

TOWN OF SILER CITY

The Siler City Board of Commissioners met in Regular Session on **Monday, October 19, 2015** at 7:00pm in City Hall Courtroom with Mayor John Grimes presiding. Mayor Grimes gave the invocation with the recitation of the Pledge of Allegiance following.

ELECTED TOWN OFFICIALS PRESENT: Cindy Bray, Larry Cheek, Mike Constantino, Lewis Fadely, John Grimes, Bill Haiges, Thomas "Chip" Price and Tony Siler.

TOWN STAFF PRESENT: Town Manager Bryan Thompson, Town Attorney William Morgan, Planning Director Jack Meadows, Police Chief Gary Tyson, Parks and Recreation Director Jessica Puckett, Finance Director Tammy Speicher, and Town Clerk Jenifer Everage.

AGENDA ADJUSTMENTS/APPROVAL OF AGENDA

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

CONSENT

A motion to approve the consent agenda which includes September 21, 2015 Meeting Minutes (Incorporation by reference as if fully set forth herein Schedule A), October 5, 2015 Meeting Minutes (Incorporation by reference as if fully set forth herein Schedule B) was made by Mayor Pro Tem Cheek, seconded by Commissioner Price and unanimously approved.

PRESENTATIONS

None

PUBLIC COMMENT

Zoann Adams, 505 Elk Street, Siler City, NC 27344

Adams shared information about the Veteran's Day Parade on Saturday, November 7, 2015. Adams requested the Board of Commissioners to close the streets for the event. Thompson stated that NC DOT has had some changes to the requirements to close a state maintained. Thompson stated that the request will be provided on consent at the next meeting.

Rahkie Mateen Mason, Siler City, NC 27344

Mason shared information about the Jordan Matthews Homecoming Parade on Friday, November 6, 2015. Mason requested the Board of Commissioners to close the streets for the event.

PUBLIC HEARING**UDO Text Amendments**

Mayor Grimes opened the public hearing for proposed text amendments to §199 Street Width, Sidewalk, and Drainage Requirements in Subdivisions, §204 Road and Sidewalk Requirements in Unsubdivided Developments, and §206 Street Names and House Numbers (Incorporation by reference as if fully set forth herein Schedule D) at 7:05pm.

Meadows stated that the proposed amendments were shared with staff during various discussions. Attached documents:

1. Draft ordinance amending Article 14;
2. Final ordinance amending Article 14

Meadows stated that the Land Development Plan recommends:

Prepared by: Jenifer J Everage, Town Clerk

1. Modifying the development ordinances to be more user friendly where possible.
2. Revise zoning and subdivision ordinance standards to promote interconnectivity of neighborhoods and use of sidewalks.
3. Promote walkable interconnected neighborhoods.
4. Increase pedestrian safety in the downtown area through improvement of sidewalks and handicapped accessibility.
5. Explore program of repaving sidewalks with new materials to improve visual design and increase aesthetics.
6. Create a greenway system of trails for multiple users.
7. Develop a greenway plan and explore use of utility easements and ordinances to provide facilities.

Meadows shared the Planning Board Recommendation from the October 13, 2015 meeting:

1. The amendment is consistent with the adopted LDP and any other officially adopted plan because the LDP recommends modifying the development ordinances to be more user friendly where possible.
2. Approve the amendment: a. to correct manifest error with the zoning ordinance; and c. to promote and forward the purposes of the adopted Siler City Land Development Plan.

Meadows stated that the Board may take the following action:

1. Hold public hearing in order to receive comments, testimony, and exhibits pertaining to the amendment.
2. See worksheet for decision or table request:
 - a. Adopt Plan Consistency Statement
 - b. Adopt Reasonable and in the Public Interest Statement
 - c. Approve or deny request

Mayor Grimes closed the public hearing at 7:14pm.

A motion that the Unified Development Ordinance (UDO) Text Amendment for §199 Street Width, Sidewalk, and Drainage Requirements in Subdivisions, §204 Road and Sidewalk Requirements in Unsubdivided Developments, and §206 Street Names and House Numbers is consistent with the adopted Land Development Plan and any other officially adopted plan because it is more user friendly was made by Commissioner Fadely, seconded by Mayor Pro Tem Cheek and unanimously approved.

A motion that the Unified Development Ordinance (UDO) Text Amendment §199 Street Width, Sidewalk, and Drainage Requirements in Subdivisions, §204 Road and Sidewalk Requirements in Unsubdivided Developments, and §206 Street Names and House Numbers is reasonable and in the public interest because it promotes the general health, safety and welfare of the citizens of Siler City was made by Commissioner Haiges, seconded by Commissioner Constantino and unanimously approved.

A motion to approve the Unified Development Ordinance (UDO) Text Amendment for §199 Street Width, Sidewalk, and Drainage Requirements in Subdivisions, §204 Road and Sidewalk Requirements in Unsubdivided Developments, and §206 Street Names and House Numbers to promote and forward the purposes of the adopted Siler City Land Development Plan, and to promote the general health, safety, and welfare of the citizens of Siler City was made by Mayor Pro Tem Cheek, seconded by Commissioner Fadely and unanimously approved.

OLD BUSINESS

Parks and Recreation Master Plan

(Incorporation by reference as if fully set forth herein Schedule E)

Mike Apke and Jim Ford with McGill Associates presented the final Parks and Recreation Master Plan with the Aquatics Facility Study to the Board of Commissioners.

The Board of Commissioners discussed the plan.

A motion to approve the Parks and Recreation Master Plan with the Aquatics Facility Study as presented was made by Commissioner Fadely, seconded by Commissioner Price and unanimously approved.

Safe Routes to School (SRTS) Project – Chatham Middle School

(Incorporation by reference as if fully set forth herein Schedule F)

Meadows stated in 2004, the Town began inquiring about a sidewalk project on South Second Avenue. Since 2004:

1. the Town Manager traded letters with the Division 8 DOT Board Member;
2. The Town Board made the project a transportation priority and requested it be placed on the TIP; and
3. The County Board of Education also passed a resolution of the same.

A need for a sidewalk on South Second Avenue due to the road being narrow and almost no shoulders beyond the pavement has been on the Town's radar for many years.

Meadows stated on October 31, 2013, Town staff submitted the South Second Avenue sidewalk project to be considered for NCDOT SRTS grant funds. On December 18, 2013, NCDOT awarded \$500,000 for construction of the project. Siler City was the only community to receive SRTS funds in Division 8 which includes all of Chatham, Randolph, Hoke, Lee, Moore, Montgomery, Richmond, and Scotland counties.

Meadows shared notes about grant from NCDOT:

1. Limited to K-8 schools because the Federal government is targeting youth in promoting healthier lifestyles
2. NCDOT will fund construction and temporary construction easements up to \$500,000 total.
 - a. NCDOT will reimburse Town 100% of construction cost
 - b. Town must reserve 10-15% of construction budget for contingency
3. Town responsible for design, utility relocation/row (if applicable), Categorical Exclusion (CE), DBE Goal, PS&E document, Historic Preservation certification, US Fish and Wildlife Endangered Species certification, bid document
4. All sidewalk outside of the City Limits must be located on School property and maintained by the School (Town policy)

Meadows stated that the project starts at Chatham Middle School and terminates at Greenhill Drive (~2,900 feet). Approximately 340 feet of the project is located outside of the Town's Corporate Limits and on Chatham County School property. Chatham County Schools will maintain all sidewalks located on their property. Town of Siler City will maintain all sidewalks located within the road right-of-way. The sidewalks are to be constructed with concrete and will be 6 feet wide.

Meadows shared the project funding:

Prepared by: Jenifer J Everage, Town Clerk

1. Design and Engineering = \$49,600
 - a. Chatham County Health Department funding = \$10,000 (received)
 - b. Chatham County Schools funding = \$10,000 (due after project completion)
 - c. Town funding = \$29,600
2. Estimated Construction Cost = \$443,000 (including contingency)
 - a. NCDOT funding = \$500,000 (reimbursement)

Meadows stated that McGill Engineers has submitted all documents to NCDOT and we are waiting on the construction authorization letter from Division 8.

Meadows shared the next steps:

1. Utility relocation by Town Utilities Department – October 2015 through January 2016
2. Advertise construction bid – October 2015
3. Open construction bid – November 2015
4. Award construction bid – November 2015
5. Execute contract with firm for CEI services – December 2015
6. Execute construction contract – December 2015
7. Hold preconstruction meeting – December 2015
8. Begin construction - January 2016
9. Construction completed - May 20, 2016
10. NCDOT begin resurfacing project - June 15, 2016

Meadows stated that the Board may take the following action: Authorize the advertisement for bids for SR-5001CF South 2nd Avenue Sidewalk for Chatham Middle School Safe Routes to Schools Sidewalk and Roadway Improvements upon approval from NCDOT.

A motion to authorize the advertisement for bids for SR-5001CF South 2nd Avenue Sidewalk for Chatham Middle School Safe Routes to Schools Sidewalk and Roadway Improvements upon approval from NCDOT was made by Commissioner Haiges, seconded by Commissioner Fadely and unanimously approved.

Duke Energy Foundation Water Resources Fund Grant

(Incorporation by reference as if fully set forth herein Schedule G)

Puckett stated in September 2014, Duke Energy announced the creation of their Water Resources Fund for waterways in the Carolinas. The \$10 million fund supports projects and programs that provide direct benefit in at least one of the following focus areas:

- Improving water quality, quantity and conservation;
- Enhancing fish and wildlife management habitats;
- Expanding public use and access to waterways; or
- Increasing citizens' awareness about their roles in protecting water resources.

Puckett stated after speaking with our EPA 319 Grant partners, N.C. State University and Biocensis, staff feels confident Siler City presents more than one potential water protection and improvement project that could fit with the goals and focus areas of the Water Resources Fund.

Puckett stated this fund is seen as an opportunity for Siler City to utilize the goodwill of a current community utility provider to advance our efforts in both economic development through capital improvements and by protecting a vital tributary in town, Loves Creek. Town staff believes this fund is a

worthwhile investment and opportunity for our time to be spent through further investigation of the grant and the application process.

Puckett stated that the North Carolina Community Foundation has been tasked as the administrator of the fund. Before submitting a formal application, the foundation requires an official Letter of Inquiry (LOI) be submitted first. They allow only 50 LOI's to be submitted per cycle. The current cycle opens on October 15, 2015 to where we will submit the LOI through their online application process.

Puckett stated that the Board may take the following action: approval to submit a formal application from the Town of Siler City if we are given approval through the preliminary Letter of Inquiry process.

The consensus of the Board of Commissioners was to submit a formal application from the Town of Siler City if we are given approval through the preliminary Letter of Inquiry process.

MANAGER'S REPORT

Thompson updated the Board of Commissioners on the following projects: Paint the Town Pink event.

BOARD COMMENTS

None

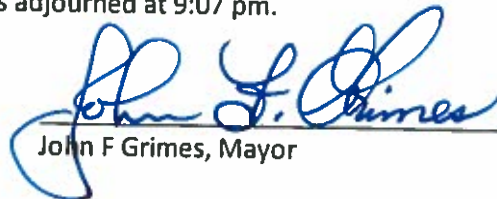
CLOSED SESSION

A motion the go into Closed Session for § 143-318.11 (a)(5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract was made by Commissioner Haiges, seconded by Commissioner Price and unanimously approved.

A motion to come out of Closed Session was made by Commissioner Fadely, seconded by Commissioner Price and unanimously approved.

ADJOURNMENT

With no further business the Board of Commissioners adjourned at 9:07 pm.


John F Grimes, Mayor

ATTEST:


Jenifer J Everage, Town Clerk

