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**Roanoke Rapids City Council**

**September 2, 2014**

The regular meeting of the City Council of the City of Roanoke Rapids was held on the above date at 5:15 p.m. at the Lloyd Andrews City Meeting Hall.

Emery G. Doughtie, Mayor

Carl Ferebee, Mayor Pro Tem

Suetta S. Scarbrough)

Ernest C. Bobbitt)

Carol H. Cowen)

Wayne Smith)

Joseph Scherer, MPA, MS, City Manager

Gilbert Chichester, City Attorney

Lisa B. Vincent, MMC, NCCMC, City Clerk

Kathy Kearney, Deputy City Clerk/Human Resources Manager

MeLinda Hite, Finance Director

Larry Chalker, Public Works Director

Andy Jackson, Interim Police Chief

Stacy Coggins, Fire Chief

Christina Caudle, Main Street/Development Director

Kelly Manning, Assistant Parks & Recreation Director

John Simeon, Parks & Recreation Director

Kelly Lasky, Planning & Development Director

Mayor Doughtie called the meeting to order and opened the meeting with prayer.

With no one indicating a conflict of interest with any of the items on the agenda, motion was made by ­­­­­­­­­­­Mayor Pro Tem Ferebee, seconded by Councilman Bobbitt and unanimously carried to adopt the business agenda for September 2, 2014.

Motion was made by Councilman Smith, seconded by Councilwoman Cowen and unanimously carried to approve the following Council Minutes: August 18, 2014 *(Special Meeting)* and August 19, 2014 *(Regular Meeting)*.

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A ballot vote was taken and City Clerk Vincent announced that Mark VanDam and Ed Liverman received the unanimous vote for reappointment to the Recreation Advisory Committee.

Motion was made by Mayor Pro Tem Ferebee, seconded by Councilwoman Scarbrough and unanimously carried to reappoint Mark VanDam and Ed Liverman to the Recreation Advisory Committee.

Finance Director Hite stated Council’s agenda packet contains the list of 11 vehicles that she and City Manager Scherer are recommending to be included in installment financing. She stated the list shows: Fire Department - one (1) vehicle; Police Department - six (6) vehicles; Street Department two (2) vehicles; Property Maintenance Department - one (1) vehicle and Parks & Recreation Department - one (1) vehicle.

Finance Director Hite stated the total amount to be financed is $283,785.00, and First Citizens Bank has submitted a proposal for Council’s consideration. She indicated the term is for three (3) years, 1.4% fixed interest rate, annual in arrears, with an annual payment of $97,255.93.

Mayor Doughtie stated we have discussed this matter at several meetings and held a public hearing to seek the public’s input on the financing of these vehicles. He stated it is not easy to make capital expenditures during a tight budget. Mayor Doughtie stated we have a responsibility to our employees to provide them with safe vehicles.

Motion was made by Councilman Bobbitt and seconded by Councilwoman Scarbrough to accept and approve the proposal submitted by First Citizens Bank for installment financing of 11 vehicles with a term of three (3) years, 1.4% fixed interest rate, annual in arrears, with an annual payment of $97,255.93.

Upon being put to a vote, Councilman Bobbitt, Councilwoman Scarbrough, Mayor Pro Tem Ferebee and Councilman Smith voted in favor of the motion. Councilwoman Cowen voted against the motion. Mayor Doughtie declared the motion carried by a 4 to 1 vote.

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Mayor Doughtie called for a motion to adopt the related budget amendment.

Motion was made by Mayor Pro Tem Ferebee and seconded by Councilman Bobbitt to adopt the following Ordinance:

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROANOKE RAPIDS:**

**SECTION 1.** The following additional amounts are hereby appropriated for the operation of City Government and its activities for the fiscal year beginning July 1, 2014 and ending June 30, 2015, according to the following schedules:

**SCHEDULE A – GENERAL FUND (OPERATING)**

Transfer to Capital Outlay $283,785.00

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**GENERAL FUND OPERATING TOTAL $283,785.00**

**SCHEDULE B – GENERAL FUND (CAPITAL)**

One Vehicle (Fire) $ 28,693.00

Six Vehicles (Police) $150,710.00

Two Vehicles (Street) $ 49,434.00

One Vehicle (Property Maintenance) $ 27,848.00

One Vehicle (Parks & Recreation) $ 27,100.00

\_\_\_\_\_\_\_\_\_\_\_

**GENERAL FUND OPERATING TOTAL $283,785.00**

**SECTION 2.** The following additional revenues and reductions in appropriations are available for the fiscal year beginning July 1, 2014 and ending June 30, 2015, in order to meet the foregoing appropriations, according to the following schedules:

**SCHEDULE C – GENERAL FUND (OPERATING)**

Installment Financing (Vehicles) $283,785.00

\_\_\_\_\_\_\_\_\_\_

**GENERAL FUND OPERATING TOTAL $283,785.00**

**SCHEDULE D – GENERAL FUND (CAPITAL)**

Transfer from General Fund $283,785.00

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**GENERAL FUND CAPITAL TOTAL $283,785.00**

**SECTION 3.** This ordinance shall become effective upon adoption.

Upon being put to a vote, Mayor Pro Tem Ferebee, Councilman Bobbitt, Councilwoman Scarbrough and Councilman Smith voted in favor of the motion. Councilwoman Cowen voted against the motion. Mayor Doughtie declared the motion carried by a 4 to 1 vote.

Ms. Lori Medlin and Mr. Chris Wicker with the Halifax County Convention & Visitors Bureau presented a PowerPoint presentation highlighting the Cycle NC “Mountains to the Coast” Bicycle Tour that will spend the night in Roanoke Rapids on Wednesday, October 1. They reported on the economic impact of this event on our area and indicated that approximately 1,000 bicyclists from all over the United States will be on the tour with 600 to 700 camping at the T. J. Davis Recreation Center and the remaining staying at area hotels. They indicated that buses and vans will transport riders to area restaurants and shops, and to a street festival featuring The Holiday Band which is scheduled to be held on Roanoke Avenue as well as many other activities.

Mayor Doughtie thanked Mr. Wicker and Ms. Medlin for their efforts.

Ms. Medlin expressed appreciation for the City’s support. She stated the City has a great team in place.

***The complete PowerPoint presentation is on file in the Clerk’s Office.***

Local engineer Jim Miller provided a status report on the replacement of the dehumidification unit at the Aquatic Center indicating that he got involved with this project because he likes to swim in the indoor pool, and the water had gotten too cold. He reported that the current dehumidification system is a Dectron which has performed well in the past. He stated the City estimated the cost to replace the unit at $250,000 but the bids came in much higher. Mr. Miller reported on a visit to

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Rocky Mount to see a less expensive system but was disappointed to find that the system did not perform well and that it was costly to operate.

Mr. Miller stated he later found out about Counsilman-Hunsaker, Inc., a pool engineering company out of St. Louis, MO that has done work in North Carolina and Virginia. He stated he spoke with Mr. Jeff Nodorft, a project manager with the company, and he recommended five companies that they use. Mr. Miller indicated that he contacted and received quotes from all five companies. He pointed out that they were all different. He stated they all did the same job but in different ways. He stated he and Mike Manning reviewed the quotes and narrowed them down to two: Dectron and PoolPak. He stated both are relative in cost and quality. Mr. Miller indicated that the bids ranged from a low of $64,000 to a high of $175,000 for the unit. He stated the Dectron bid was $132,000 and the PoolPak bid was $127,000.

Mr. Miller stated he and Mr. Manning also discussed installation. He pointed out that this type of unit weighs about 14,000 pounds. He stated he contacted Pemberton, Inc. in Rocky Mount regarding installation. Mr. Miller stated he would like to go back and develop bid specifications to get a final base bid from the companies, and also provide Council a complete price including the installation and the cost for his services.

Councilman Bobbitt asked if the cost quoted included installation.

Mr. Miller stated no. He stated the installation cost quoted by Pemberton was around $120,000. He explained that they would have to use a crane to place the unit on a concrete pad and then set up the unit. He stated the total cost would be around $260,000 which would include $10,000 for his services.

Mayor Pro Tem Ferebee asked Mr. Miller if his best guesstimate for a final price is $260,000.

Mr. Miller stated he feels we are looking at around $250,000, plus or minus 10%.

Councilman Smith asked Mr. Miller if there are any grants available for this.

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Mr. Miller stated he does not know of any since this is a maintenance type issue.

City Manager Scherer pointed out that we have checked with the Parks & Recreation Trust Fund and there are no grants available for maintenance projects.

Mayor Doughtie thanked Mr. Miller for the information and his work on this project.

City Manager Scherer reported that the Police Department is beginning its efforts to reach out to the community with the “Know Your Cop” Program which will start tonight in the mill village area. He reported that the Police Department has ordered 13 bullet-proof vests and 14 body cameras. He indicated they would be working with other law enforcement agencies to develop an appropriate policy for the cameras.

City Manager Scherer reported that the Public Works Department has submitted a letter of interest for hazard mitigation funding for emergency generators at Fire Station No. 1 and City Hall, and also for storm water mitigation. He stated the Public Works Department is working on constructing a new pole barn to store materials and also continuing with right-of-way mowing as best as they can with their limited resources.

City Manager Scherer reported that Parks & Recreation Director Simeon’s back surgery went well and he hopes to return to work next week. He reported that there will be one more meeting on the County’s Parks & Recreation Master Plan before adoption by the County Commissioners. He stated the Parks & Recreation Department is working on plans for the Haunted Trail which will be held at Dominion’s Lake Park this year. He stated they are also beginning work on coordinating the Christmas Parade. City Manager Scherer stated the department is also busy with adult softball, midget football, etc. He stated several staff members from the Parks & Recreation and Public Works Departments will be going to the coast tomorrow to visit some skateboard parks.

City Manager Scherer reported on the Fire Department training at the old Ryan’s building, and indicated that Rightmyer will begin demolition when completed. He reported that Chief Coggins has posted on the department’s Facebook page some

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videos of the training and will be preparing a presentation for Council. He reported that the new roof at Fire Station No. 1 has been completed.

City Manager Scherer reported that he and Main Street/Development Director Caudle will be attending an economic development briefing by Steve Keen, Director of Governor McCrory’s Eastern North Carolina office. He stated this briefing will take place on Thursday at the Hilton Garden Inn.

City Manager Scherer reported that the annual 9-11 Ceremony will be held next Thursday at 8:45 a.m. at Centennial Park.

City Manager Scherer reported that we have received the latest population estimate from the Office of State Budget and Management. He stated it is 15,543, down 148 from last year’s estimate.

City Manager Scherer reported that he will be meeting with Cathy Scott, County Economic Development Director, regarding the old WestPoint Stevens property. He stated there has been some interest expressed in the property, and we are waiting on the environmental study. City Manager Scherer reported that Ms. Scott has secured the services of several MBA students from the UNC School of Business to conduct a “best use” study of the site.

Motion was made by Mayor Pro Tem Ferebee, seconded by Councilman Bobbitt and unanimously carried to go into closed session to discuss a personnel matter as allowed by NCGS 143-318.11(a)(6).

**Minute Book Page 17392 contains Minutes and General Account of a Closed Session which have been sealed until such time as public inspection of those minutes would not frustrate the purpose of the Closed Session.**

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Motion was made by Councilman Bobbitt, seconded by Councilwoman Scarbrough and unanimously carried to return to open session.

Mayor Doughtie called the meeting to order in open session and City Manager Scherer returned.

Mayor Doughtie reported that the City Council went into closed session to discuss the performance evaluation of City Manager Scherer. He stated it was agreed upon that he would meet with the City Manager tomorrow morning to discuss the results.

There being no further business, motion was made by Councilwoman Scarbrough, seconded by Councilman Bobbitt and unanimously carried to adjourn.



9/16/14