



CITY OF LUMBERTON
COUNCIL POLICY COMMITTEE
MINUTES • JANUARY 4, 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	Present	
Alisha Thompson	Finance Director	Present	
Ben Andrews	Inspections Director	Present	
Brandon Love	Planning Director	Present	
Tim Taylor	Recreation Director	Present	
Linda Oxendine	Public Services Director	Present	

II. ITEMS FOR COUNCIL POLICY COMMITTEE CONSIDERATION

III. MINUTES APPROVAL

1. Council Policy Committee - Regular Meeting - Nov 9, 2016 11:00 AM –

RESULT:	ACCEPTED [8 TO 0]
MOVER:	John Cantey Jr., Precinct 5
SECONDER:	Leon Maynor, Precinct 7
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney
ABSTAIN:	Davis

IV. AGENDA ITEMS

- A. Public Works Building Roof Repair – Rob Armstrong, Public Works Director
Public Works is proposing to re-roof the existing Administrative, Warehouse and Garage building as part of the on-going Public Works Facility Improvements. A new Thermalplastic Polyolefin (TPO) system, approximately 18,000sf, will be placed over the existing metal panels along with a rigid insulation panel to enhance the roof thermal envelope R value. We received three quotes for this work (attached). Britt and Britt Roofing, Inc. of Lumberton submitted the lowest bid of \$60,000. Public Works has \$50,000 budgeted in our current

Capital Code 60-00-8221-5860.

Public Works is requesting Council to award the building Re-Roof project to Britt and Britt Roofing, Inc. for \$60,000 and appropriate and an additional \$10,000 for the water and sewer capital reserve fund to Capital Code 60-00-8221-5860.

RESULT:	REFERRED [8 TO 0]	Next: 1/9/2017 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	

B. Zoning Text amendment regarding Cell Towers in the B-5 Zoning District – Brandon Love, Planning Director

Michael Doran with McGuire Development Corporation, a consultant for US Cellular, is requesting that City Council consider a text amendment to the Land Use Ordinance which would allow for cellular communications towers to be placed within the B-5 Highway Service zoning district. Please see the attached information packet from Mr. Doran which details the need for this capability as well as defines a specific location for a proposed tower. Currently, only M-1 Light Manufacturing, M-2 Heavy Manufacturing and 'A' Agricultural zoning districts allow for the construction of cellular communications towers.

The Planning Board reviewed the request on September 20, 2016 and recommends City Council direct the Planning staff to draft an amendment to the Land Use Ordinance allowing for the construction of cellular communications towers within the B-5 Highway Service district. The draft ordinance should then be forwarded to the Planning Board for further review.

Directed Planning Director to send a letter to Mr. Doran concerning the lack of need or interest at this time.

RESULT:	WITHDRAWN
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C. Approval of Hurricane Matthew Disaster Relief Assistance – Linda Oxendine, Public Services Director

On October 8, 2016 Hurricane Matthew made landfall in Robeson County and ultimately our City, making history by damaging thousands of properties. In the City of Lumberton hundreds of homes remain uninhabitable while many residential and business property owners attempt to find resources for repair. In these cases owners desire to maintain utility service but have requested relief from City staff as it relates to non-metered utility services that are not being used. Staff recommends that during the recovery of these homes that the \$20.95 non-metered garbage collection fee, the \$4.25 residential non-metered storm water fee, and the budgeted commercial non-metered storm water & garbage fees be waived for a period of time, perhaps 90 days from the date of Council approval of the provision, should Council choose to approve it. A written request would be required from the applicant for this waiver.

Staff also requests that when utility services were voluntarily terminated by account holders as a result of the damages that the non-refundable \$26.75 above ground and \$77.25 underground service fee required for reconnection is waived. Staff makes this

recommendation to assist with the recovery process of our community by lessening the financial burden on the FEMA victim.

Staff request Council approve their recommendation to waive non-metered utility fees for FEMA victims until such time the property is re-inhabited by the FEMA victim.

Council will revisit this item after four months.

RESULT:	REFERRED [8 TO 0]	Next: 1/9/2017 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	

D. Formal Adoption of Fiscal Policy – Holt Moore, City Attorney

In the past, city staff has ensured compliance with all local, state and federal purchasing guidelines through appropriate routing of all purchases through relevant personnel. For Council's consideration is a formal policy memorializing the provisions staff have in actuality been using for some time. Having this information in one volume should prove more convenient for staff and Council.

Consider and pass the fiscal policy.

RESULT:	REFERRED [8 TO 0]	Next: 1/9/2017 6:00 PM
MOVER:	Leroy Rising, Precinct 1	
SECONDER:	John Cantey Jr., Precinct 5	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

E. Discussion of Use of GoFundMe Funds for Hurricane Victims – Holt Moore, City Attorney

As you know, shortly after Hurricane Matthew passed through Lumberton, the City set up a GoFundMe account in order to receive donations to be provided to victims of the hurricane. Given that it has been (by this meeting date) approximately three months since the storm, and the Finance Director indicates that donations to the fund have slowed somewhat, staff thought this may be an opportune time to bring before Council the topic of how, specifically, the funds will be used. To date, staff has placed any funds which were conveyed to the City with the intent of assisting flood victims into the GoFundMe account.

Discuss and consider use of GoFundMe funds.

RESULT:	WITHDRAWN
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F. Consideration of Potential Hazard Mitigation Projects – Wayne Horne, City Manager

Staff has had several meetings since Hurricane Matthew with state and FEMA officials regarding the Hazard Mitigation Programs. The programs and funding are designed to reduce or eliminate the long-term risk to people and property from natural hazards and their effects. The attached report provides Council with an outline of the States 404 Mitigation Program and the FEMA 406 Mitigation Program. Staff would like to discuss with Council a list of potential projects for submission in a "Letter of Interest" to the NCEM-HM program. This list will be available for Council consideration and approval at the CPC meeting.

Discuss and approve the submission of various hazard mitigation projects for the city, to the NCEM, Hazard Mitigation Program.

RESULT:	REFERRED [UNANIMOUS]	Next: 1/9/2017 6:00 PM
MOVER:	Leon Maynor, Precinct 7	
SECONDER:	Erich Hackney, Precinct 8	
AYES:	Davis, Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	

- G. Approve the designation of \$500.00 of Community Revitalization Funds for Community Watch in Precinct 4 – Karen Higley, Precinct 4
Councilwoman Higley requests \$500.00 of Community Revitalization Funds be designated as Community Watch.
Designate \$500.00 of CRF as Community Watch in Precinct 4.

RESULT:	REFERRED [8 TO 0]	Next: 1/9/2017 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 McCormick's Chapel Church for Dr. Martin Luther King Memorial Program as follows: P2 - \$200.00 P3 - \$100.00 P4 - \$200.00 P5 - \$200.00 P6 \$100.00 P7 - \$100.00 & P8 - \$100.00 – John Cantey Jr., Precinct 5
Councilman Cantey requests \$200.00 of CRF to be given to McCormick Chapel for Dr. King's Memorial Program.
Designate \$200.00 of CRF to McCormick Chapel.

RESULT:	REFERRED [8 TO 0]	Next: 1/9/2017 6:00 PM
MOVER:	Leon Maynor, Precinct 7	
SECONDER:	Erich Hackney, Precinct 8	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- I. Resolution Regarding FEMA Mobile Units and City Setbacks – Holt Moore, City Attorney
Attached is a resolution which will allow FEMA mobile residential units to be placed on parcels within the City without having to comply with the zoning setbacks. This exemption would be in place for 15 months under the Resolution.
Consider and approve Resolution exempting FEMA mobile units from zoning setbacks.

RESULT:	REFERRED [8 TO 0]	Next: 1/9/2017 6:00 PM
MOVER:	John Cantey Jr., Precinct 5	
SECONDER:	John Robinson, Mayor Pro Tem	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

J. Resolution Regarding Private Property Debris Removal and Home Demolition – Holt Moore, City Attorney

Attached for Council consideration is a resolution which would allow the City's debris contractor to remove debris from private property and also to demolish homes which are a danger to the community due to the damage they have sustained. These provisions will still need FEMA approval, but the resolution is a necessary first step. As a side note, any such actions on private property, should FEMA approve it, will be at the City's discretion where it is deemed necessary.

Consider and approve Resolution allowing for private property debris collection and dangerous home demolition.

RESULT:	REFERRED [8 TO 0]	Next: 1/9/2017 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	

V. DESIGNATION OF CONSENT/NON-CONSENT ITEMS

VI. ADJOURNMENT