

MINUTES OF THE MEETING OF
THE TOWN BOARD OF COMMISSIONERS
TOWN OF WILLIAMSTON, NC

August 7, 2017

The Board of Commissioners of the Town of Williamston met in regular session on Monday, August 7, 2017 at 5:30 p.m. in the Assembly Room at Town Hall.

PRESENT Mayor: Joyce Whichard-Brown
Commissioners: Mayor Pro Tem Al Chesson, Ronell Rodgers, Jerry Knox, William Coffield and Junious J. Horton
Interim Town Administrator: Brent Kanipe
Town Clerk: Christina Craft
Finance Officer: Linda Harrison
Public Works Director: Kerry Spivey
Recreation Director: Allen Overby
Director of Planning and Development: Brent Kanipe
Police Chief: Travis Cowan
Fire Chief: James Peele
Human Resources Administrator: Martha-Brown Lilley

ABSENT None

CALL TO ORDER AND INVOCATION

The Mayor called the meeting to order and welcomed everyone. Commissioner Horton led the pledge of allegiance. Commissioner Chesson offered the invocation.

WELCOME

The Mayor welcomed Martin County Commissioner Dempsy Bond and Deputy Chief Tim Manning who was in attendance at the meeting.

AGENDA APPROVED

The Mayor asked if there were any adjustments to the Regular Agenda or if the Board wished any items to be removed or added the Regular Agenda. The Town Administrator requested that Resolution 2017-153 Adopting Amended Wastewater Asset Management Plan to be added to the Regular Agenda under New Business Item 4. *It was moved by Commissioner Horton, seconded by Commissioner Chesson and unanimously passed to approve the regular agenda as amended.*

The Mayor asked if there were any adjustments to the Consent Agenda or if the Board wished any items to be removed or added to the Consent Agenda. *It was moved by Commissioner Coffield, seconded by Commissioner Knox and unanimously passed to approve the consent agenda as presented.*

Items approved in the Consent Agenda are as follows:

- (1) Approval of the Minutes of the July 10, 2017 meeting.
- (2) Budget Amendment - RRT Grant

Department Supplies	\$	2,500.00
Uniforms	\$	3,500.00
Small Equipment	\$	8,594.85
Vehicle Reserve	\$	14,000.00

The purposed of this amendment is to budget funds not spent at June 30, 2017 for the RRT Grant. These funds were rolled into fund balance and we are required by the grant to budget them in the next fiscal year in order that they are used for RRT only.

HONORING CHAMPIONSHIP SOFTBALL / BASEBALL TEAMS

The Parks and Recreation Director reported that the Town of Williamston hosted the 2017 Statewide Athletics Committee (SWAC) Softball Tournament at the Godwin-Coppage Park on July 14 through July 16, 2017. Four

softball teams from Williamston won the statewide championship. As space is limited, two softball teams were invited are to be honored tonight and the other softball two all-star teams will be invited to the September 11, 2017 meeting. A proclamation was read in the honor of the Williamston 14U All-Star team and the Williamston 16U All-Star Team. A proclamation was also prepared for the Williamston Youth Baseball 15U All-Star team as they were winners in the Little Tar Heel State Baseball Tournament.

PUBLIC COMMENT

The Mayor asked for public comment. There was none.

OLD BUSINESS

Resolution 2017-152 Replacement of Skewarkee Sewer Interceptor Funding

The Public Works director reported that a resolution is required if the Town plans to move forward with grant applications to assist in funding the construction of wastewater collection system improvements project described as Skewarkee Interceptor Replacement from Houghton Street to Roberson Street. As discussed in the July Board meeting, the total project is estimated to cost \$5.4 million. He presented Resolution 2017-152 Replacement of Skewarkee Sewer Interceptor Funding for consideration. The Mayor requested a motion to adopt the resolution as presented. Commissioner Knox made a motion, seconded by Commissioner Horton. Mr. Kanipe reported that, per Board direction from the July meeting, he and the Finance Director prepared a detailed listing of the financial debt obligations. The sewer obligations included the Waste Water Treatment Plant, I&I Sewer Improvements and the Annexation Sewer 2017. The annual payments on current debt are \$673,969. The annual payment of the Waste Water Treatment Plant is \$340,330 and will be paid in full in the next four years. The proposed Skewarkee Sewer Replacement will add an additional \$87,444 to the total sewer debt. He also reported that the sewer is not fully funding itself. The water system is assisting to fund the sewer and adjustments may need to be made to correct. Another item that cost almost as much as the debt obligation is the MCRWASA obligations as there was a \$286,779 loss that is absorbed by the Town and not recouped in the billing of the water. Adjustments have been made to decrease that loss. The most the Town could have received in grant funding was 75% but the chances of receiving that high of a percent is very slim. He recommends that, if the Town moves forward with the project at this time, that the Town will need to increase the customer's monthly bill for sewer by \$3.10. The system has many aging lines. The interceptor line is one of the older sections and will need to be repaired. The line has been problematic and the project will need to be done in the coming years. It is Mr. Kanipe's recommendation to wait until the funding options are better and the Wastewater Treatment Plant loan has been paid in full so that the Town could assume more the expenses. Commissioner Knox withdrew his motion to approve the resolution at this time. Commissioner Chesson reported that the Town should be poised and ready to pursue this project once the funding is available and the debt obligations have decreased. Mr. Garner reported that the engineering costs would be approximately \$300,000 range but the initial amount for surveying and permits to be encumbered would be approximately \$12,000 range. Mr. Garner recommended the possibility of doing smaller portions at a time. *As the motion has been withdrawn and no further motion has been made, the Resolution does not pass as no motion made to approve.*

NEW BUSINESS

ACCEPTANCE OF FISCAL 2016 AD VALOREM TAX SETTLEMENT REPORT

Tiffany White reported that the original tax levy was \$2,378,846.52. The uncollected tax as of June 30, 2017 is \$186,328.49. The 2016 tax collection rate and deductions are at 92.691%. Ms. White requested, in accordance with G.S. 105-373(a) that the report be approved and accepted as a settlement of the 2016 Ad Valorem Tax Levy. *It was moved by Commissioner Chesson, seconded by Commissioner Horton and unanimously passed to approve the Fiscal 2016 Ad Valorem Tax Settlement report as presented.*

TAX ORDER TO COLLECT FISCAL 2016 PROPERTY TAXES

Tiffany White requested approval of the Tax Order to Collect Fiscal 2016 Property Taxes in accordance with G.S. 105-373(a). *It was moved by Commissioner Chesson, seconded by Commissioner Horton and unanimously passed to approve the Tax Order to Collect Fiscal 2016 Property Taxes as presented.*

Ordinance Declaring a Road Closure for the Carolina Country Stampede

The Director of Planning and Economic Development presented an ordinance for the Board's consideration to allow for the closure of Main Street on the September 29-30, 2017 for the upcoming Carolina Country Stampede. Main Street is an NC Department of Transportation (NCDOT) road and the ordinance is a requirement of the NCDOT. Commissioner Rodgers reported that the Annual Homecoming Parade also brings in revenue for the Town of Williamston and wanted to know why there has not been an ordinance recognizing the Annual Homecoming Parade. The Town Clerk reported that the ordinance is a requirement of the NCDOT to close the street. An ordinance was submitted last year for the Annual Homecoming Parade but the parade committee has not requested an ordinance at this time. *It was moved by Commissioner Knox, seconded by Commissioner Rodgers and unanimously passed to approve the Ordinance 2017-107 Declaring a Road Closure for the 21st Annual Carolina Country Stampede as presented. Ordinance 2017-107 is hereby attached with the minutes of this meeting and incorporated in the Town's Ordinance Book for future reference.*

Proposed Change to the Fire Prevention Ordinance Section 12

Captain Stacey Pippin recommended the following changes to the Fire Prevention Ordinance which includes an annual inspection schedule for all commercial buildings within the primary fire district and the "Knox Box" is to be of no less than four (4) feet and no more than seven (7) feet from the finished floor level. *It was moved by Commissioner Knox, seconded by Commissioner Horton and unanimously passed to approve the Fire Prevention Ordinance Section 12 amendments as presented. The Fire Prevention Ordinance is hereby attached with the minutes of this meeting and incorporated in the Town's Ordinance Book for future reference.*

Approval of Resolution 2017-153 Adopting Amended Wastewater Asset Management Plan

The Public Works Director presented a resolution to adopt the amended Wastewater Asset Management Plan. The original Wastewater Asset Management Plan was adopted by the Town Board of Commissioners on September 9, 2013. The proposed amendments are to include the new wastewater system assets constructed as a part of the Annexation Area A project as well as updating of appropriate budgetary and capital improvement project information. *It was moved by Commissioner Knox, seconded by Commissioner Horton and unanimously passed to approve Resolution 2017-153 Adopting Amended Wastewater Asset Management Plan as presented. Resolution 2017-153 is hereby attached with the minutes of this meeting and incorporated in the Town's Resolution Book for future reference.*

Honoring Williamston Fire/Rescue RRT-1

The Chief of Fire/Rescue reported that the NC Association of Hazardous Materials Responders hosted the 2017 South Atlantic Fire and Rescue Expo's "HAZMAT CHALLENGE" in Charlotte on Saturday July 28, 2017. There were 13 teams. Teams were required to strategically analyze and answer specific questions pertaining to research, monitoring, and general hazmat emergency response terminology. Teams were also required to properly contain leaks on various highway and rail props and perform manipulative skills. The Williamston Fire Department Regional Response Team (RRT-1) entered a four-person team and received first place in the competition. The team consisted of Lieutenant Michael Peaks (team leader), Fire Engineer AEMT Michael Pierce, Fire Engineer EMT John Rodney Griffin, II, Fire Engineer EMT Jonathan Stalls and their coach, Fire Engineer AEMT Michael Stalls. Commissioner Knox presented a proclamation on behalf of the Mayor and Board of Commissioners to commend the team on their victory.

DEPARTMENTAL REPORTS

Fire/Rescue

The Fire Chief provided the following report:

- There were 209 emergency responses in the month of July.
- Prevention did 6 fire inspections, 10 building inspections, 3 plan reviews and 3 child safety seat installations.
- Fire & Safety programs were provided to approximately 85 people.
- The department participated in the SWAC Ball Tournament and the Little Tar Heel State Baseball Tournament this weekend.
- Narcan training performed for approximately 75 officers.

Police

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The Police Chief reported:

- Narcan training was provided by the Williamston Fire/Rescue Department and will hopefully be available for use within the week.
- The department participated in the SWAC Ball Tournament and the Little Tar Heel State Baseball Tournament this weekend.
- There was a safety presentation and security survey at the Fitness Unlimited.
- The Community Symposium at the Liberty Christian Center was attended by Captain Coltrain and many community members to address substance abuse in the community and substance resources available.

Planning

The Planning and Development reported:

- The Carolina Country Stampede is to be held September 29-30, 2017. The Tams will perform Friday night. Saturday musical lineup will include a gospel section to include the Joyful Noise, Dick Feyer, the Moonshine Band and the headliner is Emerson Drive. Feyer Ford is the big sponsor for the Stampede this year.
- He will attend the Main Street Management Meeting in Sanford this week.
- There are approximately 24 months remaining to complete the building reuse grant from the NC Commerce.
- Georgia Dean's Restaurant is anticipated to open in the fall.

Public Works

The Public Works Director reported:

- 480 hours have been spent mowing grass.
- 45 tons of new asphalt was purchased for repairs.
- Bid requests for the street paving project is to be advertised this week.
- Sanitation was up for the month to 160 tons.

Parks & Recreation

The Parks & Recreation director reported the following:

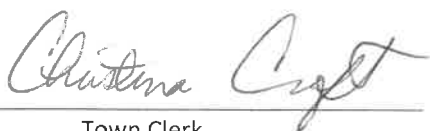
- The SWAC State Softball Tournament was held at the Godwin-Coppage Park on July 14-16. Five Williamston teams are state champions.
- The Little Tar Heel State Baseball Tournament was held at the Godwin-Coppage Park on July 27-30. Two of the Williamston Youth Baseball teams won in the tournament.
- The summer programs are underway to include basketball camps, tackle football camp, yoga class, volleyball camp and many more to continue through the end of August.
- Tackle football league registration was held in July.
- August 10 is the Back to School Carnival at the Gaylord Perry Park in conjunction with the Fire and Police Departments.
- Movie in the Park is to be held in the Barnes Plaza on August 17.
- The Gaylord Perry park will be closed for renovations next week.

ADJOURNMENT

There being no further business, the Mayor declared the meeting adjourned at 6:48 p.m.

Submitted By:

Approved By:



Town Clerk



Mayor