

TOWN OF SILER CITY

The Siler City Board of Commissioners met in Regular Session on **Monday, February 15, 2021** at 6:30pm in City Hall Courtroom with Mayor Pro Tem Bray presiding. Commissioner Siler gave the invocation with the recitation of the Pledge of Allegiance following. Commissioner Boone 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, Norma Boone, Thomas “Chip” Price, and Tony Siler, Zoom: Curtis Brown, Lewis Fadely, Bill Haiges

TOWN STAFF PRESENT: Town Manager Roy Lynch, Planning Director Jack Meadows, Public Works Director Chris McCorquodale, Police Major James Underwood, Parks and Recreation Director Jack Clelland, and Town Clerk Jenifer Johnson, Zoom: Attorney William Morgan, Finance Director Tina Stroupe, Human Resources Director Nancy Darden

AGENDA ADJUSTMENTS/APPROVAL OF AGENDA

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

CONSENT

A motion to approve the consent agenda which includes the February 1, 2021 Minutes (Incorporation by reference as if fully set forth herein Schedule A), February 6, 2021 Budget Retreat Minutes (Incorporation by reference as if fully set forth herein Schedule B), Wildlife Service Agent Agreement 3-year renewal (Incorporation by reference as if fully set forth herein Schedule C), Budget Amendment 2021.8 Transfer Funding (Incorporation by reference as if fully set forth herein Schedule D), MGB 2000 LLC Asbestos Survey (Incorporation by reference as if fully set forth herein Schedule E) was made by Commissioner Boone, seconded by Commissioner Siler and unanimously approved.

PRESENTATION

Resolution Honoring Former Mayor Pro Tem Helen Moody Buckner

Mayor Pro Tem Bray read aloud a resolution honoring former Mayor Pro Tem Helen Moody Buckner. (Incorporation by reference as if fully set forth herein Schedule F)

Census 2020 and Mapping Update – Tharrington Smith

Lynch stated that on December 7, 2020, the Board of Commissioners contracted with Tharrington Smith to assist the Town through the redistricting process due to the 2020 Census. Lynch introduced Deborah Stagner and Blake Esselstyn with Tharrington Smith to give a brief update on the status of the 2020 Census, District Mapping, Municipal Filing Period, and the Elections. (Incorporation by reference as if fully set forth herein Schedule G) Stagner and Esselstyn shared a timeline of the census and redistricting with the Board of Commissioners.

PUBLIC HEARING

Public hearing and Board discussion will be conducted on the following requests: Town of Siler City proposes text amendments to the following sections of the UDO: §129 Flood Districts, §131 Landfill Districts (Downtown Siler City overlay district), and §148 (multifamily downtown development); and Town of Siler City proposes a map amendment by including the following blocks into the Downtown Siler City overlay district: N. Birch Ave. (100), S. Birch Ave. (100), N. Chatham Ave. (100, 200, 300), S. Chatham Ave.

(100, 200), N. 2nd Ave. (100, 200, 300), S. 2nd Ave. (100), Chestnut St. (100), W. Beaver St. (100), E. Beaver St. (100, 200), W. Raleigh St. (100), E. Raleigh St. (100, 200), W. 2nd St. (100), E. 2nd St. (100, 200), W. 3rd St. (100), and E. 3rd St. (100, 200) and Fee Schedule Amendments

Mayor Pro Tem Bray opened the public hearing for the proposed text amendments to the following sections of the UDO: §129 Flood Districts, §131 Landfill Districts (Downtown Siler City overlay district), and §148 (multifamily downtown development); and Town of Siler City proposes a map amendment by including the following blocks into the Downtown Siler City overlay district: N. Birch Ave. (100), S. Birch Ave. (100), N. Chatham Ave. (100, 200, 300), S. Chatham Ave. (100, 200), N. 2nd Ave. (100, 200, 300), S. 2nd Ave. (100), Chestnut St. (100), W. Beaver St. (100), E. Beaver St. (100, 200), W. Raleigh St. (100), E. Raleigh St. (100, 200), W. 2nd St. (100), E. 2nd St. (100, 200), W. 3rd St. (100), and E. 3rd St. (100, 200) and Fee Schedule Amendments at 6:54pm. (Incorporation by reference as if fully set forth herein Schedule H)

Meadows shared the following documents:

1. draft Article 9 & 11
2. Landowner letter
3. Landowner list
4. final ordinance amending Article 9 & 11 and the official zoning map
5. worksheet
6. draft fee schedule amendment

Meadows shared the following information on the proposed map amendment:

1. Subject overlay district is 31.6 acres
2. Size of surrounding tracts: an average of 0.4 acres
3. Surrounding zoning districts are CC (central business), GC (general commercial), HC (highway commercial), OI (office institutional), R-10 (residential), LI (light industrial),
4. Surrounding land use are mixed use

Meadows stated that the proposed amendments were recommended by the Downtown Advisory Committee in November 2020. The DAC presented the amendments to the Town Board in January 2021. The Planning Board initiated the proposed amendment in January 2021.

Meadows shared the compatibility with existing comprehensive Land Development Plan:

1. Amend ordinances as needed to accommodate uses or situations that arise and are not clearly covered by existing ordinances.
2. Amend ordinances as needed to address changes in physical, social, or environmental circumstances that make existing regulations unnecessary, outdated, or obsolete.
3. Modify the development ordinances to be more user-friendly where possible.
4. Mixed use for the subject properties. Mixed use objectives and strategies:
 - a. Limit impacts of development of the environment and promote sustainability.
 - b. Encourage development to occur in areas with existing or planned infrastructure such as water, sewer, roads, and sidewalks.
 - c. Improve the appearance of properties.
 - d. Permit residential development at a low density in keeping with the character of many existing neighborhoods in the Town.
 - e. Maintain the integrity of existing neighborhoods.

- f. Promote walkable, interconnected neighborhoods.
- g. Encourage provision of recreation and park land for Town residents.
- h. Encourage efficient use of transportation networks.
- i. The portions of the planning region within and near the existing Town limits and not designated as industrial or mixed-use areas should be preserved for future residential growth and the extension of public water and sewer to these areas should be a top priority.
- j. Urban development densities should be restricted to areas in which sufficient water and sewer service is available.
- k. Preserve the existing density and scale of development in established residential neighborhoods by excluding the introduction of intensive, non-residential land uses into such neighborhoods and by avoiding the rezoning of established residential areas to a higher density.
- l. Encourage in-fill development in established residential areas.
- m. Preserve the existing housing stock by vigorously enforcing the minimum housing code and providing financial assistance to rehabilitate and stabilize deteriorating housing.
- n. Require that as a condition of receiving public water and/or sewer service, all new developments be incorporated into the Town limits.
- o. Revise zoning and subdivision ordinance standards to promote interconnectivity of neighborhoods and use of sidewalks.
- p. Promote cluster development with usable open space and amenities.
- q. Ensure quality aesthetics in developments through appropriate landscaping, lighting, parking, and signage standards.
- r. Encourage planned developments.
- s. Develop driveway regulations to require access from service drives, prevent multiple driveways on a single lot, and control the spacing of driveways.
- t. Develop specific standards for those properties abutting major highway corridors, to place more stringent controls on building setbacks and height, vehicular access, sign size and location, and buffering of parking and service areas.
- u. Designate areas of the Town's planning jurisdiction as growth areas and give priority to utility extensions in those areas.
- v. Provide parks and recreation programs to meet the recreation and fitness needs of all citizens of Siler City.
- w. Expand the greenway system of trails for bicyclists and pedestrians, and the Town's sidewalk network, in accordance with the Town's Pedestrian Plan.
- x. Coordinate with county schools to look for ways to share recreation facilities and to encourage pedestrian access to schools.
- y. Explore the option of allowing developer fees-in-lieu for park facilities and other public facilities.
- z. Develop a planting plan for street trees along public rights-of-way.
- aa. Encourage schools and other public facilities to be located in walkable, convenient locations proximate to high-density areas.
- bb. Develop policies to encourage maintenance of structures.
- cc. Implement recommendations from the Town's 2016 Natural Resource and Conservation Study.
- dd. Prevent the conversion of residences to other land uses unless such conversion will assist in stabilizing the large residential neighborhood or unless such conversion will preserve the unique quality or architectural significance of residences.

Meadows shared the Planning Board recommendations from the February 8, 2021 meeting:

Prepared by Jenifer K Johnson, Town Clerk

The amendment is approved and consistent with the adopted land development plan because the land development plan recommends:

1. Amend ordinances as needed to accommodate uses or situations that arise and are not clearly covered by existing ordinances.
2. Amend ordinances as needed to address changes in physical, social, or environmental circumstances that make existing regulations unnecessary, outdated, or obsolete.
3. Modify the development ordinances to be more user-friendly where possible.
4. Limit impacts of development of the environment and promote sustainability.
5. Encourage development to occur in areas with existing or planned infrastructure such as water, sewer, roads, and sidewalks.
6. Improve the appearance of properties.
7. Permit residential development at a low density in keeping with the character of many existing neighborhoods in the Town.
8. Maintain the integrity of existing neighborhoods.
9. Promote walkable, interconnected neighborhoods.
10. Encourage efficient use of transportation networks.
11. Urban development densities should be restricted to areas in which sufficient water and sewer service is available.
12. Require that as a condition of receiving public water and/or sewer service, all new developments be incorporated into the Town limits.
13. Ensure quality aesthetics in developments through appropriate landscaping, lighting, parking, and signage standards.

Mayor Pro Tem Bray closed the public hearing at 7:07pm.

A motion that the Board of Commissioners adopt the §129 Flood Districts, §131 Landfill Districts (Downtown Siler City overlay district), and §148 (multifamily downtown development); and Town of Siler City proposes a map amendment by including the following blocks into the Downtown Siler City overlay district: N. Birch Ave. (100), S. Birch Ave. (100), N. Chatham Ave. (100, 200, 300), S. Chatham Ave. (100, 200), N. 2nd Ave. (100, 200, 300), S. 2nd Ave. (100), Chestnut St. (100), W. Beaver St. (100), E. Beaver St. (100, 200), W. Raleigh St. (100), E. Raleigh St. (100, 200), W. 2nd St. (100), E. 2nd St. (100, 200), W. 3rd St. (100), and E. 3rd St. (100, 200) and Fee Schedule Amendments amendment, approve that the action is consistent with the adopted land development plan because amending ordinances as needed to accommodate uses or situations that arise and are not clearly covered by existing ordinances and amending ordinances as needed to address changes in physical, social, or environmental circumstances that make existing regulations unnecessary, outdated, or obsolete, approve that the proposed amendment is reasonable because Modify the development ordinances to be more user-friendly where possible was made by Commissioner Haiges, seconded by Commissioner Price and unanimously approved.

Meadows stated that another recommendation from the Downtown Advisory Committee was to waive the fees for the zoning permit, sign permit, abc zoning inspection for the Downtown District.

A motion to amend the Fee Schedule waiving the zoning permit, sign permit, and abc zoning inspection fees for the Downtown District was made by Commissioner Price, seconded by Commissioner Siler, and unanimously approved.

OLD BUSINESS

Lower Rocky River Reservoir Loan Modification

Lynch stated during the Capital Improvements Plan process, Ty Wellford with Davenport suggested that the Town try to modify the interest rate for the two Lower Rocky River Reservoir loans with First Bank (formerly known as Carolina Bank). (Incorporation by reference as if fully set forth herein Schedule I)

Lynch stated after further review and discussion with the First Bank representatives, they agreed to a rate reduction. The rate will be reduced from 2.67% to 2%, saving a total of \$148,418 after expenses associated with the modifications of the remaining term.

Lynch shared the following documents:

1. Loan Modification Memo from Davenport
2. Loan Modification Fee Letter from Davenport
3. Bond Counsel Engagement Letter with Sands Anderson
4. Resolution of Town adopted February 15, 2021 Approving Amendments to Installment Financing Contracts
5. Modification Agreement to 2015 Installment Financing Contract
6. Modification Agreement to 2016 Installment Financing Contract
7. Nonarbitrage Certificate and Tax Covenants

A motion to approve the Bond Counsel Engagement Letter with Sands Anderson was made by Commissioner Siler, seconded by Commissioner Price, and unanimously approved.

A motion to adopt the resolution approving modifications to the Installment Financing Contracts was made by Commissioner Haiges, seconded by Commissioner Fadely and unanimously approved.

Sewer Asset and Inventory Assessment (AIA)

Lynch introduced David Honeycutt with McGill Engineers.

Honeycutt stated that the purpose of this Asset Inventory and Assessment (AIA) is to document the condition of the Town of Siler City's infrastructure and to develop a Capital Improvements Plan (CIP) to prioritize and guide future expenditures, and operations and maintenance. The Town currently owns and operates a wastewater system including collection sewers and wastewater treatment plant serving the Town of Siler City and surrounding areas. The collection system consists of eight (8) lift stations, and approximately sixty-four (64) miles of gravity sewer and six (6) miles of sewer force mains. Collected wastewater is treated at the Town's 4 MGD WWTP and discharged into Loves Creek just upstream of the Rocky River in the Cape Fear River Basin. (Incorporation by reference as if fully set forth herein Schedule J)

Honeycutt stated that the asset inventory and assessment consisted of mapping all accessible manholes, lift stations and other appurtenances in the collection system and condition assessments of the collection system and WWTP. Collection system assessment work included manhole inspections, smoke testing, video inspections of sewer mains and flow monitoring. This information was evaluated and is summarized in this document which includes asset management and capital improvements plans. This process resulted

in the development of a twenty-year CIP to guide the Town to prioritize the capital projects and equipment purchases necessary to improve its wastewater collection system.

Honeycutt stated that the highest priority project is currently upgrading and expanding the WWTP. This work is closely followed by projects to further reduce infiltration and inflow (I/I) and improve reliability. The asset inventory and assessment identified, approximately thirty-four (34) miles of sewer collection mains in the existing system are in need of rehabilitation or replacement due to their poor condition, small size (>8”), and/or old age (<40 years old). Given that these identified lines include approximately 50% of the gravity collection system, all lines in need of replacement are not included within the 20-year CIP. The CIP includes an aggressive replacement of aging sewer infrastructure prioritizing critical sewers and areas with evidence of significant I/I.

Honeycutt stated that the Town should look to its CIP to guide its next projects; and the CIP should be updated regularly as priorities change and as projects are completed. It is noted that many factors may impact the priorities including failures, and funding availability both local and through grant and loan programs. This assessment project provides evidence for the prioritization of the wastewater treatment plant, replacement lines, and improvements projects in the CIP.

The Board of Commissioners thanked Honeycutt.

City Hall Renovation Update

Lynch stated as presented at the January 19, 2021 Board Meeting, the bids for the City Hall Renovation Project were opened on Wednesday, December 16, 2020. We had twelve General Contractors bid on the project. The bids and alternates for the renovation were presented by Taylor Hobbs with Hobbs Architects. (Incorporation by reference as if fully set forth herein Schedule K)

Lynch stated after direction from the Board of Commissioners, staff researched funding for the difference between what has already been appropriated for the project in the amount of \$531,827 and the submitted bids with alternates in the amount of \$825,680. Staff presented the options for financing at the budget retreat and what that process will look like having to get approval from the Local Government Commission. If the Town moves forward utilizing fund balance for the entire project, 65 percent will come from the General Fund and 35 percent from the Enterprise Fund.

Lynch stated that another option is to scale the project back to the Base Bid with minimal options and fund the alternates in subsequent fiscal years as funding allows, reducing the amount needed at this time.

Lynch presented the following Staff recommendations:

In total for the project to date, \$253,185 has been appropriated from Fund Balance, \$92,252 from Capital Reserve and \$186,390 from the Enterprise Fund.

General Fund	\$253,185	Total to Date:	\$531,827
Capital Reserve	\$ 92,252		
Enterprise Fund	\$186,390		
Additional Needed:			
General Fund	\$ 81,883	Additional Amount	\$125,973

Enterprise Fund	\$ 44,090		
In Total			
General Fund	\$335,068	Total Base + Alternate	\$657,800
Capital Reserve	\$ 92,252		
Enterprise Fund	\$230,480		

Lynch stated that there will also be additional ancillary costs associated with relocating staff temporarily. We have asked to keep staff in place as available based on the area under renovation, especially in areas where no work is being completed.

Lynch stated that if the Board agrees, Staff will present the budget ordinance amendment along with the contract on the consent agenda for approval on March 1, 2021.

The consensus of the Board of Commissioners was to move forward with the project and move the funds from fund balance for both the general fund and the enterprise fund. Lynch stated that Staff would place a budget amendment and the contract on the consent agenda of the March 1 meeting.

NEW BUSINESS

Code of Ordinance Amendment – Chapter 15 – Motor Vehicles and Traffic

Meadows shared an amendment to the Town’s Code of Ordinances to the following sections of Chapter 15 (Motor Vehicles and Traffic): Article VII. Abandoned, Nuisance and Junked Motor Vehicles, Sec. 15-201. – Definitions, Sec. 15-205. – Junked motor vehicle regulated; removal authorized. (Incorporation by reference as if fully set forth herein Schedule L)

Meadows shared the following documents:

1. draft ordinance amending Chapter 15
2. final ordinance amending Chapter 15

Meadows stated that the amendments were drafted by Town staff. The Board of Commissioners discussed the amendments.

A motion to approve the amendments to Chapter 15 (Motor Vehicles and Traffic) of the Town Code of Ordinance was made by Commissioner Brown, seconded by Commissioner Fadely and unanimously approved.

MANAGER’S REPORT

Lynch shared the following with the Board of Commissioners:

- Trees next to the driveway at City Hall
- Chicken Festival
- Board members iPad deployment

TOWN ATTORNEY INFORMATION

none

GOVERNING BODY COMMENTS

Commissioner Boone thanked Town Staff for installing the new speed limit signs.
Mayor Pro Tem Bray thanked Lynch and all Town Employees for all their hard work.
Commissioner Brown stated that the sewer mapping is great.

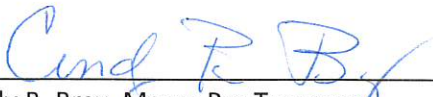
CLOSED SESSION

A motion to go into closed session §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 Fadely, 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 8:42pm.



Cindy B. Bray, Mayor Pro Tempore

ATTEST:



Jenifer K. Johnson, Town Clerk

