

**Work Session Meeting of the Town Board of the Town of Lillington, Monday, July 13, 2020
at 8:30 a.m. held virtually through ZOOM.**

Board Members Present: Mayor Glenn McFadden
Mayor Pro Tempore Marshall Page
Commissioner Dianne M. Johnson
Commissioner Rupert Langdon

Board Members Absent: Commissioner Tim Stephens (Prior Notice)

Staff Present: Joseph Jeffries, Town Manager
Lisa Young, Assistant Town Manager
Alicia Gregory, Management Analyst/Town Clerk
Ashley Wimberly, Public Works Director
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 Presentation of the Proposed Town of Lillington Bicycle and Pedestrian Master Plan

Mayor McFadden recognized Chad Sary, Stewart Engineering. Mr. Sary explained, the planning process began in late summer 2019 with the project kickoff and Steering Committee meeting. This set the stage for project staff to collect data and analyze the existing conditions of particular interest was the result of the recent Lillington Downtown Master Plan, which identified several issues and opportunities for improvement to Lillington's bicycle and pedestrian networks. After analysis, staff constructed a draft set of recommendation for improvements based on their findings, past plans and public outreach. That set of recommendations went through reviews and revisions before being finalized in June of 2020.

The Bike and Pedestrian Master Plan focused on four main goals;

1. Create a pleasant and safe walking environment in the town of Lillington
2. Create a cross-town network to improve access to recreational opportunities and schools
3. Connect community to and across the Cape Fear River
4. Connect tourists and local trail users to community assets

Mr. Sary explained the Lillington Bicycle and Pedestrian Master Plan was unanimously recommended for approval by the Lillington Planning Board.

Mr. Sary then turned the presentation over to Kristy Jackson.

Mrs. Kristy Jackson, Stewart Engineering Inc., presented the Final Proposed Town of Lillington Bicycle and Pedestrian Master Plan. Mrs. Jackson explained that this document has been given to NCDOT, posted on the website, and been available for public inspection for comments. She

briefed the Board on the Recommendations and Implementations chapters of the plan. The key takeaways from stakeholder feedback:

1. Access to recreation is important to Lillington residents, especially the Riverfront.
2. Downtown should be safer for walking and biking, particularly at intersections.
3. Several cross-town connections are needed to important destinations (schools, the riverfront, parks and neighborhoods)
4. Truck traffic downtown creates unsafe and unpleasant environment
5. Motorist compliance is (feels) low
6. Connect tourists and local trail users to downtown to enjoy what it has to offer; support local business.

Mrs. Jackson explained that these takeaways were addressed when creating the Plan. She went through each way these concerns were addressed. She completed her presentation of the Proposed Lillington Bicycle and Pedestrian Master Plan.

Mayor McFadden thanked staff and Stewart Engineering for their extensive work on the Lillington Bicycle and Pedestrian Master Plan. He stated the Plan is slated for approval following a Public Hearing at the Regular Board Meeting.

Item #2 Update on Slip Lining Project

Mayor McFadden recognized Joseph Jeffries, Town Manager. Mr. Jeffries updated the Board on the Slip Lining Project approved in the FY19-20 Budget. He explained this project covered some of the top priorities that needed to be addressed, for inflow and infiltration. Following the solicitation of bids the nation was impacted by COVID-19. The Town was unable to start these projects during the FY19-20. Mr. Jeffries explained staff is proposing a budget amendment tomorrow night in order to complete these projects. He also briefed the Board that these projects were a little over \$50,000 over originally budgeted amount.

Mayor McFadden polled Board Members there were no concerns.

Item #3 Update on 210 Sewer Project Right of Way Acquisition

Mayor McFadden recognized Joseph Jeffries, Town Manager. He stated Staff is continuing to work diligently on the 210 Sewer Expansion Project. During the May meeting, the Board of Commissioners approved a contract with Rodney Ellen for right of way acquisition. The next step in this process is to acquire the right of ways. The cost for acquiring these right of ways is \$20,000, and is included on the FY20-21 Budget Amendment on the Consent Agenda for the July 14, 2020 Regular Meeting.

Mayor McFadden polled Board Members there were no concerns.

Item #4 Lift Station Capacity Purchase from Harnett Regional Water

Mayor McFadden recognized Joseph Jeffries, Town Manager. He explained he is requesting authority to negotiate with Harnett Regional Water on purchasing lift station capacity. This would provide the Town with capacity in Harnett County Lift Station number nine and would allow for future growth down 421. Joseph Jeffries presented the Board with the location of the lift station. Estimated cost is \$80,000.

Board Members were polled by Mayor McFadden, there were no concerns.

Item #5 Parks and Recreation Trust Fund Project Update

Mayor McFadden recognized Town Manager, Joseph Jeffries. Mr. Jeffries briefed the Board that the Town of Lillington was awarded a \$200,000 grant from the NC Parks & Recreation Trust Fund for FY2019-2020. The grant awarded in February 2020 is for Phase II of the Lillington River Park. Town Staff is beginning the process to complete Phase II of the River Park. The first item slated for completion is the amphitheater. Attached you will find a conceptual design of the amphitheater and proposed location. The River Park Phase II will include nature trails, waterfront observation area, amphitheater, small watercraft launch, and paving of existing trail. Mr. Jeffries asked the Board if they were in favor of the conceptual design.

Mayor McFadden polled Board Members there were no concerns.

Item #6 1st Street Project Update

Mayor McFadden recognized Town Manager, Joseph Jeffries. Mr. Jeffries explained that most of the storm tile and grading is complete. The Contractor is working on demolishing the building located on the recently acquired property. Once this is complete, we will start finalizing the project by paving the remaining areas. During construction staff was aware of the poor condition of the existing parking lot located adjacent to the Fireman's Hut, but it became apparent that this area needs our attention as well. We asked our contractor to provide us with a couple of options.

1. We could overlay the existing parking lot (\$37,300.00)
2. We could reconstruct the entire parking lot (\$75,000.00)

Commissioner Johnson asked how much it would cost to do the Brown Parking Lot alone?

Mr. Jeffries stated it would be approximately \$50,000 to construct that particular parking lot alone. He explained to construct both it would be between \$90,000-\$95,000.

Commissioner Johnson asked if it would be an option to only construct a gravel parking lot right now instead of paving it.

Mr. Jeffries stated this was an option available.

Commissioner Page asked how this would be funded.

Mr. Jeffries stated this would have to come out of the General Fund.

Commissioner Page asked where we stand financially in the General Fund at this time.

Mr. Jeffries explained we have a fifty percent Fund Balance in General Fund at this time.

Mayor McFadden asked Commissioner Langdon had any questions.

Commissioner Langdon said that no one envisioned having a gravel parking lot down at the park. He also stated that the price for construction is not going to get any cheaper than it is right now.

Mayor McFadden stated just to be clear in order to complete both parking lots it will cost approximately \$95,000. Mayor McFadden asked if there was a motion to complete the two parking lots for a total of \$95,000.

Commissioner Langdon made a motion to approve the \$95,000 to complete both parking lots and complete the project in its entirety. Commissioner Johnson seconded the motion and it was approved unanimously.

Mayor McFadden polled Board Members there were no concerns.

Item #7 Administrative Reports

Monthly Public Works Monthly Activities Report - Mayor Glenn McFadden recognized Public Works Director, Ashley Wimberly. Mr. Wimberly presented the June 2020 monthly report. He reviewed all projects with the Town Board. The monthly report was provided to Town Board members for informational purposes.

Monthly Financial Report – Mayor Glenn McFadden recognized Alicia Gregory, Management Analyst/Town Clerk. Ms. Gregory 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 June 2020. 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 upcoming projects and responded to various questions from Town Board members.

Mr. Jeffries asked the Board what their thoughts were on holding a baseball tournament at the Recreation Park.

Commissioner Page said as long as it is managed properly he had no issues.

Commissioner Langdon stated he was fine with this.

Mayor McFadden explained that it must be financially beneficial for the Town because the amount of funding we spend on maintaining the fields. He did state he felt it was a good idea.

Commissioner Johnson had no comments.

Mr. Jeffries explained he met with the Special Events Committee on suggested dates to reschedule the fireworks. He stated the Committee had suggested Veteran’s Day. Mr. Jeffries explained he felt this was a good idea and felt like it was doable for the Town. This would only be a fireworks show.

Mayor McFadden polled Board Members there were no concerns.

Mr. Jeffries bought up the next item, discussion of Food Trucks. He explained that the new Brewery in Town was requesting to set up Food Trucks at their location. He briefed the Board

that currently we only allow Food Trucks at special events. In order to eliminate confusion Mr. Jeffries proposed to create an ordinance that specifically addressed Food Trucks and their allowable usage. He stated that no matter which way the Board would like to proceed a decision needed to be made on whether to allow the Food Trucks or to continue to only allow them at Special Events.

Commissioner Johnson asked would this Ordinance specify how often they would be allowed to do this.

Commissioner Langdon suggested we would also include regulations on Beer Trucks.

Commissioner Johnson asked if they paid taxes on profits.

Mr. Jeffries stated yes they pay sales tax.

Commissioner Page stated that in Raleigh the Food Truck Rodeos brought people into the City.

Mayor McFadden stated that he was not against Food Trucks but he wanted to address the impacts this would have on the local businesses. He stated he wanted the town to look at this closely before going too far. He wanted the town to have a tight policy.

There were no other questions for Mr. Jeffries.

Item #8 Discussion of Regular Meeting Agenda for July 14, 2020.

Town Manager, Mr. Joseph Jeffries, reviewed the Agenda for the July 14, 2020, Regular Meeting.

There were no questions presented.

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

Motion by Commissioner Johnson that the Town Board go into closed session as allowed by North Carolina General Statute §143-318.11(a)(5) & §143-318.11(a)(6). The motion was seconded by Commissioner Langdon and unanimously approved.

There was no other discussion on this item.

Commissioner Langdon moved to go into Closed Session.

Commissioner Page moved to go into Closed Session.

Commissioner Johnson moved to go into Closed Session.

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

Non-Agenda Items

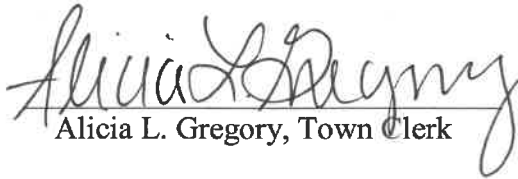
Mr. Jeffries stated that he had a request to use the Community Center for early voting. The Board had no interest in offering the Town Facilities for the Board of Election to use because of the issues it could potentially cause during the COVID-19 pandemic.

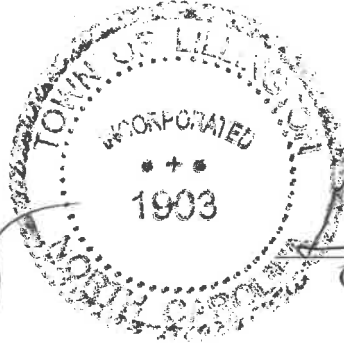
*Lillington Board of Commissioners
July 13, 2020 Work Session Meeting Minutes*

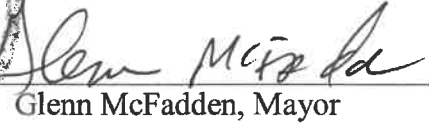
Adjournment: Commissioner Page moved that the meeting be adjourned. The motion was seconded by Commissioner Johnson and unanimously approved.

The Board was polled and the meeting adjourned with unanimous approval.

Attest:


Alicia L. Gregory, Town Clerk




Glenn McFadden, Mayor