

Work Session Meeting of the Town Board of the Town of Lillington, Monday, February 14, 2022 at 8:30 a.m. at the Lillington Town Hall (102 E. Front Street), Lillington, North Carolina.

Board Members Present: Mayor Glenn McFadden
Mayor Pro Tempore Rupert Langdon
Commissioner Marshall Page
Commissioner Dianne Johnson
Commissioner Neil McPhail
Commissioner Danny Babb

Staff Present: Joseph Jeffries, Town Manager
Lisa Young, Assistant Town Manager
Alicia Gregory, Management Analyst
Josh Perry, Planning and Inspections
Ashley Wimberly, Assistant Public Works Director
Shane Cummings, Engineer
William Baker, Parks & Recreation
John Bethune, Fire Chief
Jamey Roberts, Fire & Rescue
Lindsey Lucas, Town Clerk/Permitting Technician

Call to Order & Welcome: Mayor Glenn McFadden called the meeting to order at 8:30 a.m.

NEW BUSINESS

Item #1 Discussion Regarding Essentials of Municipal Government Course dates

Mayor Glenn McFadden recognized Lindsey Lucas, Town Clerk/Permitting Technician. Ms. Lucas went over the new course dates for the Essential of Municipal Government Course with the Board, since the original date of the course was cancelled due to COVID-19.

Item #2 Discussion Regarding Board Pictures

Mayor Glenn McFadden recognized Lindsey Lucas, Town Clerk/Permitting Technician. Ms. Lucas informed the Board that pictures would be taken by Ken Tart Photography on March 15, 2022 at 5:00 p.m. at Lillington Town Hall.

Item #3 Discussion and Update Regarding Board Retreat

Mayor Glenn McFadden recognized Lindsey Lucas, Town Clerk/Permitting Technician. Ms. Lucas went over the agenda for the Planning Retreat with the Board.

Item #4 Capital Projects Update

Mayor Glenn McFadden recognized Alicia Gregory, Management Analyst. Ms. Gregory stated the Office of State Budget and Management is administering several State Capital and Infrastructure Fund (SCIF) Directed Grants as appropriated by the North Carolina General Assembly in the Current Operations Appropriations Act of 2021. The Town of Lillington was appropriated two grant opportunities. Town of Lillington Soccer Complex grant provides the town funding for a soccer complex. The Town received \$150,000 for this grant project. The location of the soccer/multi-purpose field is 311 East Duncan Street. The second grant received is for Town of

Lillington Downtown Facilities. This grant will provide the town with funding for repairs and renovations of downtown facilities. The Town received \$275,000 in funding. Currently, the Town has submitted all requested documentation to receive the funding. A scope of work has been submitted and staff is waiting for the grant agreement to present to the Board of Commissioners. Once the agreement is received and approved, the funds will be disbursed. Once disbursed the projects will begin. Ms. Gregory stated the 2nd Street Project is ongoing, the date of completion will be May 2022. Temple Grading is currently working at 109 East Killiegrey Street installing the large pipes. The supplier is still predicting a deliver date of May 2022 for the culverts at Duncan Street. Ms. Gregory then updated the Board on Golden Leaf project stating the Golden Leaf pipe burst project is coming to the final stages of completion. The contractor is currently working on the punch list items. Once the punch list items are approved final payment will be made. The scope included: Site 1 – S 11th Street, Site 2 – S 12th Street, Site 3 – W Killiegrey St, Site 4 – W Old Road, and Site 6 – West Old Road. In addition to seven manholes that were rehabbed during the project. Request for reimbursement and final reporting will be submitted to Golden Leaf before the end of February. The State of North Carolina Provided funds to the Golden LEAF Foundation to award funds to units of local government for public infrastructure projects for flood mitigation. As you all know, we have struggled with stormwater issues the last several years. When this opportunity was presented, staff knew we had some projects that fit the criteria. The maximum award amount is \$250,000, but submission of more than one project are allowed. Eligible Projects include:

- Construction of new or improvement of existing publicly owned stormwater infrastructure, including natural drainage infrastructure and flood control equipment.
- Repair of existing stormwater infrastructure damaged or destroyed by flooding, which must include improvements to mitigate against future flooding.
- Engineering expenses related to planning and development of flood mitigation solutions.

Staff is currently working with Chris Stanley with McAdams to submit two additional Golden Leaf Projects.

Project 1: Town-wide Hydrologic + Hydraulic (H+H) Analysis – Total Fee Estimated at \$250,000

- This includes an overall assessment of the Town’s existing drainage system, including major areas of existing flooding concerns and frequent drainage problem areas/hot spots.
- Includes an approximate 4 square mile area of analysis, including the eastern side of Town (Poorhouse Creek and systems draining southward to the Cape Fear River) and the primary downtown grid system.
- Scope includes surveying of storm drain structures of interest within basin hot spots (with a conservative estimate on the number of structures we will pick up), limited CCTV and pipe assessment for portions of the downtown system (assumed linear footage of pipe to be inspected), and existing/proposed H+H

- modeling to generate a CIP listing of highest priority stormwater projects for future completion.
- A Stormwater Utility Feasibility Study has also been included as part of this scope of work.
- **E Duncan Street Culvert Replacement – Preliminary Opinion of Probable Construction Costs – Total Prelim OPCC Estimated at \$380,000**
 - Preliminary estimate of construction cost for replacement of the existing 36” RCP culvert below E Duncan Street adjacent to the Town’s baseball/softball fields.
 - Cost estimate assumes replacement with approximately **60-LF of new 5’x5’ Reinforced Concrete Box Culvert**. Based on a preliminary H+H assessment, pipe serves approximately 60-70-acres of drainage for the Town. Additional, more detailed study and analysis could reveal that this proposed pipe size can be decreased.
 - Minor utility adjustments (both public + private), as well as design and construction contingencies, risk/fees/insurance, and escalation have all been included in this cost.
 - The Town will have to add additional funding if they would like to move forward with this project, the funding is capped at \$250,000

In addition to the above-mentioned projects, Ms. Gregory explained that staff is also requesting the approval of a Contract with the Resource Institute. The mission of the Resource Institute is to enhance America’s natural resources by restoring streams, rivers, and wetlands. They collaborate with non-profit organizations, local governments, private organizations, and civic-minded individuals interested in improving the welfare of their communities through the conscientious development of community resources. Organizations that partner with Resource Institute value the project assistance and guidance in bringing projects to successful completion. Resource Institute helps with project definition and finding funding sources. They assist and help direct conceptual planning, design, and engineering. In addition, they overview daily, on-the-ground construction management, manage grant reporting requirements, and most importantly, we help assure project completion. In short, Resource Institute helps its partners transform worthwhile community projects into real community assets. In partnership with Resource Institute, the proposed/requested funding amount will be \$3 million. This funding would go towards priority stormwater projects in Town. The contract has been reviewed by the Town Attorney and is scheduled for approval February 15, 2022, on the Consent Agenda. This contract will allow them to solicit funding on the behalf of the Town of Lillington.

Item #5 Discussion of Encroachment Agreement with Conterra

Mayor Glenn McFadden recognized Joseph Jeffries, Town Manager. Mr. Jeffries went over the Conterra Encroachment agreement with the Board and it was the consensus of the Board to add it to the Consent Agenda for the Regular meeting.

Item #6 Administrative Reports

Monthly Public Works Activities Report – Mayor Glenn McFadden recognized Ashley Wimberly, Public Works Director. Mr. Wimberly reviewed ongoing projects and completed projects.

Monthly Financial Report – Mayor Glenn McFadden recognized Lisa Young, Assistant Town Manager. Ms. Young reviewed the monthly summaries for the Town’s revenues, expenditures, and year-to-date fund balances in the General Fund, Water/Sewer Fund, and the Powell Bill Fund for the month of January.

Town Manager’s Report – Mayor Glenn McFadden recognized Joseph Jeffries, Town Manager. Mr. Jeffries informed the Board a donation of \$70,000 had been made to go towards the playground equipment for the Botanical Trail Park. The total cost of the playground equipment is \$115,000. It was the consensus of the Board to do a budget amendment of \$50,000 to cover the rest of the playground equipment and bathroom.

Item #7 Discussion of Regular Meeting Agenda for February 15, 2022

Mayor Glenn McFadden reviewed the Agenda for the February 15, 2022, Regular Meeting.


Item #9 Closed Session to Meet per §143-318.11(a)(5), & §143-318.11(a)(6)

Commissioner Page made a motion to go into Closed Session. Commissioner Langdon seconded the motion that passed unanimously.

A motion was made by Commissioner McPhail to come out of Closed Session. The motion was seconded by Commissioner Page and unanimously approved.

Adjournment: The meeting adjourned following the unanimous approval of a motion by Commissioner Babb and a second by Commissioner Page.

Attest:


Lindsey B. Lucas, Town Clerk




Glenn McFadden, Mayor