

ERWIN BOARD OF COMMISSIONERS
SPECIAL CALLED MINUTES
JUNE 21, 2018
ERWIN, NORTH CAROLINA

The Board of Commissioners for the Town of Erwin with Mayor Patsy Carson presiding, held a Special Called Meeting in the Town Hall on Thursday, June 21, 2018 at 6:00 P. M. in Erwin, North Carolina.

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

Town Manager Snow Bowden and Town Clerk Cynthia Patterson were present.

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

Commissioner Baker gave the invocation.

Those present recited the Pledge of Allegiance.

ERWIN DEPOT

Town Manager Snow Bowden informed the board that the Town of Erwin received a \$50,000 grant from the North Carolina Department of Commerce to complete some work on the Depot. There is also (X) amount of funds to replace the roof from an insurance claim that we need to complete. Bill Dreitzler and I met with David Black from Hager Smith to discuss what he thought would be the best next steps to take. We have bided the project out twice and we have not received any bids. I met with two people to show them the Depot and they both decided not to put in a bid.

We need to discuss what steps we should take to use this grant money. I have reached out to the N.C. Department of Commerce and they did mention that if we wanted to do another feasibility study that it should not be an issue. Or we could just pick some different work to complete. The Town needs to submit an update to the NC Department of Commerce by July 15th. The project needs to be completed by October 15, 2018. I will reach out to the Department of Commerce to see if there is any way we can get an extension.

Commissioner Turnage stated that he was willing to compromise and repair what we have and make it look presentable, right now that is a start. Commissioner Turnage also stated that he would like for the Erwin Chamber of Commerce to move into this building as well.

Commissioner Blackmon stated that he has thought about this for several months and what was the best method to go with. We have a lot of money invested in this building. If we can meet with Hager and Smith and keep the footprint of the building like it is now and do another design and get an estimated cost to see what it will take for us to move forward. Keep the money we have now and to use it to pay for soft costs and designs to complete the entire

project. Would love to keep the original design of putting an amphitheater on the back of the building and to include the Erwin Chamber of Commerce there as well.

Commissioner Turnage then asked Commissioner Blackmon if I'm understanding right you are ready to move forward regardless of what it might cost, if we have to borrow the money, are you willing to do that. Commissioner Blackmon replied saying yes that is correct if you are willing to increase taxes to pay for it, I'm ready to go.

Commissioner Blackmon made a motion to reach out to Hager and Smith and get a redesign and get an estimated cost on the depot to move forward with the project and was seconded by Commissioner Ballard. **The Board voted unanimously.**

BUILDING INSPECTIONS

Bill Morris has submitted his letter of resignation. He has given the Town plenty of time to find a replacement for our inspections. I have discussed the possibility of Harnett County taking back our inspections with the Director of Development Services Mark Locklear and Manager of Building Services Brad Sutton. Harnett County has handled our inspections before, and they handle inspections for other municipalities in Harnett County as well. If we decide to go back to having the County handle our inspections we need to let them know what our long-term plans are with inspections.

Harnett County was handling our inspections when I first started in Erwin, and I think things operated very well. I know that it can be somewhat of an inconvenience for residents to have to go to Lillington to obtain permits but once they have obtained their permits that is the only trip they will have to make to Lillington.

After some discussion from the board, Commissioner Baker made a motion to enter into an agreement with Harnett County Development Services for the purpose of providing permitting services and building inspections services and was seconded by Commissioner Turnage. **The Board voted unanimously.**

CODE ENFORCEMENT

Mr. Bowden informed the board that in the past, code enforcement/planning has been contracted out to other entities. At one point, the Town received a quote from N-Focus to handle code enforcement but it was decided to go another route.

There are a few ways to solve this issue. I can advertise and hire someone to handle code enforcement at the part-time level. I could reach out to some private companies that handle government work and obtain a quote to present to the Town Board for their approval. I could handle the complaints that the Town receives and attempt to send out letters that need yards

cut. If the Town wants to get serious about code enforcement we will need to eventually have someone that handles these tasks as a primary responsibility.

After some discussion from the board, it was the Consensus of the Board to direct the Town Manager to look at seeing how much funds are available in the budget for adding this position and to check with other municipalities to get a feel of how other towns handle Code Enforcement.

ERWIN HISTORY ROOM

At the last board meeting Mr. Bowden was asked to look into opening the door that joins the Library and History Room. The door is blocked off in the back of the Erwin Public Library that could access the Erwin History Room. From what I have been told it was blocked off mostly for security reasons. There would need to be some items moved but opening this access way into the history room is the most practical way to make the history room more accessible for individuals that are limited to wheel chairs or other transportation devices. There are two steps in-between the library and history room but that could be solved by a simple ramp that can be placed/removed over stairs.

Mr. Bowden informed the board that he will attend the History Room Board meeting on July 10, 2018 to discuss this with members.

BUDGET AMENDMENT

The Town has maintained one of the HVAC units for at the Erwin Gym for as long as it could last. One of the units does not work at all anymore. There is still one working unit for the gym but the other one needs replacement. I have proposed transferring money from the contingency account in the Board of Commissioners budget for this project. Recreation Director Doug Stevens obtained a quote from the company that currently maintains the HVAC equipment at the gym. The company will remove the old unit and replace it with a new system for \$6,450.00. After doing some research I believe it is fair to say this is a fair quote for this equipment.

The text amendment calls for the money to be transferred to the Capital Outlay-Equipment line item due to the fact that the equipment cost more than \$5,000.

Commissioner Blackmon made a motion to approve Budget Amendment BOA 2018-07 and was seconded by Commissioner Turnage. **The Board voted unanimously.**

*A copy of the Budget Amendment BOA 2018-07 is incorporated into these minutes as **Attachment #1***

**BUDGET ORDINANCE AMENDMENT
BOA 2018-07
FISCAL YEAR 2017-2018**

BE IT ORDAINED by the Governing Board of the Town of Erwin, North Carolina that the following amendments are made to the annual budget ordinance for the fiscal year ending June 30, 2018:

Section 1. This Budget Ordinance Amendment seeks to move \$6,450.00 from expense line Contingency 10-4100-990 to Capital Outlay-Equip. 10-6200-740 for replacement of a 5 ton heat and air unit for the gym.

Section 2. To amend the General Fund the revenues are to be changed as follows:

Account	Description	Current Approp.	Increase/Decrease	Amended Appropriation

Section 3. To amend the General Fund the expenditures are to be changed as follows:

Account	Description	Current Approp.	Increase/Decrease	Amended Appropriation
10-4100-990	Contingency	\$25,000.00	(\$6,500.00)	\$18,500.00
10-6200-740	Capital Outlay-Equip	\$12,257.00	\$6,500.00	\$18,757.00

Section 4. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction.

Adopted this 21st day of June 2018.


 Patsy Carson
 Mayor

ATTEST:

 Cynthia Patterson, CMC
 Town Clerk

LIGHTS ON HWY 421

I have some updates on the lights on HWY 421. Based on the previous maps and information that I have reviewed the lights were only intended to be installed of the east side of HWY 421. There were lights intended to be installed on both sides at the intersection of HWY 421 and North 13th Street. The LED lights that were installed do a great job of providing light on both sides of the highway except for a few spots. I followed back up with Charles Jones and he stated that if there are dark areas we could address those issues.

After some discussion from the board, it was the Consensus of the Board to look into having more lights installed on Hwy 421 to come back with a price to finish up the project.

HWY 421 CORRIDOR

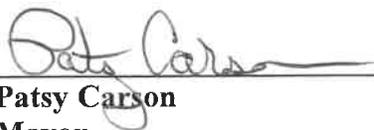
Mr. Bowden informed the board that during the month of July I hope to make some progress working on a proposed overlay for Highway 421. I have been asked to bring this topic before the Town Council for discussion. Highway 421 is where the commercial development in Erwin will take place, and it is important that we protect the Highway 421 Corridor. It is important to plan for the development now so we will be ready when it happens. What is the vision that you have for Highway 421? Are there any protections that you would like to see included in any plan that the Town might develop?

After some discussion from the board, it was the Consensus of the Board to include both Board of Commissioners and Planning Board in the process of a long range plan for the Hwy 421 Corridor, to help protect the property values and entice companies so when they come in, to know there is some type of protection.

ADJOURNMENT

Commissioner Blackmon made a motion to adjourn at 6:52 p.m. and was seconded by Commissioner Ballard. **The Board voted unanimously.**

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



Patsy Carson
Mayor



Cynthia B. Patterson, CMC
Town Clerk