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**Minutes of the Roanoke Rapids City Council**

A regular meeting of the City Council of the City of Roanoke Rapids was held on Tuesday, June 21, 2016 at 5:15 p.m. in the Council Chambers at the Lloyd Andrews City Meeting Hall.

**Present:** Emery G. Doughtie, Mayor

Carl Ferebee, Mayor Pro Tem

Ernest C. Bobbitt) **Council Members**

Suetta S. Scarbrough)

Carol H. Cowen)

Wayne Smith)

Joseph Scherer, MPA, MS, City Manager

Gilbert Chichester, City Attorney

Lisa B. Vincent, MMC, NCCMC, City Clerk

Leigh Etheridge, Finance Director

Kathy Kearney, Deputy City Clerk/Human Resources Manager

Kelly Lasky, Planning & Development Director

John Simeon, Parks & Recreation Director

Larry Chalker, Public Works Director

Stacy Coggins, Fire Chief

Christina Caudle, Main Street Director

Chuck Hasty, Police Chief

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

**Adoption of Business Agenda**

Mayor Doughtie announced that the agenda needs to be amended to add Item 9 (b) to consider the cancellation of the July 5 City Council meeting. He asked Council members about any known conflicts of interest with respect to the matters before them this evening.

There being no conflicts, motion was made by Councilman Smith, seconded by Mayor Pro Tem Ferebee and unanimously carried to adopt the business agenda for June 21, 2016 as amended.

**Public Comment (Unscheduled)**

**Mr. Gerald L. McDaniel**

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Mr. Gerald L. McDaniel of 713 Monroe Street, Roanoke Rapids, NC thanked and congratulated everyone involved in the 301 Endless Yard Sale this past weekend. He stated it is too bad we cannot have this event every weekend.

Mr. McDaniel stated he attended a meeting at Logan’s where John F. Sullivan with the Federal Highway Administration was giving a presentation on I-95 tolls. He stated Lance Martin with rrspin.com was asked to leave. He stated Representative Michael Wray spoke but Mr. Scott Aman asked him to sit down and be quiet. He stated Mr. Aman began his “no tolls” rant and was finally asked to let others speak. Mr. McDaniel stated Tourism Director Lori Medlin gave a tearful tirade about the effects of toll roads on tourism and about the toll dodgers that would put extra traffic on Highway 301. He stated he has a problem with people that talk out of both sides of their mouths. He stated he does not see how Ms. Medlin can rationalize being terrified of the increase in traffic on Highway 301 and then take credit for the 301 Endless Yard Sale. He stated he cannot figure out where she is coming from.

Mr. McDaniel stated he will be back next month to tell Council about what he dumped into the Roanoke River.

**Approval of Council Minutes**

Motion was made by Councilwoman Cowen, seconded by Councilman Bobbitt and unanimously carried to approve the June 14, 2016 City Council Minutes.

**Public Hearings**

**Consideration of Economic Development Incentive Grant**

Ms. Cathy Scott, Executive Director of the Halifax County Economic Development Commission, stated the City of Roanoke Rapids is considering an incentive grant for a company that goes by the name of Project Chips. She stated the project will mean a $48 million investment in building and equipment in the City and will create 16 jobs with an average wage of $38,334.00 a year ($18.43 an hour). She stated the average wage in Halifax County is $30,395.00 a year ($14.62 an hour).

Ms. Scott stated the company will generate $1.25 million in new tax base and revenues to the City over the next five years. She stated the City is proposing to pay around $125,000.00 a year for five years contingent on the company reaching the investment and job creating commitments.

Councilman Smith asked Ms. Scott to explain what the grant would be to the company.

Ms. Scott explained that the grant represents a relationship between the City and the company whereby the City will pay approximately $125,000.00 a year for five years,

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contingent upon the investment and job creating commitments, in incentives to the company and the City would realize $1.25 million in new tax base which equates to approximately $250,000.00 a year. She pointed out that the City would not be giving the company the incentives before generating the revenue.

Mayor Doughtie stated the taxes will be collected at the normal rate after five years (the end of the incentive grant).

Ms. Scott stated that is correct.

A public hearing having been advertised and proper notices having been given according to law, Mayor Doughtie opened the public hearing for comments.

Mr. Dan Brown, Roanoke Rapids Sanitary District CEO and Halifax County Business Horizons President, stated this is a much needed project for our area. He stated it has been some time since we had a project of this magnitude in Roanoke Rapids, especially a manufacturing project. He asked that Council support this project and let it be a part of the community.

Mayor Pro Tem Ferebee stated he feels this is a good project and is well needed. He stated the $250,000.00 per year the City will realize in tax revenue is worth the $125,000.00 plus the City will provide as incentive money.

Mayor Doughtie stated what he thinks makes this project very interesting is that we already have a very good partner in KapStone. He stated KapStone is a very vital part of our community. He stated the whole entity is very important to us and this is a community that desperately needs growth.

There being no one else to speak, Mayor Doughtie declared the public hearing closed.

Motion was made by Councilman Bobbitt, seconded by Councilman Smith and unanimously carried to adopt the following Resolution No. 2016.05:

RESOLUTION NO. 2016.05

CITY OF ROANOKE RAPIDS

**RESOLUTION AUTHORIZING INCENTIVES FOR A MANUFACTURING COMPANY**

**WHEREAS,** a certain manufacturing company is currently considering locating its manufacturing operations in the City of Roanoke Rapids; and

**WHEREAS,** G.S. 158-7.1(a) authorizes a city to make appropriations and expenditures for the purpose of encouraging the location of manufacturing enterprises within the city; and

**WHEREAS,** the Roanoke Rapids City Council has held a public hearing to consider whether to offer certain incentives to a manufacturing company in the form of a cash incentive grant in the estimated amount of SIX

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HUNDRED TWENTY-SIX THOUSAND TWO HUNDRED EIGHTY-SEVEN DOLLARS ($626,287.00) payable in annual installments over a five (5) year period of time; and

**WHEREAS,** it is anticipated that the manufacturing company will make a taxable investment of FORTY-EIGHT MILLION TWO HUNDRED FIFTY-TWO THOUSAND FOUR HUNDRED DOLLARS ($48,252,400.00) within three (3) years of its location in the City of Roanoke Rapids; and

**WHEREAS,** it is anticipated that the manufacturing company will create sixteen (16) new permanent jobs in Roanoke Rapids which will pay wages that exceed the current weekly wage for Roanoke Rapids; and

**WHEREAS,** the location of this manufacturing company in Roanoke Rapids will stimulate, diversify, and stabilize the local economy, promote business in Roanoke Rapids, increase the population and taxable property in Roanoke Rapids, and result in the creation of a substantial number of good paying jobs in Roanoke Rapids; and

**WHEREAS,** the amount of any given annual installment payment under the proposed appropriation and expenditure shall be contingent upon certain levels of taxable investment made by the company in the form of real estate improvements, machinery, and equipment, and also contingent upon the creation of a specified number of new jobs in the city, the establishment of certain wage levels for those jobs, and maintaining a specified level of taxable investments, jobs and wages over the grant period; and

**WHEREAS,** a draft of an Economic Development Incentive Grant (“EDIG”) Agreement was presented to the City Council with the essential terms and conditions of the proposed incentive grant; and

**WHEREAS,** the funding for this incentive will be appropriated from the City’s general fund.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. Subject to the decision of the manufacturing company to locate in the City of Roanoke Rapids, and subject to the general terms and conditions set forth herein, Roanoke Rapids is authorized to appropriate and expend up to SIX HUNDRED TWENTY-SIX THOUSAND TWO HUNDRED EIGHTY-SEVEN DOLLARS (626,287.00) of City funds, payable in annual installments over a period of five (5) years, as an incentive grant for this manufacturing company, upon those terms and conditions substantially as set forth in the proposed Economic Development Incentive Grant (“EDIG”) Agreement.

2. The Roanoke Rapids City Council and other appropriate City staff are authorized to execute such documents as may be necessary to the project on behalf of the City, with such additions, deletions or amendments as may be deemed advisable by City staff and the City Attorney unless such changes materially alter the terms and conditions presented to the Council on this date.

**ADOPTED** this 21st day of June, 2016.

Emery G. Doughtie, Mayor

ATTEST:

Lisa B. Vincent, City Clerk

**New Business**

**Consideration of FY 2016 – 2017 Budget Ordinance**

City Manager Scherer stated the proposed FY 2016 – 2017 Budget was presented to Council at a Special Council Meeting held on May 31, 2016, and has been on display for public inspection at the Clerk’s Office and on the City’s website since June 1. He stated numerous budget work sessions have been held and a public hearing was held

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at the June 14 Council Meeting. He stated a Budget Ordinance (Ordinance No. 2016.13) has been prepared to adopt the FY 2016 – 2017 Budget.

Mayor Pro Tem Ferebee asked the final numbers.

City Manager Scherer stated it is a $16,525.626.00 Budget.

Mayor Pro Tem Ferebee asked about last year’s total Budget.

City Manager Scherer stated around $16 million.

Mayor Pro Tem Ferebee asked if the Finance Director is pretty comfortable with the revenues budgeted for next year.

Finance Director Etheridge stated they are the estimates provided by the State. She stated in some cases there can be a reversion but that is something we cannot control.

Motion was made by Mayor Pro Tem Ferebee, seconded by Councilwoman Scarbrough and unanimously carried to adopt the following Ordinance No. 2016.13:

ORDINANCE NO. 2016.13

**FY 2016 – 2017 BUDGET ORDINANCE**

**BE IT ORDAINED**by the City Council of the City of Roanoke Rapids, North Carolina that the following anticipated fund revenues and departmental expenditures together with a certain Fee and Charge Schedule, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of the City Government and its activities for the Fiscal Year beginning July 1, 2016 and ending June 30, 2017.

**SUMMARY**

General Fund (Operating) $13,965,300.00

General Fund (Capital) 597,500.00

Municipal Swimming Pool 36,150.00

Drug Enforcement Fund 15,000.00

Roanoke Rapids Theatre 1,860,526.00

**TOTAL $16,474,476.00**

**SECTION 1. General Fund**

**Anticipated Revenues:**

2015 Ad Valorem Taxes $6,805,041.00

Prior Years Ad Valorem Taxes & Penalties 283,411.00

Payments in Lieu of Taxes 28,000.00

NC Tax and Tags 855,462.00

Lease Vehicles 19,251.00

Powell Bill Street Allocations 463,891.00

Sales Tax 3,054,907.00

Solid Waste Disposal Tax 7,741.00

ABC Profits 41,200.00

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Christmas Parade 4,000.00

Police Grants and Donations 6,250.00

Fire Grants and Donations 1,500.00

Recreation Grants 26,950.00

Senior Center Grants and Donations 80,850.00

Library Grants and Donations 15,634.00

Public Works Grants 5,000.00

Roanoke Canal Museum Grants and Donations 12,000.00

Solid Waste User Fees and Penalties 1,400,264.00

Court Costs 3,850.00

Animal Control 1,733.00

Inspection Fees 3,281.00

Lot Cutting Revenue 10,977.00

Cemetery Revenue 110,500.00

Recreation User Fees 109,611.00

Roanoke Canal Museum Fees 2,331.00

Community Center Receipts 48,276.00

Lease Revenue 17,492.00

Planning/Zoning Fees 198,720.00

Public Works Fees 4,901.00

Library User Fees 18,906.00

Utility Franchise Taxes 1,320,569.00

Beer and Wine Tax 84,210.00

Miscellaneous Grants 18,000.00

Miscellaneous Revenue 14,005.00

Insurance Reimbursement 5,500.00

Cable Franchise Fees 38,864.00

Interest Earnings – General Fund 5,994.00

Sale of Wreck Reports 7,409.00

Occupancy Tax 2,525.00

Sale of Surplus Property 45,000.00

Theatre Revenue 32,000.00

Municipal Ordinance 38,883.00

Installment Financing 611,000.09

Fund Balance – Regular 659,736.91

**TOTAL REVENUES $16,525,626.00**

**Authorized Expenditures:**

**Operating**

Theatre $167,749.00

Legislative 60,830.00

General Government 1,674,239.00

Administrative 299,450.00

Main Street Development 55,991.00

Finance 252,454.00

Information Systems 57,328.00

Revenue Collections 238,635.00

Legal 38,000.00

Planning & Development 494,253.00

Government Buildings 105,224.00

Police 2,980,495.00

Fire 1,759,475.00

Public Works 574,487.00

Central Garage 240,674.00

Combined Street and Powell Bill 1,385,466.00

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Solid Waste 613,943.00

Refuse 365,146.00

T. J. Davis Center 342,052.00

Aquatic Center 201,901.00

T. J. Davis Outdoor Pool 6,000.00

Parks and Recreation Maintenance 423,280.00

Chaloner Center 95,656.00

Senior Center 93,778.00

Transportation Grant 15,891.00

Andrews Meeting Hall 18,200.00

Miscellaneous Grants 224,128.00

Community Center 60,400.00

Library 312,103.00

Cemetery 114,381.00

Property Maintenance 247,480.00

Roanoke Canal Museum 87,399.00

Miscellaneous 21,000.00

Debt Service 385,890.00

Capital Reserve 54,222.00

**Subtotal Operating Expenditures $14,067,600.00**

**General Fund Capital 597,500.00**

**Roanoke Rapids Theatre**

Theatre Debt Payment **$1,860,526.00**

**TOTAL GENERAL FUND EXPENDITURES $16,525,626.00**

**SECTION 2. Municipal Swimming Pool Fund**

**Anticipated Revenues:**

Interest Earnings $800.00

Concession Revenue 5,700.00

Miscellaneous Revenue 2,000.00

Special Programs 17,850.00

Kings Dominion Ticket Sales 2,000.00

Athletic Sponsorships 7,800.00

**TOTAL REVENUES $36,150.00**

**Authorized Expenditures:**

**TOTAL EXPENDITURES $36,150.00**

**SECTION 3. Drug Enforcement Fund**

**Anticipated Revenues:**

Drug Forfeiture Revenue $15,000.00

**TOTAL REVENUES $15,000.00**

**Authorized Expenditures:**

**TOTAL EXPENDITURES $15,000.00**

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**SECTION 4. Additional Appropriations**

A. An additional appropriation is hereby made from the Fund Balance in each respective fund for an amount equal to all outstanding encumbrances on June 30, 2016.

B. An additional appropriation is hereby made from the Fund Balance in each respective fund for an amount equal to all unencumbered line item balances at June 30, 2016 having derived from contributions, donations or grant funds.

**SECTION 5. Fee Schedule**

There is hereby established for the Fiscal Year 2016 – 2017 various fees and charges as scheduled herewith:

**Revenue/Tax Department**

Business Solid Waste User Fee & Disposal Fee $17.05 per Container per month

Roll-Out Containers $17.05 for each Additional Container

Residential Solid Waste Fee $204.50 per Residential Unit per Year

$204.50 per year for 2nd Container

Roll-Out Containers City cost per Container

Business Registration Fee $20.00 per year

Fee for Change in Business Registration $ 5.00

Itinerant Merchant, Peddler & Vendor License Fee $20.00 per year

Motor Vehicle Tax $6.00 per Licensed Vehicle

Advertising of Delinquent Tax Bill $4.00 per Parcel

**The Roanoke Rapids Theatre**

Facilities Fee $2.00 for each ticket sold on-line

**General Government**

Photocopies $.20 per copy/Letter Size B/W

$.25 per copy/Letter Size Color

$.25 per copy/Legal Size B/W

$.30 per copy/Legal Size Color

$.30 per copy/Oversize B/W

$.35 per copy/Oversize Color

Recording Fees Fees correspond with Fees Set by Halifax

County Register of Deeds

**Police Department**

Taxi Permits $50.00

Incident Reports $ 6.00

Accident Reports $ 6.00

Fingerprinting $10.00

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Photographs $10.00

Animal Disposal Fee $10.00 per Animal

Beekeeping Permit $ 5.00 per Hive

**Public Works Department**

Driveway Permits $40.00 each Driveway

Lot Cutting Fees and Abatement Cost plus $250.00 Administrative Fee

Debris Removal & Special Collections

Collection Costs

Small Pickup $25.00 per load

35 Foot Trailer $55.00 per load

Disposal Fees

Transfer Station $46.97 per ton

Landfill $47.00 per ton or current price

Tub Grinding $ 4.00 per cubic yard

Permit to Dig in Street (Utility Cuts) $400.00 per cut

Cemetery Lot Fees **Resident:**

**Sections A-E** - $1,000.00 per 4 Grave Plot

**Section G** - $800.00 per Site

**Section H** - $250.00 per Space

**Section I** - $500.00 per Space

**Section J** - $1,000.00 per 2 Grave

Companion Plot

**Section K** - $2,000.00 per 4 Grave Plot

**Section L** - $1,200.00 per 2 Grave

Companion Plot

**Section O** - $500.00 per Space

**Non-Resident:**

**Sections A-E** - $2,000.00 per 4 Grave Plot

**Section G** - $1,600.00 per Site

**Section H** - $500.00 per Space

**Section I** - $1,000.00 per Space

**Section J** - $2,000.00 per 2 Grave

Companion Plot

**Section K** - $4,000.00 per 4 Grave Plot

**Section L** - $2,400.00 per 2 Grave

Companion Plot

**Section O** - $1,000.00 per Space

Cemetery Grave Preparation (Residents & Non-Residents) Monday – Friday: $700.00**\***

Weekends and Holidays: $900.00

**\*Overtime charge of $75.00 per hour after 2:00 p.m. on weekdays.**

Foundation Fees (Residents & Non-Residents) $150.00

**Note: Urn burials are one-half (1/2) the regular fee.**

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Cemetery Deed Fee Fees correspond with Fees Set by

Halifax County Register of Deeds

**Library**

Library Non-Resident Borrower Card $20.00 per year

Replacement of Lost Card $ 5.00 each

Photocopies $ .20 per copy/Letter Size

$ .25 per copy/Legal Size

$ .30 per copy/Oversize

Computer Printouts $ .40 each

Videocassette Rental $ .50 each

Fines: Juvenile Books $ .15 per day (Max. $3.60)

Juvenile Cassettes $ .15 per day (Max. $3.60)

Adult Books $ .20 per day (Max. $5.00)

All Magazines $ .20 per day (Max. $4.00)

Adult Audiobooks $ .30 per day (Max. $6.00)

Adult Music Cassettes $ .25 per day (Max. $5.00)

Videocassettes $ 1.00 per day (Max. $12.00)

Video Not Rewound $ 1.00 each

Video in Bookdrop $ 2.00 each

Equipment $ 5.00 per day

Long Overdue Fine $15.00 each

Interlibrary Loan:

Postage Fee $ 5.00 per item\*

Overdue Fine for City of Roanoke Rapids $ .50 per day (Max. $10.00)

Overdue Fine/Copies Varies**\***

**\*Established by and payable to Lending Library.**

Lost or Badly Damaged Items Replacement Cost for Item plus $5.00 Non

Refundable Processing Fee

Damaged Material:

Adult Audiobook Cassettes $ 8.00 each

Adult Audiobook CD’s $10.00 each

Adult Audiobook Cases $ 6.00 each

Adult Audiobook CD Cases $10.00 each

Audio Cassette Box $ 1.00 each

Barcode $ 1.50 each

Blue Music Pouches $ 1.00 each

Book Covers $ 2.00 each

Cleaning Fee $ 2.00 each

Juvenile Book/Cassette Bags $ 2.00 each

Pockets $ .50 each

Repair of Torn Pages $ .50 each

Video Black Cases – Single $ 2.50 each

Video Black Cases – Double $ 4.00 each

Sale Books & Videos (Unusable gift books or books deleted from our collection):

Magazines $ .10 each

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Paperbacks $ .25 each

Hardbacks $ .50 – 3.00 each (Depending on age

& condition of book)

Audiobooks $ 1.00 – 5.00 each (Depending on age

& condition & # of cassettes/CD’s)

Videos $ 2.00 – 5.00 each (Depending on age

& condition & # of cassettes/DVD’s)

Library Class Fees:

Classes offered through the Library shall be set up on a “break even” basis paying for the cost of the instructor and supplies. In addition, a $2.00 per participant maintenance/utility fee will be charged. The charge for classes will be based on breaking even with 10 participants with instructors paid on the following basis:

$10.00/session for 10 – 14 participants

$12.50/session for 15 – 19 participants

$15.00/session for 20 & over participants

Non-Residents will be charged cost plus 100%.

**Parks & Recreation**

Class Fees:

Classes offered through the T. J. Davis Recreation Center shall be set up on a “break even” basis paying for the cost of the instructor and supplies. In addition, a $2.00 per participant maintenance/utility fee will be charged. The charge for classes will be based on breaking even with 10 participants with instructors paid on the following basis:

$10.00/session for 10 – 14 participants

$12.50/session for 15 – 19 participants

$15.00/session for 20 & over participants

Non-Residents will be charged cost plus 100%.

Athletic Fees:

Adult Athletics – Team registration fees are based on breaking even on direct cost (officials, trophies, scorekeepers/field supervisors, etc.). In addition, a $10.00/game maintenance/utility fee will be charged for basketball and $5.00/game for softball.

In addition, non-resident adults will be charged $25.00.

Youth Athletics Resident Youth: $15.00 Non-Resident Youth: $45.00

Athletic User Fee: Resident: $5.00 Non-Resident: $10.00

Softball Field Rental Fees: $7.00/game per field for tournaments. A $25.00 non-refundable deposit is required to reserve a field which is applied to field rental and can be refunded if tournament is cancelled 30 days in advance.

Picnic Shelter Reservation Fees: $20.00/day for Residents and

$40.00/day for Non-Residents for

Emry, Rochelle and Chockoyotte Shelters

Recreation I.D. Card Fees: $10.00 for Youths

$25.00 for Adults

T. J. Davis Room Rental Fees:

Multi-purpose and Chum’s Corner (larger rooms) $30.00 per rental for non-profit group or

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individual resident

$40.00 per rental for private or corporate

groups

Classroom (smaller room) $25.00 per rental for non-profit group or

individual resident

$30.00 per rental for private or corporate

groups

T. J. Davis Center/Gym Rental Fees: $50.00 Resident, $90.00 Non-Resident (after

hours) per hour with a minimum of 2 hours

$30.00 per hour for Non-Resident School

Groups during non-peak normal operating

hours

Centennial Park Only Rental Fee: $20.00 flat rate per day

$40.00 Non-Resident

Centennial Park & Andrews Building Wedding Rental Fees:**\***

Rates $30.00 per hour for Residents

$60.00 per hour for Non-Residents

**\*Minimum rental time of three (3) hours.**

Andrews Building Set-Up Fee: $15.00 per 50 chairs for Residents

$30.00 per 50 chairs for Non-Residents

Chaloner Recreation Center Rental Fee:**\*** $35.00 per hour for Residents

$55.00 per hour for Non-Residents

**\*The Chaloner Recreation Center can be rented for after-hours use. Rental is for a minimum of two (2) hours.**

Kirkwood F. Adams Community Center Fees:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **AREA** | **CAPACITY** | **WEEKDAY RATE (10 A.M. - 5 P.M.)** | | | **NIGHT/WEEKEND RATE (5 P.M. FRI. - 2 A.M. MON.)** | | |
| **RESIDENT** | **NON-RESIDENT** | **FOR-PROFIT** | **RESIDENT** | **NON-RESIDENT** | **FOR-PROFIT** |
| Entire Center | 700 w/chairs only 500 w/tables & chairs | $51.00/Hour | $76.00/Hour | $63.00/Hour Res  $94.00/Hour NR | $60.00/Hour | $90.00/Hour | $71.00/Hour Res  $106.00/Hour NR |
| Chair Set Up Fee | will be prorated for #s less than 100 | $45.00/100 | $65.00/100 | $56.00/100 Res  $83.00/100 NR | $45.00/100 | $65.00/100 | $56.00/100 Res  $83.00/100 NR |

Non Refundable Reservation Deposit: $100.00

**MAXIMUM DAILY RATE: $800.00 – Resident/$1,000.00 – Non-Residents. THE CENTER MUST BE RENTED FOR A MINIMUM OF THREE (3) HOURS.**

Non-Profit Organizations sponsoring charitable fund raising events using the center for 24 hours or more will be given a 50% discount.

Non-Profit Organizations sponsoring weekday-daytime workshops or meetings for public benefit will be given a 50% discount.

The following organizations are fee exempt for two (2) nighttime or weekend activities each year: *(1) Rescue Squad, (2) Bloodmobile & (3) City Sponsored Senior Citizens Groups.*

Main Street RR is fee exempt for four (4) nighttime or weekend activities each year for Main Street RR sponsored events.

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Main Street RR is fee exempt for use of the plaza for Main Street RR sponsored events.

♦If the Center is not left in acceptable condition, a fee of $15.00/per man-hour for cleaning shall be charged.

♦If anything is left in the Center overnight, there will be a $25.00 storage fee.

♦Round Tables are available for rent for $6.00 per table.

♦Roanoke Rapids City Schools Events: $225.00

♦Chamber of Commerce is a partner of the City of Roanoke Rapids. They have the right to schedule events before the month is available to the public. They are treated as a City department in terms of scheduling the facility.

Roanoke Canal Museum Fees:

General Admission (All General Admission is for self-guided tours only.)

•$2.00 Halifax County Residents

•$4.00 for All Persons who Reside Outside of Halifax County

•Free for Children 8 and Under (exception of guided tours)

Guided Tour Admission

•$2.00 per Person 4 and older, no additional discount, minimum of 10 persons or $20.00 fee

Aquatic Center:

(Labor Day to Memorial Day)

Aquatic Center Open and Lap Swim

Residents $ 3.00

Non-Residents $ 6.00

Resident Senior (55+) $ 2.25

Non-Resident Senior (55+) $ 4.50

RED CROSS CLASSES

Toddler (Resident) $ 30.00

Toddler (Non-Resident) $ 60.00

Levels I – VII (Resident) $ 45.00

Levels I – VII (Non-Resident) $ 90.00

Lifeguard/CPR Classes:

Resident $ 75.00

Non-Resident $150.00

Challenge: $ 45.00

WSI Classes:

Resident $ 80.00

Non-Resident $160.00

Individual Lessons:

Resident $ 50.00

Non-Resident $100.00

AQUACISE & ARTHRITIS FITNESS CLASSES

Resident $ 2.75

Non-Resident $ 5.50

Annual Passes: (This is the cost from January to December 31. The fees are prorated down each month.)

Family Resident $365.00

Family Non-Resident $730.00

Individual Resident $200.00

Individual Non-Resident $400.00

Resident Senior (55+) $155.00

Non-Resident Senior (55+) $310.00

(Memorial Day to Labor Day)

Aquatic Center Open and Lap Swim

Residents $ 3.50

Non-Residents $ 7.00

Resident Senior (55+) $ 2.00

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Non-Resident Senior (55+) $ 4.00

T. J. Davis Pool

RED CROSS CLASSES (Same as Aquatic Center)

Outdoor Pools Open and Lap Swim

Residents $ 3.00

Non-Residents $ 6.00

Resident Senior (55+) $ 2.00

Non-Resident Senior (55+) $ 4.00

Wade Pool

Residents $ 1.75

Non-Residents $ 3.50

Outdoor Pool Passes (Residents Only):

Child & Adult $ 94.00

Family $188.00

Seniors (55+) $ 59.00

Aquatic Center & T. J. Davis Pools Rental

*(Minimum of Two (2) Hours)* Resident Non-Resident

Up to 25 participants $ 90.00/hr. $110.00/hr.

26 to 50 participants $115.00/hr. $140.00/hr.

51 to 75 participants $140.00/hr. $175.00/hr.

Discount: A 10% discount will be given to groups,

organizations and corporations that have

20 or more in attendance at one time or

purchase passes for 20 or more.

KapStone (monthly fee) $250.00

Halifax Academy Swim Team (per lane, per hour) $ 10.00

Swim Meet – Ticket Price (8 years older & above) $ 5.00

**(Everyone pays except school swimmers and 2 coaches from each team, timers are not exempt.)**

ECA - year-round swim team (per person, per month) $ 30.00

**Planning & Development**

Rezoning Petition $350.00

Voluntary Annexation Petition $250.00

Zoning Compliance Certification Letters $ 50.00 per individual site

Conditional Use Permit $350.00

Special Event Permit $ 35.00

Special Event Permit (events designed to attract 5,000 or

more spectators or participants) $250.00

Ordinance Text Amendment Petition $350.00

Variance Petition $350.00

Appeal Petition $350.00

Land Use Violation $ 50.00 per day

Land Use Permit $ 50.00

Business Use Permit $ 75.00

Temporary Power $ 50.00

Processing Fee for petitioner withdrawal of Variance

Petition, Conditional Use Permit or Rezoning Petition $350.00

Site Plan Review $200.00 per site plan review**\***

<30,000 ft2 of impervious surface

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$700.00 per site plan review

>30,000 ft2 of impervious surface

**\*This fee shall increase to $70.00 whenever the services of an outside engineering firm is necessary and retained by the City to evaluate a specific drainage problem area outside of the expertise of the City Public Works Director. This is to be determined on a case by case basis upon review of proposed development site plans.**

Halifax County Plan Review Fee**\*** $ 50.00

**\*All plans, determined by Planning staff to require review by the Halifax County Building Inspections Department, shall be subject to this fee prior to review.**

Street Closing Petition $475.00

Final Subdivision Plat

Minor Subdivision $ 50.00

Major Subdivision

With Improvements $100.00 plus $50.00/lot

Without Improvements $ 75.00 plus $25.00/lot

**Note: The petitioner is responsible for all associated advertising expenses.**

Maps $ 5.00 per sheet

Land Use Ordinance (to recover actual per copy duplicating costs) $ 30.00

Comprehensive Development Plan $ 50.00

Zoning Maps (Color)

Small $ 15.00

Large $ 30.00

Electrical Inspection of Existing Structure Requested by

Power Company $ 35.00

Issuance of Certificate of Compliance

Major Renovations (More than $30,000.00) $ 75.00

Minor Renovations ($30,000.00 or less) $ 35.00

Failure to Call for Proper Inspection $100.00

Removal of a Notice of Lis Pendens $ 50.00

Home Occupation Permit $ 50.00

Recombination Plat $ 50.00

Supplement plan review fees for wireless communication facilities shall be charged in addition to a City processing fee as follows:

**Review** **City Processing** **3rd Party Supp.**

(1) Concealed Attached WCF $ 750.00 $1,000.00

(2) Collocated or Combined WCF $ 750.00 $1,000.00

(3) Freestanding Concealed WCF $1,000.00 $1,000.00

(4) Non-concealed Freestanding WCF $1,000.00 $1,000.00

Code Enforcement Division Fees:

ABC Permit Application Inspection Fee $ 75.00 per inspection

Building Permit:

1. A permit to demolish or remove any size structure shall be issued upon proper application. Fees for such demolition or removal are as follows:

(1) Moving of an approved structure $100.00

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(2) Demolish structure $100.00

(B) A permit to modify, construct and/or erect advertising signs shall be issued, upon proper application, in accordance with the following schedule:

**Type of Sign and Work Fee Per Sign Face**

Erection of outdoor advertising (off-premises) sign $175.00

Erection of principal use signs:

Fifty (50) sq. ft. or less $ 50.00

More than fifty (50) sq. ft. $100.00

Erection of commercial accessory signs $ 10.00

Erection of temporary signs $ 10.00

Modification of existing signs $ 10.00

(C) City building inspection fees for new construction, additions, and alterations of all structures shall be the greater of fifty dollars ($50.00) or the applicable amount based upon a schedule of five dollars ($5.00) per one thousand dollars ($1,000.00) of construction value. For the purposes of this subsection, construction value shall be the greater of the value derived utilizing either the Southern Building Code Congress International, Inc., *Building Valuation Data* or the sum of all building related costs for the project.

(D) In addition to any other fees established by the provisions of this section, whenever a general contractor applies for the issuance of a permit for the construction of any single-family residential dwelling unit, the general contractor shall pay a fee in the amount of five dollars ($5.00) for each dwelling unit to be constructed or altered under the permit.

Plumbing Permit:

(A) A plumbing permit shall be issued, upon proper application, for a fee of fifty dollars ($50.00) plus five dollars ($5.00) per fixture.

Heating, Air Conditioning, Refrigeration and Ventilation Permit:

(A) Permit fees for installation or replacement of the following shall be fifty dollars ($50.00) plus the applicable amount in accordance with Schedule I:

(1) Each boiler or furnace, including duct distribution system thereof when covered by the same permit, or duct distribution system thereof only.

(2) Each floor furnace, wall circulator or heater, circulating heater, direct-fired unit heater, gas radiator, blast furnace, rotary dryer, annealing furnace and duct heater industrial oven.

(3) Conversion or replacement of mechanical firing equipment.

**SCHEDULE I**

**Fossil Fuel (BTU/HR) Fee**

50,000 or less $15.00

50,001 to 100,000 $20.00

100,001 to 200,000 $25.00

Above 200,000 $30.00

(B) Permit fees for installation or replacement of the following shall be fifty dollars ($50.00) plus the applicable amount in accordance with Schedule II. Each air conditioning or heat pump system, including major components and duct distribution system thereof when covered by same permit, or duct distribution system thereof only, or major component only.

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**SCHEDULE II**

**Air Conditioning Compressor Rating Fee**

**(Nominal) - Tons**

5 or less $15.00

5.1 to 15 $20.00

15.1 to 50 $30.00

Above 50 $40.00

An additional five dollars ($5.00) fee for split systems.

(C) Permit fees for installation or replacement of the following shall be fifty dollars ($50.00) plus the applicable amount in accordance with Schedule III. Each refrigeration system including major component only.

**SCHEDULE III**

**Refrigeration Compressor Rating Fee**

**(Nominal) - Tons**

5 or less $15.00

5.1 to 15 $20.00

Above 15 $25.00

(D) Permit fees for installation or replacement of the following shall be fifty dollars ($50.00) plus the applicable amount in accordance with Schedule IV. Each hood over cooking ranges (in other than residences and multi-family houses), candy kettles, cruller furnaces and appliances for frying, barbecuing, broiling and bakery (baking) of foods, including exhaust duct system thereof when covered by the same permit, or exhaust duct system thereof only.

**SCHEDULE IV**

**Fee**

10 or less $15.00

10.1 to 50 $20.00

50.1 to 100 $25.00

Above 100 $30.00

(E) Permit fees for the installation or replacement of any blower or fan in other than residences installed for ventilation or removal of dust, gases, fumes and vapors shall be fifty dollars ($50.00) each.

(F) Permit fees for the modification, repair or replacement of duct systems shall be fifty dollars ($50.00) each.

(G) Permit fees for the installation or replacement of gas appliances and piping shall be fifty dollars ($50.00). No permit shall be required for the replacement of a gas appliance where piping is not altered.

Electrical Permit:

(A) An electrical permit shall be issued, upon proper application, for a fee of fifty dollars ($50.00) plus the applicable amount in accordance with the following schedule:

(1) Outlets:

Each 220 volt outlet $ 3.50

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Each 110 volt outlet $ .50

(2) Motors:

Each motor $ 3.50

(B) Electrical change of service greater than 400 amp: $90.00

Mobile Home Permit:

A mobile home permit shall be issued upon proper application for a fee of fifty dollars ($50.00).

Fire Sprinkler System Permit:

A fire sprinkler system permit shall be issued upon proper application for a fee of fifty dollars ($50.00) plus five cent ($.05) per square foot of protected area.

Insulation Permit:

An insulation permit shall be issued upon proper application for a fee of fifty dollars ($50.00) plus five cent ($.05) per square foot of floor area.

Reinspections:

The above fees entitle the applicant to one inspection. For each extra inspection made necessary through the failure of any person in charge of work to install in the proper manner or to otherwise create conditions making such additional inspection or trip necessary, there will be an additional charge of thirty-five dollars ($35.00). When a third party inspection agency is involved, there will be an additional charge of seventy dollars ($70.00).

General Miscellaneous Permit Refund Processing Fee $ 30.00

Fee for Issuance of Certificate of Occupancy (C.O.) $ 75.00

Commercial Building (Preliminary Plan, Construction Plan) Review:

Additional Charge per review for failure to satisfy

review comments $100.00

Technical Review and Fee (based on square footage of project)

**Square Footage of Project Area/Site Fee**

less than 10,000 SF$125.00

10,000 SF – 29,999 SF $250.00

30,000 SF – 49,999 SF $375.00

50,000 SF – 69,999 SF $500.00

70,000 SF or greater $700.00

Penalty:

An additional charge equal to one-half (1/2) the required permit fee (minimum fee $100) shall be added to the permit fees previously set forth for failure to initially secure a permit prior to starting a job or commencing any work on a building or service system before obtaining the necessary permit.

**SECTION 6. Levy of Taxes**

There is hereby levied for the Fiscal Year 2016 – 2017 an Ad Valorem Tax Rate of $.651 per One Hundred Dollars ($100.00) valuation of taxable property as listed for taxes as of January 1, 2016, for the purpose of raising the revenue from current taxes as set forth in the foregoing estimates of revenues, and in order to finance the foregoing

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applicable appropriations. This rate of tax is based on an estimated valuation of $1,178,149,700. **Taxpayers who pay their bill in July or August will receive a two percent (2%) discount.**

**SECTION 7. Summary of Items Included in the Capital Budget**

Rear Loader/Trash Truck $190,000.00

Patrol Vehicles 160,000.00

Air Packs/Apparatus 110,000.00

Annual Resurfacing Program 100,000.00

Asphalt Recycle Trailer 37,500.00

**SECTION 8. Special Authorizations – Budget Officer**

A. The Budget Officer or his designee shall be authorized to reallocate appropriations within departments, and among the various line accounts not organized by departments, as he deems necessary.

B. The Budget Officer or his designee shall be authorized to execute interdepartmental transfers, within the same fund, not to exceed ten percent (10%) of the appropriated monies for the department whose allocation is reduced.

C. Interfund transfers, established in the Budget Ordinance, may be accomplished without additional approval from the City Council.

D. The Budget Officer or his designee shall be authorized to make releases and refunds of property taxes less than $100.00 which have been levied or collected in error. The Budget Officer shall report in writing monthly to the City Council in regard to releases and refunds made.

E. The Mayor or City Manager shall be authorized to execute contractual agreements in the following specified areas: Consultant, Professional, Maintenance/Service Agreements and Acceptance of State and Federal Grant Funds.

**SECTION 9. Restrictions – Budget Officer**

A. Interfund and interdepartmental transfer of monies, except as noted in Section 8, shall be accomplished by City Council authorizations only.

B. Utilization of appropriations contained in Contingencies may be accomplished only with specific approval of the City Council.

**SECTION 10. Billing and Collecting of Solid Waste Collection & Disposal Fees Under NCGS 160A-314.1**

The residential solid waste collection and disposal fee shall be billed with property taxes, shall be payable in the same manner as property taxes, and, in the case of non-payment, shall be collected in any manner by which delinquent personal or real property taxes can be collected. The fees are a lien on the real property described on the bill that includes the fee. The Residential Solid Waste Fee is $204.50 per residential unit per year and the Business Solid Waste User Fee and Disposal Fee is $17.05 per container per month.

**SECTION 11. Cost of Living Adjustment**

A two percent (2%) across the board cost of living increase for all City employees shall begin July 29, 2016. The City of Roanoke Rapids Salary Schedule shall be amended to reflect this change.

**SECTION 12. Supplemental Retirement Plan Contributions**

The City will make an employer contribution to a supplemental retirement plan for non-law enforcement employees during Fiscal Year 2016 – 2017. If employees contribute to the supplemental retirement plan, the City will match dollar for dollar up to a maximum of three percent (3%).

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**SECTION 13. Utilization of Budget Ordinance**

This Ordinance shall be the basis of the financial plan for the City of Roanoke Rapids municipal government during the 2016 – 2017 fiscal year. The Budget Officer shall administer the Budget and he shall ensure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the Budget. The Finance Department shall establish and maintain all records which are in consonance with this Budget Ordinance, and the appropriate Statutes of the State of North Carolina.

**ADOPTED**this 21st day of June, 2016.

**Emery G. Doughtie, Mayor**

**ATTEST:**

**Lisa B. Vincent, City Clerk**

**Approved as to form:**

**Gilbert Chichester, City Attorney**

**Consideration of Cancelling the July 5, 2016 Council Meeting**

Mayor Doughtie stated as of this time, we are not aware of any agenda items for the July 5 Council meeting and since this is the day after a holiday, Council may wish to cancel the meeting.

Motion was made by Councilman Smith, seconded by Councilwoman Scarbrough and unanimously carried to cancel the July 5, 2016 City Council meeting.

**City Manager’s Report**

City Manager Scherer stated a severe heat wave this week has set record highs for several cities around the country. He stated Palm Desert struck 123 degrees and another record was broken at the Bob Hope Airport in Burbank with 111 degrees. He stated the old record was 106 degrees set for the same date in 2008. He stated around Raleigh, the record high temperature for June 21 is 101 degrees, set in 1933. He stated temperatures this week could reach the high 90s around Raleigh by Thursday and break into the low 100s in Fayetteville.

City Manager Scherer stated doctors say extreme heat like this raises the risk for heat-related illness, which is also true when the heat combines with humidity here in North Carolina. He stated a number of heat-related deaths have already been reported around the country. He stated whether it is dry heat out West or humidity in North Carolina, high temperatures can put people at risk of serious health issues. He stated heat illnesses range from heat cramps to heat exhaustion to heat stroke and hyperthermia. He stated he has seen a number of cases of these illnesses around the world in his previous career.

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City Manager Scherer stated at greatest risk are the elderly, the very young and anyone who has a condition that would make it difficult to regulate their body temperature. He stated it is important to check on elderly neighbors who might not be aware that they are suffering a heat emergency. He stated they may become disoriented if their body temperature gets too high too fast.

City Manager Scherer stated if you have been out in the sun and start to experience symptoms of heat-related illness, you need to stop what you are doing, get indoors or in the shade, drink some water and use cool compresses to relieve symptoms.

City Manager Scherer stated the most important thing you can do when you know you are going to be out in the heat for long periods of time is stay well hydrated. He stated during the day, it is also important to take plenty of breaks in the shade. He stated once a person suffers severe heat illness, though, they will be disoriented, confused and cannot make that decision to call 911 for themselves.

City Manager Scherer stated with upcoming events such as the U-9 baseball tournament and summer camps, and with those that work outside, he wanted to highlight that it is important for our employees, family, friends or bystanders to keep an eye on each other, ask questions and look for signs of a person complaining about a headache and nausea.

Councilman Smith asked if we have made arrangements for our employees to take breaks and have water available.

City Manager Scherer stated yes. He stated they keep Gatorade coolers and we try to make sure they are taking the needed precautions.

**Finance Director’s Report**

Finance Director Etheridge reported that during the month of May, the Finance Department issued 59 purchase orders, wrote 72 payroll checks, 317 direct deposit vouchers and 324 accounts payable checks. She stated May is one of the tougher months as we try to work on finalizing the year end close. She stated May is also a tough financial month because it is a very low month for revenue receipts.

Finance Director Etheridge reported that General Fund year to date receipts totaled $13,102,039.*09 (percentage of actual monies collected of adopted budget figures stands at 83.6%)*. She reported that the General Fund year to date expenditures totaled $13,626,811.52 *(percentage of actual monies expended of adopted budget figures stands at 87.0%)*. She reported that year to date expenditures exceeded revenues by ($524,772.43).

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Finance Director Etheridge reported that Sales & Use Tax receipts for the month of May totaled $175,751.97. She stated our adopted budget for this category is $2,174,214 and the percentage of actual money collected of adopted budgeted figures stands at 78.2%. She stated the sales tax percentage of revenue collected at this same time – prior year was at 76.6%.

Finance Director Etheridge reported that the monthly cost associated with the 2007 Series Bonds totaled $60,913.33 for the month of May. She stated the breakdown is as follows: $55,038.42 Swap Payment; $5,729.91 Interest Payment; $145.00 Wire Fee.

Finance Director Etheridge reviewed the following Cash & Investment Positions:



Finance Director Etheridge stated as we move into June, we hope to see additional revenue opportunities. She stated we have one more accrual for our June Ad Valorem Taxes from the County, Sales & Use Tax and Utility Franchise Tax. She stated we are holding expenditures at this time.

Councilman Smith asked our percentage of tax collection.

Finance Director Etheridge stated at the last audit it was at 98%, and that is what we used in the upcoming budget. She stated this year will not be determined until the audit has been done.

Mayor Pro Tem Ferebee stated in regards to expenses versus expenditures, he asked for the best projection from the items mentioned. He asked Finance Director Etheridge if she feels we will be able to make up the $524,772.43 deficit.

Finance Director Etheridge stated it is very hard to determine a year-end projection until we finish on June 30. She stated it is her hope that we can at least make up this negative variance.

Mayor Pro Tem Ferebee stated he would think she would have some feel good indication.

Finance Director Etheridge stated because our revenues come in from different sources and year-end allotments, it is hard to determine. She stated also, there is no way to determine a complete outcome until after June 30 because we also do not know what operational expenditures are still remaining from all departments to be paid in this

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year. She stated the last Ad Valorem Tax revenue payment will not be very large. She stated we have two more Sales & Use Tax revenue allotments and one utility franchise payment. She stated this is what we have to carry us through June.

Finance Director Etheridge stated we will have a better idea of how our financial position will look after June 30.

**Departmental Reports**

**Human Resources**

Human Resources Manager Kearney reported that she is currently advertising three vacancies. She stated long-time City Clerk Lisa Vincent has chosen to retire and her last day is August 31. She stated one of the positions being advertised is the Municipal Clerk position. She stated she is also advertising for a Part-Time Water Fitness Instructor and a Recreation Program Assistant II. She stated she received 51 applications during the month of May and we hired two employees. She stated she also held open enrollment for employee health insurance.

**Police**

Chief Hasty reported that Council has his report but he would like to highlight a few items and mention a few things coming up in the future. He reported that during the Governor’s Highway Safety Program “Click It or Ticket” campaign, which ran from May 15 to May 30, they issued 124 citations for various violations including DWI, Seat Belt, Child Restraint, Speeding, DWLR and NOL. He stated they will also be participating in the upcoming “Operation Firecracker” campaign.

Chief Hasty reported that the Department’s Police Camp is being held this week. He stated they had 22 kids the first day and 25 today. He stated they are still receiving calls about more kids participating.

Chief Hasty reported that he will go before the Roanoke Rapids School Board on June 28 to discuss a few safety issues around the high school.

**Planning & Development**

Planning & Development Director Lasky reported that the construction permit for the new Manning Elementary School has been issued and contractors have actually started with the removal of the shopping center foundation. She stated they have also started constructing a temporary parking lot between the existing school and track.

Planning & Development Director Lasky reported that they have completed review of the new KIPP School to be located at Exit 168.

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Planning & Development Director Lasky reported that a Planning Board meeting has been scheduled for July 21 regarding a rezoning request for a new commercial development on Highway 48 and a conditional use permit request for a wireless cell tower. She stated both of these issues will come before City Council in the form of public hearings on August 2.

Planning & Development Director Lasky reported that she is coordinating with a developer on Premier Boulevard and the department continues to work on the areas of code enforcement and compliance.

**Parks & Recreation**

Parks & Recreation Director Simeon reported that his department is working to prepare for the U-9 Babe Ruth Baseball Tournament to be held July 12 – 17. He stated this is the largest tournament we have had in Roanoke Rapids in recent years with multiple states represented, even a team from the Bahamas that has already booked their hotel. He stated our hotels and restaurants will be extremely busy and he invited everyone to come out and cheer on our local team.

Parks & Recreation Director Simeon reported on the Carolina Mix event to be held at the Roanoke Rapids Theatre this Saturday. He stated this is a mix of local and North Carolina bands.

Parks & Recreation Director Simeon reported on the leak at the Chaloner Pool. He stated they are losing water at an alarming rate. He stated this is a major leak and it will not be an easy fix. He stated a representative from a leak detection company will be coming on Monday to determine where the leak or leaks are located. He stated they are running a shuttle bus for kids to be transported from Chaloner Recreation Center to the T. J. Davis Pool.

Mayor Pro Tem Ferebee asked where the leaks are located.

Parks & Recreation Director Simeon reported that they are in the pool deck around the pool.

Mayor Pro Tem Ferebee stated there has been a lot of concern expressed about this and he was hoping to have the pool open by July 4. He stated that is one of the busiest days for the pool. He asked Parks & Recreation Director Simeon if he felt the pool would be back open by July 4.

Parks & Recreation Director Simeon stated that is hard to answer. He stated the company needs to locate the leak or leaks and then get us a quote for the repair. He stated it is hard to locate leaks. He stated he knows this is not what anyone wanted to hear. He also stated that this will be very expensive to fix.

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Mayor Pro Tem Ferebee stated the calls he has received have been about why we waited until the last minute on this.

Parks & Recreation Director Simeon stated the pool was ready for inspection when they started having the problems. He stated the pumps were running and the water quality was good.

Councilman Smith asked if the pool is not going to be fixed by July 4 would there be a way for people to get a pass issued to get in the pool at the T. J. Davis Recreation Center.

Mayor Pro Tem Ferebee stated it is his understanding that this is already being done with a bus utilized to shuttle people to the T. J. Davis pool.

Parks & Recreation Director Simeon pointed out that Chaloner Recreation Center Leader Tony Lashley rides over to make sure everyone gets checked in at the T. J. Davis pool.

Councilman Bobbitt asked how much water they are losing each day.

Parks & Recreation Director Simeon stated they have been trying to determine that today.

Councilman Bobbitt asked if the water is running out in the parking lot.

Parks & Recreation Director Simeon stated no.

Mayor Pro Tem Ferebee asked that they keep working on this because this is the number one utilized facility for that community.

Parks & Recreation Director Simeon stated they will, as this is a priority.

**Public Works**

Public Works Director Chalker highlighted the following from his report for May. He reported that the department received 200 calls for service, 48 calls were concerning limbs, junk and loose materials collection, 21 calls were for property maintenance, 79 calls were for some type of street maintenance, 35 calls were for solid waste related issues and 17 calls were for lot/grass issues.

Public Works Director Chalker reported that the year to date collection totals for cemetery services was $114,039.00 and the year to date collection totals for lot cutting assessments was $42,802.00.

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Public Works Director Chalker reported that during the month of May, the number of calls exploded and will increase as we go through the growing season. He stated we have seen a marked increase in nuisance abatement and grass cutting.

Public Works Director Chalker reported that the Property Maintenance Division spent 261 hours on building maintenance, 179 hours on Theatre maintenance and 385 hours on grass cutting.

Public Works Director Chalker reported that the Street Division spent 336 hours on construction and 256 hours on storm drains.

Public Works Director Chalker reported that in other areas of interest, the department put down fresh rock in 15 separate alleys.

Public Works Director Chalker reported that this is one of the times during the year that they change their schedules based on the extreme heat or cold. He stated citizens can expect to see our trucks out earlier in the morning.

Councilwoman Scarbrough stated at the last meeting, it was mentioned that the cuts in the streets were not made by the City but by the Sanitary District, and that some had not been properly repaired.

Public Works Director Chalker stated some of the repairs bump up and some sink in. He stated this is something they deal with every day. He stated Assistant Public Works Director Acree is tasked with keeping up with this massive number of cuts and following up with the contractors to make sure they are properly repaired. He stated we receive a tremendous amount of feedback from the citizens about these street cuts. He pointed out that the Sanitary District has a full-time person to also follow up on this. Public Works Director Chalker also pointed out that Mr. Nick Rightmyer, our Engineer, has shared with the Sanitary District some better practices in repairing these cuts.

Councilwoman Scarbrough stated she is asked about this constantly and people do not realize that it is not the City’s responsibility.

Mayor Pro Tem Ferebee asked about the amount funded in the upcoming budget for street maintenance.

Public Works Director Chalker indicated that there is $100,000.00 in the line item which is the same amount as last year.

Mayor Pro Tem Ferebee stated he thought we had increased the amount.

Public Works Director Chalker stated we discussed doing that but with our budget situation, we were unable to do that.

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City Manager Scherer pointed out that one of the things we did fund is the asphalt recycle trailer.

Public Works Director Chalker stated we will be able to do those repairs by having that piece of equipment. He stated the $100,000.00 in the budget is specifically for street resurfacing. He stated there are other monies in the upcoming budget for pothole repairs and other things.

Mayor Doughtie stated it is his understanding that there is a timeframe where ultimately the responsibility of the street cut repairs made by the Sanitary District would fall back on the City.

Public Works Director Chalker stated it is his position that for special projects, the one-year warranty would not apply. He stated we lean on our good relationship with the Sanitary District to ask them to take a second look at some of the repairs and they have been very responsive.

City Manager Scherer stated he and Public Works Director Chalker are discussing other ways of addressing this issue through the agreement we have with the Sanitary District.

Mayor Pro Tem Ferebee asked Public Works Director Chalker if he could put a dollar value on the street cut repairs that did not come up to par.

Public Works Director Chalker stated he could but it is a moving target.

Mayor Pro Tem Ferebee stated if we are not breaking even, we may need to increase the fee.

Public Works Director Chalker stated it is unfortunate that we do not have the resources in our budget to resurface streets like other cities so we have to do the best we can.

City Manager Scherer stated it goes back to looking at our agreement with the Sanitary District.

Mayor Pro Tem Ferebee stated the largest number of complaints we receive is about the condition of the streets.

**Fire**

Chief Coggins stated he would like to thank Lisa Vincent for her years of service. He stated he watches her writing during the meeting and does not know how she does it. He stated he would also like to thank the City Council for the air packs approved in the upcoming budget.

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Chief Coggins reported that during the month of May, the Fire Department responded to 167 calls with an average response time of 4.81 minutes. He reported that the inspectors conducted 43 fire prevention inspections and/or re-inspections, and conducted 4 plan reviews for proposed new businesses within our fire district.

Chief Coggins reported that they have completed service testing of the fire hydrants and forwarded the information to the Roanoke Rapids Sanitary District. He stated Station No. 1 was power washed and the gutters were cleaned out.

Chief Coggins reported that they conducted a fire safety presentation at the Colony Woods Apartment complex, conducted a community CPR class and had a booth at the Chamber’s Job Fair.

Chief Coggins stated in an effort to build better relationships, they have invited members of the Roanoke Valley Rescue Squad to join them in their Monday morning physical fitness sessions.

**Main Street**

Main Street Director Caudle highlighted information from her monthly report included in Council’s agenda packet. She reported that she was nominated to the North Carolina Downtown Development Association (NCDDA) Board of Directors. She stated Roanoke Rapids has been a member of this non-profit organization for a number of years. She stated this organization is a collaborative effort of public and private sectors to enhance downtown areas. She pointed out that this group is credited with making sure the historic tax credits were put back into the State’s budget.

Main Street Director Caudle reported that last Friday night was the first Friday’s in the Park Concert with JaShaun Peele (Jazz/R&B). She stated attendance was okay as the weather was iffy. She stated Friday, July 15, Voices of Grace (Gospel) will be performing and at the final concert on Friday, August 19, the Wild Country Band (Country) will be performing. Main Street Director Caudle thanked the following sponsors: Halifax County Arts Council, Halifax County CVB, Main Street Roanoke Rapids and the Roanoke Rapids Parks & Recreation Department.

Main Street Director Caudle reported that on Thursday, July 21, Roanoke Rapids Main Street will be hosting the NC Main Street and NCDDA Regional Meetings at the Halifax County Arts Council Gallery. She stated they expect 25 to 30 attendees for each meeting.

Main Street Director Caudle reported that Main Street Roanoke Rapids will be hosting their annual dinner on Monday, July 25 at 6:30 p.m. at the Halifax County Arts Council Gallery. She stated tickets are $20.00 each. She stated this was a sold-out event last year and she encouraged everyone to attend.

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**June 21, 2016 Regular Meeting**

Main Street Director Caudle reported that the Roanoke Rapids Seafood & Shag Festival will be held on Friday, August 12 from 6:00 to 10:00 p.m. at the Kirkwood Adams Community Center. She stated tickets sales are doing okay. She stated general admission tickets are $35.00 each and this year, you can purchase a VIP ticket for $55 and get a reserved seat, drink band and swag bag. She stated the title sponsors for this event are Modern Woodmen and G. W. Hux & Co.

Councilman Smith questioned the expiration date of the franchise agreement with Charter.

City Manager Scherer and City Clerk Vincent both indicated that they believe it is sometime next year.

There being no further business, motion was made by Mayor Pro Tem Ferebee, seconded by Councilman Smith and unanimously carried to adjourn.



**Lisa B. Vincent, MMC, NCCMC, City Clerk**

**Approved by Council Action on:** 7/19/2016