



CITY OF LUMBERTON
COUNCIL POLICY COMMITTEE
MINUTES • NOVEMBER 4, 2015

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	Excused	
Burnis Wilkins	Precinct 3	Present	
Harry Ivey	Precinct 4	Present	
John Cantey Jr.	Precinct 5	Present	
Robert L. Jones	Precinct 6	Excused	
Leon Maynor	Precinct 7	Present	
Erich Hackney	Precinct 8	Present	
Wayne Horne	City Manager	Present	
Laney Mitchell-McIntosh	City Clerk	Present	
Alisha Thompson	Finance Director	Present	
Brandon Love	Planning Director	Present	
Ben Andrews	Inspections Director	Present	
Lamar Brayboy	Electric Utilities Director	Present	
Michael McNeill	Police Chief	Present	
Rob Armstrong	Public Works Director	Present	
Tim Taylor	Recreation Director	Present	

II. ITEMS FOR COUNCIL POLICY COMMITTEE CONSIDERATION

III. MINUTES APPROVAL

a. Council Policy Committee - Regular Meeting - Oct 7, 2015 11:00 AM –

RESULT:	ACCEPTED [6 TO 0]
MOVER:	John Cantey Jr., Precinct 5
SECONDER:	Don Metzger, Mayor Pro Tem
AYES:	Metzger, Wilkins, Ivey, Cantey Jr., Maynor, Hackney
ABSTAIN:	Pennington
EXCUSED:	Robinson, Jones

b. Acceptance of Replacing a 1992 Ford Pick Up Tk – Lamar Brayboy, Electric Utilities Director

The Electric Utilities Department is requesting to replace a 1992 Ford truck that was wrecked and listed as a total loss with a 2011 Ford Ranger truck. The Electric Department has three quotes ranging from \$12,999.00 from Fair Bluff Ford, 13,419.00 from Bleecker GMC to \$13,995.00 from Scotland Motors, Inc. The Electric Utilities recommends the purchase of the 2011 Ford Truck from the lowest bidder, Fair Bluff Ford for the price of \$12,999.00.

The Electric Department recommends the approval to purchase the 2011 Ford Ranger from Fair Bluff Ford in the amount of \$12,999.00 to replace a 1992 total loss Ford truck.

RESULT:	REFERRED [6 TO 0]	Next: 11/9/2015 6:00 PM
MOVER:	Leon Maynor, Precinct 7	
SECONDER:	Don Metzger, Mayor Pro Tem	
AYES:	Metzger, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
EXCUSED:	Robinson, Jones	

- c. Acceptance of Replacement of Bus Breakers at POD 2 – Lamar Brayboy, Electric Utilities Director

Sealed bids were opened and read on October 14, 2015 for the purchase of two (2) 25 kV Vacuum Bus Breakers to replace two (2) Oil Filled Bus Breakers at POD 2 on Wesley Pines Road that have been in service since 1982. Schneider Electric USA, Inc. quoted a total of \$40,416.00, Siemen's Industry Inc. quoted a total of \$46,949.00, Irby Utilities quoted a total of \$47,501.00 and WESCO Distribution, Inc. quoted a total of \$55,517.00. As shown by the enclosed tabulation and recommended by Progressive Engineering Consultants, Inc., Schneider Electric USA, Inc. submitted the lowest proposal. There was \$60,000.00 approved in the 2015 -2016 budget for this purchase.

The Electric Department recommends the purchase of the two (2) Vacuum Bus Breakers for POD 2 on Wesley Pines Road from Schneider Electric USA, Inc. for a total of \$40,416.00.

RESULT:	REFERRED [6 TO 0]	Next: 11/9/2015 6:00 PM
MOVER:	Don Metzger, Mayor Pro Tem	
SECONDER:	Leon Maynor, Precinct 7	
AYES:	Metzger, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
EXCUSED:	Robinson, Jones	

- d. Sign City is requesting three (3) hospital signs in the B-6, Medical Arts district. – Brandon Love, Planning Director

Sign City is requesting three (3) hospital signs on three (3) different properties zoned B-6, Medical Arts. The requests are as follows:

- 1) Southeastern Wellness Imaging Clinic located at 105 W. 27th Street
- 2) Southeastern Radiology Associates located at 209 W. 27th Street
- 3) Southeastern Pulmonary & Sleep Clinic located at 401 W. 27th Street

Sec. 35-282. Signs within the medical arts district. States:

Notwithstanding any other provisions of this article excepting for the provisions of section 35-281, signs in the B-6 (medical arts) district may be erected, moved, enlarged, or substantially altered pursuant to plans approved by city council.

(Ord. No. 1448, 6-27-94)

Recommends City Council Policy Committee approve the attached sign permits.

RESULT:	REFERRED [6 TO 0]	Next: 11/9/2015 6:00 PM
MOVER:	Erich Hackney, Precinct 8	
SECONDER:	Don Metzger, Mayor Pro Tem	
AYES:	Metzger, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
EXCUSED:	Robinson, Jones	

- e. .Rezoning Request for property located at 2870 Kenny Biggs Rd. (Parcel #1013-01-013-20) (Deed Book 1983 Page 419) – Brandon Love, Planning Director
 Tony Paylor has submitted a Rezoning Petition for property located at 2870 Kenny Biggs Rd. (parcel #1013-01-013-20) (Deed Book 1983 Page 419). This request is to rezone property from M-2, Heavy Manufacturing to B-4, Business General Commercial.
 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 [6 TO 0]	Next: 11/9/2015 6:00 PM
MOVER:	Leon Maynor, Precinct 7	
SECONDER:	John Cantey Jr., Precinct 5	
AYES:	Metzger, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
EXCUSED:	Robinson, Jones	

- f. Michael P. Walters with Mack White Investments, Inc., requests a contiguous annexation of property located on HARRILL RD (Parcel # 1014-01-003/PIN 030178023100). – Brandon Love, Planning Director

The Planning & Neighborhood Services Department received an application for a contiguous annexation from Michael P. Walters with Mack White Investments, Inc., requesting that property located on HARRILL RD, being parcel #1014-01-003/PIN 030178023100, be annexed into the City of Lumberton.

The City Clerk has certified the sufficiency of the petition and the Planning Department recommends City Council set the date of the public hearing for December 14, 2015.

RESULT:	REFERRED [6 TO 0]	Next: 11/9/2015 6:00 PM
MOVER:	Burnis Wilkins, Precinct 3	
SECONDER:	John Cantey Jr., Precinct 5	
AYES:	Metzger, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
EXCUSED:	Robinson, Jones	

- g. Richard Kaczar requests a contiguous annexation of property located at 465 Kenric Road (Parcel #0204-01-003; 0207-02-006; 0204-01-003). – Brandon Love, Planning Director

The Planning & Neighborhood Services Department received an application for a contiguous annexation from Richard Kaczar requesting that property located at 465 Kenric Road, being Parcel #'s 0204-01-003; 0207-02-006; 0204-01-003, be annexed into the City of Lumberton.

Recommends that City Council direct the City Clerk to investigate said petition.

RESULT:	REFERRED [6 TO 0]	Next: 11/9/2015 6:00 PM
MOVER:	Leon Maynor, Precinct 7	
SECONDER:	John Cantey Jr., Precinct 5	
AYES:	Metzger, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
EXCUSED:	Robinson, Jones	

- h. Powers Family Properties, LLC requests a contiguous annexation of property located on Roberts Avenue (Parcel #101403021) – Brandon Love, Planning Director

The Planning & Neighborhood Services Department received an application for a contiguous annexation from Powers Family Properties, LLC requesting that property located on Roberts Avenue, being parcel #101403021, be annexed into the City of Lumberton.

Recommends that City Council direct the City Clerk to investigate said petition.

RESULT:	REFERRED [6 TO 0]	Next: 11/9/2015 6:00 PM
MOVER:	Harry Ivey, Precinct 4	
SECONDER:	John Cantey Jr., Precinct 5	
AYES:	Metzger, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
EXCUSED:	Robinson, Jones	

- i. Rezoning Request for property located at 700 Roberts Avenue (parcel #3236-02-017) (Deed Book 408 Page 404) and 2101 E. 7th Street (parcel #3236-02-016) (Deed Book 1420 Page 197). – Brandon Love, Planning Director

William Charles Rowan has submitted a Rezoning Petition for property located at 700 Roberts Avenue (parcel #3236-02-017) (Deed Book 408 Page 404) and 2101 E. 7th Street (parcel #3236-02-016) (Deed Book 1420 Page 197). This request is to rezone property from B-3, Office Residential to B-2, Business Community.

On August 11, 2014 the above mentioned properties were rezoned from B-4, Business General Commercial, B-3, Office Residential and B-2, Business Community to B-3, Office Residential.

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 [6 TO 0]	Next: 11/9/2015 6:00 PM
MOVER:	Harry Ivey, Precinct 4	
SECONDER:	Burnis Wilkins, Precinct 3	
AYES:	Metzger, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
EXCUSED:	Robinson, Jones	

- j. Melvin Morris Conditional Use Permit Petition for 700 Roberts Avenue(parcel #3236-02-017) (Deed Book 408 Page 404). – Brandon Love, Planning Director
Melvin Morris has submitted a Conditional Use Permit Petition for property located at 700 Roberts Avenue (parcel #3236-02-017) (Deed Book 408 Page 404). The proposed use of the property is an art gallery.

5.320 Libraries, museums, art galleries, art centers and similar uses located within any permissible structure requires a Conditional Use Permit in the B-3 zoning district. 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 [6 TO 0]	Next: 11/9/2015 6:00 PM
MOVER:	Harry Ivey, Precinct 4	
SECONDER:	Burnis Wilkins, Precinct 3	
AYES:	Metzger, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
EXCUSED:	Robinson, Jones	

- k. Approval of Financing Vehicles & Equipment – Alisha Thompson, Finance Director
The Finance Department obtained quotes for financing vehicles and equipment.

Loan 1 Police Cars \$310,000 for 5 years

	<u>Rate</u>	<u>Fee</u>
Lumbee	2.11%	.25% of the loan amount (\$775)
First South	2.1945%	\$1,085
BB&T	2.48%	-0-
Select	2.75%	\$250

**Loan 2 Forklift, Limb Chipper, Small Bucket Truck & Big Bucket Truck
\$415,000**

	<u>7 years Rate</u>	<u>10 years Rate</u>	<u>Fee</u>
Lumbee	2.59%	2.90%	.25% of the loan amount (\$1,037.50)
BB&T	2.74%	No bid	-0-
First South	2.8215%	2.8215%	\$1,452.50
Select	3.00%	3.25%	\$325

* Origination fees were included in the calculation

Recommend that CPC award the financing of the vehicles and equipment to Lumbee Bank for 5 years at 2.11% and 7 years at 2.59% and approve the attached governmental certificates.

RESULT:	REFERRED [6 TO 0]	Next: 11/9/2015 6:00 PM
MOVER:	John Cantey Jr., Precinct 5	
SECONDER:	Burnis Wilkins, Precinct 3	
AYES:	Metzger, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
EXCUSED:	Robinson, Jones	

- l. Authorize the Release of Property Taxes for the Month of October – Linda Oxendine, Public Services Director

Per G.S. 105-381, which authorizes the release or refund of billed and / or collected taxes when such taxes were imposed as a result of any of the following reasons: Clerical / computational error, the tax was listed and billed in the name of the wrong taxpayer, the property did not fall within the jurisdiction of the City of Lumberton, or the tax was listed in duplicate.

The City of Lumberton Tax Office submits for approval the following tax releases which were generated primarily in response to documentation from the Robeson County Tax Assessor and/or city staff clerical errors for the years and amounts outlined below:

2014----- \$87.32

2015----- \$328.25

Approve the tax releases for the years and amounts listed above.

RESULT:	REFERRED [6 TO 0]	Next: 11/9/2015 6:00 PM
MOVER:	John Cantey Jr., Precinct 5	
SECONDER:	Burnis Wilkins, Precinct 3	
AYES:	Metzger, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
EXCUSED:	Robinson, Jones	

- m. 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 29, 2015, 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 [6 TO 0]	Next: 11/9/2015 6:00 PM
MOVER:	Erich Hackney, Precinct 8	
SECONDER:	Don Metzger, Mayor Pro Tem	
AYES:	Metzger, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
EXCUSED:	Robinson, Jones	

- n. Approve Christmas Days off for City Employees as Wednesday, Thursday, and Friday; December 23rd, 24th and 25th. – Wayne Horne, City Manager

With regard to Christmas, the City of Lumberton Personnel Ordinance, Section 16-156, designates the following holidays with pay: Christmas Eve and Christmas Day, and

- Sec. 10 - Any other days designated as a Christmas holiday by both the State and the county.

- Sec. 11 - Any other day designated by the City Council.

It is recommended that the following days be considered by Council for Christmas Holidays.

- Thursday, December 24th, 2015 and Friday, December 25th, 2015 (Christmas Eve and Christmas Day).

- Wednesday, December 23rd, 2015, which has been approved by both the State and the County as a paid holiday.

- Monday, December 21st and Tuesday, December 22nd have been approved by the County

as additional days off, employees are required to take either vacation or leave without pay. Emergency personnel or other employees who must work will receive comp time.

CPC recommended that the Christmas Holidays are paid for Wednesday, Thursday, and Friday; December 23, 24th and 25th.

RESULT:	REFERRED [6 TO 0]	Next: 11/9/2015 6:00 PM
MOVER:	Erich Hackney, Precinct 8	
SECONDER:	John Cantey Jr., Precinct 5	
AYES:	Metzger, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
EXCUSED:	Robinson, Jones	

- o. Approve the designation \$200.00 of Community Revitalization Funds - P1 - Pine Straw Phase III - Pinedale Blvd – Don Metzger, Precinct 1

Councilman Metzger requests \$200.00 of Community Revitalization Funds for pine straw used on the median of the Phase III, Pinedale Blvd.

Recommend that the Council designate \$200.00 of Community Revitalization Funds for pine straw used on the median of the Phase III, Pinedale Blvd.

RESULT:	REFERRED [6 TO 0]	Next: 11/9/2015 6:00 PM
MOVER:	Erich Hackney, Precinct 8	
SECONDER:	John Cantey Jr., Precinct 5	
AYES:	Metzger, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
EXCUSED:	Robinson, Jones	

- p. Approve the designation of \$2,000 of Community Revitalization Funds from the Mayor's Discretionary Fund to Communities in Schools BakPak Pals Lunch Program – Raymond Pennington, Mayor

Mayor Pennington requests \$2,000 of Community Revitalization Funds be designated to Communities in Schools for the BakPak Pals Lunch program.

Designate \$2,000 of Community Revitalization Funds to Communities in Schools for the BakPak Pals Lunch program.

RESULT:	REFERRED [UNANIMOUS]	Next: 11/9/2015 6:00 PM
MOVER:	John Cantey Jr., Precinct 5	
SECONDER:	Don Metzger, Mayor Pro Tem	
AYES:	Pennington, Metzger, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
EXCUSED:	Robinson, Jones	

- q. Waste Water treatment Plant Generator Upgrades – Rob Armstrong, Public Works Director
In August Council awarded Power Secure a \$239,624 Construction Contract to upgrade the Motor Control Center and large generator at the Waste Water Treatment Plant. During the equipment procurement phase for the project we noted that the originally specified FVNR motor starters will experience service problems where they will be located within the corrosive atmosphere near the aeration basin and clarifiers and will damage the older mechanical drives of the existing treatment equipment. Public Works requested Power Secure to look into an equipment upgrade by providing a Square D Motor Control Center with auto transformer starters like we have currently. This equipment upgrade is expected to offer long-term performance and reduce maintenance cost and reduce possible state violations due to unexpected equipment failure. The cost of the upgrade will bring the total project cost to \$320,000. This is an \$80,376 increase. Public Works is proposing to pay for the equipment upgrades by appropriating funds from the Water and Sewer Capital Reserve Fund.

Public Works is requesting Council to appropriate \$80,376 from the Water and Sewer Capital Reserve Fund to be paid to Power Secure for Motor Control Center and Equipment Starter upgrades at the Waste Water Treatment Plant.

RESULT:	REFERRED [6 TO 0]	Next: 11/9/2015 6:00 PM
MOVER:	Erich Hackney, Precinct 8	
SECONDER:	Don Metzger, Mayor Pro Tem	
AYES:	Metzger, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
EXCUSED:	Robinson, Jones	

- r. Approve the designation of \$2,150.00 of CRF to Toys for Kids as follows: P1 \$200.00 P3 - \$200.00 P4 - \$200.00 P7 - \$100.00 P8 - \$150.00 & from the Mayor's Discretionary Fund \$1,000.00 – John Cantey Jr., Precinct 5
Councilman Cantey requests \$300.00 of Community Revitalization Funds to be given to the Toys for Kids program.
Designate \$2,150.00 for Toys for Kids.

RESULT:	REFERRED [6 TO 0]	Next: 11/9/2015 6:00 PM
MOVER:	Erich Hackney, Precinct 8	
SECONDER:	Don Metzger, Mayor Pro Tem	
AYES:	Metzger, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
EXCUSED:	Robinson, Jones	

- s. Approve the designation of \$800.00 of CRF to Colors of Life Inc. For the Annual Thanksgiving and Christmas – Erich Hackney, Precinct 8
The CPC entertained a request from Leon Burden, CEO of Colors of Life which is a non-profit organization seeking funding for their Annual Thanksgiving Giveaway on November 21, 2015, and the Annual Christmas dinner on December 12, 2015.
Council donated as listed above.

RESULT:	REFERRED [6 TO 0]	Next: 11/9/2015 6:00 PM
MOVER:	Burnis Wilkins, Precinct 3	
SECONDER:	Don Metzger, Mayor Pro Tem	
AYES:	Metzger, Wilkins, Ivey, Cantey Jr., Maynor, Hackney	
ABSTAIN:	Pennington	
EXCUSED:	Robinson, Jones	

Designation Of Consent/Non-Consent Items

CLOSED SESSION

IV. ADJOURNMENT