on the replacement of the existing sewer required further excavation in the roadway than was originally anticipated. Approximately 684 SY of additional overlay was installed based on final quantities. Road repairs increased by approximately 1,139 LF primarily due to additional service line crossings, and some areas where sewer was expected to be off the pavement the final location was found to be under the pavement or immediately adjacent.

The final adjusting change order also removed a section proposed to be repaired by CIPP as it was determined that replacement was necessary for a segment at the end of 13th Street. However, time and funds were not available to complete the work as replacement. The Town plans to complete this replacement with a future project.

The final Construction Contract Price was \$1,647,252.64

The budget expenditures for the grant were as follows: Administration: \$128,218.76 Public Sewer Improvements: \$1,871,781.24

Mayor Pro Tem Bray closed the public hearing at 6:47 pm.

A motion to close out the CDBG-I for the Lincoln Heights sewer project effective Wednesday, January 6, 2021 after the additional 24-hour comment period due to electronic board attendance was made by Commissioner Haiges, seconded by Commissioner Siler and unanimously approved.

OLD BUSINESS

Loves Creek Watershed Stewards

Meadows shared the following background:

An explicit goal of the Town Board has been to develop and promote an overall environment that advances the ability for the existing business community to thrive and expand and enhance the community's ability to attract new investments. In part, this goal has been met with a number of initiatives spurred-on by the Board of Commissioners and Town Staff including, but not limited to: UDO revisions; Appearance Committee recommendations; support to Chatham EDC; grant advocacy for new and expanding local businesses; façade grants; multilevel partnership for CAM Site development; commissioning studies such as Downtown and Pedestrian Master plans; implementing a brownfields program; and "quality of life" improvements such as greenway and sidewalks. (Incorporation by reference as if fully set forth herein Schedule F)

As a means to continue these efforts, the Loves Creek Watershed Stewards offered presentations back in 2014 on additional measures that can be taken to further increase the long-term viability for existing and future developments. A number of important development areas within the corporate limits of the Town endure continued stormwater and flood hazard issues. In addition to stormwater capacity shortages, water quality issues are compounded by underutilization of best management practices (BMPs) within the Loves Creek Watershed. Loves Creek is listed as a federally impaired stream. This designation makes Siler City eligible for federal, state, and private grants to improve water quality of the stream. Community meetings have been held at least quarterly since 2014 to discuss the Loves Creek Watershed area, issues, project ideas, and grant funding. By addressing water quality, stormwater, and flooding, the Town can improve future development/redevelopment capacity, capability, and aesthetics. In 2019, the Town was awarded the Urban Conservation Award by the NC Association of Soil and Waters Conservation Districts. The Loves Creek Watershed Stewards have helped acquire \$863,667 in grant funds and received \$531,841 of in-kind match for a total of \$1,395,508 since 2014.

Meadows shared a list of Past and Current Projects:

1. Town Conservation Plan - \$18,000 grant (Triangle J COG)
2. Boling Lane Park Wetland BMP - \$150,000 grant (Piedmont Conservation Council), \$100,00 in-kind match
3. Boling Lane Park Riparian Buffer - \$3,618 grant (Chatham Soil & Water Conservation District)
4. Bray Park CCAP project - \$3,855 grant (Chatham Soil & Water Conservation District)
5. S. Cedar Ave./S. Chatham Ave. environmental enhancement project - \$270,000 grant (Piedmont Conservation Council), \$99,148 in-kind match
6. Park Shopping Center Watershed Study - \$101,219 grant (Piedmont Conservation Council), \$45,000 in-kind match
7. Town stormwater infrastructure mapping/prioritization project - \$20,963 grant (Triangle J COG)
8. Loves Creek Tributary 2 watershed stormwater control implementation project - \$221,012 grant (Piedmont Conservation Council), \$147,380 in-kind match
9. Loves Creek watershed restoration and protection plan - \$75,000 grant (Piedmont Conservation Council), \$140,313 in-kind match

Sarah Waickowski updated the Board of Commissioners on the Loves Creek Tributary 2 watershed stormwater control implementation project.

1. Project timeline: January 2020 – December 2022
2. Partners: Biocenosis, NCSU, NCSU Cooperative Extension, Town

Prepared by Jenifer K Johnson, Town Clerk

3. Kickoff meeting was held on Feb. 11
4. Identifying potential:
 - a. rain garden sites on private property (5-year contracts) – first one proposed on N. Garden Ave.
 - b. linear rain garden sites within the Town rights-of-way and sharing with Town staff
 - c. vegetative buffer locations
5. Contracted with firm to provide Spanish translation services
6. Coordinating weather station installation at Siler City Fire Dept.
7. Held monthly meetings with Town staff to discuss the project
8. Scheduling future rain garden workshops

A motion to approve the proposed linear rain gardens located within the Town's right-of-way was made by Commissioner Haiges, seconded by Commissioner Price and unanimously approved.

NEW BUSINESS

Auxiliary Police Officer Policy

Darden stated that the Auxiliary Police Officer policy has been updated and revised to meet the current needs of the department. The revisions were completed in conjunction with operational requirements, North Carolina Training and Standards, Police Department and a legal review. The revisions reflect a best practices approach. (Incorporation by reference as if fully set forth herein Schedule G)

The Board of Commissioners discussed the policy and asked questions of both Darden and Wagner.

A motion to approve the Auxiliary Police Officer Policy effective January 5, 2021 was made by Commissioner Haiges, seconded by Commissioner Siler and unanimously approved.

Downtown Advisory Committee 2020 Priority List

Meadows shared the following:

The Siler City Downtown Advisory Committee was established by the Town Board on July 16, 2018 per a resolution. The Siler City Downtown Advisory Committee was established to serve in an advisory capacity to the Siler City Board of Commissioners for the purpose of developing a viable framework to enhance further revitalization and development of downtown, utilizing existing and emerging strengths of this vital central commercial hub of the Siler City community. (Incorporation by reference as if fully set forth herein Schedule H)

The objectives of the Committee are to provide an annual report to the Siler City Board of Commissioners with any modifications to the Committee's priority overview and/or District that may be recommended.

Meadows shared the following timeline:

1. Committee organizational meeting: October 16, 2018
2. Town Board approved the "Downtown Map": January 22, 2019
3. Committee adopted a mission statement (To support the Siler City Board of Commissioners in the revitalization and growth of the downtown by submitting recommendations that are designed to attract and retain retail businesses and customers, leverage existing strengths, and secure emerging opportunities, while preserving the town's historic character): January 29, 2019
4. Presented recommendations to Town Board: October 7, 2019

Meadows stated that a presentation will be led by Richard Szary, Chair of the Committee.

Szary shared the following rank list of priorities that will have a budget impact on the Town:

1. Planner I Position
2. USDA Rural Business Development Grant – Streetscape Plan for Chatham Avenue
3. Downtown Façade Grant Program
4. Replace Existing Sidewalk Trash Receptacles
5. Police Presence Downtown
6. Downtown Building Rehabilitation Program
7. NC Main Street Conference Registration for 2 committee members
8. NC Main Street Downtown Associate Community Program

Szary shared the following rank list of priorities that will have no budget impact:

1. UDO Amend – Downtown District
2. Town Code Amend – Sidewalk Dining
3. Town Code Amend – Minimum Nonresidential Code
4. UDO Amend – Multifamily Apartments in CC
5. Fee Schedule Amend – Fee Exemption in Downtown
6. Downtown Community Revitalization Project for UNC Grad Student
7. Town Code Amend – Sec 15-149 & 15-150 Restricted Parking

The consensus of the Board of Commissioners was for staff to move forward with the items with no budget impact and discuss the other items during the upcoming budget process.

Emergency Sick Leave Policy

Darden stated as Congress did not extend the Families First Response Act (FFCRA) past December 31, 2020, and COVID-19 numbers continue to rise, Staff feels the need to continue the availability of emergency sick leave to employees who meet certain criteria so they do not rapidly exhaust their personal leave banks in order to stay home and quarantine. The proposed Extended Emergency Paid Sick Leave policy would give employees 80 hours of emergency sick leave to assist them should they need to be away from work for COVID-19 reasons approved by the Town Manager. The Board of Commissioners discussed the policy and asked questions of Darden.

A motion to approve the Emergency Sick Leave Policy effective January 1, 2021 was made by Commissioner Haiges, seconded by Commissioner Price and unanimously approved.

MANAGER'S REPORT

Lynch shared the following with the Board of Commissioners:

- The next meeting will be on Tuesday instead of Monday due to the holiday.
- Due to the continued growth in Covid-19 cases, Staff is assessing the operations in City Hall.

TOWN ATTORNEY INFORMATION

none

GOVERNING BODY COMMENTS

The Board of Commissioners discussed the 25 mile per hour speed limit in the City Limits and the number of vehicles that are speeding through neighborhoods.

ADJOURNMENT

With no further business the Board of Commissioners adjourned at 8:13pm.



Cindy B. Bray, Mayor Pro Tempore

ATTEST:



Jenifer K. Johnson, Town Clerk

