

TOWN OF SILER CITY

The Siler City Board of Commissioners met in Regular Session on **Monday, August 3, 2020** at 7:00pm in City Hall Courtroom with Mayor Pro Tem Bray 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 Mayor Pro Tem Bray recited the Town of Siler City Vision Statement.

ELECTED TOWN OFFICIALS PRESENT: In Courtroom: Cindy Bray, Lewis Fadely, Bill Haiges, Thomas "Chip" Price, and Tony Siler, and Electronic (Zoom): Curtis Brown

ELECTED TOWN OFFICIALS ABSENT: John Grimes

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

AGENDA ADJUSTMENTS/APPROVAL OF AGENDA

Lynch asked to add 2019/2020 Audit Contract with Dixon Hughes (Schedule K) under Consent.

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

CONSENT

A motion to approve the consent agenda which includes the July 20, 2020 Minutes (Incorporation by reference as if fully set forth herein Schedule A), Budget Amendment 2021.1 – WWTP Settlement – Dissolved Oxygen Probes (Incorporation by reference as if fully set forth herein Schedule B), Budget Amendment 2021.2 – Year End Projects (Incorporation by reference as if fully set forth herein Schedule C), 2019/2020 Audit Contract with Dixon Hughes (Incorporation by reference as if fully set forth herein Schedule K) was made by Commissioner Fadely, seconded by Commissioner Haiges and unanimously approved.

PRESENTATIONS

Bray Park Masterplan

Gary Warner with Withers Ravenel shared the Bray Park Master Plan with the Board of Commissioners. Incorporation by reference as if fully set forth herein Schedule D

The presentation included the project purpose and process, site analysis and public engagement, concept development, and final concepts and next steps. The Board of Commissioners discussed the plan.

A motion to approve the Master Plan for Bray Park as presented was made by Commissioner Haiges, seconded by Commissioner Fadely and unanimously approved.

PUBLIC HEARING CONTINUATION

Community Development Block Grant (CDBG-NR) Neighborhood Revitalization application to the NC Department of Commerce for funds to assist with housing improvements for low and-moderate income households residing in the Town of Siler City.

Mayor Pro Tem Bray opened the public hearing continuation from July 20, 2020 for the Community Development Block Grant (CDBG-NR) Neighborhood Revitalization application to the NC Department of Commerce for funds to assist with housing improvements for low and-moderate income households

Prepared by Jenifer K Johnson, Town Clerk

residing in the Town of Siler City at 7:35pm. Incorporation by reference as if fully set forth herein Schedule E.

Meadows stated that the Town is proposing to submit an application to the NC Department of Commerce, Rural Economic Development Division (REDD), for CDBG Neighborhood Revitalization funding up to \$750,000 to cover the following budgeted activities:

- Rehabilitation activities (to include rehabilitation and/or clearance/reconstruction): \$675,000
- Planning (to cover application preparation): \$3,500
- Administration (to cover administrative activities associated with grant implementation once funded): \$71,500.

Meadows stated that Holland Consulting Planners was selected to assist with preparation of the application and introduced Jessie Miars.

Miars stated that housing income and need surveys including interior and exterior photographs identifying conditions of the structures are required to be submitted for houses that are included in the application. Dwellings must be owner-occupied, low to moderate income occupied, based upon the Durham-Chapel Hill Metropolitan Statistical Area income limits (for Chatham County), and must exhibit severe housing conditions based upon the gradient needs scale as detailed in the application guidelines. All components of the dwelling are reviewed for existing condition/deficiencies – water supply, wastewater disposal, structural, electrical, plumbing, HVAC, roof, foundation, windows/doors/floors, exterior/interior walls, egress system, etc. REDD also included a provision for special consideration for activities that prepare, prevent, or respond to COVID-19.

Miars stated that approximately 30 door-to-door surveys have been attempted thus far. Approximately 26 of the units were not selected due to a variety of reasons (e.g., houses were vacant; houses were not owner-occupied; household occupants refused entry for various reasons). The consultant, with assistance from Town staff, will complete a final selection of units (approximately 6-7 total units) which demonstrate competitiveness based upon factors such as income level, protected class information (elderly, disabled), and severity of housing conditions, while adhering to application eligibility guidelines.

Miars stated that the submittal date for the application has been extended from July 27th to August 31st, 2020.

Meadows shared the following documents: CDBG Public Hearing Notice, Resolution for CDBG-NR Funding

Mayor Pro Tem Bray closed the public hearing at 7:47pm.

Meadows stated that the resolution for the town to apply for the CDBG-NR would be added to the consent agenda on Monday, August 17, 2020.

OLD BUSINESS

Loves Creek Watershed Stewards – Stormwater Report

Meadows shared the following background: An explicit goal of the Town Board 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 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 revisions; Appearance Committee recommendations; support to Chatham EDC; grant advocacy for new and expanding local businesses; façade grants; multilevel partnership for CAM Site development; commissioning studies such as Downtown and Pedestrian Master plans; implementing a brownfields program; and “quality of life” improvements such as greenway and sidewalks. Incorporation by reference as if fully set forth herein Schedule F.

Meadows stated as a means to continue these efforts, the Loves Creek Watershed Stewards offered presentations back in 2014 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 a federally impaired stream. This designation makes Siler City eligible for federal, state, and private grants to improve water quality of the stream. Community meetings have been held at least quarterly since 2014 to discuss the Loves Creek Watershed area, issues, project ideas, and grant funding. By addressing water quality, stormwater, and flooding, the Town can improve future development/redevelopment capacity, capability, and aesthetics. The Loves Creek Watershed Stewards have helped acquire \$788,667 in grant funds and received \$340,700 of in-kind match for a total of \$1,129,367 since 2014. In 2019, the Town was awarded the Urban Conservation Award by the NC Association of Soil and Waters Conservation Districts.

Meadows introduced Maya Cough-Schulze with Triangle J Council of Government.

Cough-Schulze shared the Triangle J Council of Government - Stormwater Infrastructure Mapping/Prioritization Project that they and Biocenosis/Loves Creek Watershed Stewards (LCWS) completed for the Town of Siler City. This project was made possible by a 205(j) Water Quality Planning grant from North Carolina Division of Water Resources. The goal of the project was to provide information about infrastructure condition and cleanout needs to help Town and NCDOT staff prioritize maintenance to help alleviate flooding concerns and improve water quality. TJCOG and Biocenosis/LCWS will provide a presentation on the full report.

Meadows shared the following past and current project list:

1. Town Conservation Plan - \$18,000 grant (Triangle J COG)
2. Boling Lane Park Wetland BMP - \$150,000 grant (Piedmont Conservation Council), \$100,000 in-kind match
3. Boling Lane Park Riparian Buffer - \$3,618 grant (Chatham Soil & Water Conservation District)
4. Bray Park CCAP project - \$3,855 grant (Chatham Soil & Water Conservation District)
5. S. Cedar Ave./S. Chatham Ave. environmental enhancement project - \$270,000 grant (Piedmont Conservation Council), \$48,320 in-kind match
6. Park Shopping Center Watershed Study - \$101,219 grant (Piedmont Conservation Council), \$45,000 in-kind match
7. Town stormwater infrastructure mapping/prioritization project - \$20,963 grant (Triangle J COG)
8. Loves Creek Tributary 2 watershed stormwater control implementation project - \$221,012 grant (Piedmont Conservation Council), \$147,380 in-kind match

Mosquito Report

Meadows stated following the public hearings for the conditional use rezoning request at 1110 Greensboro Ave., the Town Board entered into a contract with Biocenosis LLC to conduct an investigation of the source of mosquito infestation in the Greensboro Ave., Trinity St. and Womble St. areas. On July 14, 2020, Biocenosis LLC and State Code Enforcement Inc. conducted the investigation. Incorporation by reference as if fully set forth herein Schedule G.

Meadows shared the following documents:

1. NCDENR Mosquitoes brochure - 2008
2. Chatham County Health Department complaint report – 2017
3. Letter mailed to area property owners – June 19, 2020
4. Mailing List
5. List of property owners that completed consent to inspect and record findings
6. Map of the subject area
7. Biocenosis LLC mosquito report

Catherine Deininger with Biocenosis LLC shared the mosquito report with the Board of Commissioners.

Conditional Use District Rezoning 1110 Greensboro Ave -Minor Modification

Meadows stated that Marsh Auto Parts obtained conditional use district rezoning approval with conditions on March 2, 2020 to rezone ~1.218 acres from Residential (R-10) to Highway-Commercial (H-C) and use the property for temporary storage area for receiving inventory for salvage yard operations. Incorporation by reference as if fully set forth herein Schedule H.

Meadows shared the conditions of approval:

1. No buildings are proposed;
2. Temporary storage lot for receiving, unloading, and processing vehicle inventory (30 days);
3. Storage lot will be surfaced with grass;
4. Final destination for vehicle inventory is the current adjacent facility;
5. No deliveries when weather is adverse;
6. Minor grading on site to abate holes and low areas that are currently ponding rain water;
7. New impervious area is less than 7%;
8. Total area of disturbance is less than 1 acre;
9. No dumpster for garbage collection is proposed;
10. 8' tall fence (6' chain link and 2' barb wire). The gate will include slats for screening (75% opaque);
11. Fence is located 10' from both side property lines and 80' from the pavement edge of Greensboro Ave;
12. Install evergreen trees within the 10' bufferyard, 10' on center; and
13. Allow Town staff and Town contractors to complete onsite mosquito investigation and abide with the study.

Meadows shared the minor modification request:

Approved on March 2, 2020	Proposed Minor Modification
60 evergreen trees planted 10 feet on center	12 crape myrtles planted 50 feet on center
75% opaque slats in gate	75% opaque slats in gate and entire fence
6 feet tall chain link fence with 2 feet of barb wire	7 feet tall chain link fence with 1 foot of barb wire

Fence located 80 feet from pavement edge of Greensboro Ave.	Fence located 90 feet from pavement edge of Greensboro Ave.
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Meadows shared the following documents:

1. Conditional use district rezoning – recorded written decision
2. Proposed site plan – 7/21/2020

A motion to approve the minor modification request to the Marsh Auto Parts Conditional Use District Rezoning for 1110 Greensboro Avenue was made by Commissioner Fadely, seconded by Commissioner Haiges and unanimously approved.

COVID-19 (coronavirus) Update – Utility Connections and Fees

Stroupe stated due to the expiration of Governor Cooper’s Executive Order 142 on July 29th, the Town is no longer mandated to suspend utility disconnections or assess late fees. We are, however, required to extend a 6-month repayment plan to our customers to assist in bringing their accounts to the current balance and avoid interruption in services. Customers will not be assessed any late fees for past due balances incurred during the period of the Executive Order. Please note, the repayment plans would only cover any billings and past due balances occurring during the time period of the Executive Order. Any late payments of billings for services after August 1st will still assess late fees and be eligible for disconnection. Any missed payments of the repayment agreement will nullify the agreement and those accounts will be eligible for disconnection. Incorporation by reference as if fully set forth herein Schedule I.

Stroupe stated that Finance staff has revised the Payment Agreement Form and will begin taking these agreements immediately. No disconnections will take place until September 9th for the August billing. This gives residents sufficient time to complete a payment agreement, if necessary.

The Board of Commissioners discussed the utility connections and fees and asked staff to bring back additional numbers to the next meeting.

A motion to reinstate the Water Disconnection Policy and assess late fees and table a decision on arrears was made by Commissioner Fadely, seconded by Commissioner Haiges and unanimously approved.

NEW BUSINESS

Voluntary Annexation – 1217 Harold Andrews Road

Lynch stated that the Town of Siler City received a Voluntary Non-Contiguous Annexation Petition for New Manufacturing Building and Storm Water Filter Area located at 1217 Harold Andrews Road, Siler City (parcels #61149 and 66749). Incorporation by reference as if fully set forth herein Schedule J.

Lynch stated if directed by the Board of Commissioners, through resolution, each request for annexation will be investigated by the Town Clerk to determine feasibility and cost effectiveness and offer findings, then the Board of Commissioners may elect to schedule a public hearing to receive public comment and take action on the subject petition. The Board of Commissioners may also take no action on this petition.

Lynch shared a proposed timeline of the process:

- June 19, 2020: Voluntary Annexation Petition was received by the Planning Department.

- August 3, 2020: Resolution Directing the Town Clerk to Investigate the Subject Petition and Officer a Finding of Sufficiency.
- August 17, 2020: Town Board reviews findings of sufficiency and approves a resolution to advertise and set a public hearing for September 8, 2020.
- August 27, 2020 and September 3, 2020: Public Hearing noticed in the Chatham News and Record.
- September 21, 2020: Public Hearing held, receive public comment and take action on the subject petition through ordinance.

A motion to approve resolution directing the Town Clerk to review the subject petition and offer findings of sufficiency for the voluntary non-contiguous annexation petition for a new manufacturing building and storm water filter area located at 1217 Harold Andrews Road, Siler City (parcels #61149 and 66749) was made by Commissioner Haiges, seconded by Commissioner Price and unanimously approved.

MANAGER'S REPORT

Lynch shared the following with the Board of Commissioners:
City Hall Building Renovation Update
District 2 Appointment Notices send out and advertised

TOWN ATTORNEY INFORMATION

none

GOVERNING BODY COMMENTS

none

CLOSED SESSION


A motion to go into NCGS §143-318.11(a)(4) 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 at 8:44pm.

A motion to come out of closed session was made by Commissioner Fadely, seconded by Commissioner Price and unanimously approved at 9:13pm.

The Board of Commissioners discussed the economic impact of the Third Street closure.

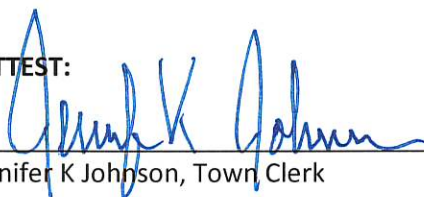
ADJOURNMENT

With no further business the Board of Commissioners adjourned at 9:25pm.



John F. Grimes, Mayor

ATTEST:



Jenifer K Johnson, Town Clerk

Prepared by Jenifer K Johnson, Town Clerk

