

Work Session Meeting of the Town Board of the Town of Lillington, Monday, February 8, 2021 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 Marshall Page
Commissioner Neil McPhail
Commissioner Diane M. Johnson

Board Members Absent: Commissioner Tim Stephens
Commissioner Rupert Langdon

Staff Present: Joseph Jeffries, Town Manager
Lisa Young, Assistant Town Manager
Alicia Gregory, Management Analyst/Town Clerk
Josh Perry, Planning & Inspections
Ashley Wimberly, Public Works Director
William Baker, Parks & Recreation Director

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

NEW BUSINESS

Item #1 Closed Session to Meet per §143-318.11(a)(4) & per §143-318.11(a)(5)

Motion by Commissioner Johnson that the Town Board go into closed session as allowed by North Carolina General Statute §143-318.11(a)(4) & per §143-318.11(a)(5). The motion was seconded by Commissioner Page and unanimously approved

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

Item #2 Consideration of Truck Quote from Capital CJD

Mayor McFadden recognized Ashley Wimberly, Public Works Director. Mr. Wimberly presented to the Board a quote from Capital CJD for the purchase of a 2021 RAM 2500 Regular Cab 4x4 Truck to replace a public works truck that was totaled in June of 2020. The town received an insurance payment of \$11,750 for the totaled truck. The cost of the new truck is \$34,720.

Commissioner Page asked if the truck was being bought on the state contract and if Capital was the dealership that had the contract.

Mr. Wimberly responded that yes Capital was the dealer but it was through The Sherriff's Association. He also priced other local dealerships but the price was not competitive.

Commissioner Page stated that the reason he asked was that the State contract was normally cheaper.

Mr. Wimberly stated that the Sherriff's Association was cheaper than the State and the County has also been going with the Sherriff's Association.

Commissioner Page asked if there was any action required on this.

Ms. Gregory stated that the board would need to vote on it at the March 9 meeting.

Mayor McFadden requested clarification that the cost to the town, after the insurance payout, was \$21,000.

Commissioner Johnson asked if anyone was hurt. Mr. Wimberly stated that an employee was out of work for a day or two but was fine.

All Board members were in consensus to move forward with the purchase of the 2021 RAM 2500 Regular Cab 4x4 Truck.

Item #3 Consideration of ABI Force Grooming Machine for Parks & Recreation

Mayor McFadden recognized William Baker, Parks & Recreation Director. Mr. Baker stated that the Parks & Recreation department wants to update their existing grooming machine. The current grooming machine has been owned for 16 years. He stated that it is on its last leg. The new groomer comes with about 12 attachments and will do everything the department needs for now and the future. He stated that the Town's fields look very well and will continue to look even better.

Mayor McFadden asked if this will replace the current three wheeled machine the Town has now.

Mr. Baker stated yes, it will replace the bunker rake. It is a three-wheeler and they are having a hard time cranking it. They have to get an employee from Womble's to come and help crank it. There is something wrong with the carburetor and it has been repaired as much as it can be repaired. The unit being considered is a demo unit and the price has been discounted. The vendor will still provide a full warranty. The unit only has 80 hours on it. Mr. Baker stated that this will help the Town maintain the fields better than they are being maintained now.

Mayor McFadden stated that this machine can do laser grading and the Town currently pays for this to be done every few years. He asked if the cost \$2,500 to have that done.

Mr. Baker stated \$2,500 to do Chamber Fields and that Stewart and Lewis cost \$2,000 each.

Mayor McFadden asked if this machine would remove that expense in the future.

Mr. Baker stated yes and that within a few years this would pay for itself through laser grading as well as reducing the need for infill dirt.

Mayor McFadden stated that due to Covid-19 and changes to the Recreation program that the town had saved enough in officiating fees to cover the cost of this machine.

Ms. Young stated this was correct.

Mr. Baker stated this was correct.

Ms. Young stated that this was in the budget amendment for March 9.

Mayor McFadden stated that he hoped he could never again say that we were able to save enough in officiating fees and things like that because that let's you know how difficult times had been. But that if there was a silver lining this machine could do a lot of things and do them quickly.

Mr. Baker stated yes. This was a top of the line machine.

Commissioner Johnson asked if the town was able to use the fields that the County had put in across the river.

Mr. Baker stated that he had spoken to the County and the fields would not be open until the fall. He hopes to meet with them in the next few months to discuss using the fields.

Commissioner Johnson asked if the County would put lights on the field.

Mr. Baker stated no not at this time.

All board members were in consensus to move forward with the purchase of the ABI Force Grooming Machine.

Item #4 Discussion of Future Special Events

Mayor McPhail recognized Joseph Jeffries, Town Manager.

Mr. Jeffries stated that the Town had two events that the Board needed to provide direction on. The Town is planning an Easter event for March 20. They will take the Easter Bunny on the Towns antique fire truck throughout some of the neighborhoods in town. He stated that Ms. Christy Norris, Youth Programs Director, is requesting that any Board Members who would like to participate to give her a call and she would coordinate their participation.

Mayor McFadden asked would the Town be handing out candy in the neighborhoods.

Mr. Jeffries stated they would be waving.

Commissioner Johnson asked would they be at the sign waving and then visiting neighborhoods in the fire truck.

Mr. Jeffries stated that the Town is trying to do something for Easter and thinks is the best thing they can do with current restrictions.

Commissioner Page asked what time the event was.

Mr. Jeffries 12:00 on March 20th at the LED Sign and to call Christy ahead of time.

Mayor McFadden stated that he would not be able to attend.

Mr. Jeffries stated that the second event was the Fourth of July celebration. This event requires a tremendous amount of planning on behalf of the staff. The Town has started getting calls from vendors and from Mr. Denning's who does the fireworks. It is difficult to plan with current restrictions but the Town needs direction from the Board on how they would like to proceed. He thinks that the Town can plan for the fireworks celebration and there are a few options available. They cannot have large groups but can do something similar to what was done last year or not do them at all. There is a fee for not doing the fireworks.

Mr. Baker stated that the fee was \$2500 or \$3500.

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Mr. Jeffries stated that last year there was a significant storm event and they tried to do fireworks during a limited window. He asked the Board to provide direction on how to proceed. He asked if the Town should proceed to plan the event.

Mayor McFadden stated that he would like the Town to try to hold the event. He believes that people are getting vaccinated and that while they might need to have some restrictions they could do tickets but he would love to see the town do fireworks. He believes the town should plan to do what they can based on restrictions.

Mr. Jeffries stated that the jumpers are a vendor who has reached out and owes the Town a show.

Ms. Young stated that they reached out to her last week to ask what the Towns plans were.

Mr. Jeffries stated that they were planning their schedule for the year and wanted to get the Town schedule.

Commissioner McPhail stated that he thought people wanted to try to get back to normalcy.

Commissioner Johnson stated that she did too.

Commissioner Page stated the Town should try and see what they should do.

Mayor McFadden stated that the Town should proceed like they would normally and make changes based on accommodations.

Mr. Baker said that they would try to spread out the vendors and shows.

Mayor McFadden stated the Town should plan to do as much as it can.

All Board members were in consensus to move forward with plans for the Easter and 4th of July celebrations.

Item #5 Update on PARTF Project.

Mayor McFadden recognized Joseph Jeffries, Town Manager.

Mr. Jeffries stated that the Town has been working on phase 2 of the river park. The process started when the Town received word it had been awarded the grant. The Town has spent some money cleaning up the trails with Town staff. The Town has received an easement from Mr. Frank Lewis and is trying to put a path under the bridge to connect back to the Town sidewalk system. This requires the Town to build a bridge. The Town has talked to the State about amending the application to get permission to build a bridge. The Town has saved money by doing the trail building inhouse and wants permission from the Board to modify the plans. They have already modified the amphitheater and made changes to the boat launch. The Town has met with contractors and the river is too strong to put the boat launch directly in the river. There is a creek that does not have much moving water that can have a floating dock. The bridge and the boat launch would be located in the creek if the Board is ok with that. Mr. Jeffries stated that they would need to amend the Town's application to the State.

Commissioner Page asked about accessibility and how far it would need to be moved into the creek.

Mr. Jeffries stated that it was about 40 feet from the river. The path would be paved and go directly into the woods under the powerline easement. It is about the same distance.

Ms. Gregory stated that it was closer.

Mr. Jeffries agreed and stated that this was going to be a very cool and unique path. It would cross the creek and meander through trails and just be a good experience for people visiting the park.

Mayor McFadden asked if everyone was ok with the request to amend the PARTF grant.

Commissioner Johnson asked if there would be an area to look over the river.

Mr. Jeffries said that there would still be an area. The only amendment is to move the boat ramp and include a bridge due to the cost savings.

Ms. Gregory stated that the boat ramp relocation was not part of the amendment to the PARTF application. The location does not matter as long as it is built.

Mr. Jeffries stated that he just wanted to inform the board of the change. The river is very fast moving.

Mr. Baker agreed the river was very fast moving. He stated that this was the best move to make.

Mr. Jeffries stated that putting the boat launch directly in the river could cause it to be pulled away by the river.

Commissioner Page asked if the creek was wide enough to get a boat in and out of.

Mr. Jeffries stated that it would require about a 50-foot bridge closer to the river and he spoke to Mr. Frank Lewis about moving the bridge further inland to get it down to about 30-feet. Pedestrian bridges are very expensive and complicated. There is an area where the creek bends that will accommodate the ramp and the bridge.

Mayor McFadden asked if everyone was ok with this change.

Commissioner McPhail asked if the most recent amphitheater picture was still correct.

Mr. Jeffries stated that yes, the picture he provided last month was the current plan. The color would be comparable to the existing shelter with stone wrapped around it. He did not know when they would start filling in dirt. The town will need to close the park when the equipment comes in to fill in the dirt. There will be a lot of heavy equipment so it will be closed for a few days.

Commissioner Johnson asked how long that would take and when it would start.

Mr. Jeffries stated that he expected it to take a few days and should start soon. Hopefully in the next two weeks. Construction on the shelter needs to be ordered and a purchase order has just been issued. It takes 6 to 8 weeks to receive the material and it will need to be assembled once it is received. Mr. Jeffries stated he is very excited and it will have some storage.

All Board members were in consensus to move forward with the changes to the PARTF application.

Item #6 Stormwater Project Updates

Mayor McFadden recognized Alicia Gregory, Management Analyst/Town clerk.

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Ms. Gregory stated that the Town received bids on March 4, 2021 at the public bid opening. The town received four bids Bruce Allen, JSmith Civil, Temple Grading, and Turner Asphalt. The Town will be responsible for 25% of the project at this time. Staff has not been able to secure additional funding opportunities but is continuing to pursue them. There is a better opportunity to get additional funding on West Duncan than Second street due to West Duncan being considered a used road by the state. She stated that the Board was provided a bit sheet this morning and the lowest bidder has not been notified because they wanted the Boards thoughts before proceeding.

Mayor McFadden asked if the Town had funding to cover 25% of the project currently.

Ms. Gregory stated that the Town had funding to cover 75%. The Town had to pay 25% which was \$202,520.25

Commissioner Page asked where would the money come from.

Ms. Gregory stated that it would come from the fund balance. This covers from first street back to second street. This is all of the damage caused by the event in August.

Mr. Jeffries stated that this is addressing some significant drainage issues that have been occurring in the area for a while.

Ms. Gregory stated that a water analysis study was done of the area and some of the pipes were undersized but are now collapsed. This is an older area of Town and the pipes were not designed for the amount of water they carry. Everything from main street flows to this side. The road flooded during the August storm event because the pipes collapsed.

Commissioner Page asked for clarification on the scope of the project.

Mr. Wimberly clarified the geographic extent of the project using Harnett County GIS website.

Ms. Gregory stated that she was able to provide a map of the properties impacted if anyone would like them.

Commissioner Page asked if we have an easement for the properties that we would be crossing.

Mr. Wimberly stated yes we have a 20 foot easement. He further identified the scope of the replacements for the project. He stated that all the water that comes down floods the properties currently but all of that will be improved by this project.

Commissioner Page asked if all of the stormwater facilities in the area would be dug up and replaced. He said that he did not realize that we had easements across all of that.

Mr. Wimberly stated yes it would be dug up and replaced. He also explained that in North Carolina you automatically have a 20-foot easement on the side of utilities.

Commissioner Page asked if the people impacted know the Town was going to start this project.

Ms. Gregory explained that most of them were impacted during the August storm event and call every time it rains. The Town will also reseed and repair the grass on resident's properties

Mr. Jeffries further explained that even if an easement was not identified at the register of deeds on a legal document the Town still had a prescriptive easement.

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Ms. Gregory added that the property owners were very anxious to see something happen.

Mr. Wimberly stated that he has been in communication with the residents.

Commissioner Page request further clarification on how this project would help with the flooding.

Mr. Jeffries stated that according to the engineer and the site evaluation this would improve flooding.

Mr. Wimberly identified an existing catch basin on the property that had not been working but had been repaired.

Ms. Gregory further clarified that the water analysis study included a storm water engineer who looks at all of the flooding and the sizes of the pipes. He said that the existing storm water pipes in this area were undersized for the amount of water. The August storm event was considered an Act of God due to the size of the event.

Mr. Jeffries added that if the Town does not address the issue it will impact future funding from FEMA in this specific area.

Ms. Gregory stated that if the Town did not fix this and another storm occurred and it was a FEMA declared event the Town would not be able to claim any of the damage and would be 100% responsible because they would consider this not maintaining our facilities.

Mayor McFadden asked when the Town would award the contract.

Mr. Jeffries stated that it would require a budget amendment for the total cost of the project before issuing the contract. Additionally the contractor with the lowest bid requested an additional 90 days.

Ms. Gregory said that they asked about this before the bid was opened but that they could not do the project in 90 days and would require an additional 90. Other contractors said they could do the project in 90 days and the other two asked for 120 and 150 days. This is a big project and is going to take time.

Mayor McFadden said that for \$250,000 he thought the Town could wait 90 days. He asked for clarification that the budget amendment was for \$800,000.

Ms. Young stated yes that the amendment would be for \$800,000 and \$200,000 would be fund balance and 75% would be state funded.

Ms. Gregory added that this was different from FEMA and that it would not take two years to get the reimbursement. Because this was a State emergency they pay reimbursement as the project goes rather than waiting until the project is completed. FEMA can take a year or longer to get funds back.

Mayor McFadden asked when the budget amendment would be made.

Ms. Young said it could be added tomorrow night or if not it would be added next month.

Ms. Gregory said that if they approved the amendment tomorrow night then she would add the contract for construction to the agenda so that the Town did not need to wait another full month to make the award.

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Mayor McFadden asked what the reason would be for waiting and not going ahead.

Ms. Gregory stated that due to the size of the project she wanted to make sure that the Board was comfortable before adding it to the agenda.

Mr. Jeffries stated that he did not know how much it would cost only that it would be significant.

Ms. Gregory added that the engineer had said \$1.5 million but that it came in less. There was also another project out for bid that would open on March 18th.

Mayor McFadden asked if everyone understood what was going on and was ok with it.

Commissioner Page asked Ms. Young is we were ok with it?

Ms. Young said the Town was ok and had to do what needed to be done.

Mayor McFadden asked if everyone was ok with adding this to the agenda tomorrow night.

The Board was in agreement to move forward with adding the budget amendment to the agenda.

Ms. Gregory provided an update on Duncan Street. She stated there were concerns about some overhead powerlines so the bid was extended from March 4th to March 18th at 12pm. Staff will be performing another formal public big opening and the Board would be provided with another bid tab sheet for review at the next meeting.

Mayor McFadden asked for clarification on the funding for the Duncan Street project.

Ms. Gregory stated that she was very hopeful the Town would be able to get the other 25% from another funder. She has spoken to Mr. Joe Stanton at the State and he said that there would be more interest in this project than that 2nd street one because this was an actual road that has been closed for a substantial amount of time. Additionally all the work is on public land and a public road rather than easements. The Town would need to have three bidders to move forward. If not it would need to be advertised for another 7 days. She stated that either way it should be ready for the next meeting.

Commissioner Johnson asked for clarification on the power line problems. Was it something that the power company would need to fix?

Ms. Gregory stated that there was not a problem with the power lines only that the location interfered with some of the equipment the contractor had planned to use. They have found other ways to install the pipes.

Item #7 Administrative Reports

Monthly Public Works Activities Report- Mayor Glenn McFadden recognized Ashley Wimberly, Public Works Director. Mr. Wimberly presented the monthly report. He reviewed ongoing projects and bid openings. He also provided an update on water main breaks.

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/Sew Fund, and the Powell Bill Fund for the month of February.

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Town Manager's Report- Mayor Glenn McFadden recognized Joseph Jeffries, Town Manager. Mr. Jeffries reviewed current and on-going town projects, provided a briefing on upcoming projects and responded to various questions from Town Board members. Mr. Jeffries went over developments that would be part of an annexation agreement with the Town of Angier. Mr. Jeffries also went over the Downtown Streetscape and 10th street projects.

Item #8 Discussion of Regular Meeting Agenda for March 9, 2021

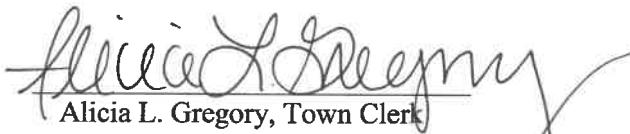
Joseph Jeffries, Town Manager, reviewed the Agenda for March 9, 2021, Regular Meeting.

Commissioner Johnson asked if they would be discussing the full 200 pages in the board packet?

Mr. Jeffries stated yes but that most of the length was due to changes to the UDO. All municipalities are required to update their UDOs and the entire document is being updated to reflect changes to State Law.

Adjournment: Commissioner McPhail moved that the meeting be adjourned at 10:56am. The motion was seconded by Commissioner Page. The meeting was adjourned with unanimous approval.

Attest:


Alicia L. Gregory, Town Clerk


Glenn McFadden, Mayor

