

The Washington City Council met in a regular session on Monday, September 26, 2016 at 5:30pm in the City Council Chambers at the Municipal Building. Present were: Mac Hodges, Mayor; Doug Mercer, Councilmember; Richard Brooks, Councilmember; Larry Beeman; Councilmember and William Pitt, Councilmember. Also present: Bobby Roberson, City Manager; Franz Holscher, City Attorney and Cynthia S. Bennett, City Clerk. Mayor Pro tem Virginia Finnerty was absent and excused.

Mayor Hodges called the meeting to order and Councilmember Brooks delivered the invocation.

APPROVAL OF MINUTES:

By motion of Councilmember Mercer, seconded by Councilmember Beeman, Council approved the minutes of September 12, 2016 as presented.

APPROVAL/AMENDMENTS TO AGENDA:

Mayor Hodges reviewed the requested amendments to the agenda:

- Add: Under Items from Mayor/Council: (B) Power agency update
- Add: Under Items from Manager: (C) Request from Committee of 100

By motion of Councilmember Mercer, seconded by Councilmember Brooks, Council approved the agenda as amended.

CONSENT AGENDA:

By motion of Councilmember Pitt, seconded by Councilmember Mercer, Council approved the consent agenda as presented.

A. Approve – Declare Surplus/Authorize – Electronic Auction of Vehicle through Gov Deals

<u>Vehicle #</u>	<u>Make/Model</u>	<u>Department</u>	<u>Serial #</u>	<u>Meter Reading</u>
236	1988 Ford D80 Pumper Truck	Fire	1FDYD80U6JVA40088	31,705

COMMENTS FROM THE PUBLIC: {4 minute speaking limitation}

Joe Phipps – Brown Library Board of Trustees - Mr. Phipps presented the following letter from the Brown Library Board of Trustees.

It is the intent of the George H. & Laura E. Brown Library Board of Trustees to call upon Council to assist us in the removal of the “brick house” sitting adjacent to the Library on 2nd Street. This request is predicated upon the expansion of our parking area, ingress and egress off Bridge Street and any further expansion that may be practicable insofar as the library itself. This request is the result of a unanimous vote of Board members on September 20th.

The Board also unanimously approved asking for a designated student member of the Board of Trustees. It would be our hope that a high school junior or senior would be able to apply for such a position. The belief is that this would be a sound introduction to municipal government workings as well as a stepping stone building their college application.

Katie Mosher stated she is an East 12th Street homeowner and when she moved into her home eight years ago she had no knowledge of the flooding issues in that location. Over the past eight years she has had to replace the duct work under her house at least twice a year due to flooding. The flooding issues presents stressful times as well as health risks. She explained she has sent numerous emails and phone calls to City staff. She is asking for answers, actions and solutions for the flooding in and around East 12th Street.

Donna Lay thanked the City Manager for meeting with her and answering her questions regarding utility rates and the budget. She asked for the exact amount the City receives from utility bills and where did the money go? Councilmember Mercer agreed to meet with her next week to discuss her questions.

Carter Leary showed photos of his home and surrounding area that flooded during several recent rain events. Discussion was held regarding the after effects of the flooding. Mr. Leary thanked Police and Fire Services Director, Stacy Drakeford for personally blocking 12th Street to prevent vehicular traffic traveling in the flooded areas. He continued by saying the ditches need to be cleaned out to improve the drainage issues. Mr. Leary also discussed utility rates.

Councilmember Mercer discussed a drainage committee that was formed in 2000. Discussion was held regarding the recent \$5 million loan and associated drainage improvements. Councilmember Mercer said it's time that Council ask staff to put together a program that tells us how much money we need to correct the drainage problems in the City. If we need \$10 million or \$15 million, then we need to put together a bond issue and let the people vote on the bond.

Councilmember Brooks noted that Council needs to make sure that the existing and future Council members continue the drainage improvement projects. Councilmember Pitt concurs with issuing a bond for drainage improvements.

Mr. Buck said they are getting ready to start another piece of the drainage improvement project that Council approved last month. They will be enlarging and widening the two ditches between 7th Street and 9th Street to allow for more storage of water in order to get the water out of the 12th Street/15th Street area. The goal is to get the water down to Jack's Creek as quick as possible and increase storage (ditches, culverts, pipes) to get the water out of the neighborhoods. He also noted that the flood gates at Jack's Creek are gravity driven. The only time the flood gates are manually opened is during a hurricane event when we are on the backside of the storm and the wind is pulling the water out of the river.

Councilmember Mercer suggested taking the stormwater ditch crew and let them cut the trees down in the ditches. Mr. Buck explained that staff can cut the trees in those ditches but must leave the stumps.

PUBLIC HEARING – ZONING: NONE

PUBLIC HEARING – OTHER: NONE

SCHEDULED PUBLIC APPEARANCES: NONE

CORRESPONDENCE AND SPECIAL REPORTS:

PRESENTATION – LYNN WINGATE, COMMUNITY CLEAN-UP DAY

Lynn Wingate explained the Washington Tourism Development Authority is joining forces with Sound Rivers to host a Community Clean-up Day on October 8. We are hopeful that communities and neighborhoods will pick up the efforts and truly make this a community-wide effort. It would be awesome to have our whole town looking pristine for upcoming football weekends and Smoke on the Water.

How can people help?

There are 3 ways to help out.

- 1) Show up at the Lighthouse Downtown on October 8th at 8AM for directions and tools to get the job done.
- 2) Encourage neighbors and friends to make October 8th a day to clean up your own neighborhoods.
- 3) Share the flyer attached on your social media or in business windows.

If we all do what we can do on October 8th, no matter how small the effort, we'll make a big impact in cleaning up Washington!



Councilmember Pitt challenged Council members to knock on doors and invite citizens to assist with this project.

APPOINTMENTS:

APPOINTMENT – LIBRARY BOARD OF TRUSTEES

By motion of Councilmember Pitt, seconded by Councilmember Brooks, Council appointed Leesa Payton Jones to the Library Board of Trustees to fill the un-expired term of Yvonne Saleem. Term to expire June 30, 2017.

OLD BUSINESS:

APPROVE/ADOPT – POOL DEHUMIDIFIER PURCHASE ORDER AND ADOPT BUDGET ORDINANCE AMENDMENT

BACKGROUND AND FINDINGS:

Quotes:

Thermal Resource Sales, Inc.	\$153,007
Brady	189,567
Eneco East, Inc.	240,850
American Facility Solutions	242,454

Recommended quote is considerably less than the \$300,000 included in the CIP and discussed during FY 2017 budget preparation. The Save the Pool campaign is on track to raise one half the funds needed for this project.

- Councilmember Pitt thanked Kristi and staff for their efforts.
- Bobby Roberson thanked Matt and Kristi for their efforts in researching/obtaining a lower price.
- Mayor Hodges thanked Kristi, Matt and their staff for the fundraising efforts.
- Councilmember Brooks said he’s always had confidence in Kristi and Matt in getting the job done.
- Councilmember Beeman also offered thanks to the Parks and Rec. Committee for their efforts.

Councilmember Pitt suggested creating a stability fund for the pool.

By motion of Councilmember Pitt, seconded by Councilmember Brooks, Council approved a \$153,007 P.O. to Thermal Resource Sales, Inc. and adopted a budget ordinance amendment for the replacement of the dehumidifier unit at the aquatic center.

**AN ORDINANCE TO AMEND THE BUDGET ORDINANCE
OF THE CITY OF WASHINGTON, N.C.
FOR THE FISCAL YEAR 2016-2017**

BE IT ORDAINED by the City Council of the City of Washington, North Carolina:

Section 1. That the following account numbers in the Aquatic Center department of the General Fund appropriations budget be increased in the amounts indicated to provide funding for the replacement of the dehumidifier unit at the aquatic center.

10-40-6126-7400	Capital Outlay	\$ 153,007
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Section 2. That the following account numbers in the General Fund Estimated Revenues be increased in the amounts indicated.

10-00-3991-9910	Fund Balance Appropriated	\$ 76,504
10-40-3612-4150	Save the Pool	<u>76,503</u>
		\$153,007

Section 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 4. This ordinance shall become effective upon its adoption.

Adopted this the 26th day of September, 2016.

Attest:

**s/Cynthia S. Bennett
City Clerk**

**s/Jay MacDonald Hodges
Mayor**

AUTHORIZE – MANAGER TO EXECUTE LEASE AGREEMENT WITH B.C.P.A.L. FOR GROUND SITE LEASE AT WASHINGTON-WARREN AIRPORT

BACKGROUND AND FINDINGS: January 11, 2016 the Council agreed to lease land to B.C.P.A.L. with the condition that the front of the facility have a brick facade to compliment the new terminal building. The placement of the structure on airport property is also subject to N.C.DOA/FAA approval. The city has received approval from N.C.DOA and a notification of proposed construction has been filed with FAA. The airport advisory board has approved this project as well.

By motion of Councilmember Beeman, seconded by Councilmember Brooks, Council authorized the City Manager to execute the lease agreement with B.C.P.A.L. for a ground site lease at Washington-Warren Airport.

*Dedication ceremony at 1:30pm (9-27-16) at Washington-Warren Airport for BCPAL.

*PAL dance October 15th at Civic Center.

**AUTHORIZE – MANAGER TO EXECUTE LEASE AGREEMENT WITH METRO AVIATION
FOR A LEASE OF THE CORPORATE HANGAR AT WASHINGTON-WARREN AIRPORT**

BACKGROUND AND FINDINGS: During the past year this hangar has been being used by Metro Aviation on an as needed basis for storage of aircraft and weather emergencies. Metro has paid a daily rental rate for the use of the hangar. Metro has requested a permanent lease for the hangar. Metro Aviation currently leases the hangar adjacent to this site and is the largest fuel consumer at the airport. The Airport Advisory Board has approved this lease as well.

By motion of Councilmember Pitt, seconded by Councilmember Brooks, Council authorized the City Manager to negotiate if necessary and execute the lease agreement with Metro Aviation for the lease of the Corporate Hangar at Washington-Warren Airport.

APPROVE – SHERWOOD FOREST UNDERGROUND ELECTRIC PURCHASE ORDERS

BACKGROUND AND FINDINGS: Budgeted expenditure.

Councilmember Mercer expressed \$45,000 was appropriated for project, but we are spending \$63,000 - where is the money coming from. Shouldn't we have a request to transfer funds to cover this expenditure? Matt Rauschenbach explained the majority of the electric projects come in under budget, most specifically a new budget truck came in \$40,000 under budget and there are funds in the Electric Dept. to cover the expenditure. Mayor Hodges requested staff look into underground electrical for Pamlico Village. Councilmember Mercer explained that anytime we have the capability to install electrical underground, we should – particularly in the core areas of the City.

By motion of Councilmember Mercer, seconded by Councilmember Beeman, Council approved a \$23,500 P.O. to Shealy Electric and \$40,036 to Westinghouse Electric Supply to purchase wire and pad mount transformers for the Sherwood Forest underground project.

APPROVE – BUCKET TRUCK PO

BACKGROUND AND FINDINGS: \$260,000 is budgeted for this purchase which is being made through the NJPA government contract.

Councilmember Mercer discussed his concerns with this request. He stated this bucket truck is only 8 years old and inquired if something specifically was wrong with this truck. Other bucket trucks replaced were between 13-30 years old. He continued by discussing the trade in value of \$15,000 noting it is extremely low. We should put it out on GovDeals to see if we can get more money. Mr. Roberson explained staff has looked into placing the vehicle on GovDeals, but have found out we are guaranteed a minimum of \$15,000 when it goes to auction – we could receive a higher value. Mr. Roberson explained the truck is being replaced in order to meet safety modifications. Councilmember Mercer also discussed the possibility of leasing these types of vehicles.

Councilmember Beeman expressed concern with delaying the purchase of the vehicle since there are safety concerns. Alston Tankard explained it will take nine months to build this truck. Councilmember Brooks expressed this truck is a safety concern and we need to move forward with replacing it.

By motion of Councilmember Beeman, seconded by Councilmember Brooks, Council approved a \$220,556 PO to Altec Industries Inc. to purchase a bucket truck to replace vehicle #682. Voting for the motion: Beeman & Brooks; voting against: Pitt & Mercer. The motion was tied 2-2. Mayor Hodges voted in favor of the motion and the motion carried 3-2.

ADOPT – DOWNTOWN DEVELOPMENT BUDGET ORDINANCE AMENDMENTS

BACKGROUND AND FINDINGS: Council approved a not to exceed \$15,000 contract in FY 2016 and the City was recently invoiced \$13,165. Mr. Roberson explained at purchase order was not issued at the time of the contract.

By motion of Councilmember Mercer, seconded by Councilmember Beeman, Council adopted a Capital Project Ordinance amendment and a Budget Ordinance amendment for the redevelopment work performed by MHA Works for Hotel Louise and the Belk Building.

**AN ORDINANCE TO AMEND THE CAPITAL PROJECT & BUDGET ORDINANCE
OF THE CITY OF WASHINGTON, N.C.
FOR THE FISCAL YEAR 2016-2017**

BE IT ORDAINED by the City Council of the City of Washington, North Carolina:

Section 1. That the Estimated Revenues in the Downtown Development Capital Project Fund be increased in the amount of \$13,165 in the account Transfer from General Fund, account number 53-60-3480-1000.

Section 2. That the following account number in the Downtown Development Capital Project Fund appropriations budget be increased in the amounts indicated for the payment of the redevelopment study of Hotel Louise and the Belk Building performed by MHA Works.:

53-60-4930-0400	Professional Services	\$ 13,165
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Section 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 4. That the Estimated Revenues in the General Fund be increased in the amount of \$13,165 in the account Fund Balance Appropriated, account number 10-00-3991-9910.

Section 5. That the following account number in the Miscellaneous department of the General Fund appropriations budget be increased in the amounts indicated:

10-00-4400-6200	Transfer to Capital Project Funds	\$ 13,165
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Section 6. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 7. This ordinance shall become effective upon its adoption.

Adopted this the 26th day of September, 2016.

Attest:

**s/Cynthia S. Bennett
City Clerk**

**s/Jay MacDonald Hodges
Mayor**

NEW BUSINESS:

AWARD – CONTRACT FOR PROFESSIONAL SERVICES - BROWNFIELDS DEVELOPMENT

BACKGROUND AND FINDINGS: The City of Washington recognizes the need for assistance in developing strategies to reduce environmental contamination in our jurisdiction. The consulting firm will help the city in developing a successful Brownfields program by providing the following scope of work:

- 1. Grant writing services*
- 2. Property identification and inventory*
- 3. Site characterization and assessment activities*
- 4. Community involvement*
- 5. Cleanup and development planning*
- 6. Cleanup and remediation*
- 7. Grant administration*
- 8. Other Brownfields related duties not anticipated by the granting agency*

PREVIOUS LEGISLATIVE ACTION: The City Council instructed the City Manager to seek a contract for professional services for Brownfields Development in the City of Washington.

By motion of Councilmember Beeman, seconded by Councilmember Brooks, Council awarded a contract to Mid Atlantic Associates, Inc. for professional consulting services to develop a Brownfields Assessment project for the City of Washington and the cost of the services will be provided by the granting agencies.

PROPOSED – VETERAN COMMISSION

BACKGROUND AND FINDINGS: The proposed Veteran Commission is being considered for implementation to recognize the contributions our military personnel has made in serving our city, state, and nation. The city will also be seeking advice from the Veterans of Foreign (VFW) Daughters of the American Revolution and other military organization to develop the goals and objectives for the group. The city is requesting advice on how to develop Veteran's Park, create affordable housing, and assist in the Memorial Day activities. This will not replace the existing Veteran's Park committee.

By motion of Councilmember Mercer, seconded by Councilmember Beeman, Council approved the request by the City Manager to develop the proposed Veteran Commission concept and bring back a recommendation for consideration.

ANY OTHER ITEMS FROM CITY MANAGER:
PARKING ON WATER STREET

The City Manager noted he has received concerns from citizens regarding parking on Water Street. Individuals are actually driving in the gutter section of the street as there is no room for vehicles to pass through due to vehicles parking on Water Street. Mayor Hodges expressed concern with the dumpsters in front of Susan's Framing - people have to walk in the street to go around the dumpsters. Councilmember Pitt expressed concern with delivery trucks on Market and Water Street and suggested prohibiting parking in certain areas of Water Street.

Mr. Roberson explained the owner has appealed the decision from the City regarding demolition of the buildings on Water Street (Susan's Framing, etc.). The appeal will go to Board of Adjustment – we are at least 30-45 days out on a decision.

Mr. Roberson will bring back a recommendation on the parking issue on Water Street.

COUNCIL MEETING SCHEDULE

Council discussed their meeting schedule for October, November & December with regard to conflicts with the NCLM annual meeting, and upcoming holidays.

By consensus, Council agreed to meet on the following dates: October 10th, November 14th and December 12th. Meetings will not be held on October 24th, November 28th or December 26th. If needed, a special meeting will be held.

COMMITTEE OF 100 LETTER – INDUSTRIAL PARK

"The Committee of 100 respectfully requests that an appraisal is done on Lot 10 and Lot 2 in the Industrial Park on the west side of Washington. The purpose of this appraisal would be to determine a market value for the two lots. If the market value is in reason in the opinion of our building committee, we would ask the County and City to grant the Committee of 100 an Option to Purchase for each lot for a period of one year. The purpose of the Option to Purchase would be for making the Committee of 100 better able to pursue two industrial opportunities."

Mr. Roberson explained the Committee of 100 wants the City of Washington to get an appraisal for the two lots aforementioned. Mayor Hodges noted that a commercial appraisal would be very expensive. Mr. Roberson asked if the Council wants to authorize staff to proceed with obtaining an appraisal. Councilmember Mercer and Councilmember Beeman suggested the Committee of 100 pay for the appraisal. Mr. Roberson will discuss Council's concerns with the Committee of 100.

ANY OTHER BUSINESS FROM THE MAYOR OR OTHER MEMBERS OF COUNCIL:
MAIN & GLADDEN STREET INTERSECTION DESIGN

Mayor Hodges would like the Land Design plan (streetscape) brought before Council for approval so we can apply for grants similar to Wilson, New Bern, Goldsboro, etc. The Land Design plan was approved by the Streetscape Committee.

Councilmember Beeman agreed that Council needs to look at the plan. Councilmember Brooks said this plan could help us with the electrical concerns downtown. Councilmember Pitt stated we should concentrate on flooding issues first. Councilmember Mercer said we need to have Town Hall meetings in order for the citizens to tell Council what they want done and then let the citizens prioritize the projects.

Mr. Roberson noted reports on flooding as well as the Land Design Plan will be presented to Council in October.

POWER AGENCY UPDATE

Councilmember Mercer discussed updates from the recent Power Agency meeting and ways they are working to push our wholesale costs down. He further noted that the City of Washington is required by state law to have so much of our energy generated by renewable energies. The Power Agency has been acting as our agent for this over the last several years. We need to enter into a new contract with the Power Agency and City Council will need to approve the contract at the November meeting.

CLOSED SESSION: NONE

ADJOURN:

By motion of Councilmember Pitt, seconded by Councilmember Brooks, Council adjourned the meeting at 7:10pm until Monday, October 10, 2016 at 5:30 pm, in the Council Chambers.

**Cynthia S. Bennett, MMC
City Clerk**