

**ERWIN BOARD OF COMMISSIONERS
MEETING MINUTES
AUGUST 10, 2010
SPECIAL CALLED MEETING
ERWIN, NORTH CAROLINA**

The Board of Commissioners for the Town of Erwin with Mayor Patsy Carson presiding, held its Special Called Meeting in the Town Hall on Tuesday, August 10, 2010 at 5:30 P. M. in Erwin, North Carolina.

Board Members present were: Commissioners Randy Baker, Michael West, Frank Taylor, and William Corbett.

Board Members absent were: Commissioners Mark Whitman and Norma Ennis.

Town Manager Bryan Thompson and Town Clerk Cynthia Patterson were present.

Mayor Patsy Carson called the meeting to order at 5:30 P. M.

Commissioner Taylor gave the invocation.

Those present recited the Pledge of Allegiance.

AGENDA ADJUSTMENTS/APPROVAL OF AGENDA

Commissioner Taylor made a motion to approve the Agenda and was seconded by Commissioner Corbett. The Board voted 4 for and 2 absent (Commissioners Whitman and Ennis).

OLD BUSINESS

PARK AND RECREATION TRUCK

Town Manager Bryan Thompson informed the Board that this item was discussed at the last regular meeting. Mr. Thompson stated that one of the suggestions of making use on one of the older Crown Vic Chevrolet cars as an alternative is a fair suggestion, but one that does not meet the standard of need for either departments.

From the information that Staff has gathered, the Town can buy a used Ranger for about the same price as a New State Contract F-150. At this time the State does not have a contract with Ford with the Ranger and the Town would have to buy a new Ranger at market value, which is greater than the price of a State Contract F-150.

Commissioner Baker asked if the Town goes and purchases a new truck would Staff apply the \$6200 and the remainder of the lease purchase would be put into next year's budget.

MINUTES OF AUGUST 10, 2010 CONTINUED

Mr. Thompson stated if we were to go with a new vehicle or any vehicle beyond that \$6200 mark then that would be the recommendation to use that \$6200 for the first year debt service and then obligate ourselves in the next year or two years.

Commissioner Baker made a motion to accept Staff's recommendation for the purchase of a new Ford F-150 under State Contract for Parks and Recreation Dept. and also lease it as a lease purchase which to take the \$6200 and put down as a first year payment plan and was seconded by Commissioner Corbett. The Board voted 3 for and 1 against (Commissioner Taylor) and 2 absent (Commissioners Whitman and Ennis).

Town Manager Bryan Thompson also informed the Board that Staff will be presenting to Board with a Budget Amendment to demonstrate of where the money will be coming in and going out.

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Commissioner Norma Ennis came in at 5:40pm.

NEW BUSINESS**PARK ADVISORY BOARD APPLICATION REVIEW**

Town Manager Bryan Thompson informed the Board that Staff has five (5) applications to approve or reapply that currently hold a seat.

The five (5) applicants are the following:

Dwayne Shaw
Eunice Hymes
Pamela Williams
Karen Stephenson
Neil Avery

Parks and Recreation Jeff Harmon stated that currently this advisory board has three (3) vacant seats with two (2) reappoints.

All of the applicants have been notified and have expressed interest to serve on this Board.

Commissioner Baker made a motion to accept all five (5) applicants to the Parks and Recreation Dept. and was seconded by Commissioner Ennis. The Board voted 5 for and 1 absent (Commissioner Whitman).

Town Manager Bryan Thompson informed the Board that the motion that was passed will have to be redone at the next Regular Board of Commissioners meeting which will be on Thursday, September 2, 2010.

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MINUTES OF AUGUST 10, 2010 CONTINUED**CHICORA PHASE II SEWER PROJECT ADDITIONS**

Town Manager Bryan Thompson informed the Board that in the past the Board has mentioned and has generally given consensus to include areas of Phase I in the Phase II project that were not completed at the time of the Phase I project. There are one or more homes that were not connected to the sewer line due to the elevation of the lots and the need to have a pump installed to push the sewer up hill to the sewer main.

The engineers are working on the design for Phase II, and if there is an interest in completing these elements of Phase I, now is the time to include them while we are in the process of design.

Staff is in need of a formal action on this matter to schedule this additional scope of work as it is not a necessary function of Phase II. Staff will then do research to make determination on which properties are in this classification.

Commissioner West asked the question of how will this project be paid for. Mr. Thompson stated that the entire project is schedule to be paid out of Fund Balance.

Commissioner Corbett asked the question of how many property owners wish to be connected to sewer in Phase I and probably won't know until Staff has completed the research. Mr. Thompson replied that was correct.

Commissioner Baker stated that basically this would be given to residents in Phase I that didn't get a second opportunity to hook up that was given at the first initial for reasons they declined.

Mr. Thompson stated that the one case that he was aware of is that the property is sitting lower than the street where the sewer line would be in order to feed gravity from that property to the sewer line and would require a hole being dug which would be 15ft. to 20 ft. which would be pretty extreme. The alternative approach would be to use the same kind of system that we are proposing in Phase II which is a low pressure sewer pump or a self grinder pump to push it up hill. This was never done in Phase I however, it would be common place in Phase II, and so that person since they couldn't connect gravity, they didn't connect to the system.

Commissioner Baker stated that Phase I statutory obligation has been met by the Town by providing a sewer gravity feed system at such the property owners that live in a topography area where it sits below the line, its their responsibility at their property to that public line that is the reason why some of the property owners didn't do it. However, if the Town is going to offer this to the residents in Phase II its unfair not to offer it to the residents that are in Phase I.

Commissioner Taylor asked the question does Staff have any kind of estimate of what this might cost.

Commissioner West asked the question of how many homes it's going to affect.

Mr. Thompson stated that he would like to have those numbers as well and the survey will help us to determine that.

MINUTES OF AUGUST 10, 2010 CONTINUED

Commissioner Baker stated that his view concerning this matter is if the Town is going to do this now is the time to include the residents in Phase I because if Staff comes back later to have a change order on a prepared engineers plans its going to cost the Town more after the fact than it is now.

Commissioner Ennis agreed that the Town does not have a choice in the matter and to go ahead and get this project done.

Commissioner Baker made a motion to include the individuals property owners located in Phase I that have not hooked on into the Phase II study and implantation and was seconded by Commissioner Corbett. The Board voted 4 for and 1 against (Commissioner West) and 1 absent (Commissioner Whitman).

DOWNTONW HANDICAP RAMP

Town Manager Bryan Thompson informed the Board that there is a downtown structure whose doorway is elevated and would require any kind of accessibility. The different approaches for a ramp many of them, not all of them would include space coming to Town property which would require a slope. One of the proposed alternatives is to take the Happy Star Restaurant ramp platform and extending to the front door on the right as you enter into that building next to it going toward Tubby's Restaurant and having a flat entrance into that first door a step down to get to the sidewalk to go into the second door from ground level without any kind of ramp. The required spacing for a wheelchair ramp and platform is 36 inches and 2ft. is owned by the property owner but the remainder 2ft. that will be required for that space is owned by the Town of Erwin. The property owner is asking is if the Board would be willing to do an encroachment easement or an encroachment agreement to allow access to that 2ft. so they can comply with ADA requirements.

Commissioner Baker asked the question does the Town of Erwin own the sidewalk. Mr. Thompson stated that the Town of Erwin owns except for the 2ft. coming from the buildings.

Majority of the Board agreed that the Town should do the easement and give all the obligations and liability to the property owner and sign a waiver releasing the Town from all responsibilities of any kind.

Mr. Thompson stated that he could get with the Town Attorney and see if the Town maintains some kind of control over by access to an encroachment easement that there is some kind of liability just for future purchases if the Town wanted to do something we would have access to it. Mr. Thompson also stated that no action is requested by Staff; rather, Staff is looking for a consensus and direction on this matter.

Mr. Thompson also suggested that the property owner come back and present a design to the Board because this would probably be the only time that the Town would have control over this issue.

It was the Consent of the Board to allow the property owner to place the ramp whether it is to an agreement or encroachment.

MINUTES OF AUGUST 10, 2010 CONTINUED**ADJOURNMENT**

Commissioner Baker made a motion to adjourn at 6:50pm and was seconded by Commissioner West. The Board voted 5 for and 1 absent (Commissioner Whitman).

**MINUTES RECORDED AND TYPED BY
CYNTHIA B PATTERSON TOWN CLERK**

Patsy M. Carson,
Mayor

Cynthia B. Patterson, CMC
Town Clerk