

## TOWN OF SILER CITY

The Siler City Board of Commissioners met in Regular Session on **Monday, November 6, 2017** at 7:00pm in City Hall Courtroom with Mayor John Grimes presiding. Commissioner Price gave the invocation with the recitation of the Pledge of Allegiance following. Commissioner Siler recited the Town of Siler City Mission Statement and Commissioner Bray recited the Town of Siler City Vision Statement.

**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, Attorney William Morgan, Police Chief Gary Tyson, Human Resources Director Nancy Darden, Finance Director Roy Lynch, Planning Director Jack Meadows, Parks and Recreation Director Joseph Keel, and Town Clerk Jenifer Johnson.

### AGENDA ADJUSTMENTS/APPROVAL OF AGENDA

Thompson requested the addition of the following items: Resolution to Accept the Piedmont Conservation Council Land under Old Business.

***A motion to approve the agenda with the additions was made by Mayor Pro Tem Cheek, seconded by Commissioner Price and unanimously approved.***

### CONSENT

***A motion to approve the consent agenda which includes the August 24, 2017 Minutes (Incorporation by reference as if fully set forth herein Schedule A), September 5, 2017 Minutes (Incorporation by reference as if fully set forth herein Schedule B), and the CDBG-I Resolution for Policies (Incorporation by reference as if fully set forth herein Schedule C) was made by Commissioner Price, seconded by Mayor Pro Tem Cheek and unanimously approved.***

### PRESENTATIONS

#### **Veteran's Day Parade**

Zoann Adams with Siler City Merchants Association shared information concerning the Veteran's Day Parade which will be held on Saturday, November 11, 2017 at 11am. (Incorporation by reference as if fully set forth herein Schedule D)

#### **Christmas Parade**

Cindy Poindexter with the Chatham Chamber of Commerce shared information concerning the Christmas Parade which will be held on Thursday, December 7, 2017 at 7pm. (Incorporation by reference as if fully set forth herein Schedule F)

***A motion to approve the road closure for the annual Christmas Parade was made by Commissioner Fadely, seconded by Commissioner Siler and unanimously approved.***

**OLD BUSINESS**

SCDO Membership

Thompson stated when the Siler City Development Organization (SCDO) formed the Town Board appointed Commissioner Chip Price to serve on the SCDO Board of Directors as the Town's representative and voice within the SCDO organization. Commissioner Price has served in this capacity since, with Mayor Pro Tem serving as the alternate member of the SCDO Board in Price's absence. (Incorporation by reference as if fully set forth herein Schedule F)

Recently, Commissioner Price changed full-time employment which inhibits his ability to continue serving on the SCDO Board as the meetings of SCDO run into conflict with Price's work obligations. Accordingly, Commissioner Price wishes to step down as the Town's representative on the SCDO Board in order to afford another member of the Town Board to serve in this role.

In keeping with the foregoing, Staff requests the Board to consider honoring Commissioner Prices request to be removed from the SCDO Board. Additionally, Staff requests the Board to consider appointing another member of its body to serve in this capacity.

***A motion to appoint Mayor Pro Tem Cheek as member, Commissioner Constantino as alternate, and Mayor Grimes as alternate two to the Siler City Development Organization Board of Directors was made by Commissioner Haiges, seconded by Commissioner Fadely and unanimously approved.***

Aquatics Facility Construction Award

Thompson shared a recommendation letter and certified bid tabulation from Mike Norris with McGill Associates concerning the construction bids for the Aquatics Facility. (Incorporation by reference as if fully set forth herein Schedule H)

A total of four bids were received on October 30, 2017 for the Bray Park Pool Improvements Renovation project. Southeast Aquatics Group, LLC of North Carolina was the lowest responsive, responsible bidder with at total bid of \$444,550. Southeast Aquatics Group is appropriately licensed with North Carolina Licensing Board of General Contractors to perform this project. Therefore, we recommend award of the Bray Park Pool Improvements – Pool Renovation in the contract amount of \$444,550.

The Board of Commissioners discussed the bids.

***A motion to award the bid for the Bray Park Pool Improvements – Pool Renovation to Southeast Aquatics Group, LLC was made by Commissioner Fadely, seconded by Commissioner Haiges and unanimously approved.***

Piedmont Conservation Council Resolution

Thompson shared a resolution to accept conveyance of 3.35 acre tract on South Cedar Avenue (Parcel ID 16280) by Piedmont Conservation Council, Inc subject to conservation easement, following stream restoration along tributary of Loves Creek.

The Board of Commissioners discussed the resolution and the property.

***A motion to approve the resolution to accept conveyance from Piedmont Conservation Council was made by Commissioner Haiges, seconded Fadely and unanimously approved.***

#### NEW BUSINESS

##### Drug and Alcohol Testing Policies and Procedures

Darden stated that it's the responsibility of Human Resources to review and revise policies within the Town of Siler City Employee Handbook as necessary. Our current Substance Abuse Policy found in Article V, Conditions of Employment, Section 10. Substance Abuse Policy, needs to be revised to provide more detail to both the employee and administration in regards as to how the Town's Drug and Alcohol Testing Policies and Procedures is intended to be administered according to Federal Motor Carrier Safety Administration (FMCSA) Drug and Alcohol regulations. Darden stated it is her intent with the proposed revision to clarify for both employees and administration the intent of the law, the criteria used to determine the selection of drug and alcohol testing participants, procedures for applying for the Town's Drug and Alcohol Testing Policies and Procedures, and the roles and responsibilities of the employee and the Town. (Incorporation by reference as if fully set forth herein Schedule G)

Darden stated that the proposed policy revision also addresses testing policy and procedures specific to employees whose job descriptions require a CDL and for those employees whose positions are categorized as "safety-sensitive" positions. These positions are listed in the policy and will be updated as operations dictate the need for change. Our current policy does not specifically address these two categories. The revised policy will clarify the responsibilities of all parties.

Darden stated that it is also her recommendation to change the policy name from Substance Abuse Policy to Town of Siler City Drug and Alcohol Testing Policies and Procedures to more accurately depict the scope of the revised policy.

After discussion the Board of Commissioners asked Darden to bring back more information to the next meeting.

#### CLOSED SESSION

***A motion to go into closed session to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations, or to discuss matters relating to military installation closure or realignment. Any action approving the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session was made by Commissioner Price, seconded by Commissioner Haiges and unanimously approved.***

***A motion to come out of closed session was made by Commissioner Haiges, seconded by Mayor Pro Tem Cheek and unanimously approved.***

*A motion to set a public hearing for EPC Incentives on Monday, December 4, 2017 at 7pm was made by Commissioner Fadely, seconded by Commissioner Price and unanimously approved.*

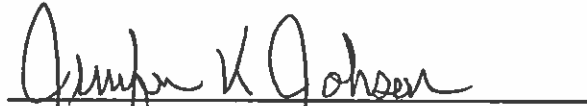
**ADJOURNMENT**

With no further business the Board of Commissioners adjourned at 8:23pm.



Larry Cheek, Mayor Pro Tem

**ATTEST:**



Jenifer K Johnson, Town Clerk

