

Town of Boonville
April 4, 2017 Regular Meeting Minutes
Harvey E. Smith Municipal Building

The following were in attendance at the 4/4/17 regular meeting: Mayor Rusty Hunter, Commissioners Devin Carter, Bonnie Lasky, William Paul Baity, and Tony Reece. Also in attendance were Interim Town Administrator Sarah Harris, Police Chief Farron Jester, Finance Officer/Town Clerk Kim Wells, and Public Works Director Jeff Jones.

- I. Call to Order and Welcome:** Mayor Hunter called the 4/4/17 meeting to order at 7:00 p.m.
- II. Conflict of Interest Issues and Approval of Agenda:** Finance Officer/Town Clerk Wells stated that the minutes of the 3/30 recessed session were not ready and had been removed from the draft agenda. Commissioner Reece motioned to adopt the agenda. Commissioner Baity seconded, and the motion passed unanimously.
- III. Adoption of minutes – 3/7 regular session and 3/7 closed session:** Commissioner Baity motioned to adopt the minutes of the 3/7 regular session and 3/7 closed session. Commissioner Reece seconded, and the motion passed unanimously.
- IV. Public Comments:** None were voiced.
- V. Old Town Business:**
 - A. Update on Water and Sewer Projects:** Public Works Director Jones reported on the line looping and the setting up of the well drillers. He stated that current work at the sewer plant had been suspended dependent on well drilling. The Board members discussed on the discolored water issue on E. Main Street. Mr. Jones conveyed to the Board members the steps he had taken to try to keep the water clear. He stated that because of limited water usage in that area, there was not enough water flow to keep the water clear. Mr. Jones stated that in the upcoming budget year, he planned to purchase an automatic flusher that will eliminate the issue.
 - B. Waste Management, Inc.:** Mr. Stan Joseph and Mr. Lionel Johnson, representative from Waste Management, Inc., addressed the Town Board members regarding recent service issues. Mr. Johnson asked to be included on all correspondence with Waste Management. Mayor Hunter and Commissioner Lasky reiterated the expectations of the Town regarding Waste Management services.
 - C. West Main Street Sidewalk:** The Board members discussed the replacement of the sidewalk on West Main Street in front of Boonville Flower and Décor and the potential intersection improvements by DOT within the next four years. The topic was tabled until Interim Town Administrator Harris could obtain additional information from DOT.
- VI. New Town Business:**
 - A. Capital Project Ordinance:** Finance Officer/Town Clerk Wells gave an overview of the new ordinance that would replace the ordinance dated July 5, 2016. Commissioner Baity motioned to adopt the new Capital Project Ordinance. Commissioner Carter seconded, and the motion passed unanimously.
 - B. Downtown Coordinator Job Description:** Interim Town Administrator Harris presented a job description she had found that merged a Town Manager position with a Downtown Coordinator position. She stated that she would use it as a guide to prepare a similar position for the Town of Boonville. The topic was tabled until a position description is available for review.
 - C. Owner Request on Meadowview Dr.:** Mr. William Hemric, owner of three parcels on Meadowview Dr., addressed the Board members and asked for a discount or waiving of some tapping/boring fees for house(s) he proposed to build on his property and sell. Water Commissioner Baity was not in favor of discounting or waiving the fees. Mayor Hunter stated that research would have to be conducted to ensure any discounted or waiving of fees would be contraindicated by being perceived as an economic development incentive. Public Works Director Jones stated the fees in question were “at-cost” fees and were the actual cost to install the taps/meter boxes.
 - D. ARC Grant:** Interim Town Administrator Harris reported on a possible grant opportunity for downtown area Wi-Fi. She stated the grant would be a 50/50 match and would be a good incentive for economic development. The topic was tabled until next fiscal year.
- VII. Reports and announcements:**
 - A. Mayor’s report:** Mayor Hunter had no items to report.

- B. Interim Town Administrator's report:** Interim Town Administrator Harris reported that a Board of Adjustment meeting for a special use permit application was planned. She reviewed upcoming events and the status of the current year budget.
- C. Finance Officer's report:** Finance Officer Wells reported that 8 surplus vehicles/equipment had been posted on GovDeals and will run until 4/18. For the loan, she stated that the following funds had been received and spent in 3 of the loans.

Outfall Line – received \$210,736 in loan proceeds with \$9,987 going to Municipal Engineering and \$200,749 going to Portland Utilities.

Sewer Plant Improvement- received \$79,856 in loan proceeds with \$41,856 going to Municipal Engineering and \$38,000 going to Turner Murphy.

Water Phase I- received \$63,736 in loan proceeds with \$9,827 reimbursing the Town of loan closing fees and \$53,909 going to Municipal Engineering.

Finance Officer Wells stated that she was currently working on getting year-end projections ready for the current year and will be doing budget amendments in May.

- D. Public Works Director's report:** Public Works Director Jones reported on the JoAnn Fox ditch on Williams St. He stated the Public Works Department had 2 more service lines on Marview to replace. Mr. Jones reported on increasing the street replacement cost in the upcoming budget. He stated he was obtaining an updated paving quote for Howard St. and reminded the Board members it was a part of the agreement with Brad Storie when the Howard St. lift station was updated. Mr. Jones stated that there was a planned cul-de-sac installation so that the Waste Management truck would have a place to turn around. Public Works Director Jones reported that after a recent State inspection, there were no issues. Other items reported were a possible grant to pay for a GIS contractor, upcoming Fire Department flushing, and the annual maintenance of the water tanks.

- E. Police Chief's report:** Police Chief Jester stated the Police Department was concentrating on speeding in town, especially on N. Carolina Ave. He stated that the Department employees had obtained most of their annual certification training on line.

- F. Departmental Commissioner's Reports:** There were no reports.

- G. Committee reports as needed:** Tom Bastable, BBDDA, reported on the upcoming Yard Sale event and thanked the Board members for their financial support.

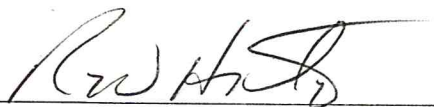
- VII. Closed Session per NCGS 143-318(a)(5&6):** Commissioner Baity motioned to go into closed session per NCGS 143-318(a)(5&6). Commissioner Carter seconded, and the motion passed unanimously at 8:00 pm.

Commissioner Carter motioned to award Daniel Cranford a 2% incentive retroactive to date of his (awarded) degree. Commissioner Lasky seconded, and the motion passed unanimously.

Commissioner Lasky motioned to make Steve Hutchens permanent at his current job description. Commissioner Carter seconded, and the motion passed unanimously.

Discussion followed on a possible date for the next budget workshop.

- VIII. Recess/Adjourn:** Commissioner Lasky motioned to recess until May 2, 2017 at 5:30 p.m. for a budget workshop. Commissioner Reece seconded, and the motion passed unanimously. The meeting ended at 8:34 p.m.



Russell (Rusty) Hunter, IV, Mayor



Kim Wells, Finance Officer/Town Clerk

Dear Mr. Baity and copied.

My name is William Hemric, I currently reside in the Fall Creek community of Yadkin County. I grew up in the town of Boonville and I still have family members who live in town. I am a property owner of real estate in Boonville.

I recently purchased 3 building lots in the city limits on Meadowview Dr. My plan is to bring new construction properties back to the town in this neighborhood. My partner and I have currently started construction of a spec home on one of the lots. My hopes are to provide families that are considering Boonville as their home a choice of older homes that are currently for sale or the choice of new construction.

In speaking with Kim & Jeff, it is my understanding that the connection fee to town water is \$2000 or \$2800 if a bore fee needs to be collected. With my conversations with Jeff, it seems that the taps are not in place for the vacant lots on this street. They were not installed at the time of original development and water line installation. Jeff has stated that the current regulations do allow the taps/meters to be put into place at the time of water line installation. The lot that I am currently building on will require a \$2800 connection fee.

I am writing to ask if the fee can be reduced or waived on the lot that I am currently constructing on. I am trying to attract families into the town with the new construction and of course budgets are tight on a speculative project such as this one. This home will bring a good amount of tax base as well as water fees to the town for many years to come. In the long term, this will allow the town to re-coup any reduced or waived fees. My hopes are that you will give serious consideration to the proposed reduction. This creates an incentive to develop and provide attractive new homes within the city limits.

Thank you very much for your time and consideration.

I would love to discuss further over the phone. I can be reached at the phone # below.

Best Regards,
William Hemric
336-831-3424

CAPITAL PROJECT ORDINANCE

Boonville Wastewater Treatment Plant Improvements

BE IT ORDAINED by the Town of Boonville Board of Commissioners 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 authorized is the rehabilitation of the Boonville Wastewater Treatment Plant to be funded by Clean Water State Revolving Fund.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein. This is a project length budget wherein the Capital Project Fund will remain operational for the term of this project

Section 3: The following expenditure amounts were originally appropriated for the project on September 14, 2016:

Professional Services	\$ 62,911
Construction (bid September 8, 2016)	\$777,612
Contingency (2%)	\$ 15,552
Closing Fee	\$ 17,121
Total Project Costs	<u>\$873,196</u>

Section 4: The following financing source is anticipated to be available to complete this project prior to Change Order 1 & 2:

Clean Water State Revolving Fund (CS370539-02)	\$856,075 (revised)
Closing Fee (Local Funds)	\$ 17,121
Total	<u>\$873,196</u>

Section 5: Due to necessary Change Orders totaling **\$60,750.00** additional funds are required in order to complete the project for the purposes for which it was intended with a total budget as defined below:

Professional Services	\$ 62,911
Construction as bid September 8, 2016	\$777,612
2% Contingency	\$ 15,552
Closing Fee (Local Funds)	\$ 17,121
Sub-Total Original Contract	<u>\$873,196</u>
Change Orders 1 & 2	\$ 60,750
2% Contingency	\$ 1,215
Sub-total Change Orders 1 & 2	<u>\$ 61,965</u>
Additional Closing Fee (Local Funds)	\$ 1,239
Sub-Total Additional Work	<u>\$ 63,204</u>
 Total Project Costs	 \$936,400

Section 6: Therefore the revised funding sources is anticipated to be available to complete this project:

Original CWSRF Loan	\$856,075
Additional CWSRF Loan Request	\$ 61,965
Total CWSRF revised CWSRF Loan	\$918,040
Original Closing Fee (Local Funds)	\$ 17,121
Additional Closing Fee (Local Funds)	\$ 1,239
Total Project	\$936,400

Section 7: The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records to satisfy the requirements of the funding agency, the funding agreements, and the federal regulations. The terms of the bond resolution also shall be met.

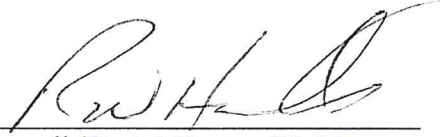
Section 8: Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the funding agency in an orderly and timely manner.

Section 9: The Finance Officer is directed to report, on a quarterly basis, on the financial status of each Project element in Section 3 and on the total grant/loan revenues received or claimed.

Section 10: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues related to this capital project in every budget submission made to this Board.

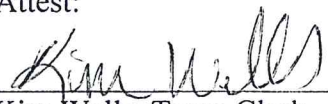
Section 11: Copies of this Capital Project Ordinance shall be furnished by the Clerk to the Governing Board, to the Budget Officer and the Finance Officer for direction in carrying out this project.

Duly adopted this 4th day of April, 2017



Russell (Rusty) Hunter, IV, Mayor

Attest:



Kim Wells, Town Clerk