

**ERWIN BOARD OF COMMISSIONERS
MEETING MINUTES
SEPTEMBER 26, 2007
WORKSHOP
ERWIN, NORTH CAROLINA**

The Board of Commissioners for the Town of Erwin with Mayor Patsy Carson presiding, held a Workshop in Town Hall on Wednesday, September 26, 2007 at 6:00 P. M. in Erwin, North Carolina.

Board members present were Commissioners Norma Ennis, Randy Baker, and Brian Gurkin.

Town Manager Alan Thornton and Town Clerk Pam Addison were present.

Commissioner Brian Gurkin, Ricky Blackmon and W. N. Porter were absent

Mayor Patsy Carson called the meeting to order at 6:00 P. M.

Commissioner Gurkin gave the invocation.

Those present recited the Pledge of Allegiance.

EAST ERWIN DRAINAGE BASIN STUDY

Kenneth Carper, Director of Storm water Services and Thomas L. Murray, Project Manager with WK Dickson Engineers provided a presentation explaining their proposal of the scope of service implementing the Comprehensive Storm water Master Plan for the area for the East Erwin Drainage Basin Study in the area between St Matthews and the Black River.

Mr. Murray explained a (5) task day study will be performed in the problem area to determine where the flooding problems begin. Additional field collection will help refine watershed boundaries and major drainage patterns. Resources such as GIS, as-built drawings, FEMA flood studies, USGS studies, and history of flooding will help gather data to complete the Drainage Basin Study. GIS data will include aerial photography, topography, and zoning.

Once the field data is complete, the Consultant will field locate drainage structures using sub meter technology to model the existing system, propose and analyze alternatives, and determine the constructability of the alternatives.

It is recommended to provide a Public Meeting in order to educate the citizens of the process and help assist in obtaining necessary easements from the property owners. This can be included in the scope of service provided by WK Dickson if requested.

Town Manager Alan Thornton recommended the Board consider revising the Land Development Plan in order to help manage future storm water issues within new developments.

Mr. Carper said the State provides models which are adopted by other Towns in the State for Flood Plain Ordinance and Storm Water Quality Ordinance. Other Towns may use the models as a guide and customize the Ordinances to fit each Town's individual needs.

MINUTES OF SEPTEMBER 26, 2007 CONTINUED

Mr. Murray said several Municipalities are receiving the Storm Water Inventory. The Inventory map shows the entire drainage structures. Larger communities are required to know where all storm water outfall lines are located. Mr. Murray said this is a valuable tool, but it is expensive.

W K Dickson Engineers can provide the Town-wide infrastructure if the Board desires; but field studies of the drainage basin will provide the main drainage infrastructure.

The Board should expect a (3) three month study after the bidding process is complete. The estimated time to complete the design process will depend on how much of the project will be included. An estimated time of (6) six months if the Town knows exactly what is to be done, a more conservative estimate is (12) twelve months.

After the project is completed, all properties involved will require maintenance scheduled periodically in order to keep the ditches and drains free of debris. In order to continue the maintenance on the properties, all easements must be obtained and kept on file.

DISCUSSION OF PROPOSED PAVING LIST FOR 2007

Town Manager Alan Thornton requested the Board review the Proposed Paving List for 2007 and make their recommendations. Town Manager Thornton informed the Board Powell Bill funds will be used except for the paving of the parking lots.

Commissioner Baker requested St. Matthews be considered. Commissioner Baker requested a right turning lane be added at the intersection Hwy 421 and St. Matthews.

Town Manager Alan Thornton said assistant from paving contractors and engineers is needed to study and redesign the road before it is repaved. Public Works Director Mark Byrd is currently gathering information from local paving contractors in the area and the information will be forwarded to the Board after completion. Town Manager Thornton said the turning lane can be considered, but you do not want to create more problems by adding the extra lane.

Commissioner Whitman was absent, but requested earlier to repave an area on Lucas Rd in front of Britthaven Nursing Home. Commissioner Whitman stated several complaints were made about a dip in the road.

Commissioner Gurkin requested Moore Street be added to the paving list. Commissioner Gurkin stated parts of Moore Street were caved in.

The Board requested the driveway behind the Library be included in the paving projects.

OTHER CONCERNS

Mayor Carson had concerns about a drainage issue in Forest Hills.

Town Manager Alan Thornton said it was a storm water drainage issue. Progress Energy owns the easement which backs up to her property. The Town's staff contacted Progress Energy in order to get permission to extend and clean out the ditch, but no response.

MINUTES OF SEPTEMBER 26, 2007 CONTINUED

Everyone was encouraged to attend Denim Days activities next week.

ADJOURNMENT

Commissioner Gurkin made a motion to adjourn at 7:00 P.M. and was seconded by Commissioner Ennis. The Board voted 3 for and 3 absent (Whitman, Porter Blackmon).

MINUTES RECORDED AND TYPED BY PAMELA S. ADDISON, TOWN CLERK.

Town Clerk, Pamela S. Addison

Mayor Patsy M. Carson