



CITY OF LUMBERTON
COUNCIL POLICY COMMITTEE
MINUTES • NOVEMBER 9, 2016

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	

II. ITEMS FOR COUNCIL POLICY COMMITTEE CONSIDERATION

A. Mr. Gene Jones - Christmas Disaster Relief Toy Drive for the Children of Lumberton, NC –

Mr. Gene Jones, CEO of Arrested Potential, appeared before the Council Policy Committee and stated that a 13 year old boy named Samuel Love aka Sam'ta Claus of Murray Language Academy in Chicago, IL collects toys for children affected from disasters. Sam'ta Love has selected to collect toys and gift cards for the children of Lumberton, who were affected by flooding from Hurricane Matthew.

Mr. Love has partnered with Arrested Potential, Inc. and Arrested Potential in turn partnered with the Robeson County School System as a way of storing and disseminating the toys upon the arrival in Lumberton. Mr. Jones is asking for the City's support and finances; if possible, to assist in this endeavor.

After a brief discussion, the consensus of CPC is to take the matter under advisement while Mr. Jones gathers more information and bring back to Council.

RESULT: ANNOUNCED

III. MINUTES APPROVAL

A. Council Policy Committee - Regular Meeting - Sep 7, 2016 11:00 AM –

RESULT:	ACCEPTED [8 TO 0]
MOVER:	John Cantey Jr., Precinct 5
SECONDER:	Burnis Wilkins, Precinct 3
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney
ABSTAIN:	Davis

B. Council Policy Committee - Regular Meeting - Oct 5, 2016 11:00 AM –

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

IV. AGENDA ITEMS

- A. Acceptance of 2016 Bulletproof Vest Grant Award – Michael McNeill, Police Chief
The Lumberton Police Department has been awarded a Bulletproof Vest Partnership Grant in the amount of \$4,462.50 for the purchase of fifteen (15) vests for sworn personnel. This grant has a dollar for dollar match that will be funded through operating budget. Recommend that Bulletproof Vest Partnership Grant Award in the amount of \$4,462.50 be accepted.

RESULT:	REFERRED [8 TO 0]	Next: 11/14/2016 6:00 PM
MOVER:	John Robinson, Mayor Pro Tem	
SECONDER:	John Cantey Jr., Precinct 5	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- B. Professional Services Procurement for the 2016 Priority Sanitary Sewer Rehabilitation and Repairs – Rob Armstrong, Public Works Director

The City has been awarded a \$1,000,000 Clean Water SRF combination loan and grant to repair and rehabilitate the sewer collection system in the Lambeth Street area, Ramada Inn area and Lackey Street / I-95 area. The City advertised the attached Request for Qualifications for the Engineering Services for this project and received only one response from the Wooten Company. We have reviewed their proposal and scored it 92 points out of a possible 100 point total based on the following criteria:

1. Technical Approach: 21 points awarded (25 points maximum)
2. Experience of Personnel: 23 points awarded (25 points maximum)
3. Experience of Firm: 23 points awarded (25 points maximum)
4. Familiarity of Locality: 25 points awarded (25 points maximum)

Public Works is recommending that the Wooten Company be awarded the professional services contract for this project to be paid for by the CWSRF grant and loan.

Public Works is recommending that the Wooten Company be awarded the professional services contract for the 2016 Sanitary Sewer Collection System Repair and Rehabilitation to be paid for by the CWSRF grant and loan.

RESULT:	REFERRED [8 TO 0]	Next: 11/14/2016 6:00 PM
MOVER:	Erich Hackney, Precinct 8	
SECONDER:	Leroy Rising, Precinct 1	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

C. Professional Services Procurement for Sewer Mapping and Asset Management – Rob Armstrong, Public Works Director

The City has been awarded a \$150,000 Asset Inventory Assessment grant from the North Carolina Water Division of Infrastructure to complete the mapping of our sanitary sewer system. The City advertised the attached Request for Qualifications for the Engineering Services for this project and received two responses, one from Crawford Design Company of Fayetteville and from the Wooten Company. The following factors were used in evaluating Consultant's proposal of qualifications and negotiation of a contract:

1. Technical Approach/Understanding of Program. (20 points)
2. Work Management Plan/Experience of Proposed Personnel. (20 points)
3. Engineering Experience of the Firm. (25 points)
4. Familiarity with Locality. (30 points)
5. Hourly Rate Schedule. (5 points)

	Maximum Wooten		Crawford	
Technical Approach	20	18	18	
Work Management Plan	20	18	18	
Engineering Experience	25	24	20	
Familiarity of Locality	30	29	25	
<u>Hourly Rates</u>	<u>5</u>	<u>4</u>	<u>3</u>	
Total	100	93	84	

Public Works is recommending that the Wooten Company be awarded the professional services contract for this project to be paid for by the AIA grant.

Public Works is recommending that the Wooten Company be awarded the professional services contract for this project to be paid for by the AIA grant

RESULT:	REFERRED [8 TO 0]	Next: 11/14/2016 6:00 PM
MOVER:	Chris Howard, Precinct 6	
SECONDER:	John Cantey Jr., Precinct 5	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

D. WWTP Clarifier Change Order – Rob Armstrong, Public Works Director

Public Works had \$25,000 appropriated in the current capital budget to repair a clarifier at the Wastewater Treatment Plant. Stanly Carter with Heavenly Creations started the repair project in September. The original contract was \$22,000. When we started dismantling the

clarifier we found more damage than originally anticipated. Attached is a change order for \$12,651.70 for additional repair work around the catwalk.

Public Works is requesting approval of a \$12,651.70 change order from Heavenly Creations for additional repair work on the wastewater treatment plant clarifier to be paid from the water and sewer capital reserve fund.

RESULT:	REFERRED [8 TO 0]	Next: 11/14/2016 6:00 PM
MOVER:	Erich Hackney, Precinct 8	
SECONDER:	Burnis Wilkins, Precinct 3	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- E. Conditional Use Permit petition for property located at 201 W. 16th Street (parcel #3227-04-035/Deed Book 1964 Page 415). – Brandon Love, Planning Director
Dora Lena Hinds, with Changing Lives Mission, Inc. has submitted a Conditional Use Permit petition for property located at 201 W. 16th Street. The proposed use of the property is a halfway house. The property is zoned R-7, residential single family, and a Conditional Use Permit is required to operate a halfway house within the R-7 zoning district. This property is located within Area 18, as identified in our Land Use Plan.
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: 11/14/2016 6:00 PM
MOVER:	Erich Hackney, Precinct 8	
SECONDER:	Chris Howard, Precinct 6	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- F. Rezoning petition for property located at 3519 Meadow Road (parcel #0816-01-008/Deed Book 2044 Page 104). – Brandon Love, Planning Director
David Lee Edge has submitted a Rezoning petition for property located at 3519 Meadow Road. The applicants intended use of the property is to place three (3) double wide mobile homes on this property. This property is located within the City of Lumberton's Extraterritorial Jurisdiction (ETJ).
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: 11/14/2016 6:00 PM
MOVER:	Leroy Rising, Precinct 1	
SECONDER:	Chris Howard, Precinct 6	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- G. Regional Wastewater Study Engineering Resolution – Wayne Horne, City Manager
In August, the City of Lumberton was awarded a \$50,000 grant from the North Carolina Division of Water Infrastructure to study the potential regionalization of wastewater from

Saint Pauls and the Robeson County Landfill. Attached is a Resolution for the Acceptance of the grant from the North Carolina Division of Water Infrastructure in the amount of \$50,000. The Public Works Department recommends that CPC refer the attached Resolution to City Council for its adoption which allows the Wooten Company to conduct the Lumberton-Saint Pauls - Robeson County Landfill Regional Wastewater Study funded by this grant from the North Carolina Division of Water Infrastructure.

RESULT:	REFERRED [8 TO 0]	Next: 11/14/2016 6:00 PM
MOVER:	Erich Hackney, Precinct 8	
SECONDER:	Karen Higley, Precinct 4	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

H. Acceptance of the Wastewater Asset Inventory and Assessment Grant – Wayne Horne, City Manager

The City has been approved for a Wastewater Asset Inventory and Assessment Grant from the Water Infrastructure Fund in the amount of \$150,000. This grant will assist in the City meeting its water infrastructure needs. In order to receive this grant; the City must adopt a Resolution Accepting the Grant Offer.

That City Council adopt a Resolution of Acceptance for the Wastewater Asset Inventory and Assessment State Grant in the amount of \$150,000.

RESULT:	REFERRED [8 TO 0]	Next: 11/14/2016 6:00 PM
MOVER:	Erich Hackney, Precinct 8	
SECONDER:	Chris Howard, Precinct 6	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

I. Approve the designation of \$1,000 of Community Revitalization Funds to Christian Aid Ministries Loaves and Fishes Food Kitchen – Erich Hackney, Precinct 8

Councilman Hackney is requesting \$1,000 of Community Revitalization Funds to be given to the Christian Aid Ministries Loaves and Fishes Food Kitchen. This ministry is from Ohio and they came and set up the food kitchen at Bill Sapp Recreation Center during Hurricane Matthew and fed thousands of people displaced by the hurricane. The ministry also set up a food kitchen in West Lumberton as well.

Designate \$1,000 of CRF to Christian Aid Ministries Loaves and Fishes Food Kitchen.

RESULT:	REFERRED [8 TO 0]	Next: 11/14/2016 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. Approve the designation of \$400.00 of Community Revitalization Funds to Oakridge Homeowner's Association for a Community Event – Leroy Rising, Precinct 1

Councilman Rising requests \$400.00 of CRF to be given to the Oakridge Homeowner's'

Association for a community event.

Designate \$400.00 of CRF to the Oakridge Homeowner's Association.

RESULT:	REFERRED [8 TO 0]	Next: 11/14/2016 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	

- K. Approve the Re-designation of Community Revitalization Funds Approved on October 5, 2016 CPC to Read: P2: \$200 to Chrysolite Methodist Church; P5: \$200.00 to McCormick Chapel, and P6 - \$200 to First Baptist Church – John Cantey Jr., Precinct 5

At its meeting of October 5, 2016, Council designated \$600.00 of CRF from Precincts 2, 5, and 6, for Trunk a Treat; however, time has since lapsed for Halloween and the funds were not used. Each Councilman would like to re-designate those funds to Disaster Relief to the entities as stated above.

Approve the re-designation of Community Revitalization Funds as follows: P2 - \$200.00 to Chrysolite Methodist Church; P5 - \$200.00 to McCormick Chapel, and P6 - \$200.00 to First Baptist Church for Disaster Relief.

RESULT:	REFERRED [8 TO 0]	Next: 11/14/2016 6:00 PM
MOVER:	Erich Hackney, Precinct 8	
SECONDER:	Leon Maynor, Precinct 7	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- L. Acceptance of Grant Agreement with NCDOT for Runway 23 LPV Approach Clearing in the Amount of \$34,704 – Troy Gammon, Airport Manager

The City has received a grant agreement in the amount of \$34,704, for Runway 23 LPV Approach Clearing project for the Lumberton Regional Airport. This grant has a 10% match; 5% City and 5% County which has already been budgeted.

That Council accept the Runway 23 LPV Approach Clearing grant in the amount of \$34,704.

RESULT:	REFERRED [8 TO 0]	Next: 11/14/2016 6:00 PM
MOVER:	Leroy Rising, Precinct 1	
SECONDER:	Leon Maynor, Precinct 7	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- M. Approve the designation of \$300.00 of Community Revitalization Funds to Breath of Life International Ministries for Disaster Relief – John Cantey Jr., Precinct 5

Councilmen Cantey, Howard and Robinson, would like to contribute \$100 each to Breath of Life International Ministries, Inc. For disaster relief.

Designate \$300.00 of CRF to Breath of Life International Ministries.

RESULT:	REFERRED [8 TO 0]	Next: 11/14/2016 6:00 PM
MOVER:	Erich Hackney, Precinct 8	
SECONDER:	Leon Maynor, Precinct 7	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

- N. Approve the Re-designation of \$3,000 of CRF from Precinct 8 to the following: P5, \$1,000 P6, \$1,000 and P7, \$1,000 for Revitalization – Erich Hackney, Precinct 8
Councilman Hackney wishes to re-designate \$3,000 from Precinct 8 CRF to the following:
P5 - \$1,000 P6 - \$1,000 P7 - \$1,000 to be used for revitalization.
Re-designate \$3,000 of CRF from Precinct to Precincts 5, 6, & 7.

RESULT:	REFERRED [8 TO 0]	Next: 11/14/2016 6:00 PM
MOVER:	John Robinson, Mayor Pro Tem	
SECONDER:	Burnis Wilkins, Precinct 3	
AYES:	Rising, Robinson, Wilkins, Higley, Cantey Jr., Howard, Maynor, Hackney	
ABSTAIN:	Davis	

V. DESIGNATION OF CONSENT/NON-CONSENT ITEMS

VI. ADJOURNMENT