



CITY OF LUMBERTON
COUNCIL POLICY COMMITTEE
MINUTES • DECEMBER 3, 2014

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
Raymond B. Pennington	Mayor	Present	
Don Metzger	Mayor Pro Tem	Present	
John Robinson	Precinct 2	Present	
Burnis Wilkins	Precinct 3	Present	
Harry Ivey	Precinct 4	Present	
John Cantey Jr.	Precinct 5	Present	
Robert L. Jones	Precinct 6	Absent	
Leon Maynor	Precinct 7	Present	
Erich Hackney	Precinct 8	Present	
Wayne Horne	City Manager	Present	
Laney Mitchell-McIntosh	City Clerk	Present	
Holt Moore	City Attorney	Present	
Ben Andrews	Inspections Director	Present	
Travis L. Branch	MIS Director	Present	
Teresa Johnson	Community Development Administrator	Present	
Brandon Love	Planning Director	Present	
Alisha Thompson	Finance Director	Present	
Rob Armstrong	Public Works Director	Present	

II. ITEMS FOR COUNCIL POLICY COMMITTEE CONSIDERATION

A. Minutes Approval

1. Council Policy Committee - Regular Meeting - Nov 5, 2014 11:00 AM –

RESULT:	ACCEPTED [7 TO 0]
MOVER:	Erich Hackney, Precinct 8
SECONDER:	John Cantey Jr., Precinct 5
AYES:	Metzger, Robinson, Wilkins, Ivey, Cantey Jr., Maynor, Hackney
ABSTAIN:	Pennington
ABSENT:	Jones

B. Audit Presentation: Mat Patterson

Matt Patterson appeared before the Council Policy Committee and presented the Audit Presentation for year ending June 30, 2014. Mr. Patterson gave a brief overview of the Audit Report and stated that there are three (3) opinions to the Report and that all three opinions are clean which means that the City is doing a great job. There were no modifications.

III. AGENDA ITEMS

1. Engineering Services for the WWTP Generator Upgrade – Rob Armstrong, Public Works Director

The US Environmental Protection Agency has mandated that all large on-site standby power generators meet a new exhaust emission standard. The large generators at the Wastewater Treatment Plant do not currently meet the new standard. While upgrading the exhaust system, Public Works would like to update the automatic transfer switches so the generators can be used for regular peak shaving load management as well as emergency standby. The first phase of the generator upgrades will be to generate engineering specifications and drawings that can be used by contractors to bid on the installation of the improvements. Linda Oxendine and Lamar Brayboy have vetted engineering companies that offer this specialized service and have recommended Power Services of Raleigh, NC to design the generator upgrades. Attached is their proposed scope of work and proposed fee of \$9,200. The total project including design and construction has been funded in this Fiscal Year water and sewer capital budget.

Public Works is requesting Council to authorize Power Services of Raleigh NC to design the WWTP generator upgrades for \$9,200 which will be paid for by funds allocated in the water and sewer capital budget code 60-00-8221-5960

RESULT:	REFERRED [7 TO 0]	Next: 12/8/2014 7:00 PM
MOVER:	Leon Maynor, Precinct 7	
SECONDER:	Don Metzger, Mayor Pro Tem	
AYES:	Metzger, Robinson, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
ABSENT:	Jones	

2. Water Treatment Plant Filter Removal - West Quad – Rob Armstrong, Public Works Director
The west Filter Quad at the Water Plant is in need of filter media replacement and some other repairs as recommended by 2014 Engineering Report by Koonce, Noble and Associates, Inc. We won't know the extent of the filter repairs until the old filter media has been removed. Public Works would like to remove the old filter media early next calendar year to observe the condition of the filter bed. Further repairs may be undertaken with our staff. We asked four companies listed below to review the filter quads and present us a quote to remove the old filter media. Only two gave us a quote:

- | | |
|--------------------------------------|---|
| 1. VACTECH Services, Inc. | No Quote - 2000 s.f. minimum |
| 2. Clearfield MMG, Chesapeake, VA | No Quote - too far away |
| 3. IVAC, Fort Mill, SC | \$22,885.00 Lump Sum |
| 4. A&D Environmental, High Point, NC | \$3,550 per day + mobilization & per diem |

Since the amount of time needed to remove the media is not known, Public Works is recommending that IVAC of Fort Mills, SC be hired to perform this work.

Public Works is requesting authorization to hire IVAC of Fort Mills SC to remove the old filter media in the west filter quad at the Water Treatment Plant for a lump sum of \$22,885.00 using \$10,000 designated from line item 60-00-7120-3958 of the Water Plant operating budget and transferring \$12,885.00 from the water and sewer capital reserve fund.

RESULT:	REFERRED [7 TO 0]	Next: 12/8/2014 7:00 PM
MOVER:	Erich Hackney, Precinct 8	
SECONDER:	Don Metzger, Mayor Pro Tem	
AYES:	Metzger, Robinson, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
ABSENT:	Jones	

3. Server and Storage Area Network Infrastructure Upgrade – Travis Branch, MIS Director
The City's core servers and Storage Area Network are approaching their end of life. MIS has received proposals for the upgrade of our core servers and Storage Area Network by way of the RFP process. They are as follows:

ITI Communications	\$95,637.79
RMSource	\$129,917.24
NWN	\$138,371.72

MIS recommends ITI Communications as the winning bidder for the equipment purchase and installation services.

RESULT:	REFERRED [7 TO 0]	Next: 12/8/2014 7:00 PM
MOVER:	Don Metzger, Mayor Pro Tem	
SECONDER:	John Robinson, Precinct 2	
AYES:	Metzger, Robinson, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
ABSENT:	Jones	

4. Approval of Conceptual Design for a Downtown Performance Shelter – Brandon Love, Planning Director

On August 6, 2014 the Rediscover Downtown Lumberton group (RDL) presented Council with a concept for designing and installing a permanent performance shelter on the Downtown Plaza. City Council approved the conceptual design and authorized City staff to assist with the construction documents and planning for the project. Attached are measured, working drawings for the Performance Shelter and a construction cost estimate will be distributed at the CPC meeting.

RDL has a potential donor that has agreed to provide either partial or complete funding of the project pending a final cost estimate. Furthermore, grants in the amount of \$14,000 have been received from The Robeson Road Runners and ElectriCities to help construct the shelter. Finally, in-kind work provided by the Public Works Department will help to complete the footings, brickwork and retaining wall for the project. RDL is requesting that City Council approve the design and cost estimate and authorize construction of the performance shelter.

Councilman Cantey requested that a letter be sent to all of the surrounding business owners.

RESULT:	REFERRED [7 TO 0]	Next: 12/8/2014 7:00 PM
MOVER:	John Cantey Jr., Precinct 5	
SECONDER:	John Robinson, Precinct 2	
AYES:	Metzger, Robinson, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
ABSENT:	Jones	

5. Approval of CDBG Program Amendment - FY11 Catalyst - Lumberton Christian Care Project – Brandon Love, Planning Director

The City has recently been awarded an additional \$140,000 of CDBG funds to help enhance the budget for the construction of the LCC soup kitchen and emergency housing facility.

These funds will be used to reduce LCC's loan and operating reserve funds.

Recommend Council approve the submission of the CDBG program amendment and revised grant budget ordinance to be submitted to NC Department of Commerce. The required public hearing has been advertised for the December 8, 2014 Council meeting.

RESULT:	REFERRED [7 TO 0]	Next: 12/8/2014 7:00 PM
MOVER:	John Cantey Jr., Precinct 5	
SECONDER:	John Robinson, Precinct 2	
AYES:	Metzger, Robinson, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
ABSENT:	Jones	

6. Rezoning Request for properties located on Dunn Road (parcel #1013-01-011 and 1013-01-00201) (Deed Book 01578 Page 0247). – Brandon Love, Planning Director

Fred G. Mills, Sr. has submitted a Rezoning Petition for properties located on Dunn Road (parcel #1013-01-011 and 1013-01-00201). This request is to rezone property from A (Agriculture) and R-20 (Residential Single Family) to B-3 (Office/residential). The applicants' intent is for the development of a multi-family apartment complex at this location.

CPC to review the request, refer the petition to Planning Board for their review, and authorize the Planning Director to set the date of the public hearing.

RESULT:	TABLED [7 TO 0]	Next: 1/7/2015 11:00 AM
MOVER:	Leon Maynor, Precinct 7	
SECONDER:	Erich Hackney, Precinct 8	
AYES:	Metzger, Robinson, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
ABSENT:	Jones	

7. Rezoning Request for properties located on Harrill Road – Brandon Love, Planning Director
Fred G. Mills, Sr. has submitted a Rezoning Petition for property located on Harrill Road (parcel #1014-01-003). This request is to rezone property from R-7 (Residential Single Family/Duplex) to B-3 (Office/Residential) or R-3 (Residential/Multi-family). The applicants' intent is for the development of a multi-family apartment complex at this location.

CPC to review the request, refer the petition to Planning Board for their review, and authorize the Planning Director to set the date of the public hearing.

RESULT:	REFERRED [8 TO 0]	Next: 12/8/2014 7:00 PM
MOVER:	Burnis Wilkins, Precinct 3	
SECONDER:	Robert L. Jones, Precinct 6	
AYES:	Metzger, Robinson, Wilkins, Ivey, Cantey Jr., Jones, Maynor, Hackney	
ABSTAIN:	Pennington	

8. Approve the designation of \$300.00 of CRF to Godwin Heights Community Watch – Burnis Wilkins, Precinct 3
Councilman Wilkins requests \$300.00 of Community Revitalization Funds for Community Watch at Godwin Heights.
Designate \$300.00 of CRF to Godwin Heights Community Watch.

RESULT:	REFERRED [7 TO 0]	Next: 12/8/2014 7:00 PM
MOVER:	John Cantey Jr., Precinct 5	
SECONDER:	Don Metzger, Mayor Pro Tem	
AYES:	Metzger, Robinson, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
ABSENT:	Jones	

9. Approve the designation of \$350.00 of CRF to Colors of Life for the Christmas Dinner as follows: P7 - \$100.00 P2 - \$100.00 P4 - \$100.00 and P5 - \$50.00. – Leon Maynor, Precinct 7
Councilman Maynor requests \$100.00 of CRF to be given to Colors of Life for the annual dinner.
Designate \$350.00 of CRF to Colors of Life as follows: P7 - \$100.00 P2 - \$100.00 P4 - \$100.00 and P5 - \$50.00.

RESULT:	REFERRED [7 TO 0]	Next: 12/8/2014 7:00 PM
MOVER:	Burnis Wilkins, Precinct 3	
SECONDER:	John Cantey Jr., Precinct 5	
AYES:	Metzger, Robinson, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
ABSENT:	Jones	

10. Adopt a Resolution Declaring Personal Property Surplus to the Needs of the City and Disposition of Said Property to be Auctioned – Wayne Horne, City Manager
Attached is a Resolution Declaring Personal Property Surplus to the Needs of the City and Disposition of Said Property to be auctioned on December 30, 2014, at Lloyd Meekins & Sons Auction Company.
Adopt a resolution declaring the personal property to be surplus to the needs of the City and authorizing disposition of the property as proposed.

RESULT:	REFERRED [7 TO 0]	Next: 12/8/2014 7:00 PM
MOVER:	John Cantey Jr., Precinct 5	
SECONDER:	Don Metzger, Mayor Pro Tem	
AYES:	Metzger, Robinson, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
ABSENT:	Jones	

11. Christmas Days off for City Employees – Wayne Horne, City Manager

The City of Lumberton Personnel Ordinance under Sec. 16-156 designates the following holidays with pay: .

9.) Christmas Eve Day and Christmas Day and;

10.) Any other day designated as a Christmas holiday by both the State and the County.
It is recommended that the following days be considered by Council for Christmas Holidays:

- * Wednesday, December 24th, 2014
- * Thursday, December 25th, 2014, and
- * Friday, December 26, 2014th.

RESULT:	REFERRED [7 TO 0]	Next: 12/8/2014 7:00 PM
MOVER:	Burnis Wilkins, Precinct 3	
SECONDER:	Leon Maynor, Precinct 7	
AYES:	Metzger, Robinson, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
ABSENT:	Jones	

12. Approve the designation of \$100.00 of CRF to M25 Hardcore Bikers for Christmas Gifts at Grace Court – Leon Maynor, Precinct 7

Councilman Maynor requests \$100.00 of CRF to be given to the M25 Hardcore Bikers for Christmas gifts for the underprivileged in Grace Court.
Designate \$100.00 of CRF to M25 Hardcore Bikers.

RESULT:	REFERRED [7 TO 0]	Next: 12/8/2014 7:00 PM
MOVER:	John Cantey Jr., Precinct 5	
SECONDER:	Burnis Wilkins, Precinct 3	
AYES:	Metzger, Robinson, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
ABSENT:	Jones	

13. Approve the designation of \$100.00 to the Empty Stocking Fund from P8 – Erich Hackney, Precinct 8

Councilman Hackney requests \$100.00 of CRF to be given to the Empty Stocking Fund.
Designate \$100.00 to the Empty Stocking Fund.

RESULT:	REFERRED [7 TO 0]	Next: 12/8/2014 7:00 PM
MOVER:	Don Metzger, Mayor Pro Tem	
SECONDER:	Burnis Wilkins, Precinct 3	
AYES:	Metzger, Robinson, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
ABSENT:	Jones	

IV. DESIGNATION OF CONSENT/NON-CONSENT ITEMS**V. ADJOURNMENT**

There being no further business to come before the board; the meeting was adjourned