

Butner Town Council Meeting was convened in the meeting room at South Granville Water and Sewer Authority (SGWASA) located at 209 West C Street, Butner, NC 27509 on Thursday, **September 3, 2009**, beginning at 7:00 PM.

Present and Presiding:

Mayor:

Council Members:

Thomas Lane
Vickie Cates
Christene Emory
Linda Jordon
Elbert Oakley, Jr.
Edgar Smoak
John Wimbush
Thomas S. Marrow
James C. Wrenn, Jr.
Dianne E. White

Town Manager
Town Attorney
Town Clerk

1. WELCOME AND CALL TO ORDER ... by Mayor Lane
2. ROLL CALL ... by Clerk
3. INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation given by Mr. Wimbush and Pledge of Allegiance led by Mr. Smoak.

4. APPROVAL OF AUGUST 6, 2009 MEETING MINUTES (See Attached)

August 6 minutes were approved on a motion by Mr. Wimbush, seconded by Ms. Cates – unanimously approved.

5. ADJUSTMENTS TO AND/OR APPROVAL OF SEPTEMBER 3, 2009 MEETING AGENDA

The Manager noted a financial report by Susan Hiscocks.

Hiscocks reported July wasn't a good month for revenues. She noted Butner spent \$108,674 less than was taken in. However, she also said August should be a good month for property tax collections. The Manager noted expense at the Sports Arena. The Mayor told Council to study the financial report and should there be questions, get with either Hiscocks or Marrow.

6. PUBLIC COMMENT PERIOD

Local citizen Marshall Dixon asked Mayor/Council to speak a little louder due to noise from fans.

7. PUBLIC HEARING(S) ... None

8. CONSIDER APPROVAL – POWELL BILL STREET RESURFACING LIST
(See Attachment)

Attached is a street map of the streets that need resurfacing this year. Also included are the potholes to be repaired. There are portions of 11 streets highlighted in blue and seven potholes highlighted in green circles. Davis Martin & Powell (DMP) estimates the streets to cost approximately \$266,350 and estimates potholes to cost approximately \$16,875. DMP engineering fees including street analysis, design, plan preparation, bidding, and construction administration totals \$33,500. We have also included a construction contingency of \$33,525 (10 percent). The total cost is estimated to be \$350,000. We are still working on the Gazebo Park layout, so that may not be finished by the time you receive this agenda. We'll have it to pass out at Thursday's meeting. If approved Thursday night, we will advertise for bids on September 13, 2009, open bids on September 29, 2009 and award the bids at our October 1, 2009 Council meeting. This will leave the Town approximately \$600,000 in the Powell Bill Fund. We tried to rank these streets in need and also by neighborhoods. These streets include most areas within Butner. If you have any questions concerning this street resurfacing list, please come by the Manager's Office or call before the Council meeting!

Marrow reported on streets to be resurfaced along with seven (7) substantial potholes. He said an attempt was made to spread the wealth around to **all** streets in Butner. Council Member Smoak inquired as to DOT possibly requiring Butner (since its incorporation) to take streets over. Marrow said he is told once incorporation and/or annexation takes place, DOT will no longer take over any streets in that area. If DOT already has streets in a particular area, they will continue to maintain. Of course, DOT would love the Town to take over streets alleviating them of expense/responsibility. There are private streets owned by development(s) or Town streets under the Powell Bill Program. Marrow said an estimated figure for street resurfacing with pothole repairs is \$280,975 ... true figures will be known once the project is put out to bid. With contingency monies along with technical services, the total recommended project budget is \$350,000. Plans are to hold a bid opening latter part of September with info back to the Council on 10/1/09. This leaves \$600,000± in Powell Bill funds. Marrow clarified Town streets (on the map) ... there wasn't a great degree of contrast between colors (red and fuchsia). Mr. Smoak had concerns as to who makes improvements on Wilkins Road, SR 1107 and SR 1240 (it appears SR 1107 has dropped off the State map). Smoak said Wilkins Road has been closed off (part is privately owned) – he spoke of 26th Street and Wilkins Road feeding into some of “prime industrial type land” in Butner. He suggested it should be made accessible to industries that may want to locate to Butner. Discussion arose concerning railroad crossings ... Town Manager Marrow enlightened the Council on a law passed some years back ... he said railroads reduced crossings due to safety issues. The Mayor and Mr. Smoak talked briefly about Wilkins Rd, SR 1196 and SR 1240 ... Lane said from SR 1246 on back to SR 1240 is in extremely bad shape. Smoak was pleased with DMP's revised plan – not so expensive and a 5-year plan he noted.

Mr. Smoak made a motion to move forward approving the resurfacing list of streets and bidding out street paving work along with getting prices for paving at the Gazebo Park (Park work would only be done if prices are favorable and/or /Council approved) ... this motion was seconded by Ms. Jordon. All voted in favor.

The Planner distributed a drawing showing existing conditions vs. proposed improvements at the Butner Gazebo Park (as an alternate bid) ... DMP engineering cost is \$4,000 – estimate for paving Park Project is roughly \$80,000 - \$84,000 --- actual bids could come in at a better price. Ms. Jordon asked about the basketball goal owned by the school ... Butner Council would like to make improvements around this area as well (while improving the Park in general). Possibly the Town could lease the space, make repairs and utilize this space. Ms. Cates inquired about landscaping, etc, work discussed/proposed by Landscape and Beautification Committee. She asked how this would play into planned phases. Hodges feels confident immediate work could happen this fall (planting Leland Cypresses and adding mulch around existing trees). She would like to put together a landscape plan for area around gazebo and send out for bid, see how costs come in. Bids should be in by 10/1/09.

Mr. Smoak suggested the Council think about monies being spent on the Park. In that regard, he spoke of folks parking on the grass, etc. – he said there may need to be another area sought for uses such as yard sales.

9. CONSIDER BUDGET AMENDMENT IN THE AMOUNT OF \$150,000 FROM THE POWELL BILL FUND TO COMPLETE THE ABOVE MENTIONED PROJECTS (IN #8 ABOVE)

Marrow said he budgeted \$200,000 back in April to resurface streets. Now, in all reality, that figure will run \$350,000 maximum. Therefore, Marrow requested an amendment of \$150,000 from Powell Bill Funds. Ms. Jordon made a motion, seconded by Ms. Emory to amend the budget accordingly. This motion passed unanimously.

Hopefully bids can be awarded/approved at the Council's 10/1 meeting – the Park paving is not Powell Bill eligible ... those monies would come from General Fund should approval proceed.

10. CONSIDER DISPOSAL OF SURPLUS VEHICLES/EQUIPMENT

We have an old 1985 Ford tractor that we no longer use. It's a gas engine that has been operated on diesel several times! The compression on the engine is not very good. It just so happens that SGWASA has an identical tractor and could use ours for parts, etc. In addition, the Town has a portable generator that once belonged to DHHS water and sewer operations. We have never used this generator and really don't have anything we can operate it with. SGWASA could use this generator as a backup to one of their sewer lift stations. The Manager would like your consideration to surplus these two pieces of equipment giving them to SGWASA.

Following a briefing by the Manager, the two (2) items were deemed surplus equipment and given to South Granville Water and Sewer Authority on a motion by Mr. Oakley, seconded by Mr. Wimbush. All voted in favor. Mr.

Oakley stipulated in his motion Butner would be allowed to use generator if need be.

11. CONSIDER AWARDING THE CENTRAL AVENUE SIDEWALK PROJECT TO DAVIS-MARTIN-POWELL (DMP) FOR ENGINEERING DESIGN SERVICES (See Attachment)

DMP helped the Town submit this grant application at little cost to the Town. I would like to award this contract to them to begin the engineering design process in order to prepare bid documents and move forward to complete this project in a timely manner. This particular grant is federally funded which means there will be lots of reporting requirements, audits, etc. Attached is a total cost breakdown for this project.

This sidewalk project will run from G Street down to SECU/new Town Hall site. **Council Member Smoak made a motion to award the Central Avenue Sidewalk Project to DMP for engineering design services, seconded by Council Member Cates. All approved.**

Marrow said this would involve quite a bit of work ... crossing t's and dotting i's on Federal reporting requirements (at no cost to Butner due to receipt of grant).

12. FOLLOW UP PRESENTATION BY HAGER SMITH - NEW TOWN HALL DESIGN (See Attachment)

Some Council Members at our last meeting were concerned about the high number of seating in the Council Chambers and the low seating capacity of the Multi-Purpose Room. Hager Smith has reduced the seating capacity in the Council Chambers and added more to the Multi-Purpose Room. Also, the distance for customer parking for SGWASA was being tweaked a little. We are still working with the State Employees Credit Union (SECU) to see if they will allow the Town to use their driveway. This decision will allow the architects to move forward on final building design. In talking with officials with SECU, they are interested in purchasing a strip of the Town's property to the rear of their building for future expansion. I told them the Town would strongly consider this once the architect identified where the proposed driveway leading out to D Street would be located. Location of this driveway will depend on the identification of "wetland's" and funding.

Marrow gave a briefing – he told Council we are assuming we can share a driveway for the new Town Hall with SECU; however, not yet confirmed. Jamie Loyack with HagerSmith addressed Mayor and Council.

- 1) Size of Council Chambers and Multi Purpose Room (seating capacity)
- 2) Shared drive with SECU
- 3) Road Extension to West D Street cost(s)

Loyack recommends right turn lane off Central (important to do if Butner does the shared drive with SECU) ... he called it a 'deceleration lane'.

Regarding seating in Council Chambers ... he said they contacted a number of municipalities for comparison purposes (Wake Forest, Apex and Knightdale). It appears a good number is 91. Therefore, more space went to the multi purpose room. Depending on how the multi purpose room is set up, it could accommodate anywhere between 45 – 84 people.

Cost for road extension is estimated to run from \$35,000 - \$50,000 (higher figure to include curb and gutter). When the topic of sub soils arose, the estimations above could (most likely) be elevated. Several Council Members agreed the plan for road extension should be included. Brick color options were mentioned ... Marrow said the group will at some point plan a trip to Raleigh to HagerSmith (to their sample room) where the group will first hand see colors, etc. The Manager reported Butner reps are working closely with SECU Manager Toretta Snipes on the driveway matter. Snipes talks encouraging. Loyack had an updated PowerPoint presentation (11 page handout).

13. DISCUSSION/UPDATE – PART F GRANT

As you were notified earlier, the Town just missed funding in a tie breaker with Kure Beach for the B Street Athletic Complex. We were told that we scored every possible point except for having a full time Recreation Department. So if we resubmit, we can't improve on our scoring. However, Dallis Tucker, our recreation representative would like to meet with us and discuss some possibilities that may be helpful. Mary Caudle and I are working on a joint meeting since his travel budget has all but been eliminated. The next application deadline will be January 31, 2010, same as last year. We need to meet with Mr. Tucker before any final decisions are made.

Marrow said Butner scored well; however, lost out to Kure Beach. The State had \$8 Million to award with \$27 Million in requests. Tucker wants to get more info on how the State is rating communities. Following this, Tucker and Butner reps can sit down and strategize for the next deadline (Jan, 2010). Both the Manager and Mayor praised the Planner on grant work.

14. REPORTS

- Town Manager
 - Boundary Survey ... info will come to the Board for consideration relatively soon
 - Lake Holt HVAC system ... a window unit was purchased and installed. Thompson would like the Council to approve allowing the lake to remain open through Christmas (closing end of December) – consensus was to approve. Lake level is down some Marrow said.
 - Sports Arena ... going well/on schedule, lights are on, most of interior has been painted, most electrical work is complete, AC was on today and Marrow said it felt great. Bathrooms are near completion ... sanding of gym floor to be done last (some floor replacement is necessary – not a part

of the contract). It was noted there will be some type of celebratory dedication once renovation project is complete.

- Attorney
 - Two (2) items for closed session ... Property Acquisition matters
 - Disposition of Surplus Property ... Wrenn said we'll need to post intentions (public notice) 5 days prior to the adoption of a Resolution approving the donation (related to agenda item 10)
- Planner
 - Ad was in today's *Butner-Creedmoor News* that Butner website is online! There are some tweaks, additions, etc. to come – municipal ordinances and Land Use Plan, minutes, etc. There are various features we can add (for a price) such as meeting agendas.

15. OTHER MATTERS

- STATUS/UPDATE ... New Town Hall
- STATUS/UPDATE ... Community Building – Mayor reported that Committee is pursuing possible use of Umstead Corrections property. Lane talked with Regional folks expressing Town of Butner's interest – waiting to hear back from them.

16. COUNCIL COMMENTS

Lane said he was approached by the Chamber relative to Butner hosting an "Alive After Five" next year. He has talked with BPS Director Hobgood ... Mayor will proceed accordingly with consensus from the Council (all were in favor).

Also, Mayor Lane received a request for a proclamation regarding VFW 100th Anniversary. He distributed a copy to Council.

Ms. Jordon said on 8/27 she (on behalf of M Hodges) attended the kick off meeting for Greater Triangle Stewardship Awards Program recognizing developers. Plans are to have a program out by 2010 and first awards recognition in February, 2011.

Also, Jordon, as a member of the Granville County Human Relations Council (working with the Chamber), said there will be Candidates Forum:

- One in Oxford at the Public Works Facility (McClanahan St)
- One in Creedmoor at Creedmoor City Hall (social from 6PM – 7 PM) with Forum starting at 7 PM

Jordon thanked Hodges and K Wolford for hard work on the website. Mayor Lane added his thanks to Jordon for her participation and hard work as well.

Mr. Smoak clarified what he stated earlier in the meeting when talking about uses in the Gazebo Park ... he wasn't referring to the Chicken Pickin ... rather, excessive yard sales.

Also, Smoak spoke of Rosemyr Corporation (mini-storage building) matter handled at a recent meeting ... Town of Butner has been offered an historical building at no charge. The Town will only incur charges moving it. Smoak said it is part of Butner's heritage and could immediately be used for storage of items and later be part of a small museum, etc. He would like the Manager to check into moving costs, etc. The

group talked about moving expense to either B Street ball field or G Street (vicinity of PW Dept).

Wayne Hobgood with BPS told the Mayor and Council they have hired 1 person leaving 4 remaining open positions. BPS is working with the Exchange Club on child safety seat checks at Food Lion (set for 9/14) ... also plans are to distribute child abuse info at this event. October is Fire Prevention Month – will report further on this. They have been successful with slowing down/stopping break-ins on B Street.

Mayor Lane said it is in order to express appreciation to Rep Crawford and Senator Berger for all their assistance on Butner's behalf. There are many individuals who do not understand how the various Butner institutions relate in the community.

*** Closed Session ***

The group unanimously voted to go into closed session (as noted by the Attorney) at approximately 8:30 PM ... motion by Mr. Smoak, seconded by Ms. Jordon.

*** Open Session ***

Mr. Wimbush made a motion, seconded by Mr. Smoak regarding the purchase of Town owned property (unanimously approved). A person and/or entity approaching the Town of Butner to purchase property owned by the Town (and the Town is inclined to dispose of) ... person/entity will be informed an appraisal by Brooks Appraisals is required. The property can be purchased at the appraisal price subject to a 10% upset bid and meeting other statutory requirements of NCGS §160A-269 and before property closes, the buyer will also be required to have property surveyed (purchaser to bear the costs of both appraisal and survey).

17. ADJOURNMENT

The meeting was adjourned at 9:21 PM on motion by Mr. Oakley, seconded by Ms. Jordon. All in favor.

Respectfully submitted,
Dianne E. White, CMC
Town Clerk

Thomas Lane, Mayor
Town of Butner