

The Town of Warsaw Board of Commissioners met in regular session on August 13, 2018 at 7:00pm in the Board Room of the Town Hall.

Board Members Present:

Mayor A.J. Connors
Commissioner Scotty Smith
Commissioner Valerie Nelson
Commissioner Owen Martin
Commissioner Russell Eason

Also Present:

Town Manager, Scotty Summerlin
Town Clerk, Lea Turner
Public Works Director, Craig Armstrong
Police Chief, Eric Southerland
Town Attorney, Jene Thompson

Mayor Connors invited Reverend Foss to open the meeting with a prayer, which was followed by the Pledge of Allegiance.

Amend Agenda:

Manager Scotty Summerlin stated that the Agenda needed to be amended to add a Resolution to Purchase.

Commissioner Russell Eason made the motion to amend the agenda. Commissioner Owen Martin seconded the motion. The vote was unanimous to amend the agenda to add a Resolution to Purchase.

Public Hearing:

Commissioner Owen Martin made a motion to open the Public Hearing. Commissioner Russell Eason seconded the motion. The vote was unanimous to open the Public Hearing.

Mike Barnette of McDavid Associates, Inc., the Program Manager, came before the Board to conduct a public hearing for the 2015 CDBG-I program. Mr. Barnette stated anytime the Town needs to amend a CDBG-I program, the Town must conduct a Public Hearing to be in compliance with the Town's CDBG-I Citizen Participation Plan, and this public hearing was advertised in the Duplin Times on August 2, 2018.

The proposed amendment will replace water lines on Maple, Walnut, Dogwood, Mulberry, Oak, Elm, Acacia, and Meadowbrook Streets using excess funds remaining after completion of the original 2015 CDBG-I grant funding and make budget changes. The Town's local contribution will not be increased as a result of this amendment. The Board discussed the amendment and the public had miscellaneous comments, none in direct opposition to the proposed additional work. One citizen asked specifically about CDBG funds for housing instead of infrastructure. Mr. Barnette stated if the Town

receives subsequent written comments, the Town staff will respond to the comments within 10 calendar days.

Commissioner Russell Eason made a motion to close the Public Hearing. Commissioner Scotty Smith seconded the motion. The vote was unanimous to close the Public Hearing.

Budget Amendment to Expand Budget & Scope of Work, Contract No. 39:

Due to length of travel and being that Public Hearing had been conducted, Manager Scotty Summerlin asked the Board to continue to this item on the agenda so that Mr. Barnette could get on the road.

Commissioner Russell Eason made a motion to approve the amendment and authorize the Mayor to sign the program amendment. Commissioner Scotty Smith seconded the motion. The vote was unanimous to approve the amendment and authorize the Mayor to sign the program amendment.

Consent Agenda:

Mayor Connors asked for a motion to approve the consent agenda items.

Commissioner Valerie Nelson made the motion to approve the consent agenda items. Commissioner Russell Eason seconded the motion. The vote was unanimous to approve the following consent agenda item: Approval of Minutes for regular meeting on July 9th.

Public Comments:

Commissioner Valerie Nelson made a motion to open public comments. Commissioner Scotty Smith seconded the motion. The vote was unanimous to open public comments.

Matthew Howell spoke in reference to the qualifications and duties of the Town Manager. Mr. Howell had specific questions in reference to code enforcement or in his opinion the lack of code enforcement.

Commissioner Russell Eason made a motion to close public comments. Commissioner Scotty Smith seconded the motion. The vote was unanimous to close public comments.

Presentation of the North Carolina Flag:

The Honorable House Representative Jimmy Dixon came before the Board to present a NC Flag that had flown over the Capitol Building. Mr. Dixon explained that the flag flew over the Capitol on July 3, 2018.

NCDOT Traffic Agreement ID# 8130; Traffic Signal Funding, Installation & Budget Amendment:

Manager Scotty Summerlin stated that after reaching out to NCDOT in reference to a payment plan, NCDOT agreed to a two- year payment plan. The plan requires a \$19,000 immediate payment with four (4) additional payments of \$16,000 due every six (6) months for a total estimated project of \$83,000. The first year of payments will be the initial \$19,000 with an additional \$32,000 for a total of \$51,000. However the Board will have to budget the remainder of \$32,000 in next year's budget.

Commissioner Russell Eason made a motion to accept the agreement with NCDOT for a two-year payment plan and to approve the budget amendment for the payments. Commissioner Valerie Nelson seconded the motion. The vote was unanimous accept the NCDOT agreement and approve the budget amendment for these payments.

Board Consideration to Re-establish the Warsaw Historic Preservation Commission:

Manager Scotty Summerlin and Commissioner Russell Eason spoke in reference of the interest from the public to re-establish the Warsaw Historic Preservation Commission. The Board is asked to approve the re-establishment with the new appointments of Dr. Mary Wood, Edgar Rouse, Commissioner Valerie Nelson, Shirley Benson, and Susie Orr. This would leave two (2) vacancies unfilled.

Commissioner Russell Eason made a motion to re-establish the commission with the new appointments. Commissioner Owen Martin seconded the motion. The vote was unanimous to approve the re-establishment of the Warsaw Historic Preservation Commission with the five (5) new appointments.

Board Consideration of Pilot Traffic Study, Four-way Intersection Stops:

Manager Scotty Summerlin and Police Chief Eric Southerland discussed concerns of speeding on roads where there are few stop signs. Intersections of concern are Pinecrest St and George St, Pinecrest St and Bay St, Chelly St and Gum St, and Chelly St and Center St. Chief Southerland advised that he would place the speed trailer in these areas to monitor traffic prior to placing the stop signs. Chief Southerland stated that after the research has been conducted, he would return to the Board with his findings so that the proper amendments can be made.

Commissioner Owen Martin made a motion to conduct the study and install the four-way stops. Commissioner Russell Eason seconded the motion. The vote was unanimous to conduct the traffic study and install the necessary four-way stops.

Budget Amendment Request & Selection of Bid; Replacement of HVAC Unit @ 115 Pershing St.

Manager Scotty Summerlin stated that the current unit has been inspected and deemed as needing replacement. Upon receiving bids from reputable companies a recommendation is made to award the contract to Warsaw Heating & A/C, Inc in the amount of \$8,800. Manager Summerlin advised that a company outside of Warsaw came in at \$200 less but due to the responsiveness of Warsaw Heating & A/C in the past and them being from Warsaw, it was his recommendation to contract them. Manager Summerlin also stated that a budget amendment would be needed to complete this work and other minor repairs to the building. A \$10,000 budget amendment has been presented.

Commissioner Russell Eason made a motion to award the contract to Warsaw Heating & A/C, Inc. Commissioner Scotty Smith seconded the motion. The vote was unanimous to award the contract to Warsaw Heating & A/C, inc.

Commissioner Valerie Nelson made a motion to approve the necessary budget amendment. Commissioner Scotty Smith seconded the motion. The vote was unanimous to approve the budget amendment for HVAC repairs at 115 Pershing St.

Board Consideration to Amend Water Account Deposit Policy; Security Deposit:

Manager Scotty Summerlin stated that he had received several complaints about the water deposits being \$200. Manager Summerlin asked the Board to consider a revision to the policy which states that after one (1) year in good standings, no late or missed payments, a customer would be eligible to request a refund of half (\$100) of their water deposit.

Commissioner Scotty Smith made the motion to revise the policy. Commissioner Russell Eason seconded the motion. The vote was unanimous to revise the policy so that after one (1) year in good standings a customer may request half (\$100) of their deposit to be returned.

Board Consideration to Renew Mowing & Grounds Maintenance Contract:

Manager Scotty Summerlin explained that Cutting Edge Lawn Care & Maintenance's annual contract is set to expire on September 30, 2018. The contractor is agreeable to renew the contract for one (1) year for an annual cost of \$69,500 which represents a six percent (6%) increase from the prior year. Manager Summerlin stated that he and the Public Works Director have been satisfied with his overall quality of work.

Commissioner Owen Martin made a motion to renew the maintenance contract. Commissioner Russell Eason seconded the motion. The vote was unanimous to approve the maintenance contract with Cutting Edge Lawn Care & Maintenance.

Resolution Approving Town Manager to Enter Financing Contract and Purchase Vehicle:

Manager Scotty Summerlin advised that he had requested financing quotes from several local banks in reference to the new Public Works truck. Manager Summerlin stated that Southern Bank had the lowest rates. The Board was asked to approve a resolution authorizing the Town Manager to enter a financing agreement and purchase a new Public Works vehicle.

Commissioner Russell Eason made a motion to adopt the resolution. Commissioner Scotty Smith seconded the motion. The vote was unanimous to adopt the resolution authorizing the Town Manager to enter into a financing contract and purchase a new Public Works vehicle.

Manager's Update:

Manager Summerlin advised that he, Mayor Connors, and Chief Southerland had met with the Dept of Justice Community Affairs Liaison. Out of this meeting came the idea of a community meeting where citizens can voice their concerns and get input from town officials. The suggest title of City Spirit and is being scheduled for the end of September. This meeting will be open to the public and give citizens the opportunity to "vent" about their concerns and complaints.

Manager Summerlin stated that Public works had been working on drainage and they have spoken with DOT about helping with drainage concerns.

Manager Summerlin said the paving and patchwork had been postponed due to rain.

Manager Summerlin responded to citizen concern of code enforcement. There have been conversations about a full-time position but due to budget constraints the Town Manager has been handling pressing concerns. Manager Summerlin stated that headway had been made and progress will continue.

Mayor's Update:

Mayor Connors stated that issues arise daily and they are dealt with one at a time. Mayor Connors asked that everyone be patient while everyone is working to make improvements.

Board Comments:

Commissioner Scotty Smith thanked everyone for their thoughts and kind words during the passing of his father.

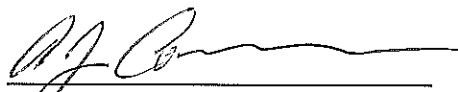
Commissioner Russell Eason reminded everyone of the yard sale for the Veteran's Museum and that donations will be taken up to the first of October with the yard sale

August 13th, 2018

being October 6th. Commissioner Eason also stated that Dixie Chemical was closing at the end of the month but another fertilizer company was interested in coming to Warsaw.

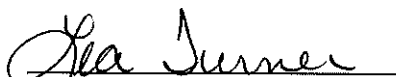
Adjournment:

Commissioner Valerie Nelson made a motion to adjourn the meeting. Commissioner Russell Eason seconded the motion. The vote was unanimous to adjourn the meeting.



Mayor

Attest



Town Clerk