

Dunn City Council
Regular Meeting
Tuesday, June 14, 2022
6:30 p.m., Dunn Municipal Building

Minutes

PRESENT: Mayor William P. Elmore Jr., Mayor Pro Tem Dr. David L. Bradham, Council Members J. Wesley Sills, April Gaulden, Frank McLean, Billy N. Tart, and Chuck Turnage.

Also present: City Manager Steven Neuschafer, Assistant City Manager Mathew Boone, Finance Director Jim Roberts, Public Utilities Director Heather Adams, Chief of Police Clark White, Police Major Cary Jackson, Parks and Recreation Director Brian McNeill, Human Resources Director Connie Jernigan, Librarian Mike Williams, Public Works Director Vincent Washington, Communications Coordinator Kaitlin Adkins, Wiley Pope, and City Clerk Tammy Williams.

CALL TO ORDER AND INVOCATION

Mayor Elmore opened the meeting at 6:30 p.m. and Rev. Randy Hill, Pastor at Gospel Tabernacle Church gave the invocation. Afterwards, Council Member Gaulden led in the Pledge of Allegiance.

AGENDA ADJUSTMENT AND APPROVAL

Motion by Mayor Pro Tem Bradham and second by Council Member Turnage to adopt the June 14, 2022 meeting agenda as presented. **Motion unanimously approved.**

CONSENT ITEMS

- Minutes of the April 21, 2022 Special City Council Joint Meeting with the Dunn Planning Board.
- Minutes of the April 28, 2022 Special City Council Meeting.
- Minutes of the May 10, 2022 Regular City Council Meeting.
- Retirement Resolution – Vincent Lee Washington. *A copy of the Resolution (R2022-22) is incorporated into these minutes as Attachment #1.*
- Special Events – Temporary Blocking of Street – State Tournament
- Special Events – Temporary Blocking of Alley – Downtown Alley Concert Series
- Special Events – Temporary Blocking of Street – Vacation Bible School
- School Resource Officer MOU Renewal – Harnett Primary and Wayne Avenue Schools
- Inspections Agreements with Harnett County. *A copy of the agreements are on file with the City Clerk.*
- Budget Amendment – Land Purchase. *A copy of Budget Amendment (BA2022-29) is incorporated into these minutes as Attachment #2.*
- Budget Amendment – Stormwater Fund. *A copy of Budget Amendment (BA2022-30) is incorporated into these minutes as Attachment #3.*
- Budget Amendment – Insurance and Loans. *A copy of Budget Amendment (BA2022-31) is incorporated into these minutes as Attachment #4.*
- Budget Amendment – Health Insurance and Materials. *A copy of Budget Amendment (BA2022-32) is incorporated into these minutes as Attachment #5.*
- Lease Proposal for Mail Services Equipment
- Engineering Services Agreement Amendment with WithersRavenel for the Clean Water State Revolving Fund (CWSRF) Sewer Rehabilitation Project. *A copy of the amendment has been filed with the City Clerk.*

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

PRESENTATIONS

Vincent Lee Washington Retirement Resolution

Mayor Elmore recognized Vincent Washington, retiring as the Public Works Director, who was presented a Retirement Resolution in recognition of his 27 and a half years of service here at the City of Dunn.

Proclamation Presentations

- Mayor Elmore presented a Proclamation to Council Member Gaulden extending support to the efforts of the Active People Healthy NationSM initiative. Council Member Gaulden, who attended the Champions Institute, launched in 2020 by Active People, Healthy NationSM through Smart Growth America, requested this proclamation. The program is designed to equip a hand-picked group of elected officials to effectively advocate for and support safer and more complete streets in their communities. Council Member Gaulden was chosen as one of 20 local elected officials in the nation to receive comprehensive training to help her become a champion in our community to promote activity-friendly routes to everyday destinations. Remarks were also made by Council Member Gaulden, whom just finished her classes in the program this week. *A copy of the Proclamation (P2022-04) is incorporated into these minutes as Attachment #6.*
- Mayor Elmore also presented a proclamation to Council Members Gaulden and McLean recognizing June 19, 2022 as Juneteenth in the City of Dunn. *A copy of the Proclamation (P2022-05) is incorporated into these minutes as Attachment #7.*

PUBLIC COMMENT PERIOD

The Public Comment Period was opened by Mayor Elmore at 6:47 p.m. Comments were made by Joe Parda, Vice President with Temple Grading and Construction Co, located in Harnett County, concerning the award of the Sewer Rehabilitation contract. With no additional comments, the Public Comment Period was closed.

ITEMS FOR DISCUSSION AND/OR DECISION

Comprehensive Land Use Plan and Land Use Map

Mayor Elmore opened the Public Hearing at 6:53 p.m. City Manager Neuschafer presented the Draft Comprehensive Land Use Plan and Future Land Use Map, which is not fully completed but is being presented to comply with Chapter 160D requirements of the North Carolina General Statutes. The draft plan has been approved by the Planning Board in draft form. The adoption of this requirement must be in place by July 1, 2022. UNC School of Government and the City Attorney recommended to adopt our plan, even though the document is still in draft form. The new Land Use Plan and Future Land Use Map will replace, in its entirety, the existing 2030 Land Use Plan that was completed in 2005. The final plan will be brought back either July or August.

Motion by Council Member Gaulden and second by Council Member McLean to adopt the Draft Comprehensive Land Use Plan and Land Use Map as presented. **Motion unanimously approved.**

Ordinance Amendment – Community Appearance Advisory (CAC) Board

Mayor Elmore opened the Public Hearing at 6:59 p.m. City Manager Neuschafer shared that after a review of CAC activities at the April Council Meeting, Council decided to move forward with making the CAC an official City of Dunn Advisory Board. He presented proposed amendment to the City Ordinances to formalize the Committee as the Community Appearance Advisory Board. The proposed amendments have been reviewed and edited by the City Attorney, Tilghman Pope. With no comments, the Public Hearing was closed.

Motion by Council Member Sills and second by Council Member Gaulden to approve Ordinance Amendment OA-03-22 to create the Community Appearance Advisory Board as presented. **Motion unanimously approved.** *A copy of the Ordinance (O2022-06) is incorporated into these minutes as Attachment #8.*

Annexation Petition ANX-02-22 – City-Owned Property

Mayor Elmore opened the Public Hearing at 7:01 p.m. City Manager Neuschafer presented request to extend the corporate limits of the City of Dunn by the voluntary contiguous annexation of City-owned Property and public right of way located on a portion of 8.32 acres on N McKay Ave with access from Nu Home St and N King Ave, identified in the Harnett County Registry as PIN #1517-71-6247.000. The Resolution of Intent to Annex the Property and set the Public Hearing was adopted on June 14, 2022. With no comments, the Public Hearing was closed.

Motion by Mayor Pro Tem Bradham and second by Council Member Turnage to adopt the ordinance to extend the corporate limits of the City of Dunn as presented. **Motion unanimously approved.** *A copy of the Ordinance (O2022-07) is incorporated into these minutes as Attachment #9.*

FY2022-2023 Proposed Budget

Mayor Elmore opened the Public Hearing at 7:03 p.m. City Manager Neuschafer presented his Budget Message, the proposed fee schedule and Budget Ordinance. He reviewed the General Fund, Water and Sewer Fund and Stormwater Fund projected revenues and expenditures. Comments were made by Walter Massey expressing appreciation for the direction the Council is taking the City and requested additional support for Dunn PAL. Hubert Yeatman spoke in reference to the sewer moratorium. With no additional comments, the Public Hearing was closed.

Motion by Council Member McLean and second by Council Member Tart to adopt the Fiscal Year 2022-2023 Budget as presented to include the Budget Ordinance and Fee Schedule. **Motion unanimously approved.** *A copy of the Ordinance (O2022-08) is incorporated into these minutes as Attachment #10.*

Resolution to Name Bridge after The Honorable Oscar N. Harris

Mayor Elmore shared that Oscar has served as Mayor of the City of Dunn for five terms and served as North Carolina Senator for two terms. Oscar has always been a strong advocate and supporter of the City of Dunn and has made significant contributions to our city's history and the City now has an opportunity to honor him.

City Manager Neuschafer presented Resolution, Application and Certification for consideration to request naming the Interstate 95 Bridge over US Highway 421 in Memory and Honor of The Honorable Oscar N. Harris. He added that the City has a sponsor willing to cover the \$2,000 for the sign.

Mayor Elmore opened the floor for public comments and shared that public comments will be received in writing and maybe submitted to the Clerk until Friday, June 17, 2022. No comments were received.

Motion by Council Member Tart and second by Council Member Turnage to adopt the Resolution, Application and Certification to name the Interstate 95 Bridge over US Highway 421 in Dunn in memory and honor of Oscar N. Harris and to submit to the NC Department of Transportation for consideration. **Motion unanimously approved.** *A copy of the Resolution (R2022-23) is incorporated into these minutes as Attachment #11.*

Resolution Fixing Date of Public Hearing for Voluntary Annexation Petition ANX-01-22

City Manager Neuschafer presented proposed resolution fixing the date for a Public Hearing for the voluntary contiguous annexation petition ANX-01-22; portion of 800 Tilghman Drive, PIN #1506-86-9966.000, owned by Harnett Health Systems, Inc. The Council adopted a Resolution Directing the Clerk to Investigate the Voluntary Annexation ANX-01-22 and the Certificate of Sufficiency has been provided.

Motion by Council Member Turnage and second by Council Member McLean to adopt the Resolution Fixing Date of Public Hearing as July 12, 2022 for the Voluntary Contiguous Annexation Petition ANX-01-22. **Motion unanimously approved.** *A copy of the Resolution (R2022-24) is incorporated into these minutes as Attachment #12.*

Stormwater Mapping Engineering Contract Award

City Manager Neuschafer shared that Council authorized him to enter negotiations with ESP Associates to produce an interactive mapping diagram of the cities complete stormwater system. This project received state funding in the amount of \$500,000 and the anticipated budget for the mapping is \$349,000, which should leave funds that can be used for another stormwater project. The mapping project should be completed in nine months.

Motion by Mayor Pro Tem Bradham and second by Council Member McLean to allow the city manager to enter into contract with ESP Associates, INC to provide the city with a comprehensive map of its stormwater system. **Motion unanimously approved.**

Tentative Award for USDA Phase I Sewer Rehabilitation

Public Utilities Director Adams presented request to tentatively award a construction contract for the USDA Phase 1 Sewer Rehabilitation Project. The City received three sealed bids on May 24, 2022. With the rising cost of materials and construction, the bids all came in over budget. USDA representatives were present and stated that if the City wanted to move forward with the project, the City must award on base bid, since the bids exceeded the approved budget. The bid alternates did not reduce the cost of the project. T2 Contracting was the low base bid, so staff is recommending T2 Contracting, contingent upon approval by the USDA and the NC Local Government Commission.

Projected Project Cost

Construction Cost: \$2,927,842
Engineering Cost: \$ 328,859
Legal Fees \$ 12,500
Contingency 10%: \$ 290,000

TOTAL \$3,559,201

USDA funds available are \$2,363,000. The City will need to contribute \$1,196,201 in order to complete the project as originally scoped. The City staff recommends proceeding with the whole project using American Rescue Plan Local Recovery Funds to assist with paying the difference, due to the requirements of the SOC.

Motion by Council Member Gaulden and second by Council Member McLean to tentatively award the USDA Phase 1 Sewer Rehabilitation construction contract to T2 Contracting, Inc. in the amount of \$2,927,842, contingent upon approval by the USDA and the NC Local Government Commission. **Motion unanimously approved.**

Tentative Design Build Award for the Black River WWTP Improvements

Public Utilities Director Adams presented request to enter into a contract with a design build team to design and construct the wastewater treatment plant improvements. The following WWTP improvements have received State Revolving Fund loan approval: addition of a new clarifier, rehabilitation of an existing clarifier, new aeration splitter box, upsize internal piping, construct new chlorine contact chamber, and chemical addition improvements. The project will increase the WWTP's hydraulic capacity, therefore improving treatment during peak flow conditions. At the May meeting, Council authorized staff to move forward with contract negotiations. The City Attorney has reviewed and approved the design contract and the design build standard conditions agreement. Once the design is approved by the State, an equipment procurement contract and construction contract will be brought to Council for approval. She reminded Council that this project is also tied to the SOC.

Motion by Council Member Turnage and second by Mayor Pro Tem Bradham to tentatively award a contract with TA Loving Company in the amount of \$384,000 for the design phase of the Black River Wastewater Treatment Plant project contingent upon the Division of Water Infrastructure's review and approval. **Motion unanimously approved.**

Advisory Board Appointments

Mayor Elmore appointed Sadie McLamb to the Dunn Housing Authority for a term ending June 30, 2023.

Motion by Council Member Sills and second by Council Member Tart to appoint the following to the Community Appearance Advisory Board: Ann Fairley, Linda Monds, Brian Tiede, Cornelia Malloy and Meredith Bradham to a term ending June 30, 2024; to appoint Lynwood Massengill, Marian McDonald, Cindy Atkins and John Frazee to a term ending June 30, 2023 and to appoint Meredith Bradham as Chairwoman. **Motion unanimously approved.**

Motion by Council Member Gaulden and second by Council Member McLean to appoint Rachel Hayes and Connie Greene to the Library Board of Trustees for a term ending June 30, 2025. **Motion unanimously approved.**

Motion by Council Member Mclean and second by Council Member Gaulden to appoint Lynn Jernigan to the ABC Commission for a term ending June 30, 2025. **Motion unanimously approved.**

Motion by Council Member Turnage and second by Council Member Tart to appoint Vincent Pressley, Keith Williams and Chip Mangum to the Parks and Recreation Advisory Board for term ending June 30, 2025. He also added to the motion to express appreciation to Laronda Abney for her 18 years of service to the Board. **Motion unanimously approved.**

Motion by Mayor Pro Tem Bradham and second by Council Member Tart to appoint Andrew Currin and Lynn Godwin to the Planning Board for a term ending June 30, 2025. **Motion unanimously approved.**

Council Goals/Reports

City Manager Neuschafer wanted to publicly thank Vincent Washington for his time and efforts with the City and his support of him, personally for the past seventeen years. He added that Dwayne Williams has been appointed as the Interim Director of Public Works.

Administrative Reports

Finance Director Roberts provided the following financial report for the period ending May 31, 2022:

- Based on the May 31, 2022 bank statements, the City has \$10,043,444 cash, compared to \$8,398,893 last year.
- Water and Sewer Revenues for the month were \$514,233 with total collected year to-date at \$5,636,174 or 92.25% of budget, compared to \$5,324,663 in 2021.
- Property Taxes are \$3,962,637, compared to \$3,904,736 last year.
- Sales Tax receipts were \$211,708, with total collected year to-date at \$2,362,740.
- Utilities Sales Taxes are reported quarterly. For third quarter, taxes received is \$163,021, with total received for the year at \$486,135, compared to \$491,922 in 2021.
- Building Permit Fees for the month were \$13,793, with total collected of \$145,760 or 94% of budget, compared \$155,341 last year.
- General Fund expenditures for month are \$783,476, with total expensed to-date at \$11,140,684 or 88.74% of Budget, compared to \$9,703,303 in 2021.
- Water and Sewer fund expenditures for the month are \$1,102,536, with total expensed to-date at \$6,395,404, or 81.05% of budget, compared to \$5,266,613 last year.
- The benchmark for this period is 92% of budget.
- Roberts also updated on debt service and liens and assessments.

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

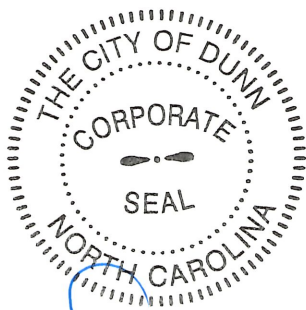
Announcements/Information

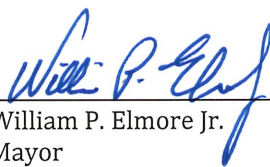
Mayor Elmore announced upcoming events and activities.

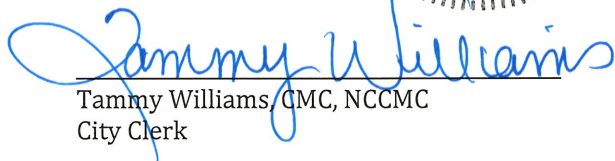
Council Member Turnage shared that it is the Army's 247th Birthday today.

With no further business to discuss, motion by Council Member McLean and second by Council Member Gaulden to adjourn the meeting at 7:50 p.m. **Motion unanimously approved.**

Attest:




William P. Elmore Jr.
Mayor


Tammy Williams, CMC, NCCMC
City Clerk