

TOWN OF SILER CITY

The Siler City Board of Commissioners met in Regular Session on **Monday, May 4, 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, Thomas "Chip" Price and Tony Siler.

ELECTED TOWN OFFICIALS ABSENT: Bill Haiges

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

AGENDA ADJUSTMENTS/APPROVAL OF AGENDA

A motion to approve the agenda as presented 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 Appearance Review Committee Resolutions (Incorporation by reference as if fully set forth herein Schedule A) was made by Commissioner Fadely, seconded by Commissioner Cheek and unanimously approved.

PRESENTATIONS

Mayor Grimes presented Resolutions to the Appearance Review Committee.

OLD BUSINESS

Parks and Recreation Master Plan Budget Project Ordinance

Thompson shared the proposed 2015.10 budget project ordinance designed to fund the Parks and Recreation Master Plan. (Incorporation by reference as if fully set forth herein Schedule B)

A motion to approve the 2015.10 Parks and Recreation Master Plan Project Ordinance was made by Commissioner Fadely, seconded by Commissioner Siler and unanimously approved.

Parks and Recreation Master Plan Committee Selection

Thompson stated on March 16, 2015, the Board of Commissioners established the Siler City Parks and Recreation Master Plan Committee as a temporary committee to assist with the completion of a Parks and Recreation Comprehensive Master Plan for the Siler City Community. (Incorporation by reference as if fully set forth herein Schedule C)

The Town of Siler City Board of Commissioners seeks to appoint nine members from within and around the Siler City Community to comprise the Committee, with each Commissioner appointing one (1) member and the Mayor appoints two (2) members.

Thompson stated the following have expressed interest:

Name	Address	Location	Phone	Email
Lisa Baaske	332 Little Creek Lane Siler City, NC 27344	County	919-837- 5557	bauskaknights@gmail.com
Marcia Espinola Grimes	1602 Mt. Vernon Springs Rd Siler City, NC 27344	ETJ	919-244- 3775	marciaegrimes@gmail.com
Monaliza Hanner	706 S Second Avenue Siler City, NC 27344	City Limits	919-930- 5880	mlhanner@chatham.k12.nc.us

Tyrone Hanner	706 S Second Avenue Siler City, NC 27344	City Limits	919-930- 5880	mlhanner@chatham.k12.nc.us
Tori Mazur	307 E Dolphin St Siler City, NC 27344	City Limits	919-799- 1410	misstori@gmail.com
Jay Siler	305 Sunview Dr Siler City, NC 27344	City Limits	919-704- 6880	chiselednutrition@mail.com
Rosa Sutton	158 Scotton Matthews Dr. Siler City, NC 27344	ETJ	919-548- 1142	sister602@embarqmail.com
Virginia Tobar	1107 Morgan St Siler City, NC 27344	City Limits	919-704- 0405	wdtobar@chatham.k12.nc.us

Mayor Grimes asked each Board member to make an appointment. Each Board Member appointed the following:

Commissioner Fadely	Jay Siler	305 Sunview Dr Siler City, NC 27344	City Limits	919- 704- 6880	chiselednutrition@mail.com
Commissioner Price	Tony Cook	1251 Sunset Dr Siler City, NC 27344	City Limits	919- 742- 7339	
Commissioner Siler	Jana Wiley				
Mayor Pro Tem Cheek	Rosa Sutton	158 Scotton Matthews Dr. Siler City, NC 27344	ETJ	919- 548- 1142	sister602@embarqmail.com
Commissioner Constantino	Jayson Perez De Paz			919- 200- 8785	Jayson.perezdepaz@unchealth.unc.edu
Commissioner Bray	Tori Mazur	307 E Dolphin St Siler City, NC 27344	City Limits	919- 799- 1410	misstori@gmail.com

Mayor Grimes stated he would make two appointments after Commissioner Haiges shares his appointment with Manager Thompson.

Parks and Recreation Master Plan McGill Agreement

Thompson stated town staff submitted the advertisement for the request for qualifications (RFQ) on March 13, 2015. (Incorporation by reference as if fully set forth herein Schedule D) The RFQ was advertised in The Chatham News, Town's website, and emailed to more than 50 firms. The Town received four letters of interest and subsequent proposals. The Town Selection Team was made up of the Town Manager, Director of Parks and Recreation, and Director of Planning and Community Development. The Selection Team scored each firm using the evaluation criteria listed in the RFQ. The two best scoring firms were short listed and were invited for oral interviews. Following the oral interviews, the Selection Team again scored the short listed firms using the evaluation criteria listed in the RFQ.

The firm with the best score was McGill Associates. McGill identified two sub consultants which were Aquatic Resource Group and Management Learning Laboratories. The rationale for the choice was because of the firm, firm's staff, and firm's ability to complete the project within the expected timeline, and firm's sub consultant familiarity, experience, understanding, responsibility, and knowledge with the project. The Selection Team feels confident the team headed by McGill Associates will provide the best leadership for this project and the Town of Siler City. Thompson shared a proposed agreement for the subject scope of work between McGill Associates and the Town of Siler City. Thompson stated the Expenditures included the following:

1. Strategic Recreation Master Plan and Overall Program Management = \$33,500
 2. Statically Valid Survey = \$15,000
 3. Aquatics Feasibility Study and Plan = \$25,000
 4. Design Documents = \$ unknown (Generally between 8%-15% of Construction Cost)
- Total Cost: \$73,500.00 and not to exceed \$80,000.

A motion to authorize the Town Manager to execute the proposed agreement for the Parks and Recreation Master Plan agreement with McGill and Associates was made by Commissioner Fadely, seconded by Commissioner Siler and unanimously approved.

Former Henry Siler School Options

Mayor Grimes stated he has reviewed the information provide from Chatham County and feels Chatham County should do what they feel is best for the property. The consensus of the Board of Commissioner was to let Chatham County do what they feel is best for the property.

Loves Creek Watershed – Boling Lane Park

Meadows stated (Incorporation by reference as if fully set forth herein Schedule E) that an explicit goal of the Siler City Board of Commissioners 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 commercial and industrial 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 review and revisions; Appearance Committee recommendations; consistent support to Chatham EDC; active grant advocacy for new and expanding local businesses; façade grants; expedited planning and zoning-related processes; multilevel partnership for CAM Site project; commitment to airport improvements; commissioning critical studies such as Downtown Master Plan and Pedestrian Master Plan; expressed interest with brownfield studies/evaluations; and investments in "quality of life" improvements such as the Loves Creek Greenway and Safe Routes to School projects.

Meadows stated staff invited Dr. Karen Hall (Extension Assistant Professor, Biological and Agricultural Engineering at NC State University) back in October 2014 to offer a presentation 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 federally impaired stream. This designation makes Siler City eligible for federal grants to improve water quality of the stream.

Meadows stated community meetings were held on November 25, 2014 and January 13, 2015 to discuss the Loves Creek Watershed area and issues, grant funding and criteria, project ideas and prioritization. The result of the meetings was a project prioritization list. The priority projects are:

1. Boling Lane Park
2. 200 block of South Cedar Avenue
3. 200 block of West Third Street

Dr. Hall shared a presentation that details the Boling Lane Park projects that can improve water quality, stormwater, watershed, and flood hazard issues. By addressing these important issues the Town can improve future development capacity and capability. Dr. Hall will also discuss grant funding, in kind matches, and potential Town commitments (staff time, equipment, etc.).

A motion to send a letter of support for the Loves Creek Watershed – Boling Lane Park project including the in kind match of Town Staff was made by Commissioner Fadely, seconded by Commissioner Price and unanimously approved.

Town Incentive Policy Revisions

Following the adoption of revised language to the Chatham County Incentives Policy to include provisions for “transformational projects”, the Siler City Board of Commissioners directed Town Staff to engage the Chatham Economic Development Corporation for the purpose of updating the Town’s incentives policy to also address the inclusion of such projects. In coordination with the Chatham EDC, the following incentives policy/program has been drafted for Board consideration. (Incorporation by reference as if fully set forth herein Schedule F)

Commissioner Fadely asked if Dianne Reid with Chatham County Economic Development had reviewed the changes. Thompson stated Reid was part of the process, but has not seen the final draft.

A motion to table the changes until Economic Development has had a chance to review them was made by Commissioner Fadely, seconded by Commissioner Price and unanimously approved.

NEW BUSINESS

Central Carolina Business Campus

Meadows stated (Incorporation by reference as if fully set forth herein Schedule G) Chatham County is working to have the roads within the Central Carolina Business Campus taken over for maintenance by NCDOT. To meet NCDOT’s requirements additional drainage and slope easements are required. The additional easements along Progress Boulevard are located on property owned by the Town. In addition to the easements, the County is also officially requesting the 60’ right-of-way of Progress Boulevard be dedicated to the County.

Meadows shared a map of town property, letter from county manager Charlie Horne, deed of easement/right-of-way, right-of-way modification and easement dedication plat maps.

A motion to approve the attached deed of easement/right-of-way and sheet 2 and 3 of the plat series was made by Commissioner Fadely, seconded by Commissioner Siler and unanimously approved.

Grass Mowing Rotating Contract

Thompson stated with the adoption of the current operating budget, the Town Board programmed funding to enable active nuisance abatement for properties that are in violation of the Town Code with respect to overgrown vegetation. Thompson shared (Incorporation by reference as if fully set forth herein Schedule H) a proposed abatement program that utilizes private mowing contractors on a rotating basis to conduct the abatement activities on behalf of the Town of Siler City.

Thompson stated the proposed program document has been reviewed by the Town Attorney, and has been updated with his edits.

Thompson stated since the Town Code already provides empowering language to conduct such abatement and since the Board has approved funding for the same, the Board does not have to take action to adopt the proposed program and program document. Therefore, staff requests only the endorsement of the proposed program and program document.

Thompson stated it is foreseeable that the subject program will need to be modified from time to time. Any such modifications that would materially change the program will be communicated to the Board prior to any such modifications.

The consensus of the Board of Commissioners was to endorse the proposed program and program document.

Rocky River Heritage Foundation Proposal

Thompson stated the Rocky River Heritage Foundation (RFHF) is proposing to engage Tetra Tech to conduct a scope of work that involves the production of alternative methods to be implemented to better quantify and verify the "minimum" and "pulse" releases from the Charles Turner Reservoir Dam by the Town of Siler City. Attached is the regulatory document (401 Permit) that addresses these releases and other requirements relating to the subject reservoir. (Incorporation by reference as if fully set forth herein Schedule I)

Thompson stated the monthly minimum release and the pulse release are effectuated through two different pipes. Each pipe is controlled by two different releasing systems. The larger monthly minimum releases are monitored through a large digital gauge. The low flow minimum releases are monitored through a small removable digital gauge. These gauges enable the Town to verify and document the amount of water being released from the reservoir to the Rocky River. The same ensures compliance with the Town's 401 Permit.

Thompson stated the pulse release, which is to be effected under certain conditions as defined by the Town's 401 Permit, does not have a monitoring system similar to that of the pipe for the monthly release. Rather, the pulse release is guided by an engineered calculation and chart that establishes the methodology utilized in ensuring the required volume of water is released to the Rocky River during pulse release events. As with the required monthly minimum releases, pulse releases are documented in the operations log of the Water Treatment Plant.

Thompson stated as a means to measure and detail the impact to the Rocky River by the two types of releases (and to inform the Town of when a pulse release is required), the Town has installed a US Geological Survey (USGS) monitoring station at the Hwy 64 Bridge near the Siler City Wal-Mart. The monitoring station is located approximately five miles from the release point of the subject reservoir. In theory, the station captures data that reflects changes in water volume at this point in the river as a result both types of releases. However, the reality of what transpires diverges from the purported intent. A variety of conditions (natural and manmade) continue to interfere with the timely and accurate monitoring downstream at the Hwy 64 Bridge of the releases upstream at the reservoir. Such inhibiting conditions include voids, water tables, vegetation, and a dam. The impact of these conditions are intensified during dry periods when the river exhibits low flow. Accordingly, the USGS system five miles downstream does not represent actual volumes of release effected by the Town's operations at the reservoir dam, especially during periods of low flow.

According to the Causey with RRHF, the subject proposal seeks to identify alternative solutions to capture more accurate and timely data that can assist with the better understanding of reservoir release activity and the resulting impacts of the same farther downstream of the Rocky River.

The following are the four tasks identified by the scope of work subject to the noted proposal. Following each task listed in this memorandum, Town Staff, with consultation from the Town's engineers and legal counsel, presents recommended perspectives, considerations, and recommended conditions respective of these tasks and the proposed study in general. With the presumption that the RRHF will present the findings of the subject analysis following the completion of this study and will further make a request for some level of implementation resulting from the same, Staff considers it important to offer such

perspectives, considerations and recommended conditions to the Board for its consideration in order to better ensure reasonable expectations by and between both the RRHF and the Town of Siler City. Please note, Staff's thoughts and recommendations do not presume to represent the same for the Board; but rather, is offered for the Board's consideration.

Thompson shared the following:

Task 1. Information collection – Tetra Tech will work with Rocky River Heritage Foundation (RRHF) and RRMT representative(s) to collect and compile relevant information about the dam hydraulic structures, historic releases, stream morphology, etc. Tetra Tech will prepare a brief memo/e-mail summary describing our synthesis of this background information in preparation for Task 2.

Staff Notes:

- Town Staff is willing to offer any information that is determined to be a matter of public record to the RRHF and its agent, Tetra Tech, relating to this task. Staff believes that any such information can be produced in written or illustrative form, hardcopy or electronic, that is sufficient to adequately and effectively inform the proposed study. Accordingly, Staff believes entering onto and inspecting Town facilities is not necessary to advance the purpose of the proposed study, and therefore should not be permitted.

Task 2. Field assessment – Tetra Tech will work with RRHF and RRMT representative(s) to plan and conduct a site visit and visual assessment of the dam and its hydraulic structures, stream morphology, etc.

Staff Notes:

The Town and its engineering consultants maintain an archive of plans, schematics, photographs, drawings, formulas, charts, and other such supporting documents to inform the proposed study such that a site visit and noted in this task is not warranted, and therefore should not be permitted.

Task 3. Engineering evaluation – Tetra Tech will use information from Tasks 1 and 2 and collaborate with RRHF and RRMT representative(s), as appropriate, to develop a list of up to three potential measurement alternatives. After alternatives have been identified, Tetra Tech will develop a narrative for each option including a technical description, pros and cons, additional studies or engineering/design needs, and rough cost estimates for each alternative.

Staff Notes:

As articulated in this memorandum, Staff understands and appreciates the purported goals sought through the conduction of the proposed study. Staff further believes that shared benefit may be gained with the application of an additional measuring implement farther upstream than where the USGS system is currently located. Accordingly, Staff offers its support for the study and further offers its encouragement to the RRHF to have the study completed. However, Staff recommends the study concentration on alternative measurement apparatus installations that do not involve the placement of the same, in part or in whole, in, on, or about Town of Siler City property or facilities.

Task 4. Final report – Tetra Tech will compile information from Tasks 1-3 in a final report documenting findings and recommendations. Tetra Tech's project manager will attend one, one-hour meeting of the RRHF or RRMT to discuss the report and recommendations and answer questions.

Staff Notes:

Staff recommends requesting an unabridged copy of the final report to include, but not be limited to, statement(s) of purpose, methodology, data, findings, and recommendation.

Thompson stated that RRHF requests an endorsement from the Siler City Board of Commissioners to conduct the proposed study.

The Board of Commissioners discussed the requested including a release for people on town property. Causey stated the group would be willing to sign a release. The Board of Commissioners asked if there was any cost to the Town. Causey stated there would be no cost to the Town at this time. Causey further stated that RRHF would go to Chatham County and request the funds.

The consensus of the Board of Commissioners was to endorse the proposed study and request an unabridged copy of the final report.

MANAGER'S REPORT

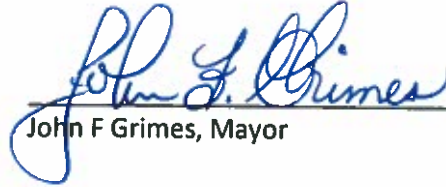
none

GOVERNING BODY COMMENTS

none

ADJOURNMENT

With no further business the Board of Commissioners adjourned at 8:42pm.



John F Grimes, Mayor

ATTEST:



Jenifer J Everage, Town Clerk

