

ERWIN BOARD OF COMMISSIONERS
WORK SESSION MINUTES
THURSDAY, JUNE 25, 2015
ERWIN, NORTH CAROLINA

The Board of Commissioners for the Town of Erwin with Mayor Patsy Carson presiding, held a Work Session along with members of the Erwin Historical Society in the Community Building on Thursday, June 25, 2015 at 7:00 P. M. in Erwin, North Carolina.

Board Members present were: Commissioners William Turnage, Frankie Ballard, Alvester McKoy, Ricky Blackmon, Randy Baker and Thurman Whitman.

Town Manager Richard Douglas and Town Clerk Cynthia Patterson were present.

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

Commissioner Baker gave the invocation.

Those present recited the Pledge of Allegiance.

DISCUSSION OF THE ERWIN DEPOT

Town Manager Richard Douglas gave a background of the Erwin Depot. Town Staff has had ongoing discussions with the Hager Smith architect (David Black), USDA representatives, and Erwin Historical Society representatives to assess options for moving the depot from the current site in the quickest and most cost effective manner.

The following **3 Potential Relocation Options**:

- **Option 1:** Relocate depot to Erwin Public Works or another location (allows structure to be moved quickly while providing additional time to determine project funding, but structure would need to be moved again to permanent site)
- **Option 2:** Relocate depot to permanent site behind the Erwin Town Hall and Fire Station (recommended that structure be moved to side of property away from construction area, requiring a minimal move once foundation is complete)
- **Option 3: (Recommended):** Maintain depot at current location until foundation and related site work are completed, then relocate to permanent site (allows structure to be moved only once and out of construction area until necessary). The property owner has informally granted permission for the depot to remain at its current location for the next 4-6 months.

Recommended Project Funding:

In order to move the project along as quickly as possible, staff recommends dividing the project into two phases:

Phase 1--- (Approximate Cost of \$90,000)

Foundation (design and construction), depot partial demolition and relocation

Funding for Phase 1 will be the Town's contribution to Textile Museum Project of \$32,000

Community Enhancement Fund (cell tower lease, current balance \$85,641): \$58,000

Phase 2--- (Approximate Cost of \$500,000) USDA Community Facilities Loan

Remainder of project design, site work, and construction/building renovations

Funding for Phase 2 will be a recommended 30 year term

Current interest rate at 3.625% (locked in from July thru September)

Annual payment of \$27,613

Possible long-term payment source Community Enhancement Fund (current annual revenue of \$22,523 but lease being renegotiated to extend beyond 2029 at higher amount)

\$30,000 USDA grant possible

Will require 30-60 days for application preparation and 60-90 days for approval

Potential Timeline:

July 2, 2015: BOC approval of contract with Hager Smith to complete Phase 1 design

September 2015: USDA application process completion

October 2015: Phase 1 design completion/bid award

November 2015: Foundation/minimal site work completion; depot relocation

November 2015: USDA funding finalized; BOC approval of architectural contract

May 2016: Phase 2 design completion and bid award

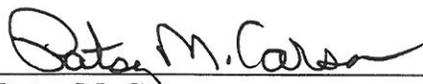
March 2017: Phase 2 construction completion

After much discussion among the Board of Commissioners and members of the Erwin Historical Society, it was agreed to place this item on the agenda for the regular meeting on Thursday, July 2, 2015 at 7pm for more discussion. Hager Smith architect David Black will be attending to answer questions from the Board as well.

ADJOURNMENT

Commissioner Turnage made a motion to adjourn at 8:32 pm and was seconded by Commissioner Baker. **Motion Approved Unanimously.**

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



Patsy M. Carson
Mayor



Cynthia B. Patterson, CMC
Town Clerk