

**ERWIN BOARD OF COMMISSIONERS
MEETING MINUTES
WORK SESSION
THURSDAY, SEPTEMBER 24, 2009
ERWIN, NORTH CAROLINA**

The Board of Commissioners for the Town of Erwin with Mayor Patsy Carson presiding held a Work Session in the Town Hall on Thursday, September 24, 2009 at 6:00 P.M. in Erwin, N.C.

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

Board members absent were: Commissioner Mark Whitman.

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

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

Commissioner Frank Taylor gave the invocation.

Those present recited the Pledge of Allegiance.

AGENDA ADJUSTMENTS/APPROVAL OF AGENDA

Commissioner Baker made a motion to add under Manager's Report (**Item B**) Discussion of Planning Board Meeting and was seconded by Commissioner West. The Board voted 5 for and 1 absent (Commissioner Whitman).

OLD BUSINESS

PORTER PARK REST ROOM

Town Manager Bryan Thompson informed the Board that there have been a good number of plans that have been looked at for the Porter Park restrooms. The two (2) options that were given to the Board tonight are with Modular Solutions and OWPR Architects and Engineers.

Modular Solutions, Inc.

Modular 8x16 bath room	\$25,543.50
Stick Building on site 8x16 bath room	\$22,175.00

MINTUES OF SEPTEMBER 24, 2009 CONTINUED

Include in our price for both buildings
 Foundation
 Setting or building the building
 Brick to match as close to your office building
 Plumbing & Electrical hook up to 5ft. from building
 2ft. over hang with 3/12 shingle roof
 Termite treatment
 Site clean up after complete
 Building permits (this can be taken out if Parks & Rec want to handle)
 The price is good for 30 days

Erwin Parks & Rec. needs to have site ready for building

OWPR Architects and Engineers (Providing Plans Only) \$1,000.00

Handicap Accessible
 Exterior Drinking Fountain
 Janitor's Closet
 Can also house a small water heater
 All masonry with 8" CMU interior walls and brick veneer
 Wood roof trusses and a shingle roof

Commissioner Taylor made a motion to move the \$50,000 from Fund Balance to proceed with Restroom Building at Porter Park. No one seconded the motion. Motion Failed.

Commissioner Ennis asked the question if the Stick Building is \$22,175.00 why are we transferring \$50,000. Mr. Thompson stated that there are lists of things that are silent in the cost of the \$22,175.00 including plumbing and electric but is only up to 5ft. so Public Works Director Mark Byrd is determining the state of the sewer line. A crew will be coming in soon to video the sewer line to see if the lines are open. If the lines are not open then we will have to address, which may be additional cost.

Commissioner Baker suggested in coming up with a master plan that will incorporate all this so the Town would have a better chance in grant funding rather than just throwing money out there to address the problem that the Town has had for years. Mr. Baker also stated that he respected Mr. Taylor's opinion however Mr. Baker could not support this issue due to funding at this time.

Commissioner Corbett asked the question of what kind of restrooms did the Porter Park have before. Commissioner Taylor stated that it was like the Municipal Park that had restrooms for men and women with a shelter attached. It has been torn down for quiet some time.

Commissioner Ennis made a motion to go ahead with whatever cost to build restrooms with no extra cost and make sure it is to be maintained and was seconded by Commissioner Taylor. The Board voted 4 for and 1 against (Commissioner Baker) with 1 absent (Commissioner Whitman).

MINTUES OF SEPTEMBER 24, 2009 CONTINUED**GIRL SCOUT HVAC**

Town Manager Bryan Thompson informed the Board that after reviewing the operating budget some funds were found that can be pulled to help cover the cost of a new HVAC System for the Girl Scout Hut.

The following is the amounts and areas identified for such funding:

Governing Body Misc. -----	\$500
Administration Misc. -----	\$500
Planning/Inspections Misc. -----	\$400
Parks & Rec. Misc. -----	\$600
Total-----	\$2000

This is just over \$1,000 short of the projected cost associated with the new system.

Mayor Carson stated that Staff should take a look at the Scout Hut and see exactly what kind of shape the building is in and also get additional estimates for the HVAC System.

Commissioner Corbett made a motion to table this issue until the Board receives more information and was seconded by Commissioner Ennis. The Board voted 5 for and 1 absent (Commissioner Whitman).

REPUBLIC WASTE TRASH CAN BUYOUT OPTIONS

Town Manager Bryan Thompson informed the Board that Republic Waste has submitted proposals with two (2) options for trash can buyout.

Option A: New 3yr. term at the current service rate +\$1.56/unit

Option B: New 5yr. term at the current service rate +\$1.15/unit

The above pricing is condition upon a reroute to take effect by no later than January 1, 2010 to three (3) days (682 units/day).

Republic Waste will also credit the Town of Erwin the container rental as follows in consideration for their perceived value.

Credit Exposure:

Option A: New 3yr. term rental rate waived 1 month = $\$1.56 \times 2045 \times 1 = \$3,190$

Option B: New 5yr. term rental rate waived 3 month = $\$1.15 \times 2045 \times 3 = \$7,055$

MINTUES OF SEPTEMBER 24, 2009 CONTINUED

Commissioner Baker stated that basically Republic Waste will give the Town a one time credit for over 2000 containers of \$3,190 and then turn around and charge the Town additional \$1.56 per unit just guarantee only a three year period and after three years cost may increase.

After much discussion, Commissioner Baker made a motion to reject the proposal submitted by Republic Waste for Trash Can Buyout and was seconded by Commissioner West. The Board voted 5 for and 1 absent (Commissioner Whitman).

TALL GRASS CONTRACTING

Town Manager Bryan Thompson informed the Board that this past summer has been busy when it comes to sending out tall grass violations. Staff would like to explore a grass cutting program for nuisance lots. The lots that are overgrown during the fall and winter months are those who have owners with no intention of cutting the lots to come into compliance with the ordinance. If the program proves to be beneficial through this trial run, then we may consider carrying this program into the next budget year to help better address this issue in the future.

It was the Consent of the Board to let the Contractors within the Town of Erwin have first opportunity however all contractors must have proof of liability insurance.

NEW BUSINESS

PROJECT ORDINANCE FOR SCORE BOARDS

Town Manager Bryan Thompson informed the Board that in order to properly maintain the records over the several budget cycles, it is generally best to create a separate project ordinance to keep these transactions separate from the General Fund Operating Budget. The project fund will close upon it balancing at the end of the installment schedule.

Mr. Thompson stated that the total project ordinance is \$42,000 but the actual project cost is \$21,000. The reason for the \$42,000 is to make this a project ordinance. In order to cover the cost up front it would come from Fund Balance and then by the Schedule in Section 6 which reads funds may be advanced from the General Fund Balance for the purpose of making payments as due. Reimbursements for advancement from General Fund shall be provided as follows.

Carlie C's IGA has made agreement with the Town of Erwin to make annual installments to cover the entire cost of the Capital Project. First installment is to be made in the amount of \$5,000 in FY 2009-2010. An installment of \$4,000 is to be made each subsequent fiscal year for four (4) years ending in FY 2013-2014.

MINTUES OF SEPTEMBER 24, 2009 CONTINUED

Commissioner Baker made a motion to approve the budget ordinance to allow Carlie C's IGA the financing of \$5,000 payment with annual installments of \$4,000 to be made each subsequent fiscal year for four (4) years ending in FY 2013-2014 and was seconded by Commissioner Corbett. The Board voted 3 for and 2 against (Commissioners Ennis and Taylor) with 1 absent (Commissioner Whitman).

(Page 7384 A-B)

MANAGER REPORT

Bryan Thompson informed the Board that he had two (2) for discussion. The first item is the PARTF Fund Transfer with Project Ordinance. The project ordinance that was passed in 2006 was never officially acted upon this was just mainly informational purposes. Spending for the PARTF Fund has been out of the 10 Fund which is the General Fund and not out of the PARTF Fund so Staff will be moving the money as prescribed in that project ordinance over to the PARTF Fund so we can start making payments out of PARTF as opposed to the General Fund. Staff will take what has been spent out of the General Fund and pay back from the PARTF Fund to replenish the General Fund. With that, we should start seeing a boost in the General Fund. Staff will keep constant on the requisition for reimbursement to the State so we can get that money back and put back into the PARTF Fund to help cover the remaining cost.

The next item is the Planning Board Meeting which was an interesting one. The reason for the meeting was to have a waiver that is provided in the ordinance for vegetative screening. If there is an existing vegetative screening already that may qualify, the applicant would have to go before the Planning Board and the Planning Board would have to make recommendation to the Board of Adjustments not before the Board of Commissioners. Ultimately the Planning Board decided not to grant the waiver which would require Carlie C's IGA to put the vegetative screening in. Citizens that live behind Carlie C's IGA came out to voice their opinion. Their concern was to the right side of the location that has some vegetative screening but not complete vegetative screening to the property line, wanted to make sure that was filled in but also stated that the citizens would rather have a fence as opposed to the bushes and trees. The main reason for the fence was for the trash debris. The Town of Erwin Ordinance does not allow making that judgment call. Mr. Thompson also stated that he was going to consult with the Chairperson on the Planning Board and get her opinion but it may prove for us to consider revamping our ordinance to give us that kind of ability to say if there is existing structure of being trees or fence or whatever meets the intent of that buffering then it has the possibility of being received as oppose to not having that option. It gives the Planning Board the authority of determining what is or what is not appropriate on a case by case basis.

MINTUES OF SEPTEMBER 24, 2009 CONTINUED**COMMISSIONER COMMENTS**

Commissioner Taylor thanked everyone for coming out to the meeting and also thanked his fellow commissioners for tolerating him and making a good team, might not agree on every item but we all want what is best for Erwin

Commissioner West thanked everyone for coming out to the meeting and believe we are going to see things accomplished here in Town and continue on Board together.

Commissioner Ennis stated she had a real problem with everyone who pays taxes in Town not being treated the same and that's why I sit here for the people, you certainly don't sit here for the salary.

Commissioner Corbett thanked everyone for coming out to the meeting and invited everyone to attend the NC Step meetings.

Mayor Carson informed everyone that Denim Days will start next week and encouraged everyone to come out.

ADJOURNMENT

Commissioner Baker made a motion to adjourn at 8:10 P.M. and was seconded by Commissioner Corbett. The Board voted 5 for and 1 absent (Commissioner Whitman).

MINUTES RECORDED AND TYPED BY CYNTHIA B. PATTERSON, TOWN CLERK

Patsy Carson, Mayor

Cynthia B. Patterson, Town Clerk