

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 meeting to order.

### **Short Term Rentals Ordinance Changes/Developments (Cancel Public Hearing)**

City Manager Hewett explained that the public hearing scheduled to discuss potential changes to the Bed and Breakfast Ordinance to include regulation of Short-Term Rentals needed to be cancelled. Planning and Zoning Director, Greg Patton, attended a Planners Conference the prior week and was informed that the State is going through legislation development and are reviewing short term rentals. The suggested option would be to wait because any decisions made may be subject to change. The Board was in consensus.

### **Budget Amendments – Capital Outlay Rollovers**

Manager Hewett informed the Board that a Budget Amendment needed to be done to account for Capital Outlay items that were supposed to have come out of last year's budget for the concession stand project at the park, however, the project wasn't completed in time.

Alderwoman Bryant asked what the completion date was supposed to be and Parks and Recreation Director, Robin Hughes, answered that the contractor had quoted a time line of 5 weeks with the proposed date of completion being June 30, 2019. There are a few remaining tasks that need to be met before the Health Department could approve the concession stand ready for use.

### **PTRWA Board (Re)Appointment: Kathy Rollins**

Manager Zack Hewett communicated to the Board that Kathy Rollins' term on the Piedmont Triad Regional Water Authority Board ends on September 30, 2019. The PTRWA has requested that Ms. Rollins be re-appointed, and Ms. Rollins has agreed that she would like to resume her seat on the PTRWA Board with the Board of Aldermen's approval. The Board agreed to include Ms. Rollins' appointment on the consent agenda.

### **Webster Donation Agreement for Library**

City Manager Hewett informed the Board that Mrs. Betty Jean Varner Webster of Lancaster, S.C., would like to donate a gift in the amount of \$50,000.00 to the Randleman Library. The City of Randleman will receive the gift in full with increments of \$5,000.00 over a period of 10 years being allocated for strictly children's books. The Fund shall be known as The Webster Randleman Library Children's Fund and the gift will be used to purchase books for children from birth to the age of 16 years old.

### **Purchase Approvals:**

Manager Hewett explained two items for purchase that needed Board approval before they could be purchased. They were:

- (a) **Ballfield fencing:** New fencing is needed for the baseball field at the Randleman Park. Bids are being accepted at this time.
- (b) **WWTP Clarifier Tank:** One of the clarifier tanks at the Waste Water Treatment Plant requires re-coating. Three bids have been received and will be included in the Agenda packets for the next Board of Aldermen Meeting on October 8, 2019.

### **Resolution: Grant Application for AIA:**

City Manager Hewett requested a Resolution that will essentially give him the authority to proceed with the application process for two \$150,000 grants for funding an Asset Inventory Assessment of the City's Water and Sewer System through the State. The resolution is part of the packet of required material. Per the City's grant policy, Zack informed the Board that there is a required application fee (1.5%) and matching funds totaling 5% of the awarded funds (\$15,000.00). The application fee must be paid at the time of the application, while the remainder of the match, or a portion of it, may be in kind.

### **Resolution: 2020 Census Partnership**

Manager Hewett and Mayor Jernigan met with the U.S. Census representative about plans that Randolph County has to develop a Complete Count Committee to ensure that data is pushed

out to the public and information is made available to the citizens of the cities, towns and counties. They will be asking for representatives to sit on the committee from business, government, community-based and faith-based organizations, educators, media and others to enable the 2020 Census message to reach more of our residents.

A resolution will be brought before the Board on the consent agenda for approval stating that the City of Randleman supports the efforts of the U.S. Census Bureau and is committed to ensuring every resident is counted. In addition to supporting the U.S. Census Bureau's efforts with the committee, they also asked that the City of Randleman put out information letting the public know that they will be hiring people for positions that are able to work part time from home.

### **Police Department Building Update**

City Manager Hewett gave the Board an update on the police department building by informing them that the City is waiting on one more bid to complete the bidding process. Once that bid is received, Manager Hewett will bring all bids to the Board in order for them to make their decision of the contractor awarded the bid.

### **Bids for Mill Street/Back Street Waterlines: Bid Opening Extended to 8/30/19**

Zack explained to the Board that the City had only received two bids on this project at the time of the meeting. The process for this project is a formal bid process, so another ad has to be run in the paper and the deadline extended for an additional week before the City can proceed.

### **WWTP Building/Upgrades Project**

Manager Hewett and Wastewater Treatment Plant Director, Mike Glass informed the Board that an architect, a structural engineer and Charlie McGougan, a consulting engineer, had all come out to look at the current Waste Water Treatment Plant and based on many factors, the best and most cost effective plan would be to keep the existing building and build a new facility around that existing structure. A rough draft floor plan was distributed to the Board for review and the consensus was that the improvements had been needed for some time and the need for a new facility was confirmed. City Manager Hewett recommended that a resolution for an Application of a State Loan Award be considered.

### **Public Works – Building and Grounds Maintenance Technician/Part to Full Time**

The Public Works Director, Don Peeler had discussed with Manager Hewett that the currently funded Part-Time Building and Grounds Maintenance Technician position be increased to a Full-

Time position. With the already approved salary for the Part-Time position, an increase of approximately \$34,000.00 would need to be added to personnel costs. A budget amendment would also need to be approved to fund this position.

### **Updates:**

- **NCDOT:** The requests for letters of interest for these projects have been sent out for bid and are due back September 8, 2019.
- **Branding:** The next scheduled Branding Committee meeting is on Thursday, August 29, 2019. The design firm has three conceptualized drafts to present at that time.
- **Veteran's Memorial:** Asheboro Monument Company has assured Zack that the Veteran's Memorial will be in place by September 11, 2019.
- **New Market Waterlines:** The construction on the city's side has been completed. The lines have to be cleaned out and a pressure test is required before completion.
- **Hinshaw/Sunset Waterlines:** Manager Hewett, Public Director, Don Peeler and Consulting Engineer, Charlie McGougan have a meeting scheduled with SKC on August 27, 2019 to finish negotiations on the closing price for the project.
- **Audit Week:** Audit week is scheduled for September 23<sup>rd</sup> – September 27<sup>th</sup>, 2019.
- **SB 584 / SL 2019-198:** City Manager Hewett explained that the N.C. Legislature has requested that a list of ordinances that are punishable by criminal offenses are provided to them.
- **SB 536:** This Senate Bill is proposed at this time, but not yet approved. Basically, it would be designed to create help for the distressed citizens by increasing a mandatory surcharge on all of North Carolina water and sewer rates.

### **Executive Session: §143.318.11 (a) (6) [Personnel] and §143.318.11 (a) (3) [Attorney-Client Privilege]**

A motion to go into closed session pursuant to Personnel §143.318.11 (a) (6) and Attorney-Client Privilege §143.318.11 (a) (3) was made by Alderwoman Blalock, seconded by Alderwoman Bryant and unanimously approved.

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

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

### **Adjourn Meeting**

A motion to adjourn the meeting was made by Alderwoman Blalock, seconded by Alderwoman Bryant and unanimously approved.

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Clarence R. Jernigan, Mayor

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Connie M. Cross, Interim City Clark