

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

The City Council of the City of Dunn held a Regular Meeting on Tuesday, March 12, 2019, at 7:00 p.m. in the Dunn Municipal Building. Present was Mayor Oscar N. Harris, Mayor Pro Tem Frank McLean, Council Members Buddy Maness, Dr. Gwen McNeill, Billy Tart, Chuck Turnage and Dr. David L. Bradham.

Also present was City Manager Steven Neuschafer, Public Utilities Director Heather Adams, Interim Public Works Director Vince Washington, Chief Building Inspector Steven King, Chief of Police Chuck West, Parks and Recreation Director Brian McNeill, Human Resources Director Anne Thompson, Librarian Mike Williams, Communications Coordinator, Christian Ortiz, Attorney Wiley Pope, and City Clerk Tammy Williams. Also present were Guests recognized by Mayor Harris: Tom Woerner with The Daily Record

INVOCATION

Mayor Harris opened the meeting at 7:00 p.m. and Reverend Howard Dudley, Pastor at First Presbyterian Church gave the invocation. Afterwards, the Pledge of Allegiance was recited.

AGENDA ADJUSTMENT AND APPROVAL

Motion by Council Member Turnage and seconded by Council Member McNeill to adopt the March 12, 2019 meeting agenda as presented. **Motion unanimously approved.**

PRESENTATIONS:

Proclamation Honoring Mr. Freddie Williford

Mayor Harris and City Clerk Williams presented a Proclamation in honor and recognition of Mr. Freddie Williford. Mr. Williford was accompanied by members of his family, Sherry Williford Baysa, Tracy Baysa, Meredith Baysa and Slater Johnson. *A copy of Proclamation (P2019-03) is incorporated into these minutes as Attachment #1.*

After presentation, Mayor Harris briefly recessed the meeting and the meeting was reconvened at 7:17 p.m.

Retirement Resolution – Billy Eason

Mayor Harris and Public Works Director Washington presented a Retirement Resolution to Billy Eason with 30 years with the City of Dunn. Mr. Eason was accompanied by his wife, Barbara. *A copy of Resolution (R2019-02) is incorporated into these minutes as Attachment #2.*

PUBLIC COMMENT PERIOD

The Public Comment Period was opened by Mayor Harris at 7:21 p.m. Mr. Jay Sills, who resides at 3177 Ashe Avenue, Dunn, shared his concerns on the drug activity in the City of Dunn and the surrounding area.

With no further comments, the Public Comment period was closed.

CONSENT ITEMS:

Minutes – Council considered approval of the minutes of February 5, 2018 City Council Meeting.

Minutes – Council considered approval of the minutes of Budget Planning Retreat February 8-9, 2019 Minutes.

Retirement Resolution – Patti Collins. *A copy of Resolution (R2019-03) is incorporated into these minutes as Attachment #3.*

Approval of Temporary Blocking of Streets for Second Annual Chalk Fest 2019.

Approval of Audit Contract FY 2018-2019 with Petway Mills & Pearson, PA. *A copy of the Contract is incorporated into these minutes as Attachment #4.*

Motion by Council Member Tart and seconded by Council Member Bradham to approve all consent items. **Motion unanimously approved.**

ITEMS FOR DECISION:

Resolution to Approve the Water System Asset Management Plan

Eddie Staley and William Cowan with WithersRavenel presented the City of Dunn Water Asset Management Plan. The plan was developed by the funding of a \$150,000 Asset Inventory and Assessment Grant provided by the NC Division of Water Infrastructures in 2017. The scope of the plan included GPS locating and GIS mapping the entire water system, Asset Ranking and Prioritization, Asset Management Plan, Capital Improvement Plan and implementation of GIS to work order system. This plan is a guide to work with and improve the City's aging infrastructure. The City has also been recommended for a \$150,000 AIA Grant for the Sewer System. The anticipated revenue stream needed to fully fund CIP is \$2.3 million per year. Mr. Staley did share that there are programs and opportunities to offset the costs of these projects. He further stated that having an Asset Management Plan adds about 10 points to your score when applying for loans and grants.

Mr. Staley also discussed the opportunity to move ahead with addressing the Magnolia Water line project in this fiscal year for approximately \$120,000.

After discussion, a motion was made by Council Member Turnage and seconded by Mayor Pro Tem McLean to approve the Resolution adopting the City of Dunn Water System Asset Management Plan as presented. **Motion unanimously approved.** *A copy of Resolution (R2019-04) is incorporated into these minutes as Attachment #5 with the complete plan on file in the City Clerk's office.*

Renewal for Building Reuse Grant – 510 Spring Branch project

City Manager Neuschafer has requested direction from the Council on executing the time extension for the Building Re-Use Grant for Spring Branch LLC. A stop order has been placed on the project due to the owners losing their general contractor. As requested by Council at last month's meeting, Attorney Pope sent an email to the property owner's attorney concerning the need for an update and timeline on the project. Chief Building Inspector King told the Council that he had been contacted by Lamar and was told that they are testing to add a third floor to the hotel but as of today there is still not any active permits. Mayor Harris shared that the City Attorney has recommended that the Council deny any extension on the grant. Mayor Harris stated that at some point the Council will need to make a decision on the continuation of this project due to lack of activity and the appearance of the property.

Motion by Council Member Turnage and seconded by Council Member Bradham to deny the extension of the Building Re-Use Grant for \$100,000 for the 510 Spring Branch Project due to the owner's lack of holding up their part of the agreement with the City. **Motion unanimously approved.**

Quitclaim Deed for Water Line and Easement – McKay Tract

Several years ago the City of Dunn abandoned a portion of the 14 inch water transmission main that once delivered water to Dunn. Since this portion of waterline has been abandoned and is no longer in use, the owner is requesting a Quitclaim Deed releasing the City of Dunn of any rights to construct, maintain, reconstruct, repair, or remove the abandoned line that is located within an easement on Parcel ID No. 06059715290003 03 in Erwin, North Carolina. (Mary S. McKay Tract)

Motion by Council Member Tart and seconded by Mayor Pro Tem McLean to approve the Quitclaim Deed as requested, authorizing City Manager Neuschafer to sign on behalf of the City and to relinquish responsibility for the abandoned water line located on the McKay Tract. **Motion unanimously approved.** *A copy of the Quitclaim Deed is incorporated into these minutes as Attachment #6.*

Set Election Filing Fees

The filing fee for the Primary election is to be set by the City Council for the municipal elections set for October 8, 2019. The filing period begins Friday, July 5, 2019 at 12:00 noon and ends Friday, July 19, 2019 at 12:00 noon. All candidates will file at the Harnett County Board of Elections in Lillington. Since 1999, the City of Dunn filing fees have been \$27.00 for Council Member and \$42.00 for Mayor.

After discussion, a motion by Council Member McNeill and seconded by Mayor Pro Tem McLean to set the filing fee for the 2019 City of Dunn Municipal Election as \$27.00 for Council Member and \$42.00 for Mayor. **Motion unanimously approved.**

ITEMS FOR DISCUSSION AND/OR DECISION:

Bid Award for Paving Project

The planned street improvement work includes a base bid for 3 areas: Broad and Ellis, Brunswick and Washington with alternate bids for Wilson, West Carr, and East Carr. Bids were originally received October 4th, at which time there were only 2 bidders. Since bid laws do not allow opening formal bids with less than 3 submitters, the bids were returned and the project was re-advertised for February 21st and only one bid was received. The Base Bid received was \$741,575 with alternate bids at \$313,802.50. The approved budget for the paving is \$785,000 and with the project including \$80,250.00 from Storm Water Fund, City Manager Neuschafer recommended that the Carr Street alternates be included in the bid award. Council Members felt strongly that the paving project contract should stay in the allocated budget and felt alternates could be added, if contingencies were not used.

After discussion, a motion was made by Council Member Maness and seconded by Council Member Bradham to award a contract to Turner Asphalt, GC, LLC for the Base Bid of \$741,575.00. **Motion unanimously approved.**

Resolution in Opposition to HB 91 and SB 87 requiring Consolidation in Counties of Multiple ABC Systems

The NC General Assembly is proposing legislative changes to the current ABC laws, which would include consolidation of all four ABC stores in Harnett County and put them in the control of the County. Mayor Harris shared the amount Dunn's ABC system distributes to the City of Dunn annually, General Fund \$125,000 and \$8,000 to the Police Department. Since 1962, Dunn's ABC stores have contributed in excess of \$4.4 million to the City of Dunn's budget.

Motion by Council Member Maness and seconded by Council Member Turnage to approve the Resolution in Opposition to the North Carolina General Assembly's Proposal in HB 91 and SB 87 Requiring Consolidation in Counties with Multiple ABC Systems. **Motion unanimously approved.** *A copy of Resolution (R2019-05) is incorporated into these minutes as Attachment #7.*

Proposed Sewer Rate Adjustment

Public Utilities Director Adams presented the proposal to raise the sewer rates as presented on the attached Sewer Rates Plan outlining the Current and Proposed Rates. As discussed at the Retreat, this increase would eliminate the approximate \$500,000 deficit and allow the sewer fund to operate independently of the water fund. She is requesting on behalf of the staff that the Council increase sewer rates effective April 1, 2019.

After discussion on the importance of communicating to the citizens on the reasoning behind the increase, a motion was made by Council Member Maness and seconded by Council Member Turnage to approve the proposed sewer rates as presented with an effective date of July 1, 2019. **Motion was approved with Mayor Pro Tem McLean opposed.** *A copy of the Sewer Rate Plan is incorporated into these minutes as attachment #8.*

Financial Report/Assessments Update

City Manager Neuschafer provided the financial report for the period ending February 28, 2019:

- The City as of February 28, 2019, had \$3,607,938 in cash in the General Fund and \$2,344,648 in the Water-Sewer Fund. Through February 2018, the City had \$3,759,239 in the General Fund and \$2,671,782 in the Water and Sewer Fund.
- Property tax collections through February were \$3,735,320 or 97.7% of budget. Which is on track for end of February collections report, last year we were at 94%.
- Sales Tax Revenue is \$1,109,200 or 51% of budget. Benchmark for this month is 58.7% of budget.
- Utilities Sales Tax is \$350,982 or 49.33 % of budget. Benchmark for this month is 50% of budget.
- Building Permit Fees were \$53,809 or 71.4% of budget. Benchmark for this month is 66% of budget.
- Water and Sewer Revenues were \$2,904,734 or 61% of budget. Benchmark for this month is 66% of budget.
- Expenditures were 56.1% of budget in the general fund and 59.1% of budget in the water and sewer fund. The benchmark for this period is 66 % of budget.

Motion by Mayor Pro Tem McLean and seconded by Council Member McNeill to acknowledge receipt of the Financial Report. **Motion carried unanimously.**

ADMINISTRATIVE REPORTS

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

Motion by Council Member McNeill and seconded by Council Member Bradham to acknowledge receipt of Administrative Reports. **Motion unanimously approved.**

City Manager’s Report

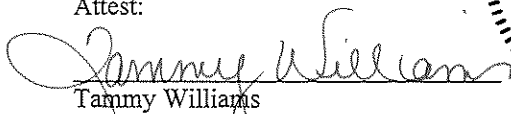
City Manager Neuschafer introduced Christian Ortiz, Communications Coordinator for the City of Dunn. Her role is to help improve communications with the City of Dunn’s citizens and to educate the public on the activities and projects of the City using various forms of media including an updated web site.

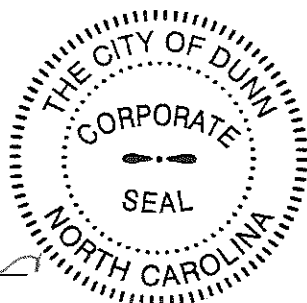
ANNOUNCEMENTS AND INFORMATION

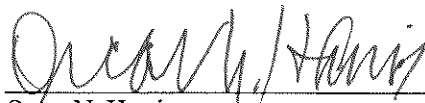
Mayor Harris announced upcoming events and activities and acknowledged the minutes provided by the Dunn Housing Authority. He also read the plaque presented to the City of Dunn from the Harnett County MLK Committee and the Harnett County NAACP on the 20th Anniversary of the Martin Luther King events held each year in Dunn.

With no further business to discuss, a motion was made by Council Member McNeill and seconded by Mayor Pro Tem McLean to adjourn the meeting at 8:04 p.m. **Motion unanimously approved.**

Attest:


 Tammy Williams
 City Clerk




 Oscar N. Harris
 Mayor