

*Lillington Board of Commissioners  
April 12, 2021 Work Session Meeting Minutes*

**Work Session Meeting of the Town Board of the Town of Lillington, Monday, April 12, 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 Rupert Langdon  
Commissioner Neil McPhail  
Commissioner Dianne M. Johnson

Board Members Absent: Commissioner Tim Stephens

Staff Present: Joseph Jeffries, Town Manager  
Lisa Young, Assistant Town Manager  
Alicia Gregory, Management Analyst/Town Clerk  
Josh Perry, Planning & Inspections  
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 Discussion of FY21-22 Budget Work Session**

Mayor McFadden recognized Joseph Jeffries, Town Manager. Mr. Jeffries presented to the Board a proposal for a Special Board Meeting on May 19, 2021 at 8:30 am to conduct the FY21-22 Budget Work Session. Mr. Jeffries explained that staff have been diligently working on a draft FY21-22 Budget and they plan to review the budget with the Board at the May 19 Work Session, at which point any adjustments may be made.

Mayor McFadden requested that all Commissioners check their schedules. He noted that he will call the meeting for May 19, 2021 at 8:30 am after all Commissioners have ensured they are able to attend.

**Item #2 West Duncan Street Drainage Replacement -2021**

Mayor McFadden recognized Alicia Gregory, Management Analyst/Town Clerk. Ms. Gregory explained that the Town received 6 bids on March 18, 2021 at a public bid opening. She further explained that the Town is responsible for 25% of the project, which equates to \$123,973.75. Ms. Gregory explained that staff is currently working with the State to address unmet needs and funding sources. The Contract for Construction is slated for approval at the Regular Meeting on April 13, 2021. Ms. Gregory is waiting for official notification from the Governor office's Legal Department before she meets with the contractors and awards everything. She states that she expects to be notified by the Governor's office today, April 12, 2021, and should have more information for the Board at the Regular Meeting tomorrow, April 13, 2021. The Bid Tab Sheet was provided to Town Board members for informational purposes.

Mayor McFadden asked Ms. Gregory if the presented Town portion was 25% of the lowest submitted bid.

Ms. Gregory confirmed that the Town's portion of \$123,973.75 was 25% of the lowest submitted bid. She also notes for informational purposes that the highlighted portions are mathematical errors.

Mayor McFadden asked Ms. Gregory for clarification on the mathematical errors.

Mr. Gregory explains the contractors submitted some of the documents with inaccurate calculations. For example, one did not multiply the correct unit price by the quantity.

There were no further questions for Ms. Gregory.

**Item #3 Golden Leaf Bid Tab & Project Discussion**

Mayor McFadden recognized Alicia Gregory, Management Analyst/Town Clerk. Ms. Gregory explains that the Town's budget for this project was less \$500,000.00; however, all bids came in extremely high. She notes that the lowest bidder was North American Pipeline Management at \$868,336.00. Ms. Gregory states that she will be reaching out to Golden Leaf for additional funding to cover as much of the project as possible. She also notes that our Engineer is speaking with them to see if they are willing to work with us and reduce the price to what Golden Leaf gives us additional funding for, or that we put in more money for, that we can afford. Ms. Gregory explains that the current bid is way more than what the Town can afford.

Mayor McFadden asked Ms. Gregory if we were unable to secure additional funding, would we have to scale the project down.

Ms. Gregory explains that we would have to scale the project down, but that she is looking into additional options for funding or breaking up the project to ensure that as much of the project as possible can be completed. She explains that if the Town were to break the project up, they would have to rebid out the second portion of the project, seek a new engineer, etc, which would be a costly process that could be avoided with additional funding now.

There were no other questions.

**Item #4 Administrative Reports**

*Monthly Public Works Activities Report* – The monthly report was provided to Town Board members for informational purposes.

*Monthly Financial Report* – Mayor Glenn McFadden recognized Lisa Young, Assistant Town Manager. Ms. Young reviewed the financial 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 March 2021. The financial report was provided to Town Board Members for informational purposes. (Minute Book notation: Financial reports are on file at Town Hall).

*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 potential park developments, and responded to various questions from Town Board members. Mr. Jeffries acknowledged complaints the Town has received regarding the Concrete Plant near East Northington Street. He wanted to ensure the Board that he was actively working with the plant's management to handle the situation and craft resolutions to citizen concerns.

There were no other questions for Mr. Jeffries.

**Item #5 Discussion of Regular Meeting Agenda for April 13, 2021**

Joseph Jeffries, Town Manager, reviewed the Agenda for the April 13, 2021, Regular Meeting.

There were no questions presented.

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



*Alicia L. Gregory*  
Alicia L. Gregory, Town Clerk

*Glenn McFadden*  
Glenn McFadden, Mayor