

## MINUTES FOR BOARD OF ALDERMEN MEETING

May 13<sup>th</sup>, 2014

6:00 PM

The following elected officials were present: Mayor Coleman, Alderman Cearley, Alderman Huggins, Alderwoman Morrow, and Alderman Withers. Ms. Duff arrived after the meeting began (6:18 pm).

The following staff members were present: Jim Palenick, Interim Town Manager; Maria Stroupe, Administrative Services Director; Gary Buckner, Police Chief; Bill Trudnak, Public Works Director; Steve Lambert, Fire Chief; Doug Huffman, Electric Director; and Anne Martin, Recreation Director. Tom Hunn, Town Attorney, and David Kahler, Community Development Director were absent.

The Mayor Coleman called the meeting to order at 6:00 pm.

Mayor Coleman opened with the Invocation and the Pledge of Allegiance to the Flag.

Mayor Coleman asked if there were any additions or deletions to the agenda. Mr. Palenick stated that he had presented an amended agenda to the Board members, adding a Closed Session for Personnel. Mr. Withers made a motion to approve the amended agenda presented, seconded by Mr. Huggins, and carried unanimously.

Mr. Withers made a motion to approve the minutes from the April 8, 2014 regular meeting and the April 22, 2014 work session, seconded by Mr. Cearley, and carried unanimously.

### **Consent Agenda:**

Item 5A was a request to sponsor and approve the annual Memorial Day Car Show and Festival. For the last several years, the Town of Dallas, in combination with the Dallas Optimist Club, has sponsored and held an event on the Memorial Day weekend which includes a Car Show, music, and other family-friendly events. This year, the Optimist club is requesting to hold the car show on Saturday, May 24<sup>th</sup> from 10:00 am until 4:00 pm and are requesting the closing of Main Street, from College Street to Holland Street. (Exhibit A) The Town will provide a canopy tent, porta-jons, 2 children's inflatable "bounce-houses" and approximately 50 chairs for music patrons. The closed streets will be barricaded between 8:00 am and 4:30 pm to accommodate the event set-up, along with the show and activities.

Item 5B was a request to approve the uncollectable accounts for May, 2014 in the amount of \$11,281.09.

Mr. Withers made a motion to approve the consent agenda, seconded by Mr. Cearley, and carried unanimously.

### **Recognition of Citizens:**

Mr. John Caves, Advanced Development Concepts, was to be present to discuss complaints the Town is receiving in relation to the water line project his company is working on. Mr. Caves was caught in traffic and should arrive later in the meeting.

### **Recognition of Employees:**

None

### **Public Hearing:**

None

**Old Business:**

Item 9A was presentation of an ordinance that was originally proposed on October 8, 2013 concerning barking dogs. This ordinance was not approved when originally proposed. Based on citizen complaints, the Board asked that the proposed ordinance be brought back for their review. At this time, the Board was to review the proposal for possibly setting a Public Hearing to move forward with the ordinance. Mr. Huggins made a motion to set a Public Hearing for June 10, 2014 to discuss revising the current ordinance to the proposed ordinance, seconded by Mr. Cearley, and carried unanimously. (Exhibit B)

Ms. Duff joined the meeting. (6:18)

Item 9B was awarding bids for multiple equipment purchases for completion of the Substation Project. On April 24, 2014, the Town opened sealed bids on a series of solicitations which make up much of the remaining equipment purchase and installation for the Town’s new Electric Substation. The results of the bid opening, along with an analysis of the results and recommendation for awards, was compiled by the Town’s Electrical Engineering Consultant, Robert Thomas. (Exhibit C) Following are the recommendations for awards:

- 1) Provision and installation of (1) 44kV Deadend Structure, High side Bus and Switches; along with (1) 15kV Switching Station as specified; Substation Enterprises of Alabaster, Alabama at a cost of \$211,718.00.
- 2) Provision of (1) 44kV Circuit Switcher as specified; Alstom Grid, Inc., at a cost of \$28,250.00.
- 3) Provision of (15) 7.2kV Voltage Regulators as specified; NTS/Siemens Energy, at a cost of \$164,925.00.
- 4) Provision of (1) 15kV Bus Breaker and (5) 15kV Circuit Breakers & Spare Relay, as specified; Siemens Industry, Inc., at a combined total cost of \$119,232.00.

Together, these awards will total \$524,125.00 and make up much of the remaining work which will occur and be paid for within the FY 2015 budget year beginning July 1, 2014. Following receipt and installation of the equipment detailed, the remaining items will be the fencing, control house, and certain cabling and wire hookups; all of which are budgeted for, and should be completed within, the FY 2015 year as well. Mr. Withers made a motion to award the bids as presented and recommended, seconded by Mr. Cearley, and carried unanimously.

**New Business:**

Item 10A was a request to accept street within Spencer Mountain Village Subdivision. When new streets are constructed within dedicated, public rights-of way within the Town of Dallas, and they are determined following inspection and certification by the Town Engineer to meet the Town’s design specifications for construction, then it is historical practice that the Town Board act to formally “accept” the streets as the Town’s responsibility to maintain and control going forward. There are a series of identified street sections within the Spencer Mountain Village Subdivision where the final course of asphalt was recently placed and found to be acceptable by Town Engineer, Johnny Denton. (Exhibit D) Once accepted, the Town will then be eligible to receive NC State Powell Bill Funds for the streets in question. The street sections eligible to be accepted under the jurisdiction of the Town of Dallas are:

Eastway Drive	2474 linear feet
Village Center Drive	1285 linear feet
Tall Oak Drive	1251.5 linear feet
Westbury Court	1091.5 linear feet

Heather Ridge Drive	462 linear feet
Spencer Springs Drive	448 linear feet
Adlershot Court	196 linear feet

Mr. Huggins made a motion to accept the street sections as presented, seconded by Mr. Cearley, and carried unanimously.

Item 10B, was approval of a wholesale wastewater treatment agreement with Carolina Water Service, Inc. Carolina Water Service, Inc., a subsidiary of Utilities, Inc., and a private provider of both water and wastewater utility service, has for years provided wastewater collection and treatment to the residential properties within the College Park subdivision adjacent to Town limits and just off old Highway 3321. However, recently, as the small wastewater treatment “package plant: has become too costly to upgrade and maintain, the representatives of Carolina Water have agreed to terms with the Town of Dallas whereby we would accept all of the wastewater produced by the 53 homes within College Park once they install and pay for a central tap-in and metering pit to our collection system. Thereafter, they would pay the Town of Dallas for all gallons of wastewater accepted and treated on a monthly basis, at the retail rate for out-of-town users. Further, Carolina Water would continue to have full responsibility for and maintain the actual collection system within College Park. The term of the agreement is for 10 years with options for three, additional 10-year periods. Using the current “outside” rate and expected usage, Town revenues from this agreement are expected to be approximately \$1,050 per month, or \$12,600 per year to the Sewer Fund. Because the Town will have no responsibility for collection system maintenance or reinvestment, and since there is significant available capacity at the wastewater treatment plant, the actual expenses in treating these new flows will be very minimal; resulting in a “net” to the Town of over 90% of revenues received. Mr. Huggins made a motion to approve the wholesale wastewater treatment agreement with Carolina Water Service, Inc. as presented, seconded by Ms. Duff, and carried unanimously.

Item 10C, was awarding of a professional services contract for preparation of an updated, comprehensive Town Land Use Plan. When the Town Planning Board recently took up a major rezoning proposal associated with the West Trade Street Corridor, it postponed any action on the request, recommending instead that the Town first conduct and complete an updating of its comprehensive Land Use (Master) Plan; which has not been amended in over 10 years. Staff strongly agrees that it is appropriate that the Town contract with a professional planning firm to provide the planning services necessary to complete such a comprehensive Master Plan update. To support this effort, approximately \$30,000 has been included in the Community Development budget for FY 2015. A request for proposals (RFP) was both advertised generally and sent to at least 4 different targeted regional land use planning firms beginning in late March, with a deadline for submission set at 5:00 pm on Monday, April 21, 2014. The result of that solicitation was the receipt of 3 responsive proposals, each providing a detailed breakdown of the scope of their work, a timeline for completion, and a not-to-exceed total cost.

Submitting firms were: The Centralina Council of Governments, Charlotte, NC -- \$44,894-\$56,118  
 BenchMark Planning, Kannapolis, NC -- \$26,500-\$35,000  
 Kiser Planning & Development, Gastonia, NC – Not-To-Exceed \$33,125

CCOG has been providing the Town Grant administration for its CDBG Waterline Improvement project. Kiser Planning & Development recently produced the Town’s new “Town Center Plan”. BenchMark assisted the Town with the preliminary CDBG application process. Considering the full scope of the proposals provided; the timeline and resources; the competence of the staff assigned; and the final overall not-to-exceed fee proposal; Staff recommends contracting with Kiser Planning & Development to produce the updated Land Use Plan at the not-to-exceed total cost of \$33,125.00. Mr. Cearley made a motion to award the contract to Kiser Planning & Development as presented, seconded by Mr. Withers, and carried unanimously.

Item 10D, was declaration of surplus of a 1993 International Packer Truck assigned to the Solid Waste Department. In April, the Town took delivery of a new Solid Waste Truck. The oldest Solid Waste vehicle is the 1993 International Packer, which has become surplus and can be disposed of by sale at auction to the highest bidder on GovDeals. This unit has 71,494 miles and was the primary Solid Waste truck from 1993 until 2004, when it became the backup vehicle. In 2007 it became the Emergency backup vehicle. This truck will present some value to either another municipality or to a private Solid Waste hauler. A reserve of \$10,000 will be placed on the vehicle when it is advertised. All proceeds will be returned to the General Fund. Mr. Huggins made a motion to declare the 1993 International Packer truck as surplus to be sold on GovDeals, seconded by Ms. Duff, and carried unanimously.

Mr. Palenick gave a Manager's Report, noting current projects.

Mr. Withers made a motion to enter into a closed session as provided for by G.S. § 143-318.11 to consider the qualifications, competence, performance, character, fitness, or conditions of employment for a public employee, seconded by Ms. Morrow, and carried unanimously. (6:50)

Mr. Withers made a motion to exit the closed session, seconded by Ms. Duff, and carried unanimously. (7:33)  
No action was taken.

Mr. John Caves, Advanced Development Concepts, was present to discuss complaints received by Board members and Staff in connection with the Waterline Improvement Project his firm is working on. Complaints have been received concerning road cuts that are 5 -6 inches deep filled with gravel, but not maintained; the lack of signage for road work or road closures; and leaving work areas very messy with piles of asphalt and debris. Mr. Caves stated that he has replaced the supervisor over the project all but two of the asphalt crew. He apologized for the way the project has been conducted and hopes that by replacing the problem employees that the work will improve. Mayor Coleman said he had seen some improvement within the last couple of weeks, but that the project needs to move forward with those issues being addressed.

Mr. Withers made a motion to adjourn, seconded by Ms. Morrow, and carried unanimously. (7:47)

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Rick Coleman, Mayor

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Maria Stroupe, Town Clerk

