

**Town of Marshville
Town Council Meeting
Monday, April 6, 2015
Marshville Town Hall – 201 West Main St.**

Regular Meeting

Present: Mayor Deese, Mayor Pro-Tem Virginia Morgan, Council Members Norma Carpenter, Gary Huntley and Jim Rowell. Council Member Margaret Bivens was absent due to illness.

Staff Present: Town Manager, Fern Shubert; Clerk/Finance Officer, Tonya Johnson; Town Attorney, Bobby Griffin; Director of Public Works, Bivens Steele; Director of Utilities, Alicia Melton; Chief of Police, Matt Tarlton; Community Development Director, Alan Thifault

Call to Order/Invocation/Pledge of Allegiance

Mayor Deese called the meeting to order at 7:01 pm and welcomed everyone in attendance. The invocation was offered by Council Member Huntley. The Pledge of Allegiance was given by everyone.

Adoption of Agenda for the Meeting

Mayor Deese requested that agenda item #14 be moved to agenda item #5 and the items following be renumbered. A motion to accept this request was made by Council Member Carpenter, seconded by Council Member Huntley and passed unanimously. Mayor Deese also requested to add to the agenda as item #15 a discussion concerning documentation received from Anderson Healthcare's attorney. A motion to accept this request was made by Council Member Rowell, seconded by Mayor Pro-Tem Morgan and passed unanimously. A motion to adopt the agenda for the meeting as revised was made by Council Member Rowell, seconded by Council Member Carpenter and passed unanimously.

Public Comment

There were no public comments.

March 2, 2015 Town Council Minutes

A motion to approve the minutes from the March 2, 2015 council meeting as received was made by Council Member Carpenter. The motion was seconded by Council Member Rowell and passed unanimously.

Discussion and possible action regarding recommendation of bid award for Water and Sewer Improvements to serve Anderson Healthcare

Mr. Bill Lester of LKC Engineering, PLLC, presented a summary of the bid recommendations for the project. Terry's Plumbing & Utilities, Inc. was the low bidder with a bid amount of \$678,595.00. Mr. Lester's recommendation was to award the bid to the low bidder. Mr. Lester explained that part of the grant includes upgrading pumps at the lagoon. Terry's Plumbing & Utilities, Inc. bid is within the budget and will allow for the pump upgrades. The second lowest bidder was James E. Harris Construction with a bid of \$762,162.84 and third lowest bidder was Dellinger with a bid of \$889,670.00. Mr. Lester commented that he was aware of some of the concerns staff and council members have with Terry's Plumbing as it pertains the Handy Sanitary District. Mr. Lester stated that he has no issue with Terry's Plumbing and has no reason to doubt that he can execute the project using Terry's Plumbing. Mr. Lester explained that the town may need to back down on the proposed work on the pumps if the town doesn't go with the lower bid. Mr. Lester stated that grant

agencies are usually willing to grant extensions if the Town of Marshville makes a request for an extension. Council Member Rowell questioned Terry's Plumbing's cost estimate to bore compared to the other bidders' estimates. Mr. Lester stated that he called the contractors to confirm the prices. Mr. Lester added that the contractor has to provide a Performance Bond, Payment Bond and Certificate of Insurance. Council Member Rowell asked if Mr. Lester has worked with any of the other contractors. Mr. Lester stated that he has worked with both James E. Harris and Dellinger. Council Member Rowell questioned the process for soliciting bidders. Mr. Lester stated that bid packages are only sent to licensed contractors. Mayor Deese commented that he doesn't see anything that proves that Terry's Plumbing & Utilities is not responsive and added that if the town can save \$90,000 the town can certainly use it. Bivens Steele, Public Works Director, stated that the town can upgrade anything at the lagoon that will serve the town. Council Member Rowell made a motion to accept the bid by Terry's Plumbing & Utilities, Inc. for water and sewer improvements to serve Anderson Healthcare. The motion was seconded by Council Member Huntley. The vote was 2 to 2 with Mayor Deese voting affirmative to break the tie. The bid was accepted.

Utility Rate Study – Sewer Costs and Rate Information – *Marty Wilson, NC Rural Water*

Mr. Marty Wilson reviewed a rate study summary sheet and stated that the sewer expenses were taken from the FY2014-15 budget. He pointed out that sewer treatment cost is the town's most expensive sewer expenditure at \$425,000. Mr. Wilson explained that the uniformed rate structure option includes capital outlay of \$50,000 to purchase equipment to help reduce I & I (inflow & infiltration) as well as capital reserve of \$60,000 to provide funds for capital improvement projects. Mr. Wilson explained that base rates are determined based upon meter size. Mr. Wilson stated that he has reviewed revenue projections and recommends that sewer rates for FY2015-16 remain at the current level, resulting in an approximately \$11,000 shortfall. Mr. Wilson stated that as budget work progresses he will work with staff. Discussed ensued regarding setting dates for budget work sessions.

Discussion and possible action regarding request for street closure on Hasty St., between Phifer St. and Church St., for an event hosted by the Lois Edwards Memorial Library on May 2, 2015, 12 pm to 5 pm

Chief Tarlton explained that the library is requesting a street closure on Hasty Street, between Phifer Street and Church Street for an annual event. A motion to grant the street closure was made by Council Member Rowell. The motion was seconded by Mayor Pro-Tem Morgan and passed unanimously.

Approve and authorize the Town Manager to execute GovDeals Online Auction Memorandum of Understanding

The Manager explained that the purpose of the memorandum of understanding with GovDeals is to set up an account in order to use them in the future. A motion to approve the GovDeals Online Auction Memorandum of Understanding and to authorize the manager to execute the agreement was made by Mayor Pro-Tem Morgan. The motion was seconded by Council Member Carpenter and passed unanimously.

Approve Resolution and advertising authorizing the sale of surplus property

Mayor Pro-Tem Morgan made a motion to approve the resolution to sell surplus property and to authorize the staff to advertise. The motion was seconded by Council Member Rowell and passed unanimously.

Discussion and possible action concerning a resolution for a 12 month lease for the property at 107 N. Elm Street

Alan Thifault, Community Development Director, stated that the property at 107 N. Elm Street has been shown three times and a potential tenant is ready to sign a lease agreement. The tenant will operate a tobacco and cigar store and would like to begin leasing effective April 15, 2015. The proposed rent is \$500 per month. The tenant has agreed to pay a \$500 security deposit plus the first month's rent and has requested that the second month's rent be waived in order to do some updates to the building. Council Member Rowell questioned whether this type of store sells synthetic marijuana. Mayor Pro-Tem Morgan stated that the lease can specifically state "No sales of illegal substances". A motion was made by Council Member Rowell to authorize the 12 month lease for the property at 107 N. Elm Street for \$500 per month; and further, to accept a \$500 security deposit and the first month's rent, grant the 2nd month's rent free, and authorize the manager to execute the lease. The motion was seconded by Council Member Carpenter and passed unanimously.

Discussion and possible action regarding Official Payments proposal for Online Bill Pay/Telephone Pay Services

Alicia Melton, Director of Utilities reported that staff has been looking into various companies that offer online bill pay. Official Payments is the company used by the IRS and many medical facilities. A link to Official Payments would be made available from the town's website to offer the online bill pay option. This would promote the town's website and possibly reduce delinquent accounts. The Director of Utilities recommended that a payment station be set up in Town Hall versus taking face to face debit/credit card payments. This would ensure that every customer pays the same fees and would eliminate debit/credit card fees the town is currently absorbing. This change in process would not affect customer service. The Director of Utilities commented that the earliest implementation date would be sixty days. A motion to allow staff to forward on the implementation of online bill pay with Official Payments and to authorize staff to discontinue over the counter debit/credit card payments was made by Council Member Rowell. The motion was seconded by Council Member Huntley and passed unanimously.

Discussion and possible action concerning Data to Doorstep Statement Print and Mail Services proposal by Professional Mail Services, Inc.

Alicia Melton, Director of Utilities, reported that she has looked into outsourcing utility bill printing. Professional Mail Services, Inc. would provide an 8 ½ x 11 bill which will allow for better detail of the rates/charges as well as more information on the bill. The quoted price is \$.06/statement. Ms. Melton explained that the cost of postage will increase; however, extra funds were included in the budget for several extra mailings per year. The manager commented that the current postcard bill doesn't allow for a whole lot of communication with customers. Mayor Deese asked if a logo can be included on the bill. Ms. Melton stated that the bill can have a logo. Ms. Melton explained that a full size bill provides a way for customers to see exactly what they are being charged for since costs can be broken down, providing greater transparency. A motion to approve and move forward with outsourcing utility bill printing with Professional Mail Services, Inc. was made by Council Member Rowell. The motion was seconded by Council Member Huntley and passed unanimously.

Discussion and action concerning Union County providing service to a customer residing with the Town of Marshville corporate limits

Bivens Steele, Public Works Director, updated council members about a water problem on Hwy. 74. Public Works crew members dug approximately 12' and could not locate the line. An estimate to bore under the highway and run a service line to the affected property was approximately \$8,000. Union County has a nearby line. Mr. Steele discussed the possibility of tying onto the county line

with the resident and with Union County and neither has a problem with the connection if the town council will approve and submit a letter to Union County allowing Union County to take the resident as a water customer. A motion to allow Union County to service the resident as a water customer and to authorize the mayor to sign a letter to be submitted to Union County Public Works was made by Mayor Pro-Tem Morgan. The motion was seconded by Council Member Rowell and passed unanimously.

Discussion and possible action concerning Board Appointments

The manager provided names of applicants seeking to serve on various boards. Council Member Carpenter stated that she has attended the past three Board of Adjustment meetings and noted that Mark Traywick has not been present at any of those meetings. Discussion ensued concerning attendance issues. Council Member Rowell moved to recommend to Union County the reappointment of Jerry Powell and Mark Traywick to the Planning Board and Board of Adjustment at ETJ members and to reappoint Nancy Ogburn to the Planning Board and Board of Adjustment. Council Member Rowell also moved to appoint Ron McAdams to the Board of Adjustment and Fred Burton to the Planning Board and Board of Adjustment. The motion was seconded by Mayor Pro-Tem Morgan and passed unanimously.

Council Member Rowell stated that liquor by the drink was passed at the last election. Council Member Rowell commented that the council needs to discuss an ABC Board and requested that a discussion be added to the agenda for May.

Discussion concerning Documentation received from Anderson Healthcare's Attorney

Mayor Deese commented that he was directed at the last meeting to contact Mr. Alfred Owens to invite him to attend a meeting to answer questions related to the Anderson Healthcare project. Mr. Owens invited Mayor Deese to attend a discussion with Anderson Healthcare's attorney. As a result of the meeting the attorney recommended that Mr. Owens provide a letter to the mayor and council members. A packet of information was provided by personnel representing Anderson Healthcare to the mayor and each council member. After reviewing the documents Council Member Rowell stated that the documents are legitimate and his concerns are satisfied. Council Member Rowell stated that he did not want the facility from the beginning but the project has been approved and at this point the town needs to move forward. Mayor Deese concurred with Council Member Rowell. Mayor Deese commented that he has always been in favor of the project and feels that the agencies involved did their due diligence.

Town Manager's Report

The manager reported that the town has submitted a request for a low interest loan for \$1,000,000 for a sewer project.

The NCLM has two upcoming events if any council member is interested in attending.

Autumn Care will be celebrating National Nursing Home Week with a breakfast on May 11, 2015 from 8 am to 9 am.

Household Hazardous Waste Day will be April 25, 2015.

Duke Energy has a program for businesses in which they will provide energy efficient bulb replacement.

A NC Small Town Main Street meeting was today.

Mayor and Town Council Member Comments

Tonya Johnson, Town Clerk/Finance Officer, reported that staff is working on budget requests and estimates for the FY2015-16 annual budget.

Mayor Pro-Tem Morgan commented that a house on White Street has been torn down.

Council Member Rowell thanked Alan Thifault and the public works department for their help with the Litter Patrol project. He also thanked the public works department for their help with the recent cemetery cleanup. Council Member Rowell reported that the Woodman of the World has presented the town with two new flags. Council Member Rowell commented that the Easter Egg Hunt drew a good crowd.

Council Member Carpenter stated that some good decisions were made tonight.

Mayor Deese made council members aware of their new email addresses which were included in the agenda packet.

CLOSED SESSION (8:45 pm)


Action Resulting from Closed Session (9:03 pm)

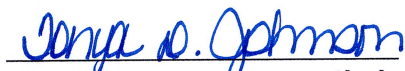
Council Member Rowell made a motion to release the minutes from the April 1, 2013 closed session meeting. The motion was seconded by Mayor Pro-Tem Morgan and passed unanimously.

Adjourn

There being no further comments the meeting was adjourned.

These minutes approved this 4th day of May, 2015.

By: 
Virginia Morgan Mayor Pro-Tem

ATTEST: 
Tonya D. Johnson, Town Clerk

