



CITY OF LUMBERTON
COUNCIL POLICY COMMITTEE
MINUTES • MAY 3, 2017

Regular Meeting

Third Floor Conference Room

11:00 AM

500 N Cedar St, Third Floor, Lumberton, NC 28358

I. INVOCATION

Attendee Name	Title	Status	Arrived
Bruce W. Davis	Mayor	Present	
Leroy Rising	Precinct 1	Present	
John Robinson	Mayor Pro Tem	Present	
Burnis Wilkins	Precinct 3	Present	
Karen Higley	Precinct 4	Present	
John Cantey Jr.	Precinct 5	Present	
Chris Howard	Precinct 6	Present	
Leon Maynor	Precinct 7	Present	
Erich Hackney	Precinct 8	Present	
Wayne Horne	City Manager	Present	
Holt Moore	City Attorney	Present	
Laney Mitchell-McIntosh	City Clerk	Excused	
Sharon Cagle	Executive Secretary	Present	

II. ITEMS FOR COUNCIL POLICY COMMITTEE CONSIDERATION

A. Landin Holland - Holland Consulting Planners

III. MINUTES APPROVAL

A. Council Policy Committee - Regular Meeting - Apr 5, 2017 11:00 AM –

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	John Cantey Jr., Precinct 5
SECONDER:	Chris Howard, Precinct 6
AYES:	Davis, Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney

IV. AGENDA ITEMS

- A. Authorize the Reallocation of MIS Capital Funds – Travis Branch, MIS Director**
MIS requests the reallocation of Capital Funds of \$30,000. The \$30,000 was originally budgeted for the purchase of 2 additional Cisco UCS Servers. MIS would like to reallocate the \$30,000 for the purchase of additional Security Software.
Authorize the reallocation of MIS Capital Funds in the amount of \$30,000 for additional Security Software.

RESULT:	REFERRED [8 TO 0]	Next: 5/8/2017 6:00 PM
MOVER:	John Cantey Jr., Precinct 5	
SECONDER:	Chris Howard, Precinct 6	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- B. VFW Road Water Main Repair Contract to Columbus Utilities in the Amount of \$76,875.00 – Rob Armstrong, Public Works Director

On Thursday April 27th, 2:00pm Public Works will receive bids to replace the water main under the CSX Rail Road and VFW Road near the I-95 overpass. The original water line was severed by flood waters washing thru the opening under I-95. Public Works will present Council the bid tabulation at the CPC meeting.

Recommends awarding of contract for the VFW Road Water Main Repair to the lowest responsible bidder Columbus Utilities of Fair Bluff, NC in the amount of \$76,875.00.

RESULT:	REFERRED [8 TO 0]	Next: 5/8/2017 6:00 PM
MOVER:	Leon Maynor, Precinct 7	
SECONDER:	Leroy Rising, Precinct 1	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- C. Zoning Text Amendment to the Table of Permissible Uses for Hurricane Matthew Aid Organizations – Brandon Love, Planning Director

Following the devastation from Hurricane Matthew multiple aid organizations have been present in Lumberton, assisting property owners with cleanup and rebuilding. Currently there are at least two of these groups who wish to establish a longer term presence in the community by creating a facility to store materials, incorporate office space(s) and potentially house volunteer groups during short-term stays in Lumberton. Unfortunately, there is no single land use category which accommodates all of these varied uses. Additionally, there are no zoning districts which allow for all of these uses simultaneously.

The Planning Department proposes to create a new, standalone land use category which accommodates all of these potential uses into one, concise use and further authorizes this use in a very limited amount of zoning districts.

Staff recommends that City Council authorize the Planning Department to draft an ordinance amendment, creating a new land use category which accommodates all of the varied uses associated with the different aid organization's needs and forward this request to the Planning Board for review and their recommendation. Additionally, we would request that Council authorize the Planning Director to set the date of a public hearing to adopt the proposed changes and sufficiently advertise the hearing.

RESULT:	REFERRED [8 TO 0]	Next: 5/8/2017 6:00 PM
MOVER:	Leroy Rising, Precinct 1	
SECONDER:	Burnis Wilkins, Precinct 3	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- D. Adopt an Ordinance for a Reducing the Speed Limit on West 26th Street from McMillan Avenue to Elm Street from 35 MPH to 25 MPH – Erich Hackney, Precinct 8
- Councilman Hackney is requesting a reduction of the speed limit from 35 mph to 25 mph on West 26th Street from McMillan Avenue to Elm Street. This action is in response to requests by area property owners for the speed limit to be reduced due to motorists who travel at excessive speeds in this area, particularly in the area of the curve just east of McMillan Avenue. Many residents walk this area with their children and pets and have noticed excessive speeds which are a danger to the community.
- To adopt an ordinance reducing the speed limit from 35 mph to 25 mph on West 26th Street from McMillan Avenue to Elm Street.

RESULT:	REFERRED [8 TO 0]	Next: 5/8/2017 6:00 PM
MOVER:	Erich Hackney, Precinct 8	
SECONDER:	John Cantey Jr., Precinct 5	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- E. Lease to Housing Authority of 407 N. Sycamore Street (Old Catholic School) – Holt Moore, City Attorney
- As you know, the Housing Authority of the City of Lumberton is currently occupying the building at 407 N. Cedar Street, often referred to as the Old Catholic School Building. Their Director has indicated that this is working well and has been a blessing to them in the wake of Hurricane Matthew. They have requested an agreement to stay in the building until March 31, 2019. The City Attorney has prepared a basic lease, which is attached, based upon the same square footage rent the City is paying for the temporary space it is using very nearby for Electrical Utilities. The rent is \$.50 per square foot, which is for the front portion of the building they are renting, which is 2,299 square feet, plus we have asked for \$.10 per square foot to help with utilities, for a total of \$.60 per square foot or \$1,430 per month. We have included a 90-day termination clause to allow for a scenario where either party simply had to bring the lease to a close. The HACL Director has had an opportunity to review the lease and will recommend it to his board.
- Consider lease and approve if acceptable.

RESULT:	REFERRED [8 TO 0]	Next: 5/8/2017 6:00 PM
MOVER:	John Robinson, Mayor Pro Tem	
SECONDER:	Leon Maynor, Precinct 7	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- F. Approve Staff Moving Forward with a Potential Lease of Town Common Demolition Site with NC Power Holdings, LLC with the anticipation of addressing concerns of buffering and any other particulars to be included within the lease. – Holt Moore, City Attorney

Since the discussion below last month regarding the Town Common property, staff has met with the Manager of the project, and has gone over the zoning requirements, which will include screening and other items. A draft lease has been put together and is attached. As you may recall, the City obtained a grant for the demolition of two warehouses on Town Common Street, near Chippewa Street, and the demolitions are now complete. Staff has been approached by Scott Campbell, Manager of Lumberton Power on Hestertown Road, the biofuel plant here in town. The owner of that facility is North Carolina Power Holdings, LLC; and the parent company is Georgia Renewable Energy LLC. The company would like to lease the southernmost tract and the use would be unloading railroad ties onto the site and/or onto rail cars at the site, to be taken to their plant, which will be ground and burned as fuel. They anticipate 6 new positions immediately upon moving into the site, with as many as 15 from this new endeavor.

They are open to basically as long a lease as the city is willing to give. The tax value of the property in question is \$60,000. Staff consulted with two commercial property agents in Lumberton and they indicated the standard rent is based upon a 10% ‘cap rate,’ (meaning an investor could receive 10% of his purchase price back each year on a purchased property). This translates into a rent of \$6k a year on this property, and the potential lessee is agreeable to this, and agreeable to a reasonable annual inflation clause. They are also agreeable to do no grinding at the site, only loading and unloading; this use is consistent with the zoning on the site.

A map and pictures of the site are attached. A rail spur splits the property, and the pictures were taken basically where the railroad track crosses Town Common, and were taken going left to right (or east to west); there is the section to the left side of the railroad spur, which is fenced, and then the sanded section to the right which is where the warehouse was. As a side note the other warehouse which was demolished was on the north side of Town Common and that tract is not included.

As this renewable energy use seems very much in keeping with the purpose of the grant, staff seeks Council’s approval to negotiate a lease with NC Power Holdings LLC at the \$6k a year for the use of the property.

Consider lease and approve if deemed appropriate.

Councilman Cantey expressed his concerns about this project as he stated that more than screening is needed. He hoped that he would have been included in the meeting. He stated that companies promise job but they never materialize. He stated that railroad ties contain creosote which is nothing favorable. EPA cautions against burning for respiratory reasons, cancer and lots of health issues.

Councilman Rising stated that it’s just for storage...just unloaded and transported. He stated that storage is probably safer than an old warehouse. He said that this is revenue back to the City.

Councilman Hackney asked is Scott Campbell easy to work with...are you willing to let Holt & Brandon and yourself meet and talk to them.

Maynor stated that he would like to see them.

Councilman Howard asked what type of jobs. The City Manger stated that 100 million...35 jobs.

RESULT:	TABLED [8 TO 0]	Next: 6/7/2017 11:00 AM
MOVER:	John Cantey Jr., Precinct 5	
SECONDER:	Erich Hackney, Precinct 8	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- G. Approve the designation of \$400.00 of Community Revitalization Funds to Oakridge Association for its Spring Fling in Precinct 1 – Leroy Rising, Precinct 1
Councilman Rising in requesting \$400.00 of Community Revitalization Funds to be given to the Oakridge Association for its Spring Fling.
Designate \$400.00 of CRF to Oakridge Association Spring Fling.

RESULT:	REFERRED [8 TO 0]	Next: 5/8/2017 6:00 PM
MOVER:	John Cantey Jr., Precinct 5	
SECONDER:	Leon Maynor, Precinct 7	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- H. Approve the designation of \$1,000.00 of CRF to Code 10-00-4313-2125, for 911 Day in Precinct 7 – Leon Maynor, Precinct 7
Councilman Maynor requests that \$1,000.00 of CRF be transferred to Code 10-00-4313-2125, for P7 911 Day.
Transfer \$1,000.00 of CRF into Code 10-00-4343-2125 for P7 911 Day.

RESULT:	REFERRED [8 TO 0]	Next: 5/8/2017 6:00 PM
MOVER:	John Cantey Jr., Precinct 5	
SECONDER:	Chris Howard, Precinct 6	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- I. Approve the designation of \$1,200 of Community Revitalization Funds to the Southeastern Family Violence Center – Erich Hackney, Precinct 8
Hurricane Matthew destroyed the front yard of the Southeastern Family Violence Center by uprooting one of the largest trees in the City. Councilman Hackney is redoing the front and side yards with new trees, shrubbery, pine needles and grass. A request of \$1,200 in CRF is being requested for this project.
Obligate up to \$1,200 of CRF to Southeastern Family Violence Center.

RESULT:	REFERRED [8 TO 0]	Next: 5/8/2017 6:00 PM
MOVER:	John Cantey Jr., Precinct 5	
SECONDER:	Chris Howard, Precinct 6	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- J. Approve the designation of \$190.00 of CRF to Lumberton High School – John Cantey Jr., Precinct 5
 Councilman Cantey wishes to donate \$150.00 of Community Revitalization Funds to Lumberton Senior High School for an event.
 Designate \$150.00 of CRF to Lumberton Senior High School.

RESULT:	REFERRED [8 TO 0]	Next: 5/8/2017 6:00 PM
MOVER:	Chris Howard, Precinct 6	
SECONDER:	Leon Maynor, Precinct 7	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- K. Approve the designation of \$400.00 of Community Revitalization Funds to Wycliffe Homeowners' Association for Beautiful – Leroy Rising, Precinct 1
 Councilman Rising requests \$400.00 of CRF to be given to the Wycliffe Homeowners' Association for beautification.
 Designate \$400.00 of CRF to the Wycliffe Homeowners' Association.

RESULT:	REFERRED [8 TO 0]	Next: 5/8/2017 6:00 PM
MOVER:	Leon Maynor, Precinct 7	
SECONDER:	John Cantey Jr., Precinct 5	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- L. W 5th Street Sewer Cave In – Rob Armstrong, Public Works Director
 A gravity sewer cave-in has occurred at 1909 W 5th Street in the Black's Tire Service parking lot. Currently Public Works has a by-pass pump set up pumping the sewer around the cave-in. The existing pipe that has collapsed sits within an easement that has a retaining wall and small trees on it making it difficult to repair. Also high ground water and soil conditions are a problem. Public Works is proposing to install a new pipe parallel to the old pipe in an easement that will be provided by Freeman Investments. In order to this we will need plans for the new pipe and a State permit. The Wooten Company is proposing to prepare plans and submit for the permit for a fee of \$11,650. Public Works would like Council action to proceed with the design of the sewer. Once we obtain a permit, we seek bids from contractors for the construction of the new line.
 Public Works is requesting Council to approve an emergency design of a new sewer line for \$11,650 to be taken from the Water and Sewer Capital Reserve Fund.

RESULT:	REFERRED [8 TO 0]	Next: 5/8/2017 6:00 PM
MOVER:	Leon Maynor, Precinct 7	
SECONDER:	Chris Howard, Precinct 6	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- M. Approve Boards and Commissions for FY2017-2018 – Wayne Horne, City Manager
The City Staff has started preparation of the FY 2017-2018 Budget. In 2002, City Council approved a policy on contracting with non-profit agencies creating procedures for evaluating proposals and creating clear responsibilities for accountability. Attached are the Boards and Commissions FY 2017-2018 Budget requests along with the City Manager's recommendations.

That City Council approves funding for boards and commissions

RESULT:	REFERRED [8 TO 0]	Next: 5/8/2017 6:00 PM
MOVER:	Erich Hackney, Precinct 8	
SECONDER:	John Cantey Jr., Precinct 5	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- N. Set the Date for the City's Annual Budget Workshop for May 24th, 2017 at 9:00 a.m. – Wayne Horne, City Manager
The annual dates for the City's Annual Budget Workshop and Public Hearing are proposed for Council Consideration and approval.

- Tuesday, May 23, 201710 a.m. – 12:00 p.m.
- Wednesday, May 24, 2017.....10 a.m. – 12:00 p.m.

The Public Hearing and adoption of the Budget Ordinance is scheduled for Monday, June 12, 2017.

Recommend that the City's Annual Budget Workshop be set for May 24, 2017 at 9: a.m.

RESULT:	REFERRED [8 TO 0]	Next: 5/8/2017 6:00 PM
MOVER:	John Cantey Jr., Precinct 5	
SECONDER:	Chris Howard, Precinct 6	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- O. Public Hearing to Adopt a Resolution for the Robeson County Multi - Jurisdictional Hazard Mitigation Plan – Wayne Horne, City Manager
Landin Holland - appeared before CPC and talked concerning the Hazard Mitigation Plan. His handout included strategies which are specific to Lumberton which changed from the last written plan. The City of Lumberton intends to hold a public hearing concerning the Adoption of a Resolution for the Robeson County Multi-Jurisdictional Hazard Mitigation Plan. The hearing is set for June 12, 2017, at 6:00 p.m.

That City Council hold the public hearing on June 12, 2017.

RESULT:	REFERRED [8 TO 0]	Next: 5/8/2017 6:00 PM
MOVER:	John Cantey Jr., Precinct 5	
SECONDER:	Chris Howard, Precinct 6	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

V. CLOSED SESSION

VI. DESIGNATION OF CONSENT/NONCONSENT ITEMS

VII. ADJOURNMENT