

ERWIN BOARD OF COMMISSIONERS
REGULAR MINUTES
JANUARY 2, 2020
ERWIN, NORTH CAROLINA

The Board of Commissioners for the Town of Erwin with Mayor Carson presiding, held its Regular Meeting in the Town Hall on Thursday, January 2, 2020 at 7:00 P. M. in Erwin, North Carolina.

Board Members present were: Mayor Patsy Carson, Commissioners William Turnage, Randy Baker, Ricky Blackmon and Melinda Alvarado.

Board Members absent were: Commissioners Alvester McKoy and Thurman Whitman.

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

Town Attorney Tim Morris was present.

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

Harnett County Commissioner Howard Penny gave the invocation.

Those present recited the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Blackmon made a motion to move (Item B) New Business Presentation from School Board to in front of Public Hearings and was seconded by Commissioner Turnage. **The Board voted unanimously.**

CONSENT ITEMS

Commissioner Turnage made a motion to approve (**Item A**) Approval of Regular Minutes of 12/05/19, (**Item B**) Financial Report Summary for November 2019, (**Item C**) Closed session Minutes of August 2, 2019, (**Item D**) Pledge and Naming Rights Agreements for Erwin Parks and Recreation and was seconded by Commissioner Alvarado. **The Board voted unanimously.**

*A copy of the Financial Report Summary for November 2019 and Pledge and Naming Rights Agreements for Erwin Parks and Recreation is incorporated into these minutes as **Attachment #1***

PRESENTATION FROM SCHOOL BOARD

Architect Thomas Hughes with sfl+a Architects presented the Erwin Mayor and Board of Commissioners with computer renderings detailing the state of the art facility that has been in the planning stage for some years. Plans for the multi-million dollar school include a variety of energy savings features, secure entrance points and room for future growth. The new school is expected to be a zero-energy building with modernized air systems, air barrier designs to make it more economical, LED lighting and

TOWN OF ERWIN
 FINANCIAL SUMMARY REPORT
 FOR MONTH ENDING NOV. 2019

	ANNUAL BUDGET	NOV ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
CURRENT YEAR LEVY OF PROPERTY TAXES	1,090,589.00	79,232.34	207,386.82	19.02%
CURRENT YEAR MOTOR VEHICLE TAXES	158,309.00	13,936.11	53,267.77	33.65%
PRIOR YEAR TAXES	10,000.00	278.02	9,368.65	93.69%
UTILITIES FRANCHISE TAXES	197,000.00		43,175.50	21.92%
ENTRY FEES	20,000.00	4,630.00	11,346.00	56.73%
SALES & USE TAX	650,000.00	59,083.33	302,824.13	46.59%
ZONING PERMITS/APPLICATIONS	10,000.00	1,090.00	3,890.75	38.91%
REFUSE COLLECTIONS FEES	391,180.00	34,193.47	155,303.63	39.70%
STORM WATER COLLECTION	63,930.00	5,382.50	22,590.00	35.34%
ALL OTHER REVENUES	1,362,941.04	157,460.06	550,800.76	40.41%
	3,953,949.04	355,285.83	1,359,954.01	34.39%
	ANNUAL BUDGET	NOV ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
GOVERNING BODY	51,815.00	2,771.78	12,093.36	23.34%
ADMINISTRATION	303,034.00	26,921.21	127,234.95	41.99%
NON-DEPARTMENTAL	265,338.00	41,810.43	177,669.36	66.96%
PLANNING & INSPECTIONS	123,741.00	7,058.99	16,654.42	13.46%
POWELL BILL-STREETS	182,000.00	1,000.00	33,278.67	18.28%
POLICE	839,300.00	78,798.60	321,378.95	38.29%
POLICE-SRO	123,797.00	9,372.21	47,431.61	38.31%
CONTRACT SERVICES-FIRE	233,254.00	10,643.82	34,457.03	14.77%
PUBLIC WORKS-ADMIN.	105,647.00	8,619.97	42,895.12	40.60%
PUBLIC WORKS-STREETS	941,100.73	168,889.10	386,083.53	41.02%
PUBLIC WORKS-SANITATION	318,902.00	32,075.21	127,032.06	39.83%
PUBLIC WORKS-STORM WATER	40,000.00	232.29	653.80	1.63%
RECREATION	348,464.31	22,573.59	128,454.70	36.86%
LIBRARY	59,256.00	5,290.38	21,636.68	36.51%
COMMUNITY CENTER	18,300.00	1,696.90	2,959.34	16.17%
	3,953,949.04	417,754.48	1,479,913.58	37.43%
Y-T-D GENERAL FUND BALANCE INCREASE (DECREASE)		(62,468.65)	(119,959.57)	

BALANCES AS OF NOV. 30, 2019	
CASH MANAGEMENT	784,638.86
BB&T CASH IN BANK	169,945.23
FIRST FEDERAL BUSINESS MONEY MARKET	135,607.59
FIRST FEDERAL MONEY MARKET	853,860.48
Y-T-D INVESTMENT BALANCE IN GENERAL FUND ACCOUNTS	1,944,052.16
BB&T STATE FORFEITURE	1,583.97
BB&T FEDERAL FORFEITURE	
FIRST FEDERAL PORTER PARK PROJECT	
FIRST FEDERAL CAP. RESERVE/COMM. ENHANCEMENT	148,661.89
FIRST FEDERAL CAP. RESERVE/GENERAL	3,020,457.10
BB&T HEALTH RESERVE HRA ACCT.	20,156.97
PRIEBE FIELD ACCT.	10,576.72
Y-T-D INVESTMENT BALANCE RESTRICTED FUNDS	3,201,436.65
CUMULATIVE BALANCE FOR TOWN OF ERWIN	5,145,488.81

POWELL BILL BALANCE	355,910.30
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TOWN OF ERWIN
 FINANCIAL SUMMARY REPORT
 YTD COMPARISON OF FY 2020 & FY 2019



REVENUES	YTD		YTD DIFFERENCE
	Nov. 19	Nov. 18	
CURRENT YEAR LEVY OF PROPERTY TAXES	207,386.82	191,076.52	16,310.30
CURRENT YEAR MOTOR VEHICLE TAXES	53,267.77	49,618.84	3,648.93
PRIOR YEAR TAXES	9,368.65	5,833.04	3,535.61
UTILITIES FRANCHISE TAXES	43,175.50	43,546.91	(371.41)
ENTRY FEES	11,346.00	10,675.00	671.00
SALES & USE TAX	302,824.13	271,138.99	31,685.14
ZONING PERMITS/APPLICATIONS	3,890.75	3,490.00	400.75
PERMITS AND INSPECTION FEES	155,303.63	2765	152,538.63
REFUSE COLLECTIONS FEES	22,590.00	161,625.35	(139,035.35)
STORM WATER COLLECTION	16,167.00		(16,167.00)
ALL OTHER REVENUES	550,800.76	186,098.16	364,702.60
	1,359,954.01	942,034.81	417,919.20
			30.73%
EXPENSES	YTD		YTD DIFFERENCE
	Nov. 19	Nov. 18	
GOVERNING BODY	12,093.36	9,578.87	2,514.49
ADMINISTRATION	127,234.95	123,402.30	3,832.65
NON-DEPARTMENTAL	177,669.36	184,407.06	(6,737.70)
PLANNING & INSPECTIONS	16,654.42	21,117.68	(4,463.26)
POWELL BILL-STREETS	33,278.67	7,235.72	26,042.95
POLICE	321,378.95	335,605.34	(14,226.39)
POLICE-SRO	47,431.61		47,431.61
CONTRACT SERVICES-FIRE	34,457.03	12,698.26	21,758.77
PUBLIC WORKS-ADMIN.	42,895.12	41,736.83	1,158.29
PUBLIC WORKS-STREETS	386,083.53	159,802.77	226,280.76
PUBLIC WORKS-SANITATION	127,032.06	210,238.38	(83,206.32)
PUBLIC WORKS STORM WATER	653.80	3,102.86	(2,449.06)
RECREATION	128,454.70	130,761.91	(2,307.21)
LIBRARY	21,636.68	21,514.05	122.63
COMMUNITY CENTER	2,959.34	1,958.56	1,000.78
	1,479,913.58	1,263,160.59	216,752.99
		(321,125.78)	321,125.78

ACCOUNT BALANCES	YTD	
	Nov. 19	Nov. 18
CASH MANAGEMENT	784,638.86	592,675.13
BB&T CASH IN BANK	169,945.23	120,729.85
FIRST FEDERAL BUSINESS MONEY MKT.	135,607.59	134,333.34
FIRST FEDERAL MONEY MARKET	853,860.48	851,734.36
Y-T-D BALANCE IN GENERAL FUND ACCOUNTS	1,944,052.16	1,699,472.68
BB&T STATE FORFEITURE	1,583.97	1,583.97
FIRST FEDERAL CAP. RESERVE/COMMUNITY ENHANCE	148,661.89	124,152.81
FIRST FEDERAL CAP. RESERVE/GENERAL	3,020,457.10	3,012,936.05
BB&T HEALTH RESERVE HRA ACCT.	20,156.97	15,947.14
PRIEBE FIELD ACCT.	10,576.72	5,966.81
Y-T-D BALANCE RESTRICTED FUNDS	3,201,436.65	3,160,586.78
CUMULATIVE BALANCE FOR TOWN OF ERWIN	5,145,488.81	4,860,059.46

HARNETT COUNTY

NORTH CAROLINA

PLEDGE AND NAMING RIGHTS AGREEMENT

THIS PLEDGE AND NAMING RIGHTS AGREEMENT (hereinafter referred to as "Agreement"), made and entered into this 20 day of November, 2019, by and between the Town of Erwin, North Carolina, a municipal corporation (hereinafter referred to as "Town of Erwin") and Erwin IGA Inc., an individual/partnership/corporation/limited liability company (circle one), who is a resident of Erwin, Harnett County, North Carolina (hereinafter referred to as "Donor");

WITNESSETH:

WHEREAS, the Town of Erwin is renovating and constructing new facilities at Al Woodall Municipal Park in the Town of Erwin and, pursuant to terms of this Agreement, is granting certain naming rights to certain facilities within Al Woodall Municipal Park; and

WHEREAS, Donor wishes to acquire naming rights to the Field #2 facility, for the sum of \$ 100,000.00; subject to the terms and conditions set forth below; and

WHEREAS, the Town of Erwin wishes to grant to Donor, the naming rights to the Field #2, subject to the limitations set forth in this Agreement, for the aforementioned sum, subject to the terms and conditions set forth below;

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the Town of Erwin and Donor agree as follows:

1. **GRANT OF NAMING RIGHTS:** The Town of Erwin does hereby grant to the Donor, the right to select a name for the Field #2 (Name of Facility) at Al Woodall Municipal Park, subject to the terms below.

The naming rights to the Field #2 are maintained by the Town of Erwin as a nonpublic forum. The Town of Erwin intends to preserve its rights and discretion to exercise full editorial control over the placement, content, appearance, and wording of Donor's name or message. The Town of Erwin may make distinctions on the appropriateness of donors on the basis of subject matter of a potential donor's recognition message. The Town of Erwin will not deny a donor the opportunity of placing a name or message on the basis of the potential donor's viewpoint. Donor's that are an organization or individual that is in engaged in any of the following activities, that has a mission of supporting any of the following subject matters, or that, in the sole discretion and judgment of the Town Council for the Town of Erwin, is deemed to be unsuitable for and contrary to community standards of appropriateness for government publications, shall be prohibited on any property of the Town of Erwin:

(a) promotion of the sale or consumption of alcoholic beverages, or promotion of establishments that are licensed to sell and primarily do sell alcoholic beverages, including bars; provided, however, that food service establishments or places of lodging may be authorized only when the sale of alcohol is incidental to providing food service or lodging;

(b) promotion of the sale or consumption of tobacco products;

(c) promotion of the sale of birth control products or services;

(d) commentary, advocacy, or promotion of issues, candidates, and campaigns pertaining to political elections;

(e) depiction in any form of profanity or obscenity, or promotion of sexually oriented products, activities, or materials;

(f) promotion of the sale or use of firearms, explosives, or other weapons, or glorifications of violent acts; and

(g) promotion or depiction of illegal products, or glorification of illegal products, activities, or materials.

Donor recognition through naming rights may identify the Donor but shall not promote or endorse the organization or individual or its products or services. Statements that advocate, contain price information or an indication of associated savings or value, request a response, or contain comparative or qualitative description of products, services or organizations will not be accepted. Only the following content will be deemed appropriate:

(h) the legally recognized name of the Donor's organization;

(i) the Donor's organizational slogan if it identifies rather than promotes the organization or its products or services;

(j) the Donor's product or service line, described in brief, generic, objective terms;

The Town of Erwin will not make any statements that directly or indirectly advocate or endorse a Donor's organization, products or services. No use shall be made by Donor using the Town of Erwin's name, marks, or logo, without written approval from the Town Council of the Town of Erwin, after approval by the Town Attorney.

The Donor states that the intended name, logo or other identification which it wishes to display in the Naming of Field #2 is Charlie C's IGA

The Donor acknowledges that this Agreement shall not be binding upon the Town of Erwin, until the Town Council for the Town of Erwin has approved the name, logo or other identification proposed by the Donor above.

Once the Town Council has approved the name, logo or identification chosen by the Donor and this Agreement has been executed by the Town of Erwin, Donor may not change the chosen name, logo or identification, except by the consent of the Town Council of the Town of Erwin.

Donor acknowledges that the naming rights granted hereunder shall last for a period of 25 years after the completion and opening to the public of the Field #2 facility at Al Woodall Municipal Park.

At the end of 25 years, the Town in its sole discretion may: (1) continue the existing use for an indefinite period of time; (2) seek another annual donation of up to \$500 from the same donor to continue the use for an indefinite period in its discretion; (3) may seek to add donors or replace existing donors by soliciting new pledges. If the Town opts for numbers above, and the Town seeks to replace existing donors or appropriate representation, then the current donor must be given an opportunity to extend the time the Town uses the existing plaque by pledging/donating an amount equal to the payment that completed the original pledge/donor agreement. If the original donor pays this amount the period of time will be extended five years. At the conclusion of this 5 year period, the Town retains sole discretion to repeat any process specified above. If a lump sum amount completed the entire pledge amount, then the sum of \$500 will extend the use by 5 years indefinitely.

2. **PAYMENT:** In consideration of the granting of naming rights, as set forth in Article 1 above, the Donor does hereby agree to pay to the Town of Erwin, the sum of \$ 100,000.00, as hereinafter set forth. This sum shall be due and payable, without interest, within ten (10) years of the date of this Agreement and shall be paid as follows:

In 2020	\$ <u>10,000.00</u>
In 2021	\$ <u>10,000.00</u>
In 2022	\$ <u>10,000.00</u>
In 2023	\$ <u>10,000.00</u>
In 2024	\$ <u>10,000.00</u>
In 2025	\$ <u>10,000.00</u>
In 2026	\$ <u>10,000.00</u>
In 2027	\$ <u>10,000.00</u>
In 2028	\$ <u>10,000.00</u>
In 2029	\$ <u>10,000.00</u>

Other schedule of intended payments: _____

Donor may prepay, in whole or in part, at any time during the pledge period, or may make payments towards the pledge in different denominations, or at different times, provided

that Donor must make at least an annual payment equal to the amount set forth above and the entire pledge must be paid by December 31, 2029.

All payments shall be due by December 31 of the year indicated above, with the first such payment being due on December 31, 2020. Checks should be payable to the Town of Erwin with "Recreation" in the memo portion of the check.

Once Donor has completed the payment of the full price, as identified above, it shall not bear any further expense in connection with the naming rights to the Field #2, unless the Donor should request to change the name of the Field #2 (if approved by the Erwin Town Council), in which event the Donor would be responsible for all costs associated with changing the signs.

3. **TERMINATION FOR NON-PAYMENT:** If Donor should fail to make any of the payments required hereunder, the Town of Erwin may terminate this Agreement, in its sole discretion, provided that the Town of Erwin has provided the Donor written notice of the failure to make the scheduled payment and the Donor has not cured the same within forty five (45) days.

In the event that this Agreement is terminated by the Town of Erwin, all monies paid to that date by the Donor shall remain the property of the Town of Erwin and shall be non-refundable. The Town of Erwin shall be entitled to remove the name, logo or identification chosen by the Donor from the civic and recreation facility permanently, and the Donor forfeits any rights which it may have acquired to the naming of the Field #2.

In the event that this Agreement is terminated by the Town of Erwin, the Donor shall not have any further liability or damages to the Town of Erwin.

4. **MAINTENANCE:** The Town of Erwin shall be responsible for the maintenance of the name, logo or identification chosen by the Donor, at its sole discretion. The Town of Erwin shall also be responsible for all maintenance for Al Woodall Municipal Park and its facilities as it deems necessary, from time to time, in its sole discretion, and Donor does not accept any responsibility for the maintenance of said facility.

5. **COST AND LOCATION OF SIGN:** The Town of Erwin shall be responsible for constructing and erecting the sign for the name, logo or identification of the Donor. The Town of Erwin shall have sole discretion in choosing the sign to be placed at any location in Al Woodall Municipal Park. However, the Town of Erwin shall consult with the Donor in making these decisions and will make reasonable efforts to accommodate the opinions of the Donor in this regard. In the event that the Donor wishes to have a sign that exceeds the budgeted amount by the Town of Erwin, if the sign is approved by the Town of Erwin, then the Town of Erwin and the Donor may negotiate any additional agreement for the cost of said sign at that time.

6. **BINDING EFFECT:** This Agreement shall be binding upon the Town of Erwin, the Donor, his or her or its successors and heirs.

7. **ASSIGNMENT:** This Agreement may not be assigned by the Donor, without the prior written consent of the Town of Erwin, which may be withheld, in its sole discretion.

8. **GOVERNING LAW & VENUE:** This Agreement shall be governed by and construed according to the laws of the State of North Carolina. In the event of a dispute or litigation related in any way to this Agreement, all parties hereby agree that the Superior Court of Harnett County, North Carolina shall be the appropriate venue for such litigation.

IN WITNESS WHEREOF, this Agreement has been executed, the day and year first above written, and sealed, by the duly authorized representatives of the Town of Erwin and Donor.

DONOR:

Mack McLANB-

(WRITE IN NAME OF DONOR)

BY:

Mack McLANB-
Signature of Donor

Doug Stevens
Witness

TOWN OF ERWIN, NORTH CAROLINA

BY:

Patsy M. Carson
Patsy M. Carson, Mayor

ATTEST:

Cynthia B. Patterson
Cynthia B. Patterson, Town Clerk

MINUTES CONTINUED FROM JANUARY 2, 2020

innovative classroom floor plans created to act like teaching tools for educators. The site, in addition to the two-story main building, will include a 476 seat auditorium, media center and gymnasium. Secure access point designs enable administrators to control who comes into and out of the school. The new school is designed just under 700 students, which is greater than the current capacity at the old school.

Once demolition of the old school is completed, construction is expected to start sometime in April 2020. The school is expected to open in time for the 2021-2022 school year if the project runs smoothly. Estimated final construction costs to come in between \$23-24 million.

PUBLIC HEARING

Commissioner Turnage made a motion to open the public hearing at 7:33pm and was seconded by Commissioner Alvarado. **The Board voted unanimously.**

CONDITIONAL USE TO OPERATE A VEHICULAR SALES LOT AT 2408 ERWIN ROAD, ERWIN, NC (HC TAX PIN 1507-40-3993.000)

Town Manager Snow Bowden informed the board that a conditional use application has been submitted to operate a vehicular sales lot at 2408 Erwin Road with corresponding Harnett County Tax PIN# 1507-40-3993.000. In the proposed site plan the vehicles for sale would be parked directly in front of the building. Customer parking would be on the side of the building. The large green building in the back of the lot will not be used as a part of this proposed use.

The Planning Board recommended this conditional use be approved. They recommended it be approved with the parking surface being a suitable improved surface.

Mayor Carson asked if anyone would like to speak in favor of this conditional use request, to please come forward and state your name and oath.

Jim Hartman of P.O. Box 387, Coats, NC came forward and spoke to the board. Mr. Hartman stated that he was the owner of this property and would like to rent to Angel Martinez which would be a great addition to the Town of Erwin. Mr. Martinez is wanting to open a small car lot, which will be a family owned business. Mr. Hartman stated that he currently has an automotive repair business in the back of the property that he has owned for years. However the front part of the property is for a car lot. This will be great for the Town of Erwin however I'm aware there are several on that road.

Commissioner Baker asked Mr. Hartman when he began this process did anyone explain what some of the requirements would be for having a vehicle sales or utilizing the property for a change of use of some of the improvements you might have to take and make to the property before you moved forward with the conditional use hearing with the board. Did anyone talk with you of what our regulations say? Our regulations are in black and white, it's what has to

MINUTES CONTINUED FROM JANUARY 2, 2020

be done once the approval is granted and it's separate from the board actually granting that approval. Were you advised of any of that before you went to the conditional use process?

Mr. Hartman stated no.

Commissioner Baker stated he has questions, was looking at the site plan submitted for the parking and it is a B-2 zoned district and have the buildings in the rear that you have been using for several years of your business which is commercial use. However where you are talking about parking the vehicles for sale, what I see in the site plan that was submitted about parking sell cars directly in front of the building, which is what you are wanting to do. The parking area for customers, I have some misunderstanding of which side of the building?

Mr. Hartman assumed on the right side of the building.

Commissioner Baker that's what leads me to the question the way the site plan was submitted. If you look at the overall aerial, basically from the corner of the building on the right hand side to where the property line is, you have 20/21 feet from the building to the property line. One of our regulations as far as commercial that abuts residential to the house on the right is zoned residential. The requirements call for a 20ft buffer to be on that side. What you are showing as far as how things need to be position may have to be reworked in order to meet some of those guidelines. That's why I asked the question. I'm hoping we as a board and as staff can work more with the owners and potential applicant to let them know these things in advance. On the left side of the building, the ordinance calls for the buffers to be placed. I believe there is existing amount of buffering already in place on the left side however on the right side of the building next to the residents there would need to be installation of vegetative buffering that will need to go down and until it meets the other property line. Those are some of the things that I was wondering was brought to your attention before because those would be some things if approved would have to be put in before the operating of the business.

Mr. Hartman stated that he would not have a problem with that.

Mayor Carson asked if anyone would like to speak against this conditional use request, to please come forward and state your name and oath.

No one came forward.

Commissioner Turnage made a motion to close the public hearing at 7:57pm and was seconded by Commissioner Baker. **The Board voted unanimously.**

The board's discussion was for the applicant to get another site plan to show where the buffers and landscaping would be and show that he can meet that requirement to which should not be a problem.

MINUTES CONTINUED FROM JANUARY 2, 2020

Commissioner Baker made a motion to Table Conditional Use Application CU-2019-08 until the next regular meeting, Thursday, February 6, 2020 at 7pm and was seconded by Commissioner Turnage. **The Board voted unanimously.**

PUBLIC HEARING

Commissioner Turnage made a motion to open the public hearing at 7:57pm and was seconded by Commissioner Baker. **The Board voted unanimously.**

PROPOSED FOUR WAY STOP SIGN AT THE CORNER OF NORTH 10TH STREET AND EAST I STREET TO CODE OF ORDINANCES TRAFFIC SECTION 109

Town Manager Snow Bowden informed the board that during the October 2019 Planning Board meeting we had a discussion involving four-way stop signs. I had received a request to discuss putting a four-way stop sign at the intersection of East I and North 12th. This request was primarily due to the increased traffic/parking around the Erwin Presbyterian Church. The Erwin Presbyterian Church did close a while back but a new congregation is using this church that is also affiliated with the Presbyterian Church. There is a lot more traffic in that area as a result of the new tenants. The Town has received complaints about speeding on East I Street as well.

After some discussion amongst the Planning Board we decided that a four-way stop sign could be beneficial on this street. The Planning Board recommended to put it at the intersection of East I and North 10th Street. There is already a caution light at this intersection. Another reason was that it is more centrally located on the street so it should slow people down more compared to it being posted on the first block of the street from North 13th Street.

Police Chief Jonathan Johnson came forward and spoke to the board. Chief Johnson stated that this subject was brought up for two different reasons. One was for the church crowd however since this church has recovered we have not had any accidents there that has been reported. Also we had several complaints of speeding on East I. Street. Would it help, not sure? If you place the four way at the church you will have a long stretch of road to Hwy 421. This would defeat the purpose. If we place a four way at the caution light at North 10th Street, this would be center of East I. Street and may slow people down.

Commissioner Turnage stated that we have criticism on the four way stop signs on West E. Street.

Commissioner Blackmon stated that he does not have a problem with a four way stop sign at the proposed location however whatever we do we need some sort of sign both ways down the street "Caution Four Way Stop Ahead". What would be the cost to install a Stop Light?

MINUTES CONTINUED FROM JANUARY 2, 2020

Mayor Carson asked if anyone would like to speak in favor of the proposed text amendment to please come forward and state your name and oath.

No one came forward.

Mayor Carson asked if anyone would like to speak against the proposed text amendment to please come forward and state your name and oath.

No one came forward.

Commissioner Baker made a motion to close the public hearing at 8:05pm and was seconded by Commissioner Alvarado. **The Board voted unanimously.**

Commissioner Baker made a motion to approve the Ordinance of 2019-2020:004 to amend Section 109 Traffic Appendix 1 Intersections at which “stop” is required before entering add to (202) North 10th Street and East I. Street and was seconded by Commissioner Blackmon. **The Board voted 3 for and 1 against (Commissioner Turnage).**

NEW BUSINESS

PRESENTATION OF TOWN OF ERWIN FY 2018-2019 AUDIT

Bryon Scott with Thompson, Price, Scott, Adams & Co., PA came forward and spoke to the board. Mr. Scott stated that the Town has in Revenue \$3,667,794. The Expenditures is \$3,391,297. The Fund Balance at the end of the year is \$5,664,283.

The Tax Collection rate is around 99%.

Mr. Scott advised the Board that there were no difficulties encountered in performing the Audit nor disagreements with Management.

Commissioner Blackmon made a motion to approve the 2018-2019 Audit as presented and was seconded by Commissioner Alvarado. **The Board voted unanimously.**

PARTF PROJECT ORDINANCE FOR AL WOODALL MUNICIPAL PARK

Town Manager Snow Bowden informed the board that the Town was awarded a PARTF grant for the improvements at Al Woodall Park. The PART-F Grant is a 50-50 matching grant. The Town will have to pay for the project and submit reimbursement request(s) as the project proceeds. The Town will receive \$339,678 from PARTF funding. Doug Stevens has raised \$195,000 in pledged donations over the next ten years. We are still working on raising more money as well. If we obtain any more donation pledges we will ask for an amendment to this project ordinance.

MINUTES CONTINUED FROM JANUARY 2, 2020

Commissioner Baker made a motion to approve Ordinance 2019-2020:005 and was seconded by Commissioner Turnage. **The Board voted unanimously.**

*A copy of the Ordinance 2019-2020:005 is incorporated into these minutes as **Attachment #2***

MANAGER REPORT

- All of the infrastructure work for the East Erwin Project has been completed and should have final report at the next regular meeting.
- The drawings for the Erwin Depot are almost completed and should have a presentation ready for the February meeting.
- Need to schedule a date for the Budget Retreat

GOVERNING COMMENTS

Mayor Carson asked everyone to remember Commissioner Whitman, he will be having knee surgery on Friday.

Commissioner Turnage expressed some concerns with Iris Bryant Road/Old Cut off Road.

Commissioner Baker thanked Town Engineer Bill Dreitzler for working on the East Erwin Project. Would like for Staff to establish a policy and procedure that before anyone come and propose a conditional use or any type of development (pre-development meeting) that staff would be able to take and sit down with that person and make sure what the requirements are and what lies ahead of them other than the conditional use approval. I do agree with the Planning Board that some of our conditional use permits that we have, we have way too many of them. I would like to see Staff and the board going back through our ordinances and possibly reducing some of the conditional uses that we have in our ordinances. I think certain developmental standards, there should be some administrative review to be given where the individual meets certain set of developmental guidelines that it's a permitted use and no longer be a conditional use. I think we need to work harder at doing that and working with our Planning Board/Board of Adjustments and our citizens that are coming in, that we need to take this step progressive and move forward with those type things and can talk more about at our Budget Retreat.

Commissioner Alvarado stated that she 100% agreed with Commissioner Baker and excited to see some construction in Ward 4.



TOWN OF ERWIN

P.O. Box 459 • Erwin, NC 28339
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Mayor
Patsy M. Carson
Mayor Pro Tem
Randy L. Baker
Commissioners
William R. Turnage
Thurman E. Whitman
Alvester L. McKoy
Ricky W. Blackmon
Melinda Alvarado

A GRANT PROJECT ORDINANCE FOR TOWN OF ERWIN AL WOODALL MUNICIPAL PARK IMPROVEMENTS ORD: 2020-005

BE IT ORDAINED by the Board of Commissioners of the Town of Erwin, North Carolina that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1. The project is authorized for the renovations of Al Woodall Municipal Park.

Section 2. The Officers of this unit are hereby directed to proceed with the grant project within the terms of the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete the project:

N.C. PART-F Grant	\$339,678
Fund Balance	\$144,678
Donations	\$195,000
Total	\$679,356

Section 4. The following amounts are appropriated for the project:

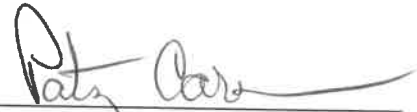
Account	Project	Amount
24-0800-101	Field 2 Renovation	\$356,300
24-0800-102	Field 4 Lighting Project	\$63,000
24-0800-103	Splash Pad	\$171,444
24-0800-104	Planning	\$59,074
24-0800-105	Contingency	\$29,538
Total		\$679,356

Section 5. The Finance Director is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting required by any financing agreement associated with this project and/or State and Federal regulations.

Section 6. The Finance Director is hereby directed to report quarterly on the financial status of each project element and on the financial status of each project element and on the total revenues received or claimed.

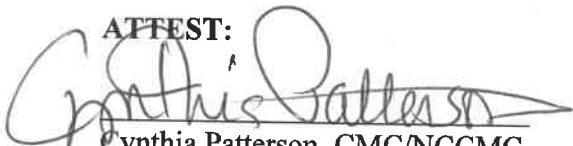
Section 7. This Grant Project Ordinance shall be entered into the minutes of the Board after adoption and copies thereof shall be filed with the Town Clerk

Adopted this 2nd day of January 2020.



Patsy Carson,
Mayor

ATTEST:



Cynthia Patterson, CMC/NCCMC
Town Clerk

MINUTES CONTINUED FROM JANUARY 2, 2020

ADJOURNMENT

Commissioner Turnage made a motion to adjourn at 8:28pm and was seconded by Commissioner Baker. **The Board voted unanimously.**

MINUTES RECORDED AND TYPED BY
CYNTHIA B PATTERSON TOWN CLERK



Patsy M. Carson,
Mayor



Cynthia B. Patterson, CMC
Town Clerk