

TOWN OF SILER CITY

The Siler City Board of Commissioners met in Regular Session on **Monday, December 6, 2021** at 6:30pm in Multipurpose at the Wrenn Memorial Library with Mayor Pro Tem Bray presiding. Commissioner Brown gave the invocation with the recitation of the Pledge of Allegiance following. Commissioner Fadely recited the Town of Siler City Mission Statement and Commissioner Haiges recited the Town of Siler City Vision Statement.

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

TOWN STAFF PRESENT: Town Manager Roy Lynch, Attorney William Morgan, Planning Director Jack Meadows, Finance Director Tina Stroupe, Chief Mike Wagner, Public Works Director Chris McCorquodale, and Town Clerk Jenifer Johnson, Zoom: Parks & Recreation Director Jack Clelland

AGENDA ADJUSTMENTS/APPROVAL OF AGENDA

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

CONSENT

A motion to approve the consent agenda which includes the November 15, 2021 Minutes (Incorporation by reference as if fully set forth herein Schedule A), Resolution Adopting 2021 Records Retention Schedule (Incorporation by reference as if fully set forth herein Schedule B), Redistricting Resolution (Incorporation by reference as if fully set forth herein Schedule C), Amendment to Contract to Audit Account – Sharpe Patel PLLC (Incorporation by reference as if fully set forth herein Schedule D), 2022.10 Budget Amendment – Airport Property Acquisition Schedule E (page 22-23) (Incorporation by reference as if fully set forth herein Schedule E), 2022.11 Budget Amendment – Airport Obstruction Clearing (Incorporation by reference as if fully set forth herein Schedule F), 2022.12 Budget Amendment and Bid Award – Old 421 Sewer (Incorporation by reference as if fully set forth herein Schedule G), Recruitment Incentive Extension (Incorporation by reference as if fully set forth herein Schedule H) was made by Commissioner Haiges, seconded by Commissioner Fadely, and unanimously approved.

PUBLIC COMMENT

Mike Cowell, Former Librarian of Wrenn Memorial Library

Cowell thanked the Board of Commissioners and Staff for the commitment to the library during his time there.

Donald Matthews, 919 12th Street, Siler City, NC

On March 27th of this year, we had one of the biggest rains that we’ve had in recent memory. I live in the area known as Lincoln Heights. Much of Lincoln Heights flooded during that period, so I called the City Manager and we started to look at it, even the mayor came out and looked at it. But the problem is, here it is December. Now, the actual work or cleaning out these ditches and the things that were obstructing this water did not start well into November. So, from March to November, and I just did a walk around the neighborhood today and there’s very little has been done and what was done was half done. My great-grandfather lives right next to my parents. When they cleaned out the ditch in front, they tore up the steps. And the steps are older than anybody in this room. My great-grandfather laid those. My problem is and my question is, why is it taking so long, we know that flooding exist over there. And when is this work going to be completed. Frankly, I’m tired of having meetings with Roy. This needs to be done because this is a problem. I have pictures here. There is standing, we haven’t had rain in several weeks now, there’s

Prepared by Jenifer K Johnson, Town Clerk

standing water. The water is not moving and its not moving because its obstructed. I would like to know from this board, are you as concerned as I am about this issue, because something has to be done. I thank you for your time and if you would like to view the pictures, I would be more than happy to share them, because as I said, its an issue and its not a new issue. I've been told, their working on it. And I go out and look. I was even told that Commissioner Boone called the other day and said their doing something. Wherever it is, I can't find it, because I looked today. Thank you

ORGANIZATIONAL ITEMS

2022 Calendars Schedule

Lynch stated during the Organization Meeting, the Board of Commissioners must set the dates for Boards and Committee. (Incorporation by reference as if fully set forth herein Schedule I)

Lynch shared the following 2022 calendars: Holiday Calendar, Board of Commissioners Regular Meetings, Board of Commissioners Budget Meetings, Planning Board, Airport Authority, Parks and Recreation Advisory Committee, Downtown Advisory Committee, and Immigrant Advisory Committee. Lynch stated that the meeting on April 14 on the calendar needs to be moved to April 28.

A motion to approve the 2022 Calendars as presented was made by Commissioner Fadely, seconded by Commissioner Haiges, and unanimously approved.

Board Appointments

Lynch stated that the following agency ask that the Board of Commissioners appoint of confirm the appointment once a year. (Incorporation by reference as if fully set forth herein Schedule J)

Chatham Chamber of Commerce: Confirmation/appointment of Member of the Chatham Chamber of Commerce. Currently serving as Member is Commissioner Brown.

Chatham County Affordable Housing Committee: Confirmation/appointment of Member and Alternate of the Chatham County Affordable Housing. Currently serving as Member is Commissioner Price. Currently serving as Alternate Member is Roy Lynch.

Chatham County Climate Change Committee: Chatham County is seeking an appointment to the Chatham County Climate Change Committee. Currently appointment is Ron Dameron, but he has been unable to attend.

North Carolina Department of Transportation Division 8 Triangle Area Rural Planning Organization (TARPO) – Transportation Advisory Committee (TAC): Confirmation/appointment of Non-Voting Member to the TAC Board. Currently serving: Commissioner Brown.

Siler City Development Organization (SCDO): Confirmation/appointment of Member of SCDO Board. Currently serving: Commissioner Brown.

Triangle J Council of Governments (TJCOG): Confirmation/appointment of Delegate and Alternate Delegate to the TJCOG Board. Currently serving as Delegate is Commissioner Haiges. Currently serving as Alternate Delegate is Commissioner Fadely.

A motion to confirm the appointments as presented and bring back an individual to appoint to the Chatham County Climate Change Committee was made by Commissioner Haiges, seconded by Commissioner Fadely, and unanimously approved.

2022 Fire Department Officers

Lynch stated that the Fire Department held its annual election of officers on November 29, 2021. Accordingly, the Department request that the Board of Commissioners approval the following appointments (Incorporation by reference as if fully set forth herein Schedule K):

1st Assistant Chief: Billy Scott, 2nd Assistant Chief: Daniel Murphy, Captains: Mike Powers, Jeff Griffin, Mike Powers, Todd Williams, Wes Cockman, Safety Officers: Jerry Ward and Mitch Vann, Secretary: Mike Smith, Assistant Secretary: Will Adams.

A motion a appoint the 2022 Fire Department Officers as presented was made by Commissioners Fadely, seconded by Commissioner Siler, and unanimously approved.

Legislative Agenda

Lynch shared the North Carolina League of Municipal (NCLM) Member legislative priorities for the 2021-22 legislative biennium. (Incorporation by reference as if fully set forth herein Schedule L)

During its organizational meeting last year, the Siler City Board of Commissioners agreed that an annual review of the NCLM legislative agenda was appropriate, and that this would be conducted during the Town Board's annual organizational meeting. In addition, the Board agreed that this review would offer an opportunity for the Board to discuss any other legislative public policy issues that are relevant to Siler City interests and to direct what type, if any, advocacy efforts are to be engaged in support of the same.

Training Opportunities

Lynch shared the UNC School of Government and the North Carolina League of Municipalities training opportunities for Local Elected Officials. Below are a few of the opportunities: Local Elected Leaders Academy (LELA), Budgeting and Financial Basics for Local Elected Officials, Essentials of Municipal Government, Ethics for Local Government Officials, and Legal Competency for Local Elected Officials. (Incorporation by reference as if fully set forth herein Schedule M)

Lynch stated if any Board Members are interested in any training, please contact the Town Clerk.

PRESENTATION

General Fund Capital Improvement Plan

Stroupe stated in looking ahead to the Town's capital improvement needs for the General Fund, staff determined a plan for these improvements would be helpful. Staff began working with Davenport & Company to come up with a 10-year plan to help map out our capital improvements and how these improvements might be funded. (Incorporation by reference as if fully set forth herein Schedule O)

Stroupe stated that Department Directors were included in the process and asked to give a list of priorities. Staff and the Davenport team then worked together to construct a Capital Improvement Plan.

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Ty Welford from Davenport and Company will be presenting the suggested plan, included in your agenda packet.

Stroupe stated that staff is seeking the Board's direction on prioritizing, on an annual basis, the previously discussed capital needs of the Town. Once direction is received and the plan is finalized, staff will bring back to the Board for approval.

Stroupe stated there are many items on the recommended CIP and if the Board would like to hold a special meeting to discuss these improvements and priorities in further detail, Staff recommends a date at some point in January so that we can be prepared to use this as a tool for the FY2023 budget process.

The consensus of the Board of Commissioners was to have this one item on the January 3, 2022 agenda.

Downtown Priority List of 2021 Recommendations

Meadows stated that 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 P)

Meadows stated that 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 timeline:

1. July 16, 2018 – Town Board established the Downtown Advisory Committee
2. October 16, 2018 - Committee organizational meeting
3. January 22, 2019 - Town Board approved the "Downtown Map":
4. January 29, 2019 - 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)

Richard Szary, Chair of the Committee presented the 2021 recommendations, along with the list of priorities, both at no cost items and items with an associated cost.

The consensus of the Board of Commissioners was to move forward with the no cost items and the Planning Department to include the other items in their requested department budget for the board to review during the budget process.

OLD BUSINESS

City Hall Tree Replacement

McCorquodale stated that the Board of Commissioners asked staff to create a plan to remove and replace the trees between American Service Center and Town Hall while the renovations to Town Hall were taking place. (Incorporation by reference as if fully set forth herein Schedule Q)

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McCorquodale stated that the current trees have become too big for the space. They were cut a couple years ago because they hung over the driveway and were scraping vehicles that would use the driveway to use the drop box for utility payments. Cutting the trees left them unsightly and subject to disease. They are heavier on one side making them vulnerable during high winds.

McCorquodale stated that Staff recommends:

Remove old trees

- Tree Master's \$4,000.00 – includes covering for townhall and American service Center to protect from damage. This also includes stump grinding.

Replace with:

- Blue Arrow Junipers – Mature height is 6ft to 8ft tall. Mature width is 3ft to 4ft wide.
- Forever Goldie Arborvitae – Mature height is 6ft to 8ft tall. Mature width is 3ft to 4ft wide.

No cost for 16 trees. Trees will be purchased out of the "in leu of" funds.

Price to have Williams Lawn care plant trees. \$2,200.00.

Fence options:

Public works will install the fence: 60ft x 6ft Wooden fence \$2,800.00 or 60ft x 6ft Vinyl Fence \$3,500.00.

A motion to approve the Town Hall Tree project as presented without the fence was made by Commissioners Fadely, seconded by Commissioner Siler, and unanimously approved.

Water Treatment Plant Project

Stroupe shared the Capital Project Budget Ordinance to provide additional funding for improvements to the Water Treatment Plant Project for Phase 2. (Incorporation by reference as if fully set forth herein Schedule R)

Stroupe stated the scope of this project includes installation of a new pretreatment system, air backwash system and chemical feed system modifications for the Water Treatment Plant. Construction of the pretreatment system includes site grading, installation of concrete pads, and prefabricated steel treatment units, with pumps, valves, and appurtenances. Electrical improvements for all components, controls and SCADA system improvements are also included in the scope.

Stroupe stated that the low bid of \$5,296,232, plus 5% contingency of \$264,812, was received from Sanford Contractors. This includes \$5,290,775 for the scope mentioned above plus \$5,457 for concrete repair at the filter basin, an alternate bid item.

Stroupe stated that the submitted bid exceeds the original budget and funding from Golden Leaf and NCDEQ Division of Water Infrastructure State Reserve Project. The Town will fund the difference with the first allocation received from the American Rescue Plan. Also, budget remaining from Phase 1 construction is being reallocated to Construction Phase 2 for reporting purposes.

A motion a approve Budget Amendment 2022.13 as presented as presented was made by Commissioner Fadely, seconded by Commissioner Brown, and unanimously approved.

A motion to award Bid to Sanford Contractors in the amount of \$5,296,232 was made by Commissioner Haiges, seconded by Commissioner Siler, and unanimously approved.

A motion to approve the Resolution of Tentative Award was made by Commissioner Brown, seconded by Commissioner Price, and unanimously approved.

A motion to authorize Town Manager to execute contract with Sanford Contractors was made by Commissioner Haiges, seconded by Commissioner Brown, and unanimously approved.

NEW BUSINESS

none

MANAGER'S REPORT

Lynch shared the following with the Board of Commissioners: Immigrant Advisory Committee meeting was held, work has started on 5th Street, Christmas parade is Thursday, and we have a truck and float for the Board to ride on, Employee Christmas lunch is December 16 at Bestfood, Employee Food Drive, and Introduce new Planner I Dalton York.

TOWN ATTORNEY INFORMATION

none

GOVERNING BODY COMMENTS

Commissioner Fadely asked about the stormwater run-off in the Lincoln Heights area, did we bring in UNC? Meadows stated that we have not had anyone come and look at that area and that the Loves Creek group has not looked at that area because it's not part of the loves creek tributary. He will be bringing some request for funding stormwater projects in his budget. The Board of Commissioners discussed the flooding.

Commissioner Boone stated that we have a lot of issues with the ditches in the neighborhood and pipe issues when it rains, that causes flooding across the road. There has been someone that has come in, but they are just cleaning under the driveway, but not all the down the ditches.

Commissioner Siler stated that is what they do with NCDOT as well and with the state we can't go into people yards, only in the right of way.

CLOSED SESSION

A motion to go into closed session §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 public body, which privilege is hereby acknowledged at 8:37pm was made by Commissioner Fadely, seconded by Commissioner Price, and unanimously approved.

A motion to come out of closed session at 8:52pm was made by Commissioner Haiges, seconded by Commissioner Fadely, and unanimously approved.

A motion to go into closed session §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 public body, which privilege is hereby acknowledged at 8:53pm was made by Commissioner Haiges, seconded by Commissioner Price, and unanimously approved.

A motion to come out of closed session at 9:14pm was made by Commissioner Haiges, seconded by Commissioner Price, and unanimously approved.

ADJOURNMENT

With no further business the Board of Commissioners adjourned at 9:15pm.


Cindy B. Bray, Mayor Pro Tempore

ATTEST:


Jenifer K. Johnson, Town Clerk

