

ERWIN BOARD OF COMMISSIONERS  
REGULAR MINUTES  
APRIL 4, 2013  
ERWIN, NORTH CAROLINA

Page | 7764

---

The Board of Commissioners for the Town of Erwin with Mayor Patsy Carson presiding, held its Regular Meeting in the Town Hall on Thursday, April 4, 2013 at 7:00 P. M. in Erwin, North Carolina.

Board Members present were: Commissioners William Turnage, Frank Taylor, Norma Ennis, Randy Baker, and Ricky Blackmon.

Board Members absent were: Commissioner Frankie Ballard.

Interim Town Manager Pete Connet and Town Clerk Cynthia Patterson were present.

Town Attorney Mac Hunter was present.

Mayor Patsy Carson called the meeting to order at 7:00 P. M.

Commissioner Frank Taylor gave the invocation.

Those present recited the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Commissioner Taylor made a motion to add under New Business Item B Chicora Street Lights and Item C Town Vehicle Decals and was seconded by Commissioner Turnage. The Board voted unanimously.

Commissioner Blackmon made a motion to approve the Agenda and was seconded by Commissioner Turnage. The Board voted unanimously.

**CONSENT ITEMS**

Commissioner Ennis made a motion to approve **(Item A)** Approval of Retreat Minutes on 02/22/2013, **(Item B)** Approval of Continuation of Retreat Minutes on 03/07/13, **(Item C)** Approval of Regular Minutes on 03/07/13, **(Item D)** Proclamation of Saint Mary's School Day, **(Item E)** Proclamation of April Citizen of the Month, **(Item F)** Proclamation of The Week of the Young Child in Erwin, **(Item G)** Revised Personnel Policy, **(Item H)** List of Surplus Items to be offered for Sale and **(Item I)** NC DOT Mowing Contract for 2013 and was seconded by Commissioner Turnage. The Board voted unanimously.

(Page 7764 A-CC)

**PRESENTATION OF APRIL'S CITIZEN OF THE MONTH**

Mayor Patsy Carson presented the April's Citizen of the Month to Mr. Graham Stewart. The Mayor and Board thanked Mr. Graham Stewart for his valuable contributions to the quality of life in our community.

## **NEW BUSINESS**

### **CONSIDERATION OF PART TIME ENGINEERING SERVICES PROPOSAL**

Mr. Connet informed the Board that this was discussed at the Retreat back in February. We have received a proposal from DM2 Engineering, PLLC. This offer is very much similar to the Town of Angier's for a retainer fee of \$2,000 per month. The following is the Scope of Work:

#### **SCOPE OF SERVICES**

1. Attend all Board of Commissioner meetings, and provide an Engineer's Report if so requested.
2. Attend all Planning Board meetings.
3. Attend all Pre-Development meetings.
4. Attend all Technical Review Committee meetings.
5. Attend all Mid-Carolina Council of Governments Rural Transportation Planning Organization (RPO) meetings, if so requested.
6. Provide engineering technical review and comment for Site Plan Submittals.
7. Provide site inspections for construction projects that have been permitted by the Town.
8. Provide site inspections and construction administration services for Town of Erwin projects (such as the proposed downtown parking lot).
9. Provide technical assistance with regards to Phase II Storm water compliance.

#### **DM2 Engineering, PLLC**

10. Provide review and engineering evaluation of the Town's existing storm water studies.
11. Provide technical review and comment for any sections of the Town's Code of Ordinances that may require review and/or update.
12. Assist the Town and/or private consultants working with the Town, with the preparation of Grant Applications.
13. Assist the Town and work with members of the public who have technical issues such as storm drainage.
14. Prepare the Town's Powell Bill mapping submittal.
15. Assist the Town's Public Works staff as may be required. This can include evaluation, cost estimating and recommendations regarding potential water and sewer extensions that the Town may desire Harnett County to consider.

16. Assist the Town's Recreation Department staff as may be required. This can include such areas as evaluating the water and sewer services at the Al Woodall Municipal Park.

17. Work from Town Hall a minimum of ½ day per week to be available to staff as may be required. A specific day will be established whereas staff and the public will know the Town Engineer will be available.

Mr. Connet also informed the Board that this will be for a 3 month trial basis and will split cost between Public Works, Planning and Parks and Recreation. There will be no benefits at all.

Mr. C.T. Clayton will continue to work on projects such as the Parking Lot project, PARTF Grant at Porter Park, Construction of the expansion of the Gym at the Municipal Park.

After some discussion from the Board, Commissioner Baker made a motion to approve proposed Engineering Services from DM2 Engineering, PLLC for a trial base of 3 months and was seconded by Commissioner Turnage. The Board voted unanimously.

(Page 7766 A-D)

### **CHICORA STREET LIGHTS**

Commissioner Turnage informed the Board that he has been approached in putting street lights in Chicora Country Club. There are 21 homes in the Country Club. Commissioner Turnage would like to have Consensus of the Board to have the Town Manager and himself to look at this situation.

This section of the Community is provided by South River Electric.

It was the Consensus of the Board for the Town Manager to look at the lighting situation in Chicora Country Club.

### **TOWN VEHICLE DECALS**

Commissioner Turnage informed the Board that he had noticed an article in The Daily Record "Sound Off" that a resident had been paying Vehicle Tax without being given a Sticker which is a charge of \$5.00.

The Town of Erwin in the past has been ordering stickers for the residents of Erwin however due to low interest in our residents this was stopped. There is a minimum of 125 in ordering and at which only 5 or 10 at the most were being picked up.

### **PUBLIC COMMENTS**

No one signed up.

### **MANAGER'S REPORT**

Manager Interviews will begin on Wednesday, April 10<sup>th</sup> and will conclude on Thursday, April 11<sup>th</sup>.

A Special Called meeting will be on Thursday, April 11<sup>th</sup> at 5:30 to discuss the report of the MAPS Study with Pat Thomas.

Commissioner Frank Taylor will have the July's Citizen of the Month.

### **GOVERNING BOARD COMMENTS**

Commissioner Taylor thanked everyone for coming out to the meeting.

Commissioner Ennis congratulated Mr. Graham Stewart on April's Citizen of the Month.

Commissioner Baker asked for an update on 209 East H. Street in demolishing vacant house.

Commissioner Turnage asked for an update on the Erwin Depot and also congratulated Mr. Graham Stewart as well.

Mayor Carson informed every one of the Mayor's Breakfast on Friday, May 3<sup>rd</sup> at 8am. It will be held at Erwin United Methodist Church and tickets will be \$5.

### **RECESSED**

Commissioner Blackmon made a motion to recess until Wednesday, April 10<sup>th</sup> at 1pm and was seconded by Commissioner Baker. The Board voted unanimously.

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

---

**Patsy Carson,  
Mayor**

---

**Cynthia B. Patterson, CMC  
Town Clerk**