

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

Mayor Jernigan asked those present to take a moment of silence. Mayor Pro-Tempore, Gary Betts led everyone in the Pledge of Allegiance.

### **Meeting Called to Order**

Mayor Jernigan called the scheduled November 6, 2019 Board of Aldermen meeting to order.

### **Consent Agenda**

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

**Insert: Consent Agenda Items**

### **Public Comment**

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

### **Rezoning Request**

Planning and Zoning Director, Greg Patton, spoke to the Board about a rezoning request for approximately 2.6 acres located at 680 and 682 Caudle Road, Randleman. Ms. Barbara Mills and Ms. Brittini McMasters requested the property be rezoned from R-1 to R-3. They would like to subdivide the property and Ms. McMasters plans to replace a mobile home with a newer modular home. The Planning and Zoning Board met on October 21, 2019 and recommended approval unanimously.

### **Public Hearing**

Alderwoman Blalock made a motion to open the public hearing, seconded by Alderman Betts and unanimously approved.

There was no one present to speak for or against the rezoning request.

### **Close Public Hearing**

A motion was made by Alderwoman Blalock to close the public hearing, seconded by Alderwoman Henderson and unanimously approved.

Alderwoman Blalock made a motion that the Letter of Consistency be accepted as written and the Planning and Zoning Board did follow Policy 7.5; *The continued viability of single-family homes as a major housing source shall be encouraged*, seconded by Alderwoman Bryant and unanimously approved.

#### **Insert: Letter of Consistency**

Alderwoman Bryant made the motion to approve the rezoning request for property PIN# 7764327802 at 680 and 682 Caudle Road, seconded by Alderwoman Blalock and unanimously approved.

#### **Insert: Rezoning Request for Property PIN# 7764327802**

### **Destination by Design Presentation**

City Manager Hewett introduced Matt Powell from Destination by Design, LLC. Mr. Powell was in attendance to give a presentation on the conceptualized re-branding product to the Board. Manager Hewett relayed to the Board that the entire process for the re-branding project has taken a little over a year to research the community, gain public input and involvement, develop a brand platform, and develop an overall branding scheme for the City of Randleman.

Mr. Powell worked with the Branding Committee and the community gathering information for the logo and the brand. He showed the Board what the Branding Committee had narrowed down for the new logo, brand, font styles and color schemes. Zack mentioned to the Board that different color schemes could be used for promotional items for holidays, seasons and events.

Alderwoman Henderson mentioned to the Board that along with the Branding Committee, over 400 citizens participated in a survey as well, so it was a very thorough process.

Alderwoman Henderson made a motion to approve the results of the branding process and adopt the new logo, seconded by Alderman Fogleman and unanimously approved.

### **Sunset / Hinshaw Waterlines Project Closeout**

City Manager Hewett informed the Board that all transactions associated with the Waterline Replacements on Hinshaw and Sunset Capital Project have been completed. Manager Hewett

included an Ordinance to Close Capital Project Budget (Waterline Replacements – Hinshaw and Sunset: Fund 66) in the agenda packets for the Board to review for approval.

Alderwoman Blalock made a motion to approve the Ordinance to Close Capital Project Budget (Waterline Replacements – Hinshaw and Sunset: Fund 66), as presented, seconded by Alderman Betts and unanimously approved.

**Insert: Ordinance to Close Capital Project Budget (Waterline Replacements-Hinshaw and Sunset: Fund 66)**

### **Fire Department Tanker Truck Bids**

City Manager Zack Hewett reported that during the Budget Cycle for the current Fiscal Year, the Board was in agreement with a request for a new Tanker Truck for the Fire Department. The requested truck would replace a 36-year-old Tanker Truck.

A Request for Proposal for a 3,000-gallon Tanker Truck was issued on September 23, 2019 and was due on October 14, 2019. A Bid Opening was held on October 14, 2019 at 1:00 P.M. The City received bids from 4 companies:

- Fouts Brothers:                   \$268,169.00
- E-One:                               \$370,785.00
- Pierce:                              \$349,622.00 and \$274,979.00
- Sutphen:                            \$383,723.35

Mr. David Stafford with Sutphen was in attendance and explained to the Board why the price difference was so diverse by stating that the piece of equipment is built with a Kenworth Chassis, is very heavy and built and priced for safety. Fire Chief, Marty Leonard informed the Board that he had confirmed that the Tanker Truck from Fouts Brothers was built with the same Kenworth Chassis.

Alderwoman Bryant asked if there were any certain reasons that made one company more responsible than the other and Fire Chief Leonard answered no.

Alderwoman Blalock asked Fire Chief Leonard what the locations for both companies were. Chief Marty Leonard answered that Fouts Brothers were located in Georgia and Sutphen was located in Ohio.

Aldermen Betts asked would any timeline change for delivery be an issue due to the locations of the businesses and Chief Leonard answered no.

Alderwoman Blalock asked if there was any difference in the warranty's for either truck and Marty Leonard responded that there were no differences.

Manager Hewett recommended that a contingency of \$10,000.00 be included with the accepted bid and also give permission for the City Manager to have the authority to seek financing options.

Alderwoman Bryant made a motion to accept the lowest, responsible bid from Fouts Brothers for \$268,169.00, seconded by Alderwoman Blalock and unanimously approved.

Alderwoman Blalock made a motion to give City Manager Hewett the authority to seek out financing options to purchase the truck as well as the recommended \$10,000.00 contingency fee, seconded by Alderman Fogleman and unanimously approved.

Alderwoman Bryant inquired as to what the proposed delivery date would be, and Fire Chief Marty Leonard said approximately 9 months.

### **Public Works Position Creation**

Manager Zack Hewett stated that the Public Works Director, Don Peeler, had requested that an Assistant Public Works Director position be created to facilitate a succession plan and to provide back up to the Public Works Director. Zack explained that per the City's personnel policy, "New positions are established upon recommendation of the City Manager with the approval of the Board of Alderman. The City Manager may allocate the new position to the appropriate class within the existing classification plan or establish a new class to which the new position may be allocated." (Article II, Section 4-B.) Manager Hewett provided a job description in the agenda packets for the Board to review.

Alderwoman Henderson made a motion to approve the creation of an Assistant Public Works Director position and was seconded by Alderwoman Blalock.

Alderwoman Bryant asked what the pay grade for this position would be. Zack answered that he estimated that it would be comparable to other Assistant Director positions within the City.

As there was no further discussion, the Board unanimously approved the motion.

### **Manager Updates:**

**City Charter:** City Manager Hewett stated that he had done research updating the City's Charter, as requested by the Board, and he spoke with a representative from the North Carolina League of Municipalities (NCLM). He was informed that a member of the NCLM will review the City's Charter and make recommendations on how to proceed with recommended updates.

**City Minutes:** Manager Hewett also had information on the City's minutes being digitized. The North Carolina State Archives has already microfilmed the City's minutes up to February 2015. Once the minutes from February 2015 to the present are microfilmed, the North Carolina State

Archives will assist the City of Randleman by contacting vendors to make the minutes digitized and searchable.

**Back and Mill Street Waterlines:** Zack reported to the Board that a pre-construction conference has been set up with the Engineer and the Contractor on November 12, 2019 to discuss the Back and Mill Street Waterlines Project.

**Dugouts at Randleman Park:** City Manager Hewett said that the demolition of the old dugouts has been completed. The Contractor will start construction on the new dugouts as soon as possible.

**Library and Community Center Paving Project:** The start date for paving had to be moved back to November 11, 2019. The paving will begin that Monday morning, weather permitting.

**Sewer Outfall Line:** Manager Hewett met with John Grey with The Wooten Company. Mr. Grey had done the initial study for the City regarding the sewer outfall line. John Grey stated that he thought it would be at least a 2-year process once the City makes the decision to move forward and to gain financing for the project. Mr. Grey recommended that USDA would possibly have better interest rates and possible grant funding than other options, but it will add more steps to the project.

Public Works Director, Don Peeler, informed the Board that a manhole had been found that was plugged up and could possibly be one of the reasons for the sewer back-up on Randolph Street. The Public Works Department has worked on clearing the lines so that now there are 2 parallel lines for sewer flow, instead of one. It was his opinion that while this may alleviate some of the back-up, the sewer lines will still need to be reconstructed for future growth.

#### **Upcoming Events:**

- a) Mayor's Walk at Deep River Trail – 11/09/19 @ 9:00 A.M.
- b) Board of Adjustment Meeting – 11/18/19 @ 7:00 P.M.
- c) Board of Aldermen Pre-Agenda Meeting – 11/25/19 @ 6:00 P.M.
- d) Thanksgiving – Offices Closed 11/28/19 and 11/29/19
- e) Randleman Chamber of Commerce – Christmas with the Embers – 12/2/19 @ 7:00 P.M.
- f) Board of Aldermen Regular Meeting – 12/3/19 @ 6:00 P.M.
- g) Christmas Parade – Saturday, 12/7/19 @ 3:30 P.M.
- h) Asheboro Randolph Chamber of Commerce Christmas After Hours – 12/19/19 @ The Exchange
- i) Board of Aldermen Pre-Agenda Meeting – 12/30/19 @ 6:00 P.M.

#### **Adjourn**

As there were no further matters to discuss, a motion to adjourn was made by Alderwoman Bryant, seconded by Alderwoman Blalock and unanimously approved.

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Clarence R. Jernigan, Mayor

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Connie M. Cross, Interim City Clerk