

Town of Angier Board of Commissioners
December 4, 2018 - 7 PM
Angier Municipal Building
A g e n d a

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Invocation**
- 4. Approval of the December 4, 2018, meeting agenda**
- 5. Town Staff Recognition**
No Report.

6. Public Forum

Each speaker is asked to limit comments to 3 minutes, and the requested total comment period will be 20 minutes or less. Citizens should sign up with the Town Clerk to speak *prior* to the start of the meeting. Please provide the clerk with copies of any handouts you have for the Board. Although the Board is interested in hearing your concerns, speakers should not expect Board action or deliberation on subject matter brought up during the Public Forum segment. Topics requiring further investigation will be referred to the appropriate town officials or staff and may be scheduled for a future agenda. Thank you for your consideration of the Town Board, staff and other speakers.

7. Consent Agenda

All items on Consent Agenda are considered routine, to be enacted on one motion without discussion. If a Governing Body member or citizen requests discussion of an item, the item will be removed from the Consent Agenda and considered under New Business.

- A. Minutes – August 14, 2018** – Town Board of Commissioners Special Called Meeting Minutes; **August 28, 2018** – Town Board of Commissioners Special Called Meeting Minutes; and **November 5, 2018** – Town Board of Commissioners Meeting Minutes.
- B. Employee Reclassification** – consideration for approval is the reclassification of Sean Johnson from Planner to Planning Director and remain at a Pay Grade of 18.
- C. Establish Downtown Manager position at a Pay Grade of 16.**– consideration of authorizing the Downtown Manager position to be classified at a Pay Grade of 16.

- D. Authorize the Interim Town Manager to receive Proposals for Personnel related services** – consideration of authorizing the Interim Town Manager to receive proposals for Class, Compensation, and Benefit Study, review and update Personnel Policies, Update Job Description and development of an Evaluation System.
- E. Declaration of Surplus Property** – consideration of authorizing Interim Town Manager to dispose of surplus property.
- F. Bike Fest 2019** – consideration and approval of Bike Fest 2019 to be held Friday, May 10th and Saturday, May 11th.
- G. Memorandum of Understanding for the Stage at the Depot** – consideration and approval of an MOU that establishes ownership of the Stage.
- H. Downtown Wi-Fi** – consideration to authorize Interim Town Manager to seek firms for the installment of Downtown Wi-Fi.
- I. Downtown Revitalization Grant** – consideration to authorize Interim Town Manager to designate the allocation of the grant; \$20,000 for free Wi-Fi and \$5,000 for property acquisition.
- J. Highway 55/210 Intersection** – consideration to authorize Interim Town Manager to contact NCDOT to re-evaluate the Highway 55 Bypass/Highway 210 and consider a different design for greater flow of traffic.

8. New Business

- A. Resolution to adopt 2019 Meeting Schedule** – Pursuant to NCGS 160A-71 and Town of Angier Code of Ordinances Article II, Section 2-33, the governing body is to adopt a meeting schedule.
- B. Resolution to adopt Town of Angier's 2019 Holiday Schedule** – consideration and approval of the 2019 observed Holiday Schedule

9. Old Business

- A. Report on the cost of two additional Police Officers and two additional Public Works employees** – Discussion and consideration of additional staff.

10. Manager's Report

11. Mayor and Town Board Reports

Closed Session Pursuant to NCGS 143-318.11 (a) (6) – to discuss a personnel matter

12. Staff Reports and Informational Items

13. Adjournment



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: December 4, 2018

**Item: 6
Public Forum**

SUBJECT: Public Forum

A Public Forum is held during each Board of Commissioners' meeting. This provides an opportunity for citizens to share their concerns, interests, questions, and other comments regarding Town events, projects, and/or ideas. Each speaker should note, however, that he or she will be limited to three (3) minutes in addressing the Town Board.

The citizens who appear before the Town Board should note that the Board may not take any action regarding his or her concerns, requests, suggestions, and/or comments.

All speakers are also required to complete a Sign-Up Sheet provided during the Board meeting. They must provide their name, complete address, and phone number in addition to furnishing the Town Clerk with copies of any and all handouts distributed.

Manager's Comments:



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: December 4, 2018

**Item: 7A
Consent Agenda**

SUBJECT: Previous meeting minutes

For the Board's consideration are the minutes taken during the **August 14, 2018** – Board of Commissioners Special Called Meeting; **August 28, 2018** – Board of Commissioners Special Called Meeting; and **November 5, 2018** – Board of Commissioners Meeting.

Manager's Comments:

**Town of Angier
Board of Commissioners
Special Called Meeting
Tuesday August 28, 2018, 7:30 P.M.
Angier Municipal Building
28 North Raleigh Street**

The Town of Angier convened during a Special Called Board of Commissioners meeting Tuesday August 28, 2018, in the Board Room inside the Municipal Building at 28 North Raleigh Street.

Members Present: Mayor Lewis W. Weatherspoon
Mayor Pro-Tem/Commissioner Craig Honeycutt
Commissioner Loru Boyer Hawley
Commissioner Bob Smith
Commissioner Mike Hill

Staff Present: Interim Town Manager Mike McLaurin
Town Clerk Veronica Hardaway

Others Present: Holly Danford, Developmental Associates
Tom Moss, Developmental Associates
Heather Lee via phone, Developmental Associates

1. **Call to Order:** Mayor Weatherspoon presided, calling the Board of Commissioners meeting to order at 7:32 p.m.

2. **Closed Session**

Pursuant to NCGS 143-318.11 (a) (6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.

Board Action: The Town Board unanimously voted to go into closed session pursuant to NCGS 143-318.11 (a) (6) at 7:32pm.

Motion: Commissioner Smith
Second: Commissioner Hawley
Vote: Unanimous, 4-0

Board Action: The Town Board unanimously voted to reconvene in open session at 9:13pm.

Motion: Commissioner Hill
Second: Commissioner Hawley
Vote: Unanimous, 4-0

3. Adjournment: Being no further business, the Town Board voted unanimously to adjourn the meeting at 9:14pm.

Motion: Commissioner Hawley

Second: Mayor Pro-Tem/Commissioner Honeycutt

Vote: Unanimous, 4-0

Lewis W. Weatherspoon, Mayor

Attest:

Veronica Hardaway, Town Clerk

**Town of Angier
Board of Commissioners
Special Called Meeting
Tuesday August 14, 2018, 6:30 P.M.
Angier Municipal Building
28 North Raleigh Street**

The Town of Angier convened during a Special Called Board of Commissioners meeting Tuesday August 14, 2018, in the Board Room inside the Municipal Building at 28 North Raleigh Street.

Members Present: Mayor Lewis W. Weatherspoon
Mayor Pro-Tem/Commissioner Craig Honeycutt
Commissioner Loru Boyer Hawley
Commissioner Bob Smith
Commissioner Mike Hill

Staff Present: Interim Town Manager Mike McLaurin
Town Clerk Veronica Hardaway

Others Present: Steve Straus, Developmental Associates
Heather Lee, Developmental Associates
Holly Danford, Developmental Associates

1. **Call to Order:** Mayor Weatherspoon presided, calling the Board of Commissioners meeting to order at 6:32 p.m.
2. **Pledge of Allegiance:** Mayor Weatherspoon led the pledge of allegiance.
3. **Invocation:** Mayor Weatherspoon offered the invocation.
4. **Approval of the August 14, 2018, Special Called Meeting Agenda**

Board Action: The Town Board unanimously approved the August 14, 2018 meeting agenda as presented.

Motion: Commissioner Smith
Second: Commissioner Hawley
Vote: Unanimous, 4-0

5. Closed Session

Pursuant to NCGS 143-318.11 (a) (6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.

Board Action: The Town Board unanimously voted to go into closed session pursuant to NCGS 143-318.11 (a) (6) at 6:32pm.

Motion: Mayor Pro-Tem/Commissioner Honeycutt

Second: Commissioner Hawley

Vote: Unanimous, 4-0

Board Action: The Town Board unanimously voted to reconvene in open session at 8:18pm.

Motion: Commissioner Hill

Second: Commissioner Smith

Vote: Unanimous, 4-0

6. Adjournment: Being no further business, the Town Board voted unanimously to adjourn the meeting at 8:19pm.

Motion: Mayor Pro-Tem/Commissioner Honeycutt

Second: Commissioner Hawley

Vote: Unanimous, 4-0

Lewis W. Weatherspoon, Mayor

Attest:

Veronica Hardaway, Town Clerk

**Town of Angier
Board of Commissioners
Tuesday, November 5, 2018, 7:00 P.M.
Angier Municipal Building
28 North Raleigh Street
Minutes**

The Town of Angier convened during a regularly scheduled Board of Commissioners meeting Tuesday, November 5, 2018, in the Board Room inside the Municipal Building at 28 North Raleigh Street.

Members Present: Mayor Lewis W. Weatherspoon
Mayor Pro-Tem/Commissioner Craig Honeycutt
Commissioner Bob Smith
Commissioner Loru Boyer Hawley
Commissioner Mike Hill

Members Excused:

Staff Present: Interim Town Manager Michael McLaurin
Town Clerk Veronica Hardaway
Public Utilities Technician Brandon Johnson
Planning and Permitting Technician Sean Johnson
Code Enforcement Official Emily Dail
Town Engineer Bill Dreitzler
Corporal Lee Thompson
Lieutenant Arthur Yarbrough
Town Attorney Katherine Barber-Jones

Others Present:

1. **Call to Order:** Mayor Weatherspoon presided, calling the Board of Commissioners meeting to order at 7:00 p.m.
2. **Pledge of Allegiance:** Mayor Weatherspoon led the pledge of allegiance.
3. **Invocation:** Commissioner Smith offered the invocation.
4. **Approval of the November 5, 2018, meeting agenda:** The Town Board approved the agenda adding October 23, 2018 Special Called Meeting Minutes under Consent Agenda item #7F.

Board Action: The Town Board unanimously approved the November 5, 2018 meeting agenda with the above amendment.

Motion: Commissioner Smith

Second: Mayor Pro-tem/Commissioner Honeycutt
Vote: Unanimous, 4-0

5. Town Staff Recognition:

Mayor Weatherspoon introduced and welcomed new employee Emily Dail. She will be serving as Part Time Code Enforcement Official in the Planning Department.

6. Public Forum: Mayor Weatherspoon provided an opportunity for audience members who wished to address the Board of Commissioners on issues not listed on the Agenda.

Mayor Weatherspoon addressed the audience and asked that each speaker limit comments to three minutes (3) in addressing the Town Board. He also reminded attendees that citizens who appear before the Town Board should note that the Board may not take any action regarding subject matter. Topics requiring further investigation will be referred to the appropriate town officials or staff and may be scheduled for a future agenda. Any handouts distributed must be furnished to the Town Clerk.

Joe Langley, 298 Kirk Adams Road, stated he was concerned with two items on the Consent Agenda. He explained that the two MOU's regarding the Chamber's use of Town facilities are in conflict with each other, citing the length of time for each agreement. The MOU that specifically references the use of the Stage appears to be unlimited while the MOU that references the rental of other Town facilities seems to have a three year term.

7. Consent Agenda: The Town Board unanimously voted to approve the Consent Agenda as listed below:

- A. Minutes – September 12, 2018 – Town Board of Commissioners Emergency Meeting Minutes; October 2, 2018 – Town Board of Commissioners Meeting Minutes; October 23, 2018 – Town Board of Commissioners Work Session Meeting Minutes**
- B. Angier Operations Protocol – consideration for approval of the guideline outlining the Council-Manager form of Government.**
- C. Memorandum of Understanding for the Stage at the Depot – consideration of approving an MOU that establishes ownership of the Stage.**
- D. Memorandum of Understanding for the Use of Depot Facilities – consideration of approving an MOU that outlines the Chamber and Town's in-kind services offered to each other.**
- E. Oakley Collier Architect Firm – consideration to allow staff to negotiate a contract with the architectural firm, with the hope of integrating the NC School of Design.**
- F. Minutes – October 23, Special Called Meeting Minutes**

Motion: Commissioner Smith
Second: Commissioner Hawley
Vote: 4-0, unanimous

8. New Business:

A. Angier Chamber of Commerce Street closings for the Christmas Parade – consideration and approval for the closing of McIver & Broad Street to Wray Street on December 1, 2018.

Interim Town Manager Mike McLaurin stated the Chamber has requested street closings for the Christmas Parade scheduled for December 1, 2018. He explained street closings are the same as previous years and include McIver, N Broad Street, and Wray Street.

Board Action: The Town Board unanimously voted to approve street closings for the Annual Christmas Parade December 1, 2018.

Motion: Commissioner Hawley

Second: Commissioner Hill

Vote: Unanimous, 4-0

B. FEMA Application and Resolution – Board consideration and approval for the submission of an application and resolution to receive FEMA funds.

Interim Town Manager Mike McLaurin stated the Town is attempting to get into the FEMA system in order to request funds during storms.

Town Clerk Veronica Hardaway explained to the Board that an application along with an approved Resolution needs to be submitted to FEMA for Hurricane Florence in order to receive funds for damages and expenses.

Board Action: The Town Board unanimously voted to authorize the Town Manager to apply and submit to FEMA an application and Resolution in order to receive funding for storm damages and expenses.

Motion: Commissioner Smith

Second: Commissioner Hawley

Vote: Unanimous, 4-0

C. Bike Fest – consideration and approval of Bike Fest 2019.

Gene Joslyn, Bike Fest Planning Committee Member, addressed the Board on their consideration and approval for Bike Fest 2019. He stated \$15,000 was raised last year. Mr. Joslyn has requested to have Bike Fest Friday, May 10th and Saturday, May 11th, with Friday night's band entertainment and Saturday with more festivities from 10am-4pm.

Board Action: The Town Board unanimously voted to defer this item until the Board Work Session November 27, 2018 to discuss further.

Motion: Commissioner Smith

Second: Commissioner Hawley
Vote: Unanimous, 4-0

D. Advisory Board Candidates – consideration and appointment of Advisory Board members.

Commissioner Hawley voiced her concern with candidates that apply for multiple boards. She feels that in order to have more citizens involved, candidates should only be appointed to one board at a time.

Board Action: Commissioner Hawley made a motion to appoint Advisory Board candidates to only serve on one Board per term.

Motion: Died for lack of a second.

The Board had discussion on candidates who are seeking appointments to the Planning, Library, and ABC Boards.

Board Action: The Town Board unanimously voted to appoint Lee Marshall and Christopher Wagner to serve on the Planning Board; Trude Terreberry, Reba Burleson, Beth Schultz, Virginia Blake, and Martha Stanley to serve on the Library Board; Junior Price, (3-1 vote), to serve on the ABC Board.

Motion: Commissioner Smith
Second: Commissioner Hill
Vote: Unanimous, 4-0

9. Old Business:

A. Leaf & Limb Ordinance – consideration and adoption of a Leaf & Limb Ordinance to be effective January 1, 2019.

Mr. McLaurin stated an updated Ordinance has been provided to the Board as requested. He explained that under Section (a) there was discussion about how materials need to be placed at the curb no later than Monday morning at 7:00am as there have been some cases where items were set out too late for pickup. Another item that has been discussed is that yard and leaf waste be placed separate and apart from other materials and to be positioned perpendicular to the street. Piles should not exceed 4ft. wide, 4ft. deep, or 4ft. tall. Maximum size of the pile should not exceed 5ft. in length and up to a 6" diameter. If something is out of compliance a door note will be left. Christmas tree collection has been added to the Ordinance. Mr. McLaurin suggested the Ordinance be effective January 1, 2019 in order to make citizens aware.

Board Action: The Town Board unanimously voted to approve the Leaf & Limb Ordinance; amending item (f) to "Town Manager" in place of "Town" as well as adding the effective date of January 1, 2019.

Motion: Commissioner Smith
Second: Commissioner Hill
Vote: Unanimous, 4-0

B. Waste Industries – an update to the Board on trash and recycling.

Nick Zdeb, Waste Industries, gave an update to the Board on the improvement measures taken to reduce trash and recycling issues.

10. Manager's Report:

A. Benson Field Trip – Visit to Benson is scheduled for Friday, November 16th to discuss downtown wi-fi

B. Hwy 55 Project – a Public Information meeting on the project will be held at the Angier Baptist Church November 15th from 4pm-7pm.

C. Code Enforcement Report – a report for 2018 up until November is completed if anyone is in need of a copy.

11. Mayor and Town Board Reports:

Mayor Weatherspoon stated it has come to his attention that a neighboring Town is requesting to extend their ETJ to include property that the Town of Angier has water lines on. He has requested the Board to discuss this item further.

Mayor Weatherspoon has requested staff to research a Tobacco Policy to prohibit use on Town property.

Closed Session Pursuant to NCGS 143-318.11 (a) (3) – Attorney Client Privilege; NCGS 143-318.11 (a) (5) – to discuss land acquisition; and NCGS 143-318.11 (a) (6) – to discuss personnel.

Board Action: The Town Board unanimously voted to go into closed session pursuant to NCGS 143-318.11 (a) (3) – Attorney Client Privilege; NCGS 143-318.11 (a) (5) – to discuss land acquisition; and NCGS 143-318.11 (a) (6) – to discuss personnel at 7:56pm.

Motion: Mayor Pro-Tem/Commissioner Honeycutt
Second: Commissioner Hawley
Vote: Unanimous, 4-0

Board Action: The Town Board unanimously voted to reconvene in open session at 9:05pm.

Motion: Mayor Pro-Tem/Commissioner Honeycutt

Vote: Unanimous, 4-0

Board Action: It is moved that the Town Manager is authorized to pay Mr. Leatherman to appraise the property discussed by the Town in Closed Session, the location of which is a material term of the proposed acquisition.

Motion: Mayor Pro-Tem/Commissioner Honeycutt

Second: Commissioner Hawley

Vote: Unanimous, 4-0

12. Staff Reports and Information Items

13. Adjournment: Being no further business, the Town Board voted unanimously to adjourn the meeting at 9:06pm.

Motion: Mayor Pro-Tem/Commissioner Honeycutt

Second: Commissioner Hawley

Vote: 4-0, Unanimous

Lewis W. Weatherspoon, Mayor

Attest:

Veronica Hardaway, Town Clerk



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: December 4, 2018

Item: 7B
Consent Agenda

SUBJECT: Employee Reclassification

For the Board's consideration and approval is the reclassification of Sean Johnson from Planner to Planning Director and remain at Pay Grade 18.

Manager's Comments:



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: December 4, 2018

**Item: 7C
Consent Agenda**

SUBJECT: Establish Downtown Manager position at Pay Grade 16.

For the Board's consideration and approval of authorizing the Downtown Manager position to be classified at Pay Grade 16.

Manager's Comments:



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: December 4, 2018

**Item: 7D
Consent Agenda**

SUBJECT: Authorize Interim Town Manager to receive proposals on personnel related services.

For the Board's consideration and approval authorizing Interim Town Manager to receive proposals for Class, Compensation, and Benefit Study, review and update Personnel Policies, update job descriptions and development of an Evaluation System.

Manager's Comments:



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: December 4, 2018

**Item: 7E
Consent Agenda**

SUBJECT: Declaration of Surplus Property

For the Board's consideration and approval authorizing Interim Town Manager to dispose of surplus property.

Manager's Comments:



Town of Angier

www.angier.org

Lewis Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

Veronica Hardaway
Town Clerk

Resolution No.: 020-2018

Date Submitted: December 4, 2018

Date Adopted: December 4, 2018

RESOLUTION AUTHORIZING DISPOSITION OF SURPLUS PERSONAL PROPERTY

WHEREAS, the Board of Commissioners of the Town of Angier desires to dispose of certain surplus property of the Town in accordance with G.S. 160A-270; and

WHEREAS, the Board of Commissioners of the Town of Angier desires to utilize the auction services of a public electronic auction service.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Town of Angier that the following described property is hereby declared to be surplus to the needs of the Town:

Department	Year	Make/Model	Vin/Serial #
Police	2010	Dodge Charger	2B3AA4CT8AH161824
Police	2010	Dodge Charger	2B3AA4CT6AH161823

BE IT FURTHER RESOLVED that the Town Manager or his designee is authorized to receive, on behalf of the Board of Commissioners, bids via public electronic auction for the purchase of the described property.

The public electronic auction will be held beginning no earlier than December 18, 2018.

The Board of Commissioners further authorizes the disposal of Town surplus property by use of a public electronic auction system provided by GovDeals Inc. The property for sale can be viewed at www.govdeals.com. Citizens wanting to bid on property may do so at www.govdeals.com. The terms of the sale shall be: All items are sold as is, where is, with no express or implied warranties; Payment must be received for all items sold before they may be removed from the premises.

The Town Clerk shall cause notice of the public auction for surplus property to be noticed by electronic means in accordance with G.S. 160A-270(c), available on the Town of Angier website www.angier.org.

Adopted this the 1st day of May, 2018.



Town of Angier

www.angier.org

Lewis Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

Veronica Hardaway
Town Clerk

ATTEST:

Lewis W. Weatherspoon, Mayor

Veronica Hardaway, Town Clerk



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: December 4, 2018

**Item: 7F
Consent Agenda**

SUBJECT: Bike Fest 2019

For the Board's consideration and approval of Bike Fest 2019 to be held Friday, May 10th and Saturday, May 11th.

Manager's Comments:

Angier Bike Fest Association

PO Box 1176
Angier, NC 27501

2019 Angier Bike Fest Information

- Move Bike Fest to May 10 and 11, 2019
Friday 7-11, Saturday 10-4
Live Bands and Vendors for both
Date change based on request from those attending and vendors due to excessive heat in June.
- Roads closed: South Broad Street from West Lillington Street to East Williams Street
- Building/Land Needs: Use of the Angier Depot for staging purposes only; use of the Depot Square, Stage and parking lot beside it for the event.
- Security: Utilize Angier Police as per 2018 event.



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: December 4, 2018

**Item: 7G
Consent Agenda**

SUBJECT: Memorandum of Understanding for the Stage at the Depot

For the Board's consideration and approval of an MOU that establishes ownership of the stage.

Manager's Comments:

NORTH CAROLINA
HARNETT COUNTY

MEMORANDUM OF UNDERSTANDING

1. Parties The Parties to this memorandum of understanding are the Town of Angier ("the Town") and the Chamber of Commerce ("the Chamber").

2. Purpose The purpose of this memo is to set forth the understanding and agreement between the parties concerning the ownership and use of the stage in Depot Square. ("the Stage")

3. Ownership of Property The parties hereby acknowledge and agree that the Stage is fully owned by the Town of Angier, and is therefore Town property.

4. Use of Property The Town agrees to allow the Chamber to use the Stage for events without having to pay a rental fee, provided that the Stage is available for use at the time requested and the event has been approved by the Town.

5. Duration, Termination The Town may revoke this memorandum of understanding at any time and for any reason. In the event the Town wishes to revoke this memorandum of understanding, the Town will provide 90 days written notice to the Chamber. The Town's ownership of the Stage shall survive any termination of this agreement.

This Memorandum of Understanding is executed by the parties this the ____ day of August, 2018.

BY: _____
Mike McLaurin, Interim Town Manager

BY: _____

ATTEST:

Town Clerk



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: December 4, 2018

**Item: 7H
Consent Agenda**

SUBJECT: Downtown Wi-Fi

For the Board's consideration and approval to authorize Interim Town Manager to seek firms for the installment of Downtown Wi-Fi.

Manager's Comments:



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: December 4, 2018

**Item: 7I
Consent Agenda**

SUBJECT: Downtown Revitalization Grant

For the Board's consideration and approval to authorize Interim Town Manager to designate the allocation of the grant; \$20,000 for free Wi-Fi and \$5,000 for property acquisition.

Manager's Comments:



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: December 4, 2018

**Item: 7J
Consent Agenda**

SUBJECT: Highway 55/210 Intersection

For the Board's consideration and approval to authorize Interim Town Manager to contact NCDOT to re-evaluate Highway 55 Bypass/Highway 210 and consider a different design which would allow for greater flow of traffic without requiring a U-turn to cross the intersection.

Manager's Comments:



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: December 4, 2018

**Item: 8A
New Business**

SUBJECT: Resolution to adopt 2019 Meeting Schedule

Pursuant to NCGS 160A-71 and Town of Angier Code of Ordinances Article II, Section 2-33, the governing body is to adopt a meeting schedule.

Manager's Comments:



Town of Angier

www.angier.org

Lewis Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

Veronica Hardaway
Town Clerk

Resolution No.: 022-2017

Date Submitted: December 4, 2018

Date Adopted: December 4, 2018

A RESOLUTION ADOPTING THE 2019 REGULAR MEETING SCHEDULE FOR THE TOWN OF ANGIER BOARD OF COMMISSIONERS

WHEREAS, North Carolina General Statute 160A-71 allows the Town Board of Commissioners to fix a specific time and place for their regular meetings; and

WHEREAS, North Carolina General Statute 143-318.12(a) requires that the Town Board of Commissioners' schedule of regular meetings be kept on file with the Town Clerk.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Board of Commissioners of the Town of Angier, North Carolina, that the following meeting schedule be adopted:

Tuesday	Jan. 8, 2019	7 pm	Angier Municipal Building
Tuesday	Feb. 5, 2019	7 pm	Angier Municipal Building
Tuesday	March 5, 2019	7 pm	Angier Municipal Building
Tuesday	April 2, 2019	7 pm	Angier Municipal Building
Tuesday	May 7, 2019	7 pm	Angier Municipal Building
Tuesday	June 4, 2019	7 pm	Angier Municipal Building
Tuesday	July 2, 2019	7 pm	Angier Municipal Building
Tuesday	Aug. 6, 2019	7 pm	Angier Municipal Building
Tuesday	Sept. 3, 2019	7 pm	Angier Municipal Building
Tuesday	Oct. 1, 2019	7 pm	Angier Municipal Building
Monday	Nov. 4, 2019	7 pm	Angier Municipal Building
Tuesday	Dec. 3, 2019	7 pm	Angier Municipal Building

Town officials reserve the fourth Tuesday of each month for any additional special-called meetings or workshops.

Adopted by the Angier Board of Commissioners on this the 4th day of December, 2018.

Lewis W. Weatherspoon, Mayor

ATTEST:

Veronica Hardaway, Town Clerk



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: December 4, 2018

Item: 8B
New Business

SUBJECT: Resolution to adopt Town of Angier's 2019 Holiday Schedule

For the Board's consideration and approval is the 2019 observed Holiday Schedule

Manager's Comments:



Town of Angier

www.angier.org

Lewis Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

Veronica Hardaway
Town Clerk

Resolution No.: 021-2018

Date Submitted: December 4, 2018

Date Adopted: December 4, 2018

A RESOLUTION ADOPTING THE 2019 HOLIDAY SCHEDULE FOR THE TOWN OF ANGIER

WHEREAS, the State of North Carolina, Office of State Personnel, has posted the following holidays to be observed during the 2019 calendar year; and

WHEREAS, staff members from the Town of Angier will observe the holiday dates as follows as the Town Hall will be closed; and

THEREFORE, BE IT RESOLVED, by the Mayor and Board of Commissioners of the Town of Angier, North Carolina, that the following holiday schedule for 2019 be adopted:

January 1, 2019	New Year's Day	Tuesday
January 20, 2019	Martin Luther King Jr.'s Birthday	Monday
April 19, 2019	Good Friday	Friday
May 27, 2019	Memorial Day	Monday
July 4, 2019	Independence Day	Thursday
September 2, 2019	Labor Day	Monday
November 11, 2019	Veterans' Day	Monday
November 28 & 29, 2019	Thanksgiving	Thursday/Friday
December 24, 25, 26, 2019	Christmas	Tuesday/Wednesday/Thursday

*Duly adopted by the Angier Town Board meeting in regular session this
the 4th day of December, 2018.*

Lewis W. Weatherspoon, Mayor

ATTEST:

Veronica Hardaway, Town Clerk



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: December 4, 2018

**Item: 9A
Old Business**

SUBJECT: Report on the cost of two additional Police Officers and two additional Public Works employees

Discussion and consideration of additional staff.

Manager's Comments:



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: December 4, 2018

Item: 10
Manager's Report

SUBJECT: Manager's Report

Manager's Comments:



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: December 4, 2018

Item: 11
Mayor/Town Board Reports

SUBJECT: Mayor and Town Board Reports

Closed Session pursuant to NCGS 143-318.11 (a) (6) – to discuss a personnel matter

Manager's Comments:



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: December 4, 2018

**Item: 12
Staff Reports and
Informational Items**

SUBJECT: Staff Reports and Informational Items

- Engineer's Report
- Parks & Recreation Department
- Planning Department
- Police Department

Manager's Comments:

Memo

To: Mike McLaurin, Interim Town Manager
From: Bill Dreitzler, P.E., Town Engineer
Date: November 28, 2018
Re: December 2018 BOC Meeting - Engineer's Staff Report

Please consider my staff report for the scheduled December 4th, 2018 Board of Commissioners meeting:

Hwy 210 Sidewalk Extension Project

Engineering is now moving forward with 90% plans. During review of the current 60% design set, a few conflicts were discovered between the proposed drainage system and the existing sanitary sewer system. The drainage design was modified to mitigate these conflicts. The project will require the acquisition of temporary construction easements, permanent drainage easements and one property will require additional street right-of-way. Per NCDOT right-of-way certification requirements we will need to have an appraiser establish the acquisition cost per square foot. We are still awaiting final verification of the easement requirements and therefore have not yet begun the appraisal process. **No change in progress since my last report.**

Wastewater Inflow/Infiltration Evaluation

Two Inflow/Infiltration projects were recommended for budget consideration within the 2018-2019 FY. These projects include: Priority 4 Manhole Rehabilitation: Recommended Budget - \$60,000 and TV Inspection of Priority 3 Sewer Collection Mains (13,000 LF): Recommended Budget - \$35,000.

Wastewater Collection and Water System Master Plan

We are proceeding with updating both the water and sewer master plans to account for the future Hwy 55 bypass. We are currently targeting late December as a completion and will provide updates if the schedule changes.

As part of this process, staff is also evaluating the potential backup potable water supply from alternative sources. The Town currently purchases all of its potable water from Harnett County.

Stormwater Control Measure (SCM's) Requirements

Staff is in the process of evaluating out current requirements as they relate to stormwater control measures such as dry ponds, wet ponds, bioretention basins, etc. These facilities, when included within a private development are typically permitted through the design approval process. However, the effectiveness of the SCM's is reliant on maintenance. We are looking into an SCM Operations and Maintenance Agreement that would be executed and recorded as part of the site plan approval process. Furthermore, the O&M Agreement would require an annual inspection of the SCM sealed by a licensed engineer to certify the facility is operating as designed and/or if any maintenance is needed. **I anticipate completion of the initial draft O&M Agreement prior to the end of the week.**

Planning Department Policies

I am currently drafting a proposed Traffic Impact Analysis Policy for staff review. In addition, I am currently drafting a guidance document for builders regarding erosion control requirements for individual lot development. **No updates, work is in progress.**

Construction Standards

The Construction Standards were adopted in March of 2000 and have not been updated since. I am in the process of reviewing the Standards for conflicts with the UDO. In addition, I will be assessing any construction standards that need to be updated to better represent current technologies and processes being used in the industry. This is an on-going effort.

Police Department / Town Hall Facilities Feasibility Analysis

We held an initial scoping meeting with Oakley-Collier on Thursday, November 15, 2018. I am still waiting on the initial draft fee proposal. Based on recent conversation with Ann Collier, I anticipate receipt by the end of the week. A recommendation and copy of the final fee proposal will be provided to the Commissioners for the regularly scheduled January 2019 BOC meeting.

Town Hall Evacuation Plan

At the direction of the Manager, staff will be generating a floor plan schematic for Town Hall that can be used as a graphic representation for an emergency evacuation plan. **Working on locating a floor plan for the Town Hall building to be used as a base for the evacuation plan.**

Angier / Harnett County Water Purchase Agreement Renewal

We had a productive meeting with Harnett County regarding the renewal of our water purchase agreement on Tuesday, November 20, 2018. Steve Ward and Bill Dreitzler will prepare the initial draft of the water purchase agreement based on the discussion from November 20th.

Sanitary Sewer Flow Tracking

We are in the process of establishing a sewer flow tracking spreadsheet to more accurately account for wastewater flows that have been obligated but are not yet tributary to our system. As an explanation, when we permit a residential subdivision and the application has a projected flow of 30,000 gallons per day then we have "committed" that flow to our system and the volume is no longer available. Actual flows less available capacity does not represent available flows. We must account for those obligated flows.

Miscellaneous

In addition to the above major projects, I continue to provide support to the Town staff including but not limited to the following:

- Service on the Pre-Development Committee.
- Service as a member of the TRC including the associated engineering reviews.
- Attendance as staff engineer at the Planning Board Meetings, Board of Commissioners Meetings, and Board of Adjustment Meetings.
- Meet with citizens on an on-call basis for issues predominately related to storm drainage.

Sincerely,

A handwritten signature in dark ink, appearing to read "Bill Dreitzler", written over a light blue horizontal line.

Bill Dreitzler, P.E.
Town Engineer

MONTHLY REPORT
ANGIER PARKS & RECREATION
November 28, 2018

- BASKETBALL AND CHEERLEADING PRACTICES ARE BEGINNING NOW AND WILL CONTINUE THROUGH FIRST WEEK OF JANUARY 2019. GAMES WILL BEGIN ON JANUARY 7 AND CONTINUE FOR THE NEXT 2 MONTHS.
- WE HAVE 30 BASKETBALL AND CHEERLEADING TEAMS FOR THIS SEASON. A GOOD TURN OUT FOR WINTER SPORTS SEASON.
- WE ARE GOING TO REPLACE THE NET ALONG RIGHT FIELD LINE AND PARKING LOT BY FIELD 2.
- WE WILL BE REPLACING THE BATTING CAGE NET IN THE LARGE BATTING CAGE BY FIELD 3.
- WE HAVE RECEIVED 2 QUOTES FOR THE RETAINING WALL FOR POND AREA THAT IS ERODING BY CHILDREN'S PARK AND WE ARE READY FOR BOARD APPROVAL TO AWARD THE BID.

Planning and Inspections Department

Monthly Report: November 2018

Total Permits Issued: **16**

Building Inspections Performed: **41**

New Construction - Residential: **1**

New Construction - Commercial: **0**

Total Fees Collected: **\$ 5,784.25**

Permits Issued - 2018:

New Construction - Residential: **40**

New Construction - Commercial: **1** (*Crepe Myrtle Animal Hospital*)

2018-2019 Fiscal Year Totals:

New Construction - Residential: **18**

New Construction - Commercial: **0**

Total Fees Collected: **\$ 31,681.25**

Subdivision/Project Update:

Southern Acres Phase 2A & 2B: Recorded 11/28/18 (33 Lots)

Whetstone Phase 2: Awaiting Construction Drawing Comments to be Addressed

Bellewood: Construction Drawings Approved, Grading to Begin Soon

Kathryn's Retreat: Construction Drawings Approved, Grading in Progress

Coble Farms: Construction Drawings in Review

Carolina Charter Academy: Site Plan & Building Plan Review in Progress

All Data as of 11/29/18



Angier Police Department

P.O. Box 278, 55 North Broad Street West

Angier, North Carolina 27501

Office (919) 639-7054

Bobby Hallman
Chief of Police

Date November 28, 2018

To: Management

From: Bobby Hallman

A handwritten signature in black ink, appearing to be "B.H.", enclosed in a circular scribble.

Subject: November Police Activities

Statistical Data

Police activities for the month of September were 2,879 Calls for Service/Officer initiated activities. Officers investigated 30 incidents involving 36 offenses. Out of the offenses committed 18 People were arrested on 24 charges. Follow-up calls were made to all victims by the investigators, giving them the status of their cases under investigation.

Traffic enforcement activities included 26 citations being issued totaling 33 charges as opposed to 16 citations totaling 19 charges in October. There were also 17 traffic accidents investigated during this period, 9 more than previous month. Also, 70% of traffic crashes reported were PVA crashes.

Other Police Activities

Officers completed 2,161 security checks, 81 business contacts, 425 subdivision checks. There were 7 felony arrest made by Det. C. Campbell.

Call Log Call Type Summary

Angier Police Department

11/01/2018 - 11/28/2018

<No Call Type Specified>	8	911 Hang Up - 911 Hang Up	3
Alarm Activation - Alarm Activation	12	Assault - Assault	3
Assist EMS - Assist EMS	1	Assist Fire - Assist Fire Department	1
Assist Motorist - Assist Motorist	7	Assist Other Agency - Assist Other Agency - Law Enforcement	2
Breaking and Entering - Breaking and Entering	2	Business Walk Thru - Business Walk Thru	81
Careless and Reckless Vehicle - Careless and Reckless Vehilce	5	Code Enforcement - Code Enforcement	1
Communicate Threats - Communicate Threats	1	Crash - Traffic Accident	17
Custody Dispute - Child Custody Dispute	4	Disturbance - Disturbance	15
Domestic Dispute - Domestic Dispute	3	Drug Activity - Drug Activity	2
DWI - Driving While Impaired	1	Escort - Escort	17
Follow Up - Follow Up	2	Foot Patrol - Foot Patrol	1
Found Property - Found Property	1	Fraud - Fraud	4
Harrassing Phone Calls - Harrassing Phone Calls	1	Larceny - Larceny	15
Missing Juvenile - Missing Juvenile	1	Missing Person - Missing Person	1
OD - Drug/Alcohol Overdose	4	Other Call - Other Call Not Listed	8
Property Damage - Property Damage	1	Security Check - Security Check	2,161
Sexual Assault - Sexual Assault	1	Shoplifting Complaint - Shoplifting Complaint	1
Shots Fired - Shots Fired	2	Stand-By - Stand-By	4
Stolen Property - Possession of Stolen Property	1	Subdivision Check - Subdivision Check	425
Suspicious Activity - Suspicious Activity	7	Suspicious Person - Suspicious Person	1
Suspicious Vehicle - Suspicious Vehicle	5	Traffic Checkpoint - Traffic Checkpoint	1
Traffic Stop - Traffic Stop	11	Trespassing - Trespassing	5
TWO - Talk With Officer	16	Unauthorized Use of Motor Vehicle - Unauthorized Use of Motor Vehicle	1
Warrant Service - Warrant Service	8	Welfare Check - Welfare Check	4

Total Number Of Calls: 2,879

Activity Detail Summary (by Category)

Angier Police Department

(11/01/2018 - 11/28/2018)

Incident/Investigations

0300 - Robbery	1
0410 - Aggravated Assault	1
0511 - Breaking and Entering	1
0630 - Larceny - Shoplifting	1
0670 - Larceny - From Coin-Operated Devices	1
0690 - Larceny - All Other Larceny	9
0890 - Simple Assault- All Other Simple Assault	1
0900 - Arson	1
1026 - Counterfeiting - Using	1
1120 - Fraud - Obtaining Money/Property by False Pretense	2
1330 - Possessing/Concealing Stolen Property	1
1400 - Criminal Damage to Property (Vandalism)	3
1790 - All Other Sex Offenses	1
1834 - Drug Violations - Equipment/Paraphernalia - Possessing/Concealing	2
2030 - Child Neglect (Non-Assaultive)	1
2690 - All Other Offenses	5
4010 - All Traffic (except DWI)	2
8010 - Missing Persons	1
9910 - Calls for Service	1
Total Offenses	36
Total Incidents	30

Arrests

0300 - Robbery	1
0410 - Aggravated Assault	1
0630 - Larceny - Shoplifting	1
0800 - Simple Assault	1
0890 - Simple Assault- All Other Simple Assault	1
1330 - Possessing/Concealing Stolen Property	3
1834 - Drug Violations - Equipment/Paraphernalia - Possessing/Concealing	3
2040 - Child Abuse (Non-Assaultive)	1

Activity Detail Summary (by Category)

Angier Police Department

(11/01/2018 - 11/28/2018)

Arrests

2450 - Drunk and Disruptive	1
2490 - Disorderly Conduct - All Other	1
2640 - Contempt of Court, Perjury, Court Violations	3
2660 - Parole & Probation Violations	1
2690 - All Other Offenses	5
4010 - All Traffic (except DWI)	1
Total Charges	24
Total Arrests	18

Accidents

Total Accidents	0
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Citations

Driving While License Revoked	6
Expired Registration	4
Failure To Stop (Stop Sign/Flashing Red Light)	1
No Operator License	6
Other (Infraction)	1
Running Red Light	3
Speeding (Infraction)	4
Unsafe Movement	1
Secondary Charge	7
Total Charges	33
Total Citations	26

Warning Tickets

Total Charges	0
Total Warning Tickets	0

Activity Detail Summary (by Category)

Angier Police Department
(11/01/2018 - 11/28/2018)

Ordinance Tickets

Total Ordinance Tickets	0
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Criminal Papers

Total Criminal Papers Served	0
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Total Criminal Papers	0
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Civil Papers

Total Civil Papers Served	0
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Total Civil Papers	0
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Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: December 4, 2018

**Item: 13
Adjournment**

SUBJECT: Adjournment

The Mayor will entertain a motion to adjourn the regular Board of Commissioners' meeting.

Manager's Comments: