

**MINUTES
CITY OF DUNN
DUNN, NORTH CAROLINA**

The City Council of the City of Dunn held a Regular Meeting on Tuesday, March 10, 2020 at 7:00 p.m. in the Dunn Municipal Building. Present: Mayor William P. Elmore Jr., Mayor Pro Tem Chuck Turnage, Council Members J. Wesley Sills, April Gaulden, Frank McLean, Billy N. Tart, and Dr. David L. Bradham.

Also present: City Manager Steven Neuschafer, Finance Director Jim Roberts, Public Works Director Vince Washington, Planning Director George Adler, Chief Building Inspector Steven King, Chief of Police Chuck West, Parks and Recreation Director Brian McNeill, Human Resources Director Anne Thompson, Librarian Mike Williams, Executive Assistant Connie Jernigan, Communications Coordinator Kaitlin Adkins, Attorney Tilghman Pope, and City Clerk Tammy Williams. Guests recognized by Mayor Elmore: Emily Weaver with The Daily Record

CALL TO ORDER AND INVOCATION

Mayor Elmore opened the meeting at 7:00 p.m. and Rev. Floyd Ray, Pastor at Mt. Zion Missionary Baptist Church gave the invocation. Afterwards, the Pledge of Allegiance was led by members of Girl Scout Troop #1783.

AGENDA ADJUSTMENT AND APPROVAL

Motion by Mayor Pro Tem Turnage and second by Council Member McLean to adopt the March 10, 2020 meeting agenda as presented or with changes as listed below.

Agenda Items Added:

- 8b) Temporary Blocking of Streets – Easter Egg Hunt – Blue and Smith Family
- 15a) Report of Quick Wins – Goals and Objectives of Budget Retreat

Motion unanimously approved.

PRESENTATIONS:

Dunn Middle School Undefeated Conference Champions

Mayor Elmore presented a proclamation to Coach John Gage, Assistant Coach Justin Walker and the Dunn Middle School Basketball Team for being undefeated Conference Champions and representing their school and the City of Dunn so well. *A copy of the Proclamation (P2020-04) is incorporated into these minutes as Attachment #1.*

Girl Scout Week – 108th Anniversary of Girl Scouts of the USA

Mayor Elmore presented a Proclamation, in honor of the 108th Anniversary of Girls Scouts of the USA and proclaiming the second week in March as Girl Scout Week in Dunn, to members of Girl Scout Troop #1783, Troop #56 and Troop # 2172. *A copy of the Proclamation (P2020-05) is incorporated into these minutes as Attachment #2.*

New Employee Introductions

Chief West recognized the following employees: Christian T. Grant – Police Officer I and Audreana D. Perez – Animal Control Assistant.

PUBLIC COMMENT PERIOD

The Public Comment Period was opened by Mayor Elmore at 7:20 p.m. Comments were made by April Chamblee of Dunn and Chris Ward of Tabor City, NC. With no further comments, the Public Comment period was closed at 7:26 p.m.

CONSENT ITEMS:

Approval of the minutes of the February 11, 2020 City Council Meeting.

Approval of Resolution for declaring certain property surplus and authorizing disposition. *A copy of the Resolution (R2020-01) is incorporated into these minutes as Attachment #3.*

Approval of Temporary Blocking of Streets:

- Chamber Concerts
- First Presbyterian Church
- Easter Egg Hunt – Blue and Smith Family

Motion by Council Member Bradham and second by Council Member Gaulden to approve all consent items. **Motion unanimously approved.**

ITEMS FOR DISCUSSION AND/OR DECISION:

Public Hearing and Consideration of Ordinance Amendment OA-03-20 Chapter 22, Zoning

Mayor Elmore opened a Public Hearing at 7:27 p.m. to consider amending Chapter 22 (Zoning) to establish definitions for “brewery” and “microbrewery” and the zoning districts in which they will be permitted by right, or as a conditional use. The public hearing was duly advertised on February 18, 25 and March 3, 2020.

Planning Director Adler presented the amendments as they pertained to Section 22-1, Division 6, Division 11 and Division 1. Adler reported that research was conducted prior to the changes finalized. Mayor Elmore asked if anyone would like to speak for or against the amendment. With no additional comments, the Public Hearing was closed at 7:31 p.m.

Motion by Council Member Sills and second by Mayor Pro Tem Turnage to adopt Ordinance Amendment Chapter 22-Zoning – OA-03-20 as presented. **Motion unanimously approved.** *A copy of the Ordinance Amendment OA-03-20 (O2020-03) and the Public Hearing Notice is incorporated into these minutes as Attachment #4.*

Audit Report and Presentation for FY 2018-2019

The Audit Report for Fiscal Year 2018-2019 was presented by Phyllis M. Pearson, CPA of Petway Mills & Pearson, PA. Finance Director Roberts advised Council that the Audit has been filed with the State.

Motion by Council Member McLean and second by Council Member Gaulden to approve and accept the Audit as presented by the Audit Firm of Petway, Mills & Pearson for the fiscal year ended June 30, 2019. **Motion unanimously approved.** *A copy of the Audit Report is on file with the City Clerk's records.*

Tentative Award for NCDOT Project I-5883 Utility Relocation (PJ's Truck Bodies)

City Manager Neuschafer requested Council tentatively award a construction contract to extend the City's gravity sewer line to PJs Truck Bodies in connection with the I-95 Widening Project. Since the I-95 widening project will damage the septic field at PJ's Truck Bodies, NC Department of Transportation (NCDOT) has agreed to reimburse the City for the construction and engineering costs associated with extending an 8 inch gravity sewer line in order to provide sewer service to PJ's Truck Bodies. On February 25, 2020, the City of Dunn received four (4) bids for the sewer extension. The low bid was submitted by Temple Grading and Construction Company, Inc. in the amount of \$186,725. This project will be completed at the expense of NCDOT with construction, engineering, and limited construction administration/inspections costs being reimbursable to the City. The Utility Relocation Agreement between the City of Dunn and NCDOT dated December 10, 2019, included a prior Engineering estimate of \$162,000 which included construction, engineering services, and contingencies. The project's budget has been revised to \$215,000 and includes:

Low Bid	\$186,725
Engineering Services	\$ 19,000
Contingencies	<u>\$ 9,275</u>
	\$ 215,000

Motion by Council Member Bradham and second by Mayor Pro Tem Turnage to tentatively award a sewer construction contract to Temple Grading and Construction Company, Inc., in the amount of \$186,725 contingent upon NCDOT agreeing to the updated project budget of \$215,000 and also contingent upon NCDOT acquiring the necessary Right of Ways, Utility Easements, or Right of Entry Agreements for private properties. **Motion unanimously approved.**

Board Appointments

Motion by Mayor Pro Tem Turnage and second by Council Member Bradham to approve the following appointments:

- Gary Beasley to the Planning Board for term ending June 30, 2021
- Wesley Johnson, Hope Gower Tyndall and Caroline Wilson to the Parks and Recreation Advisory Board for terms ending June 30, 2023
- Cindy Atkins to the Cemetery Advisory Board for term ending June 30, 2022.

Motion unanimously approved.

Approval to Apply for NCDOT – Bicycle and Pedestrian Plan Update Grant

City Manager Neuschafer requested approval from the Council to apply for a grant from NCDOT to update the City's current Bicycle and Pedestrian Plans and possibly combine into one plan. The City adopted a Pedestrian Plan in 2008 and a Bicycle Plan in 2014. There is a 10% match or approximately \$5,000 from the City, if a grant is received.

Motion by Council Member Bradham and second by Council Member McLean to approve the Resolution to authorize the City of Dunn to apply for a Bicycle and Pedestrian Planning Grant to update current plans. **Motion unanimously approved.** *A copy of the Resolution (R2020-02) is incorporated into these minutes as Attachment #5.*

Financial Report/Assessments Update

Finance Director Roberts provided the following financial report for the period ending February 29, 2020:

- Cash in the General Fund \$5,397,940 and \$2,355,147 in the (NCCMT Term Account) Water-Sewer Fund. Through February of 2019, the City had \$3,607,938 in the General Fund and \$2,344,648 in the Water and Sewer Fund.
- Taxes collected to-date, approximately \$3,846,780 in property taxes or approximately 92% of our expected tax income.
- Sales Tax Revenue through December is \$1,076,826. This is 48.7% of our total expected income with no change since last month.
- Utilities Sales Tax to-date is \$343,048.
- Building Permit Fees for the month were \$5,032, for a total collected for the year of \$88,146 or 110% of budget.
- Water and Sewer Revenues for the month were \$438,020 with total to-date of \$3,902,542 or 69.82% of budget.
- Expenditures are at \$7,406,775 or 66.1% of budget in the general fund. The Water and Sewer fund has spent \$6,207,200 or 61.9% of budget. The benchmark for this period is 66.7% of budget.

He also presented the Liens and Accounts Receivable report with liens in place currently totaling more than \$123,000.

Administrative Reports

Reports received: Communications/Public Information, Planning and Inspections Report, Public Works Report, Public Utilities Report, Parks and Recreation Report, Library Report and Police Report.

Motion by Council Member McLean and second by Mayor Pro Tem Turnage to acknowledge receipt of the Financial and Administrative Reports. **Motion unanimously approved.**

Report of Quick Wins – Goals and Objectives of the Budget Retreat

Mayor Pro Tem Turnage reviewed the short term and long term goals established by Council at the 2020-2021 Budget Planning Retreat. Mayor Elmore added that the Retreat went well and he added that the City staff is already working on several of the priorities established.

City Manager's Report

City Manager Neuschafer reported on meeting with NCDOT concerning the I-95 Widening Project. Projects with the City of Dunn interchanges are progressing and moving quickly. NCDOT expects to receive bids around July with award by September and they are expecting construction to begin by the end of this calendar year.

Announcements/Information

Mayor Elmore announced upcoming events and activities.

Motion by Mayor Pro Tem Turnage and second by Council Member McLean to enter Closed Session in accordance with [N.C.G.S. 143-318.11(a)(5)] for the purpose of land acquisition. **Motion unanimously approved.**

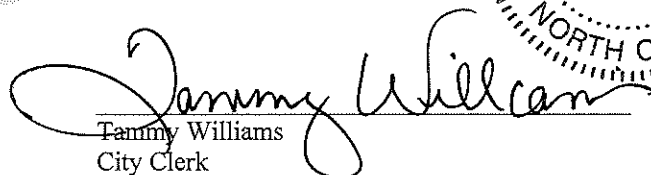
Mayor Elmore reconvened the Council meeting at 8:46 p.m.

City Attorney Pope presented offer to purchase a parcel of property containing approximately 6.13 acres located on North Watauga Avenue, owned by Vivian Fitchett, PIN #1517-41-3102.000 for purchase price of \$40,000. City Manager Neuschafer added that engineers did a storm water study in 2014 and this property was identified as a possible area for a retention pond to slow the water movement south.

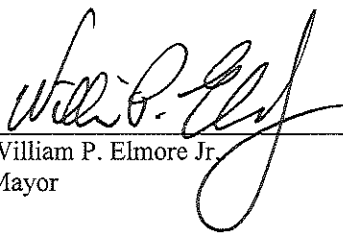
Motion by Mayor Pro Tem Turnage and second by Council Member Sills to authorize City Manager to execute the contract to purchase the property from Vivian Fitchett for the price of \$40,000 for the purpose of enhancing the City's drainage situation. **Motion unanimously approved.**

With no further business to discuss, motion by Council Member Sills and second by Council Member McLean to adjourn the meeting at 8:49 p.m. **Motion unanimously approved.**

Attest:


Tammy Williams
City Clerk




William P. Elmore Jr.
Mayor