

The Randleman Board of Aldermen held a scheduled 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

### **Prayer**

Reverend Hugh Spaulding of South Plainfield Church led the assembly in prayer.

### **Meeting Called to Order**

Mayor Jernigan called the September 3, 2019 scheduled Board of Aldermen meeting to order.

### **Consent Agenda**

A motion to accept the consent agenda as written was made by Alderwoman Henderson, seconded by Alderman Fogleman and unanimously approved.

### **Insert: Consent Agenda Items**

### **Public Comment**

No one was present that requested to speak during the public comment period.

### **WWTP Building and Plant Upgrades Project**

Charlie McGougan of MBD Consulting Engineers was in attendance to discuss the proposed project. Mr. McGougan presented the Board with a handout of the "Summary Opinion of Cost" report for the project. Essentially, the project will be done in three sections.

The first section includes a 1,340 SF addition and improvements to the existing 550 SF lab building. The new lab building would include 3 offices, a conference room, restroom, shower facilities, breakroom and a 1,230 SF enclosed garage area. The estimated cost of this section is \$500,000.00.

The second section includes the demolition and replacement of the existing traveling bridge tertiary filtration structure with a new disk type fixed filter system that includes piping, electrical work, controls and stainless-steel tankage. The estimated cost of the 2<sup>nd</sup> section is \$750,000.00.

The third section is the renovation and remodel of the air blower building at the Wastewater Treatment Plant and includes the replacement of extended slab and foundation structure, new reinforced masonry walls, and mechanical and electrical work. The estimated cost of the 3<sup>rd</sup> section is \$100,000.00.

Including a 10% contingency, construction, engineering design, construction administration and engineering and environmental reporting, the total estimated project cost is \$1,625,000.00.

**Insert: WWTP Lab Building/Filtration Unit/Blower Repair Summary of Opinion Report**

If the Board chooses to proceed with this project, Manager Hewett recommended that the City seek funding assistance from the State of North Carolina through one of the grants and loans programs available. If the Board decides to apply for these programs, a resolution authorizing City Manager Hewett to proceed with the application would need to be granted.

Alderwoman Blalock made the motion to approve the Resolution 20-01-02 as written, seconded by Alderman Betts and unanimously approved.

Alderwoman Bryant requested that Manager Hewett seek grant funding options before seeking loan funding options.

**Insert: Resolution 20-01-02**

**Bids for Mill and Back Street Water Line Improvements**

Charlie McGougan of MBD Consulting Engineers informed the Board that the bids for Mill and Back Street water line improvements had been received. The scope of work for this project includes approximately 1,350 linear feet cumulative of 6" water main along Back Street and Mill Street. The proposed water mains will replace existing small diameter lines that have had a history of breaks.

The original bid date was Thursday, August 22, 2019, at which time only two bids were received. North Carolina statute requires at least 3 bids for a formal bid process, so the project

was re-advertised with a rebid date of Friday, August 30, 2019 at 2:00 P.M. Four bids were received and the lowest bid was Dunlap Construction and Utilities, LLC, at \$109,150.00. MBD Consulting Engineers submitted a Certified Bid Tabulation Sheet to the Board for review. MBD's opinion was that Dunlap Construction and Utilities, LLC, was the lowest responsive and responsible Contractor.

Alderwoman Henderson made the motion to accept the bid from Dunlap Construction and Utilities, LLC in the amount of \$109,150.00, seconded by Alderwoman Blalock and unanimously approved.

**Insert: Certified Bid Tabulation Sheet**

**Resolution – Authorizing Application for Grant Funding: Asset Inventory Assessment**

City Manager Hewett has been working on the completion of two grants equaling \$150,00.00 each for funding an Asset Inventory Assessment of the City's Water and Sewer System through the State. He requested a resolution that is a required part of the application packet be approved that will give Manager Hewett the authority to apply for the grant.

The City's Grant Policy required Zack to report to the Board that if the City is awarded the grants, there will be a required application fee (1.5%) and matching funds totaling 5% of the awarded funds (\$15,000). The application fee must be paid at the time of application, while the remainder of the match (or a portion of it) may be in-kind.

Alderwoman Blalock made the motion to approve the Resolution 20-01-03 Authorizing Application for State Loan Program Funding as submitted, seconded by Alderwoman Henderson and unanimously approved.

**Insert: Resolution 20-01-03**

**Purchase Approvals:**

Manager Hewett presented the Board with two purchase approvals that were budgeted for in the Current Fiscal Year Budget.

The first purchase is for the recoating of Clarifier Tank #3 at the Wastewater Treatment Plant. There were three quotes received:

Creative Resurfacing	\$18,900.00
Huffstetler Group	\$21,025.00
CMT	\$41,574.00

Alderman Betts and Alderwoman Henderson inquired if Creative Resurfacing had been previously used, were responsible and reliable. Wastewater Treatment Plant Director, Mike Glass answered that they had done work for the City before and had done an exceptional job.

Alderwoman Blalock made the motion to accept the lowest, responsible bid from Creative Resurfacing at \$18,900.00, seconded by Alderman Betts and unanimously approved.

The second purchase is for fencing at the three baseball fields at the Randleman Park. The quotes received were:

Carolina Fence Builders, Inc.	\$73,500.00
M&M Fence Company	\$167,000.00
Beaver Fencing Company	No Bid
Tarheel Fence Company	No Bid

Alderwoman Henderson confirmed with Parks and Recreation Director, Robin Hughes, that the quotes included new fence posts.

Alderwoman Blalock made the motion to accept the lowest, responsible bid from Carolina Fence Builders, Inc., seconded by Alderwoman Henderson and unanimously approved.

### **City Manager Compensation**

Alderman Betts made a motion to recommend that City Manager Hewett's salary be increased by 10%, seconded by Alderwoman Blalock and unanimously approved.

### **Public Works Position**

City Manager Hewett spoke to the Board about Public Works Director, Don Peeler, requesting that the current funded Part-Time Building and Grounds Maintenance Technician position be increased to a Full-Time position. Zack explained that both he and Mr. Peeler thought the change would be beneficial to the City. If the request is approved, the personnel costs for the Street Department would be increased by approximately \$34,000.00 and a budget amendment would need to be approved to fund the position.

Alderwoman Henderson made a motion to approve the Full-Time Public Works position, seconded by Alderwoman Blalock and unanimously approved.

### **Budget Amendment No. 3**

Manager Hewett explained that there is a budget amendment needed to account for Capital Outlay items that were supposed to be finished in the previous Fiscal Year's Budget but were not completed in time. The concession stand reconstruction at the Park is not done at this time. The completion date was set for the end of June 2019 but there are still ongoing issues that are being worked on.

Also, with the Board in agreement for the creation of the Full-Time Public Works Position, the budget amendment will allow for the funding of that position as well.

Alderman Betts made a motion to approve Budget Amendment No. 3, seconded by Alderwoman Blalock and unanimously approved.

### **Insert: Budget Amendment No. 3**

### **Mayor, City Manager and Department Updates**

City Manager Hewett informed the Board that the final walk through for the New Market Waterline Project was done on August 28, 2019. The final stage is Duke Power connecting power to the meter.

Destination by Design presented the Branding Committee with about 6 different options of conceptualized logos when they met on Thursday, August 29, 2019. The next steps are to narrow down the selections and present options to the Board.

The Engineering Submittals for the NCDOT Project EB-5744 are due on September 9, 2019 by 5:00 P.M.

Manager Hewett explained that the City is still waiting for approval for NCDOT Project EB-5898 and also stated that many NCDOT Projects are frozen by the State with no word on when that will end.

RFP's have been sent out for official bids for the Police Department Building Upgrades Project. The proposals are due on September 23, 2019 and will be evaluated until September 30, 2019. An anticipated start date for the project has been set for November 1, 2019 with an approximate completion date of May 5, 2020.

Asheboro Monument contacted Zack to confirm the Veteran's Memorial will be installed by September 11, 2019, weather permitting.

### **Upcoming Events**

- a) Elected Officials Picnic in Archdale – 9/18/19 @ 6:00 P.M.
- b) Girls' Volleyball Registration Deadline at Community Center – 9/21/19
- c) Audit Week – 9/23/19 through 9/27/19
- d) Board of Aldermen Pre-Agenda Meeting – 9/30/19 @ 6:00 P.M.
- e) Board of Aldermen Regular Meeting – 10/8/19 @ 6:00 P.M.

### **Executive Session Pursuant to NC GS 143.318.11 (a)(3)**

Alderwoman Henderson made a motion to enter Executive Session pursuant to §143.318.11(a)(3), seconded by Alderman Betts and unanimously approved.

### **Re-Open Public Meeting**

Alderwoman Henderson made a motion to re-open the Public portion of the meeting, seconded by Alderwoman Blalock and unanimously approved.

### **Adjourn**

A motion to adjourn was made by Alderman Betts, seconded by Alderwoman Bryant and unanimously approved.

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Clarence R. Jernigan, Mayor

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Connie M. Cross, Interim City Clerk