

**ERWIN BOARD OF COMMISSIONERS
MEETING MINUTES
WORKSHOP
TUESDAY JULY 21, 2009
ERWIN, NORTH CAROLINA**

The Board of Commissioners for the Town of Erwin with Mayor Pro-Tem Randy Baker presiding held a Workshop in the Town Hall on Tuesday July 21, 2009 at 6 P.M. in Erwin, N.C.

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

Mayor Patsy Carson was absent

Town Manager Bryan Thompson was absent.

Town Clerk Cynthia B. Patterson was present.

Mayor Pro-Tem Randy Baker called the meeting to order at 6 P.M.

Commissioner Frank Taylor gave the invocation.

Those present recited the Pledge of Allegiance.

AGENDA ADJUSTMENTS/APPROVAL OF AGENDA

Commissioner Ennis made a motion to strike the Closed Session from the agenda and was seconded by Commissioner Mark Whitman. The Board voted unanimously.

Commissioner Taylor made a motion to approve the agenda as amended and was seconded by Mark Whitman. The Board voted unanimously.

NEW BUSINESS

PARTF MUNICIPAL PARK PROJECT

Park Director Calvin Dickenson informed the Board that the bids did not come in where he thought they would. Basically the end result, if the Town would do everything as planned then the Town would almost be double budget. Mr. Dickenson presented to the Board a cost breakdown alternate cost proposal.

In the proposed cost breakdown, Mr. Dickenson stated to take out the following items and they were as followed:

MINUTES FOR JULY 21, 2009 CONTINUED

New drinking fountains (org. est. 2 x \$2,500)
Message Center (org. est. 4 x \$889 = \$3,554)
Entry Sign (est. \$1k - \$3k)
Permanent signage (org. est. \$4,200)
Skate Park Equipment (design calls for \$60k)
New bleachers (org. est. 4 x \$2,400)
\$3,000 Island in parking lot for entry sign

Andy Johnson with Withers & Ravenel Engineering came forward and spoke. Mr. Johnson stated that if the Town would reject the bids and re-advertise with a 30 day bid time and allow 1-2 weeks to make changes for the bid package, also with the understanding to play baseball next spring on the new field it could hinder the ability to play next spring. Another cost issue is the soccer field, because there is extra dirt coming from the baseball field this is an opportune time to move this dirt to a future soccer field, however, there will be some cost associated with the grading but would help out the Town in the future.

Mr. Johnson recommended the Town to go with what was presented. Mr. Johnson stated that ST Wooten did a great job with coming back with the cost on the items willing to be cut and had very good ideas and compromises on the cost.

It was the consent of the Board to move forward as proposed with the soccer field and island in parking lot for entry sign. This does not include putting lights on the fields; however, Mr. Dickenson informed the Board that the Park is looking into a grant with the Dept. of Energy through the stimulus program to do all the field lighting in the Municipal Park. The Board will make the official motion at the meeting on Thursday, July 23rd.

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BOARD APPOINTMENT GUIDELINES

Mayor Pro-Tem Randy Baker informed the Board that this is an issue that has been brought to staffs attention from the Board of Commissioners in setting some type of policy and guidelines for the consideration and appointments of members to our advisory boards.

Commissioner Ennis made a motion to excuse Commissioner Taylor from the meeting at 6:45 P.M. and was seconded by Commissioner Whitman. The Board voted unanimously.

It was decided that an applicant on the planning board of adjustments or economic development board could serve only on those individual boards; however the tree board, recreation advisory board and W.N. Porter steering committee were open to anyone not on the other boards.

Applicants must reside within the territorial jurisdiction of the Town of Erwin including the ETJ to be eligible for the board.

MINUTES OF JULY 21, 2009 CONTINUED

Remove issues of race and gender from the application

Applicants are to be selected by the applicants overall merit and level of benefit that will be brought to the particular board due to the unique qualifications and other related factors that would serve to benefit the particular board more so than other applicants.

Applicant will be considered for boards in the order that the applicant ranks the desirability in serving on such boards.

All eligible applicants prior to appointments will undergo a standard background check with the applicant submitting (3) references, also on the application put "have you been convicted of a criminal offense" and have a disclaimer at the end stating that "any evidence found to be incorrect on the application will result in disqualification.

If two or more applicants appear to be equally qualified for the subject board appointment, the board will reserve the ability to conduct interviews of such applicants at a special called work session.

Initial applicant review process will take place at a work session prior to the regular meeting in which the appointment will be considered.

The applicant seeking reappointment will be considered with relation to the applicant's past performance while serving on the board to which the applicant is seeking reappointment. This includes attendance, level of contribution, preparedness, etc. This will also reflect on additional boards as well. There should be a provision that attendance record would not apply to alternates.

When a planning board of adjustments regular member's term expires the alternates are chosen to be replaced by that board. Also, keep into consideration that a member can be reappointed if the board members has not met their maximum term. Please note that a board member can serve only (2) 3 year terms, and then must sit out a term before they would be eligible to apply.

Mayor Pro-Tem Baker recommended that the Town Manager Bryan Thompson draft an appointment policy at which the board could formally adopt it at the next regular meeting on Thursday, August 6, 2009. The policy may be amended following the review of Mayor Carson and Commissioner Taylor.

MINUTES OF JULY 21, 2009 CONTINUED**HARNETT COUNTY AND TOWN OF ERWIN INSPECTION SERVICE
AGREEMENT**

Mayor Pro-Tem Baker informed the board that this agreement was passed by the Harnett County Commissioners at last night's meeting and is a local agreement between Harnett County and Town of Erwin to provide the services of building inspections. This is for review and will be voted on Thursday, July 23, 2009. If passed, Harnett County will provide inspection services.

Staff from Erwin will be required to train in Lillington at the Inspection's Dept. The Harnett County Planning Dept. will be installing software here at Town Hall so it will bridge that gap between Lillington and Erwin so if a customer comes in at Town Hall for building permits that our staff will be able to assist them so there will be no delay.

It was the consent of the Board to approve in form of a motion on Thursday, July 23, 2009.

ADJOURNMENT

Commissioner Ennis made a motion to adjourn at 7:15 P.M. and was seconded by Commissioner Whitman. The Board voted 5 for and 1 absent (Commissioner Taylor).

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

Randy Baker, Mayor Pro Tem

Cynthia B. Patterson, Town Clerk