

The Randleman Board of Aldermen held a scheduled Pre-Agenda Meeting on the above date with the following members present:

Bucky Jernigan	(Mayor
Gary Betts	(Mayor Pro-Tempore
Melissa Blalock	(Alderwoman
Renee Bryant	(
Nancy Henderson	(
Keith Fogleman	(Alderman
Zachary Hewett	(City Manager
Bob Wilhoit	(Attorney

Meeting Called to Order

Mayor Jernigan called the regularly scheduled March 25, 2019 Pre-Agenda meeting to order.

Ordinances Discussion

City Manager Hewett, City Planner Patton and Chief Steve Leonard reviewed ordinances in order for Manager Hewett to present options regarding the ordinances to the Board. Possible new ordinances, possible ordinance changes and ordinances suggested for repeal were all discussed.

Possible new ordinances:

Sec. 10-65, Exception to noise regulations (Commerce Square Events);
Sec. 14-64, Annual notice to chronic violators of public nuisance ordinance;
Sec. 22-35, Human Waste;
Sec. 26-36, Smoking and Littering on City Properties; and
Sec. 32-72, Parking Fines and Penalties.

Sec. 10-65 - Exception to noise regulations (Commerce Square Events)

Manager Hewett explained that this proposed new ordinance would make it known that the noise ordinance's that are in place shall not apply to vendors and entertainers that are approved to participate in events at Commerce Square, such as; the Market & Music Concerts, N.C. Food Truck Championships, Christmas Festivals, July Fun 5th and Halloween events.

Sec. 14-64 - Annual notice to chronic violators of public nuisance ordinance

City Manager Hewett asked City Planner Greg Patton if he would explain the essentials of this possible ordinance. Mr. Patton informed the Board that under NC GS §160A-200.1, if the City sends out three (3) notices in a year to the same address, the following year only one notice would be required to be sent before the problem would become a violation that the City may take action on to remedy the violation.

Sec. 22-35 - Human Waste

Zack informed the Board that there is no current ordinance regarding human waste. The possible ordinance would read that no person shall urinate, defecate or deposit any human waste on any street, sidewalk, lot or premises, or public place except in approved sanitary facilities.

Sec. 26-36 - Smoking and Littering on City Properties

Mr. Hewett let the Board know that this would basically be for the City's public events. The City will provide designated areas that are properly marked and there will be smoking receptacles available on site for disposal of cigarettes or tobacco products. Zack asked the Board for guidance on the fine amounts and the agreed upon amount was \$50.00

Sec. 32-72 - Parking Fines and Penalties

Manager Hewett asked Chief Steve Leonard about the current amount charged for a parking fine. Chief Leonard answered that it is \$5.00. Chief Leonard suggested that the fine could be raised to \$25.00, which matches the fine for parking in a fire lane. The Board discussed options and a decision will be made.

Suggested Ordinances for Repeal:

Sec. 6-32, License and registration-Required; fee; exemptions;
Sec. 6-33, Same-Tag and collar; expiration date.

Both items were discussed and the Board decided both should be removed from the Code of Ordinances.

Possible ordinance changes:

Sec. 6-34, Investigative authority of police;
Sec. 6 -37, Fines for violation of section 6-36;
Sec. 14-63, Removal of weeds, trash and debris;
Sec. 32-18, Unlawful riding.

Sec. 6-34, Investigative authority of police

City Manager Hewett informed the Board that Alderwoman Bryant suggested that a change be made in this ordinance to read that a dog owner would be required to show a rabies tag instead of a license. Alderwoman Bryant explained that the state statute regarding this ordinance says that an animal control officer shall canvass the community looking for dogs and cats that do not have a rabies tag, and if a person has an animal in their possession for more than 72 hours, the person is required to get a rabies vaccination for the animal.

Sec. 6-37, Fines for violation of section 6-36 (Referencing Restraint)

Mr. Hewett suggested that the Board set an amount for a first offense and an amount for every subsequent offense afterwards for an animal roaming at large. Amounts of \$50.00 for the first offense, \$100.00 for each subsequent offense after that were agreed upon.

Sec. 14-63, Removal of weeds, trash and debris

Manager Hewett asked the Board of Aldermen to consider what growth and accumulation of inches of grass in height would be a violation. The Board agreed to set the grass height at no more than 12 inches. Language also needed to be added to allow for the nuisances to be removed "either by city employees and city equipment and/or contracted services."

For the final sentence in this ordinance reading, "If the charges for removal or abatement of the public nuisance are not paid within 30 days after the work is completed, such charges may be levied in the form of a lien against the property by the city attorney", it was requested that it read "by order of the Board of Aldermen", instead of "by the city attorney."

Sec. 32-18, Unlawful riding

This ordinance only referenced passengers and Manager Hewett asked the Board to consider if it should add anyone operating an automobile or any other vehicle so that everyone is included in the ordinance. The Board agreed with this suggestion.

Mr. Hewett requested suggestions from the Board regarding the ordinances that were reviewed. Manager Hewett will implement the changes approved by the Board and they will be presented at the regularly scheduled Board of Aldermen meeting on May 7th, 2019.

Public Records Retention and Disposition Schedule

Manager Hewett informed the Board that as of March 1, 2019 a new public records retention and disposition schedule has been approved by the State of North Carolina. To save money on printing since the document is approximately 100 pages, Mr. Hewett told the Board that a copy of the updated schedule is available at City Hall and online.

RCC Contract

City Attorney, Bob Wilhoit drafted a lease agreement in accordance with the terms set forth by the Board of Aldermen and Dr. Shackelford of RCC. The lease states that RCC will pay a rent amount of \$1,000.00 per month and will be responsible for all repairs, replacements, maintenance, plumbing and heating systems and also preventative maintenance on the building.

The term of the lease will commence on May 1, 2019, and shall expire on April 30, 2022. At the expiration of the initial term, the lease agreement may be renewed for an additional two (2) separate three (3) year terms with the consent of both the City and RCC. The lease will be included in the May 7, 2019 Board of Aldermen Meeting.

Purchase Approvals

Manager Hewett presented quotes for a by-pass pump and a 2019 Dodge truck, both for the Water/Wastewater Maintenance Department. The by-pass pump quote was for \$34,430.00 and the truck quote was for \$26,410.00. Mr. Hewett explained to the Board that a budget amendment will need to be done for the truck, but the by-pass pump was already budgeted for. The Board of Aldermen were in agreement that these purchases and necessary budget amendment were acceptable and could be included in the Consent Agenda at the next meeting.

Randolph County EDC Budget Request

Randolph County EDC Interim President, Kevin Franklin, submitted a budget request in the amount of \$7,000.00 for the 2019-2020 fiscal year from the City of Randleman. These funds will be used to conduct economic development efforts throughout the year. These appropriations are investments in the future of Randleman and Randolph County, hopefully resulting in an excellent return on investment from growing tax revenues and good employment opportunities for local residents. A discussion was held and City Manager Hewett informed the Board that this was the same amount that the City gave in the current fiscal year and that he would take all non-profit requests into consideration in the recommended budget to the Board.

ABC Sales – Board’s Stance / Resolution of Intent

The N.C. Association of ABC Boards opposes privatization of the ABC system for liquor. They have requested that all municipalities with ABC Boards pass a resolution of intent to do the same. After discussion, the Board of Aldermen chose to take no action on this subject at this time and will consider actions to be taken after more information is presented.

Randleman Girls' Basketball Team – Resolution Honoring Team

The Board of Aldermen previously requested a resolution be drafted honoring the 2018-2019 Randleman Girls' Basketball Team. Manager Hewett informed the Board that the resolution has been completed. The Board requested that it be added to the Agenda for the next scheduled meeting on April 2, 2019. Interim City Clerk, Connie Cross, informed the Board that Coach Varner and players would be in attendance.

Brownsfield Discussion

City Manager Hewett informed the Board that at the end of the last Brownsfield meeting, there were conversations about properties or areas within the city limits of Randleman that would be viable options for rehabilitation.

Alderman Betts asked the Board to look at areas that would benefit the most from the remaining grant funds the city has before the next upcoming Brownsfield meeting that will occur at the end of August 2019.

Financing Agreement Discussion

Manager Hewett explained that proposals for financing agreements for the New Market Waterline Projects had been received. Out of the proposals submitted, BB&T gave the term of 15 years at the interest rate of 3.59%. Zack presented the Board of Aldermen with a spreadsheet of the estimated usage for New Market School to show payments versus revenue that included an annual 1.25% growth rate factor. The Board asked Manager Hewett to reach out to BB&T and move forward with the applications, financing and execution of the loan contract after the Public Meeting is held. He explained to the Board that the estimated revenue from the school was an estimate and the consensus from the Board was that they understood.

Public Hearings:

City Manager Hewett reminded the Board about the Public Hearings coming up on Tuesday, April 2, 2019 regarding the two property annexations (PIN 7755653228) and (PIN 7755652055) and the financing agreement.

Festival Road Closure Ordinance

Mr. Hewett reminded the Board that an ordinance would need to be approved soon for the festivals involving road closures and Chief Steve Leonard will draft it. The Board agreed to include this in the Consent Agenda.

Social Media Comments and Records Policy

Manager Hewett attended a class on March 15, 2019 at the UNC School of Government in Chapel Hill on Social Media Strategies and Management. He brought back to the Board information regarding the class and explained the need for a policy to be made for the City of Randleman. Zack presented the Board with a draft policy that outlines acceptable postings on the City's social media pages. After discussing recommended changes to the draft policy with the City Attorney, the Board agreed to include the policy on the Consent Agenda.

Updates and Other Items

Alderman Betts requested that City Manager Hewett give updates regarding ongoing projects at the Pre-Agenda meetings for discussion.

Mr. Hewett informed the Board he had the proposed timeline for the bid schedule on the New Market Waterline Project. The bids will go out by March 29, 2019 and bids will be opened on April 30, 2019. The project will be tentatively awarded at the regularly scheduled Board of Aldermen meeting on May 7, 2019 if the Board decides to move forward with this project. The Board agreed that if the project was approved, permission would be given to City Manager Hewett to execute the contract and a construction conference with the accepted company would be scheduled. The notice to proceed will be given in June 2019 and the project is estimated to be completed by the middle of August 2020.

Zack explained to the Board that the DOT Agreements were executed and the next step will be to send out RFP's. Once they are received the Board will decide on which plans to follow through with.

Alderman Betts asked for an update on the Veteran's Memorial. City Manager Hewett explained that the monument company had not returned his call at the time, but he would reach out to Asheboro Monument the following day.

Alderwoman Henderson informed the Board that she was asked by a representative of the Honor Guard if flags for all the branches of the military could be available for the ceremony.

Alderman Betts requested that Mr. Hewett update the Board regarding the digital sign. Manager Hewett explained that the Public Works Director, Don Peeler asked that he be given time to double check the integrity of the brick structure of the sign currently at City Hall because there are visible cracks in the foundation. Mr. Peeler would also like to check the electrical current.

Alderman Betts was of the understanding that the company that came out previously to estimate a price on the sign said the voltage was sufficient for the new sign. LED lighting will be used which requires very low voltage.

Alderwoman Bryant asked for confirmation that the sign was on the way to being complete.

City Manager Hewett said the processing time estimated by the sign company was 4 to 6 weeks and Alderwoman Bryant asked if that time was to have started the prior week, which Manager Hewett confirmed.

Alderman Betts asked if the project needed to be contracted out to expedite the completion due to Mr. Peeler and his staff being busy with all the projects that are ongoing. Mr. Betts personally asked that the sign be made a high priority within the next 2 weeks so the sign will be available before the summer.

Alderman Fogleman stated that he agreed with Alderman Betts that the sign should be a high priority for the City.

Alderwoman Bryant asked Manager Hewett to try to find out a completion date because the information that is given on Facebook is so inconsistent that citizens are unable to find the information that they are looking for.

Manager Hewett will report progress back to the Board as soon as updates become available to him.

Motion to Adjourn

As there were no other items to discuss, a motion to adjourn was made by Alderwoman Henderson, seconded by Alderwoman Bryant and unanimously approved.

Bucky Jernigan, Mayor

Connie Cross, Interim City Clerk