

Town of Farmville
Board of Commissioners
May 9, 2011

The Farmville Board of Commissioners met in regular session on Monday, May 9, 2011 at 7:30 p.m. in the Municipal Building Courtroom with Mayor Robert L. Evans presiding. Present for the meeting were Commissioners Jamin Dixon, John Baker, John Moore, Jake Barrow and David Shackelford; Town Manager James Smith; Town Attorney Christopher Edwards; Town Clerk Amy B. Johnson.

Mayor Evans called the meeting to order at 7:30 p.m.

Carolyn Ward, Associate Pastor of Lewis Chapel Freewill Baptist Church in Farmville, offered the invocation which was followed by the pledge of allegiance to the flag.

Mayor reminded the audience of proper conduct during the evening's meeting. He stated there were sign-up sheets for citizen presentations and agenda presentations.

Mayor Evans recognized Steven Hardy-Braz.

Mr. Hardy-Braz informed the Board that May is National Bicycle month in Pitt County and provided them with a schedule of activities for the month.

Mayor Evans conducted a silent roll call.

Recreation Director Jeff Polaski announced the Town received the N.C. Parks and Recreation Trust Fund (PARTF) Grant. He explained with the grant, there would be a brand new concession stand, new restrooms, resurfacing of tennis courts, a new picnic shelter near tennis courts and a tot-lot playground.

Finance Director Amy Johnson presented the financial report for the month of April, 2011.

Town Manager Smith requested the following changes to the evening's agenda:

- Add Agenda item #1A- Non-Profit- FY 2011-2012 Budget Contribution Requests

Commissioner Shackelford made a motion to approve the changes to the agenda. The motion carried unanimously.

Public Hearings

None

Items for Consent

1. Approval of Minutes

To approve the minutes from the following meeting(s):

- April 5, 2011 -Regular meeting
- April 5, 2011 -Closed meeting
- April 18, 2011 –Special meeting

On motion by Commissioner Shackelford, the Board approved/adopted the following:

- *Approved the minutes from the following meetings:*
 - *April 5, 2011 (Regular meeting)*

- April 5, 2011 (Closed meeting)
 - April 18, 2011 (Special meeting)
- The motion carried unanimously.*

Items for Decision

1A.Non-Profit- FY 2011-2012 Budget Contribution Requests

Chip Galusha, a representative of Farmville Community Arts Council, addressed the Board and asked for consideration of funding in the Town's FY 2011-2012 Budget to help the Arts Council in further creation of the Town's identity through the arts.

Lawanda Davis, a representative from the Darden Enlightenment Center, asked the Board to consider a funding request of \$1,715 to be able to provide more community service events.

2. Phase 1B Project Budget Ordinance Amendment for Non-USDA Portion of Project- Van Lewis

Van Lewis, from McDavid Associates, requested approval of resolution adopting "Capital Budget Ordinance Amendment for Alternative Water Supply- Phase 1B- Non USDA Eligible" which incorporates legal services for Belcher Street Soil Contamination expenses.

Commissioner Dixon made a motion to adopt Resolution (2011) 1122, Resolution Establishing Capital Project Budget Ordinance for Alternative Water Supply- Phase 1B- Non-USDA Eligible. The motion carried unanimously.

3. Phase 1B Contract No.3 Change Order 5, Contract No.4 Change Order 5 and Project Budget Ordinance Amendment- Van Lewis

Van Lewis requested approval of resolution adopting "Capital Budget Ordinance Amendment for Alternative Water Supply- Phase 1B- USDA Eligible" which approves Cn3 CO5 and Cn4 CO5 and amends the associated project budget.

Commissioner Dixon made a motion to adopt Resolution (2011) 1123, Capital Project Budget Ordinance Amendment for Alternative Water Supply- Phase 1B- USDA Eligible. The motion carried unanimously.

4. Oasis of Hope Church Request for Sewer Service from Town of Farmville- Van Lewis

Van Lewis requested a motion indicating the Town's willingness to accept sewer and all future pump station operation and maintenance by the Town for the Oasis of Hope Church, subject to the following:

- All associated cost of improvements on Church property to be by Owner.
- Initial deposit to Town of Farmville in the amount of \$15,000 required prior to proceeding with preparation of plans, specifications, permitting, and bidding. Construction deposit required prior to award of construction contract. Project to be bid and constructed in the name of the Town of Farmville.
- Improvements to be planned in conformance with minimum Town standards

- Duplex pumps
- Telemetry to provide remote notification of power failure or alarm condition
- Standby power or documentation of reliable power supply
- 24 hour storage above pump on elevation
- DWQ Permitting
- DOT Permitting
- Voluntary annexation
- Dedicated electrical service to pump station
- Owner granting of easement for facilities to include ingress and egress
- Deeding of facilities to the Town of Farmville (not the land)
- Compliance with Sewer Use Ordinance

Mr. Lewis stated the Town of Farmville will be responsible for cost of improvement from Church property line to existing force main (inside DOT RW) which is estimated to cost approximately \$500. He further stated the project cost is estimated to be \$60,000 to \$70,000.

Commissioner Moore made a motion to accept the sewer and all future pump station operation and maintenance by the Town, for the Oasis of Hope Church, subject to the above discussed conditions. The motion carried unanimously.

5. Request for Town to Accept Operation and Maintenance of Existing Privately Maintained Sewer Pump Station Servicing Willow Grove Animal Clinic- Van Lewis

Van Lewis requested acceptance of the existing sanitary sewer pump station for operation and maintenance by the Town of Farmville, for the Willow Grove Animal Clinic, subject to the Owners upgrading the pump station to include the following:

- Station to be in conformance with minimum Town standards
 - Duplex pumps
 - 24 hour storage above pump on elevation
 - Telemetry to provide remote notification of power failure or alarm condition
 - Permitted by DWQ
 - DOT encroachment
 - Standby power or documentation of reliable power source
- Installation of dedicated electrical service to the pump station
- Granting of an easement for the facilities to Town of Farmville
- Deeding of facilities to the Town of Farmville (not the land)
- Compliance with Sewer Use Ordinance- Owner responsible for pre-treatment of non-domestic waste

Commissioner Barrow requested to be excused from the discussion and vote due to his financial interest in the matter.

Commissioner Moore made a motion to excuse Commissioner Barrow from the discussion and vote per his request. The motion carried unanimously.

Commissioner Moore made a motion to accept the existing sanitary sewer pump station for operation and maintenance by the Town of Farmville for the Willow Grove Animal Clinic, subject to above discussed conditions. The motion carried 4 to 0, with Commissioner Barrow abstaining.

6. Pay Grade Change- Paul Ellis

Developmental Services Director Paul Ellis requested approval to change the heavy equipment operator job from a pay grade 20 to a pay grade 17. Ellis stated he has checked with Towns across North Carolina and discovered a pay grade 17 would be more accurate grade for this position.

Commissioner Baker made a motion to approve the pay grade change for the heavy equipment operator from a pay grade 21 to 17. The motion carried unanimously.

7. Award Bid for Purchase of New Backhoe- Glenn Letchworth

Special Services Director Glenn Letchworth requested to award bid for the purchase of a backhoe to Gregory Poole Equipment Company, using the “Federal Price Match” of a GSA contract. Letchworth stated the contract price was \$88,249. He said the current Caterpillar backhoe will be transferred to the Developmental Services Department to replace a machine in much worse condition.

Commissioner Shackelford made a motion to award bid for the purchase of a backhoe to Gregory Poole Equipment Company. The motion carried unanimously.

8. Sale of Surplus Items Online- Glenn Letchworth

Special Services Director Glenn Letchworth requested adoption of a resolution declaring items surplus and authorizing him to dispose of the items using the online auction service.

Commissioner Baker made a motion to adopt Resolution (2011) 1124, Resolution Authorizing the Sale of Surplus Property on Online Auction. The motion carried unanimously.

9. 24” Diameter East Sanitary Sewer Outfall Replacement- Charles Joyner

Charles Joyner, from McDavid Associates, requested for the Board to approve a resolution amending the Capital Project Budget Ordinance and Awarding Construction Contract for the 2009 24” East Sanitary Sewer Replacement that amends the project budget and awards construction to the Contract No.1 low bidder, Ralph Hodge Construction Company, Inc.

Commissioner Dixon made a motion to adopt Resolution (2011) 1125, Amending Capital Project Budget Ordinance and Awarding Construction Contract for 2009 24” East Sanitary Sewer Replacement. Commissioner Moore seconded the motion. The motion carried unanimously.

10. NC Rural Center Supplemental Grant Application- Van Lewis

Van Lewis requested approval of a resolution authorizing the filing of a supplemental grant application to the N.C. Rural Economic Development Center, Inc.

Commissioner Moore made a motion to adopt Resolution (2011) 1126, Authorizing Supplemental Grant Application to NC Rural Economic Development Center, Inc., Sanitary Sewer Outfall Replacement/Rehabilitation. Commissioner Shackelford seconded the motion. The motion carried unanimously.

11. Budget Amendment- Donnie Greene

Police Chief Donnie Greene requested a budget amendment to move funds from the COPS/DOF Grant revenue account to the Capital Outlay-Equipment expense account in the Police Department. Greene explained the Police Department was awarded a COPS Grant in October of last year and purchased a new police car with the funds but left an amount of \$832 in the COPS grant account which he would like to use for the purchase of equipment for the new police car.

Commissioner Moore made a motion to approve the budget amendment. The motion carried unanimously.

12. Facilities Summer Usage- Jeff Polaski

Recreation Director Jeff Polaski informed the Board that he met with Willie Jones on April 7, 2011 to discuss a summer camp he is planning to offer to children ages 12-18. Polaski stated Mr. Jones is requesting usage of the Reading and Arts and Crafts rooms at the Community Center for Monday through Thursday at no charge and the Boys and Girls Club Gym on Saturday mornings. Polaski further stated if the Town were to have a staff member present to open and supervise the gym, it would cost around \$200 for the entire summer.

Willie Jones further explained his request and stated he already had 90 children enrolled in the summer program.

Commissioner Moore made a motion to allow Willie Jones to use the community center, at no charge, for his summer camp, with the restrictions discussed, and to use the Boys and Girls Club, pending approval from Jay Farron, Director of the Boys and Girls Club. The motion carried unanimously.

13. Deficiency Relating to the Mapping of Wastewater System- Jim Smith

Town Manager Smith stated the Town of Farmville does not have a current, comprehensive map of the wastewater collection system per the Compliance Evaluation Inspection Report from the North Carolina Department of Water Quality. Smith stated that McDavid has offered to complete the map for a lump sum fee of \$14,000. He informed the Board the Sewer Fund Budget has a \$15,000 budget for subdivision participation expenses and if it goes unused, then it would not be inappropriate to transfer those funds to professional services for the required mapping work.

Commissioner Dixon made a motion to table the agenda item until June, when more information could be provided. The motion carried unanimously.

14. Resolution for Community Appreciation During Latest Storm- Jim Smith

Town Manager Smith requested adoption of a resolution thanking the surrounding communities for their help during the latest storm.

Commissioner Shackelford made a motion to adopt Resolution (2011) 1127, Resolution of Appreciation. The motion carried unanimously.

15. Designation of Town of Farmville Agents to file for Disaster Assistance- Jim Smith

Town Manager Smith requested adoption of a resolution appointing James Smith as primary agent and Paul Ellis as secondary agent authorized to execute and file applications for federal and state assistance on behalf of the Town of Farmville to obtain financial aid for storm related damages.

Commissioner Dixon made a motion to Resolution (2011) 1128, Appointing Primary and Secondary Agent to File and Execute Applications for Federal and State Assistance. The motion carried unanimously.

Citizen Comments

Mayor Evans asked if there were any citizen comments at this time.

There were no comments.

Closed Session

On motion by Commissioner Dixon, the Board adjourned into closed session at 8:53 p.m. pursuant to G.S. 143-318.11(a)(3) for the purpose of attorney-client privilege. The motion carried unanimously.

On motion by Commissioner Barrow, the Board returned into regular session at 8:58 p.m. The motion carried unanimously.

Mayor Evans requested alteration of Town Manager Smith's contract to change the annual evaluation from September 2011 to June 2011. He asked if the Board was okay with officially changing it at the June meeting.

There were no objections by the Board.

On motion by Commissioner Dixon, the meeting was adjourned at 9:02 p.m.

Robert L. Evans, Mayor

Attest:

Amy B. Johnson, Town Clerk