

TOWN OF SILER CITY

The Siler City Board of Commissioners met in Regular Session on **Tuesday, September 4, 2018** at 7:00pm in City Hall Courtroom with Mayor Grimes presiding. Mayor Pro Tem Cheek gave the invocation with the recitation of the Pledge of Allegiance following. Mayor Grimes recited the Town of Siler City Mission Statement and Commissioner Haiges recited the Town of Siler City Vision Statement.

ELECTED TOWN OFFICIALS PRESENT: Cindy Bray, Larry Cheek, Mike Constantino, John Grimes, Bill Haiges, Thomas "Chip" Price, and Tony Siler

ELECTED TOWN OFFICIALS ABSENT: Lewis Fadely

TOWN STAFF PRESENT: Town Manager Bryan Thompson, Attorney William Morgan, Finance Director Roy Lynch, Parks and Recreation Director Joseph Keel, and Town Clerk Jenifer Johnson.

AGENDA ADJUSTMENTS/APPROVAL OF AGENDA

Thompson asked to add 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 and remove 2018 National Night Out Video from the agenda.

A motion to approve the agenda as amended was made by Mayor Pro Tem Cheek, seconded by Commissioner Haiges and unanimously approved.

CONSENT

A motion to approve the consent agenda which includes the July 16, 2018 Minutes (Incorporation by reference as if fully set forth herein Schedule A), Airport Lighting Rehabilitation Project: i. Project Budget Ordinance, ii. Block Grant Agreement with NCDOT, iii. Construction Contract with Southeast Site Services, LLC (Incorporation by reference as if fully set forth herein Schedule B) and Parks and Recreation Advisory Committee Meeting Schedule (Incorporation by reference as if fully set forth herein Schedule C), ABC Board Travel Policy (Incorporation by reference as if fully set forth herein Schedule D) was made by Commissioner Haiges, seconded by Commissioner Siler and unanimously approved.

OLD BUSINESS

Chatham Trades – Parks and Recreation Offices

Keel stated that a goal for the Parks and Recreation Department is to run all operations out of a Recreation Center that houses all parks and recreation staff. An opportunity has been brought to staff regarding the Chatham Trades property being across from the Bray Park Sports Complex and bordering Loves Creek Greenway. The buildings have ideal size with 11,600 square feet. Staff has been contacted by Shawn Poe, Barry Hayes, and Kenneth McPherson about how this building would be ideal for the Siler City Parks and Recreation Department.

Keel stated that he and Thompson took a tour of the Chatham Trades office and storage building on March 19. The Staff can see great potential for the building housing the Parks and Recreation offices and becoming the Recreation Center. The office building is 8,000 square feet with 6 offices and a large room off the back, which would be ideal for offering additional programs and activities. The building is equipped with new heating and air conditioning unit as heating and air condition. The storage building

would allow Parks and Recreation to store all their maintenance equipment and free up space at the Public Works garage.

Keel stated that staff recommends a full commercial inspection of the buildings. Scott Harris Realty estimates \$900 for the inspection. In addition to the inspection, staff recommends installing new flooring throughout the office space and estimates that cost at \$8,000. The Chatham Trades Board of Directors has offered to lease the building to the Town of Siler City with an option to buy the building after the 10 year lease is up. Asking price for the lease option is \$4.00 a square foot per year, for 10 years. Given the square footage, the lease payments would be \$6,400 a year. After the 10 year lease, the Town of Siler City would own the building.

Keel stated that staff was approached by Chatham Trades on Monday, August 27th to inform there is an offer on the table to purchase the building for \$420,000. Chatham Trades would like to see the Town of Siler City use the building for Parks and Recreation offices and Parks and Recreation programs, given its excellent location and space. The 10 year lease option given to us from Chatham Trades works out to our favor because we don't have to finance anything and we save money on this investment. If we purchased the building at \$420,000 and financed for 10 years at 3.75% we would end up paying \$504,308.71.

The Board of Commissioners discussed the building. The consensus of the Board of Commissioners was to have staff move forward with the inspection of the building.

NEW BUSINESS

Board Appointments - ABC Board

Thompson stated on June 30, 2018, Louise Adcock's second term on the Siler City ABC Board expired. Therefore one open seat on the ABC Board is vacant. The Siler City ABC board shall consist of 3 members appointed by the mayor with the approval of the majority of the board of commissioners for 3 year staggered terms. (Incorporation by reference as if fully set forth herein Schedule F) The following have shown interested in being appointed to the Siler City Airport Authority:

Jacklin Adams	7157 Bobby Jean Road	Julian, NC 27283
Otis Martin	427 Colony Street	Siler City, NC 27344

Mayor Grimes is recommending the following be appointed as members to the Siler City Airport Authority:

Otis Martin 427 Colony Street Siler City, NC 27344

Current Members

Name	First Term	Second Term
Vacant	2018-2021	
Mickey Pore	2016-2019	
Margaret Martin	2017-2020	

A motion to appoint Otis Martin to the Siler City ABC Board for a first term which will expire on June 30, 2021 was made by Mayor Pro Tem Cheek, seconded by Commissioner Siler and unanimously approved.

Board Appointments -Airport Authority

Thompson stated on June 30, 2018, Edward Coffman’s second term as a member of the Siler City Airport Authority expired. Therefore one open seat on the Airport Authority is vacant. On June 30, 2018, Walter Petty’s first term as a member of the Siler City Airport Authority expired. Petty is willing to serve the second term. The members of the authority shall be appointed by the Mayor with the approval of the Board of Commissioners. The Airport Authority shall consist of five (5) members appointed for three-year staggered terms. (Incorporation by reference as if fully set forth herein Schedule G)

The following have shown interested in being appointed to the Siler City Airport Authority:

Tim Booras	7157 Bobby Jean Road	Julian, NC 27283
Ted Cannaday	993 Brower Road	Siler City, NC 27344
Billy Hardin	5010 Woody Mill Road	Julian, NC 27283
Sledd Thomas	220 Rock Ridge Road	Pittsboro, NC 27312
Cecil Wilson	489 Hollands Chapel Road	Apex, NC 27523

Mayor Grimes is recommending the following be appointed as members to the Siler City Airport Authority:

Tim Booras 7157 Bobby Jean Road Julian, NC 27283

Current Members

Name	First Term	Second Term
Vacant	2018-2021	
Walter Petty	2015-2018	2018-2021
Bill Houston	2016-2019	
Wayne Andrews	2016-2019	
Barry Hayes	2017-2020	

The Board discussed the Airport Authority. Commissioner Haiges stated that he felt Ted Cannaday would be an asset to the Airport Authority.

A motion to appoint Tim Booras and Ted Cannaday to the Airport Authority was made by Commissioner Haiges, seconded by Commissioner Constantino, voting for the motion: Constantino, Fadely, and Haiges, voting against the motion: Bray, Cheek, Price, and Siler.

A motion to appoint Tim Booras to the Siler City Airport Authority for a first term which will expire on June 30, 2021 and appoint Walter Petty to a second term which will expire on June 30, 2021 was made by Commissioner Siler, seconded by Mayor Pro Tem Cheek and unanimously approved.

Board Appointments -Brownfield Assessment Grant Steering Committee

Meadows shared the brownfield site is defined as real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of hazardous substances, pollutants, contaminants, controlled substances, petroleum or petroleum products, or is mine-scarred land. (Incorporation by reference as if fully set forth herein Schedule H)

Meadows shared Brownfield Assessment Grants are for community-wide proposals. The grant is for \$150,000 from the hazardous substances funding for sites with potential contamination of hazardous substances, pollutants, or contaminants and \$150,000 from the petroleum funding for sites with potential petroleum contamination. The grant provides funds to conduct community outreach/involvement, site inventory and prioritization, Phase 1 and Phase II Environmental Site Assessments, and site planning related to brownfield sites.

Meadows stated that Town staff believes working to build a sustainable Brownfields program can further stimulate economic development in our community. Staff views proactive engagement of Brownfield assessment and possible remediation as one fundamental tool available to enhance and catalyze development investment of prime properties within our community.

Meadows shared on July 2014, Darin McClure (President of Mid-Atlantic Associates) presented to the Town Board regarding EPA Brownfields Assessment grants. Following the presentation, the Town Board authorized staff to send out RFQ for professional consulting services for a Brownfield Assessment Project. After reviewing the submittals and holding oral interviews, Staff selected Mid-Atlantic Associates.

Meadows shared that in October 2014, the Town executed a master services agreement with Mid-Atlantic Associates, Inc. to provide environmental engineering and consulting services for EPA Brownfields projects. The Town submitted EPA Brownfields Assessment grant applications in December 2014, 2015, & 2016 but was not awarded. Mid-Atlantic and Town staff participated in debriefings with EPA staff regarding the strengths and weaknesses of all 3 applications.

Meadows stated in March of 2018, the Town was awarded the \$300,000 Brownfield Assessment Grant. The purposed of this memo is to seek Town Board approval of the Town of Siler City Brownfields Steering Committee members. The Steering Committee will be responsible for executing the community involvement plan and identifying and prioritizing sites for Phase I and II Environmental Site Assessments.

A motion to appoint the following to the Town of Siler City Brownfields Steering Committee was made by Commissioner Siler, seconded by Mayor Pro Tem Cheek and unanimously approved:

<i>Alyssa Byrd</i>	<i>Chatham Economic Development Corporation</i>
<i>Anne Lowry</i>	<i>Chatham County Health Department, Environmental Health</i>
<i>Aspen Romeyn</i>	<i>Triangle J Council of Governements, Affordable Housing</i>
<i>Billy Hardin</i>	<i>Hardin Global, Property Owner, Entrepreneur</i>
<i>Cecil Wilson</i>	<i>Pastor, Siler City Development Orginazation</i>
<i>Cindy Dameron</i>	<i>Realty World Carolina Properties, Chatham Chamber of Commerce</i>
<i>Darin McClure</i>	<i>Mid-Atlantic Associates, EPA Brownfield Grant Consultant</i>
<i>Edwin Arqueta</i>	<i>Winland Group, Real Estate</i>
<i>Grace Messinger</i>	<i>Piedmont Conservation Council, Loves Creek Watershed Stewards</i>
<i>Jack Meadows</i>	<i>Town of Siler City, Director of Planning & Community Development</i>
<i>Wren Farrar</i>	<i>Wren Family Estate, Property Owner, Developer</i>

Board Appointments -Downtown Advisory Committee

Thompson stated on February 16, 2018, The Board of Commissioners approved a resolution to create the Siler City Downtown Advisory Committee 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 I)

Thompson stated that the Committee shall be composed of nine (9) members who have a vested interest in the future of Downtown Siler City or who have particular knowledge, skills, or abilities that serve the interest and intent of this stated purpose. Town Staff advertised for citizen volunteers to serve on the Committee.

Thompson stated that the following have shown interested in being appointed to the Downtown Advisory Committee:

Jacklin Adams	1298 Plainfield Church Road	Siler City, NC 27344
Tim Booras	7157 Bobby Jean Road	Julian, NC 27283
Denis de St. Aubin Jr.	800 Revolution Mill Drive Apt. 268	Greensboro, NC 27405
Wren Farrar	607 Stage Coach Road	Siler City, NC 27344
Lauran Hoders	125 Poplar Trail	Siler City, NC 27344
Jason Hoyle	5309 Crocus Court	Holly Springs, NC 27540
Henry Smith Jr.	40 Pinehurst Lane	Siler City, NC 27344
Richard Szary	462 Harold Hart Road	Siler City, NC 27344
Cecil Wilson	489 Hollands Chapel Road	Apex, NC 27523

Mayor Grimes is recommending the following be appointed as a Downtown Advisory Committee with the noted terms:

Tim Booras	2018-2021 (3 years)
Wren Farrar	2018-2021 (3 years)
Cecil Wilson	2018-2021 (3 years)
Jackie Adams	2018-2020 (2 years)
Denis de St Aubin	2018-2020 (2 years)
Henry Smith Jr	2018-2020 (2 years)
Lauran Hoders	2018-2019 (1 year)
Jason Hoyle	2018-2019 (1 year)
Richard Szary	2018-2019 (1 year)

The Board of Commissioners discussed the terms of the committee.

A motion to appoint the following individuals with the noted terms to the Downtown Advisory Committee: Tim Booras - 2018-2021 (3 years), Wren Farrar - 2018-2020 (2 years), Cecil Wilson - 2018-2021 (3 years), Jackie Adams - 2018-2021 (3 years), Denis de St Aubin - 2018-2019 (1 years), Henry Smith Jr - 2018-2020 (2 years), Lauran Hoders - 2018-2019 (1 year), Jason Hoyle - 2018-2019 (1 year),

and Richard Szary - 2018-2020 (2 year) was made by Commissioner Haiges, seconded by Mayor Pro Tem Cheek, and unanimously approved.

Board Appointments -Parks and Recreation Advisory Committee

Thompson stated on May 23, 2018, Jodie Phillips resigned from the Parks and Recreation Advisory Committee. The Siler City Parks & Recreation Advisory Committee which will consist of seven (7) members. On June 30, 2018, Tina Stone Graves and Maggie Smith's first term as Parks and Recreation Advisory Committee member expired. They are both willing to serve the second term. (Incorporation by reference as if fully set forth herein Schedule J)

Thompson stated after advertising, Staff has not received any interest. Mayor Grimes is asking for recommendations from the Board of Commissioners.

Current Members

Name	First Term	Second Term
Kenneth W. Powers	2017-2020	
Richard McSwain Sr.	2017-2020	
Andre Mapp	2017-2020	
Vacant	2017-2019	
Jonathan Contreras	2017-2019	
Tina Stone Graves	2017-2018	2018-2021
Maggie Smith	2017-2018	2018-2021

Mayor Grimes is seeking recommendations from the Board of Commissioners.

A motion to appoint Tina Stone Graves and Maggie Smith for a second term which will expire on June 30, 2021 was made by Commissioner Haiges, seconded by Mayor Pro Tem Cheek and unanimously approved.

Board Appointments -Planning Board and Board of Adjustment

Thompson stated on February 13, 2018, Steve Crotts' resigned as the ETJ Member of the Siler City Planning Board and Board of Adjustment. His term was to expire on June 30, 2018. Since the resignation, Alternate ETJ Member Linda Kolpack-Martindale has been filling in. (Incorporation by reference as if fully set forth herein Schedule K)

Thompson stated on June 30, 2018, Ann Radcliffe's first term as a City Limit Member of the Siler City Planning Board and Board of Adjustment expired. Radcliffe is willing to serve the second term.

Thompson stated the planning board shall consist of seven (7) members, four (4) of whom shall reside within the town's corporate limits and three (3) who reside within the town's extraterritorial jurisdiction. The members shall be appointed by the mayor with the approval of the majority of the board of commissioners.

Thompson stated the following have shown interested in being appointed as an Alternate ETJ Member to the Siler City Planning Board and Board of Adjustment:

William Janhonen	125 Poplar Trail	Siler City, NC 27344
David Poe	125 Deer Ridge Road	Siler City, NC 27344
Henry Smith Jr.	40 Pinehurst Lane	Siler City, NC 27344

Mayor Grimes is recommending the following be appointed as an Alternate ETJ Member to the Siler City Planning Board and Board of Adjustment:

Henry Smith Jr. 40 Pinehurst Lane Siler City, NC 27344

Current Members

Name	Type	First Term	Second Term
Albert T Alston	City Limits Member	2017-2020	
Curtis Brown	City Limits Member	2017-2020	
Randall Parks	City Limits Member	2016-2019	
Ann C Radcliffe	City Limits Member	2015-2018	2018-2021
Guile Contreras	City Limits Alternate	None	
Darrell Andrews	Extraterritorial Jurisdiction Member	2014-2017	2017-2020
Butch Hudson	Extraterritorial Jurisdiction Member	2013-2016	2016-2019
Linda Kolpack-Martindale	Extraterritorial Jurisdiction Member	2018-2021	
Vacant	Extraterritorial Jurisdiction Alternate	None	

A motion to appoint Linda Kolpack-Martindale to the Siler City Planning Board and Board of Adjustments for a first term which will expire on June 30, 2021 and appoint Ann Radcliffe to the Siler City Planning Board and Board of Adjustment for a second term which will expire on June 30, 2021 and appoint Henry Smith Jr. as an Alternate ETJ Member of the Siler City Planning Board and Board of Adjustments was made by Mayor Pro Tem Cheek, seconded by Commissioner Bray and unanimously.

MANAGER'S REPORT

none

TOWN ATTORNEY INFORMATION

none

GOVERNING BODY COMMENTS

Mayor Pro Tem Cheek stated that he wanted to thank the Public Works Department that helped with an issue at 9th Street and MLK Jr. Blvd.

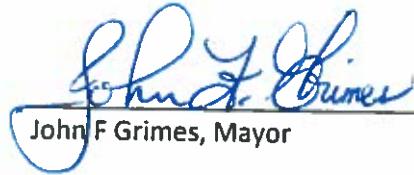
CLOSED SESSION

A motion 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 was made by Commissioner Haiges, seconded by Commissioner Siler City and unanimously approved.

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

ADJOURNMENT

With no further business the Board of Commissioners adjourned at 8:25pm.



John F Grimes, Mayor

ATTEST:



Jenifer K Johnson, Town Clerk

