



BOARD OF COMMISSIONERS REGULAR MEETING AGENDA

Tuesday, March 3, 2020

7:00 PM

Location: 28 N Raleigh Street, Angier, NC 27501

Call to Order

Pledge of Allegiance

Invocation

Approval of Agenda

Presentation

Public Comment

Public Hearings

1. Rezoning Request

a. Application submitted by SHC Holdings, Inc. to rezone a 82.5 acre parcel located along Rawls Church Road from RA-30 to R-6 (PIN#'s: Harnett 0675-00-1074.000, Wake 0675016046).

2. Ordinance Amendment

a. Amendment to Section 15.3 of the Ordinance related to Board of Adjustment term lengths, the applications they review and their approval criteria.

3. Ordinance Amendment

a. Amendment to Sections 13.11 and 4.9.3 of the Ordinance related to nonconforming automobile storage, junk yards, and salvage yards.

Consent Agenda

1. Approval of Minutes

- a. February 4, 2020 – Regular Meeting
- b. February 18, 2020 – Work Session Meeting

2. Mainstreet Advisory Board Bylaws

- a. Consideration and approval of proposed Bylaws for the Mainstreet Advisory Board.

3. Town Manager Amended Contract

- a. The Town Manager's amended contract that was discussed and approved at the November 4, 2019 Board of Commissioners Meeting.

Old Business

1. Resolution #R008-2020 to Set a Date for a Public Hearing

- a. Consideration and approval of Resolution #R008-2020 to Set a Date for a Public Hearing regarding an Annexation Petition submitted by Jo Penny Dorman and Ruby U. Stephenson.

New Business

1. Budget Amendments #5 & #6

- a. Consideration and approval of Budget Amendments #5 & 6 that pertains to the Farmer's Market, Police Capital Outlay, the Radio Read Meter Project, and Hwy 210 Sidewalk Extension.

2. Minimum Housing Case – Ordinance to Vacate and Close Structure

- a. Consideration and approval of an Ordinance to Vacate and Close the dwelling at 67 S. Cross Street pursuant to Town Code Section 5-28.10(c).

3. Minimum Housing Case – Ordinance to Vacate and Close Structure

- a. Consideration and approval of an Ordinance to Vacate and Close the dwelling at 91 S. Johnson Street pursuant to Town Code Section 5-28.10 (c).

Manager's Report

Staff Reports

Mayor and Town Board Reports

Adjourn

*****IN ACCORDANCE WITH ADA REGULATIONS, PLEASE NOTE THAT ANYONE WHO NEEDS AN ACCOMMODATION TO PARTICIPATE IN THE MEETING SHOULD NOTIFY THE TOWN CLERK AT 919.331.6703 AT LEAST 48 HOURS PRIOR TO THE MEETING.*****

PUBLIC HEARINGS



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE: March 3, 2020
PREPARED BY: Sean Johnson
ISSUE Rezoning Request
CONSIDERED:
DEPARTMENT: Planning & Inspections

SUMMARY OF ISSUE:

The Planning Department has received a rezoning application for the 82.5 acre property located along Rawls Church Road which straddles the Harnett/Wake County line. (Harnett PIN: 0675-00-1074.000, Wake PIN: 0675016046). The property is currently zoned RA-30 and the requested zoning is R-6. The property is annexed into Town and will be required to obtain Angier water and sewer services in order to be developed.

Attached is the rezoning staff report detailing the proposed zoning district, uses allowed by that district, adjoining land uses and addressing compliance with our Comprehensive Land Use Plan. The Planning Board recommended approval of the rezoning at their February 11th meeting.

FINANCIAL IMPACT: N/A

RECOMMENDATION:

Staff recommends approval of the requested rezoning based on the items mentioned in the rezoning staff report.

REQUESTED MOTION:

I move to approve the rezoning of the parcels in question to R-6.

REVIEWED BY TOWN MANAGER:

Attachments:

Rezoning Staff Report
Rezoning Application



REZONING STAFF REPORT

File #: 2020-000035
Staff Contact: Sean Johnson
sjohnson@angier.org
(919) 331-6702

Planning Board: February 11, 2020

Public Hearing: March 3, 2020

Requesting Rezoning: RA-30 to R-6

Applicant Information

Owner of Record:

Name: SHC Holdings, Inc.

Address: 466 Stancil Road

City/State/Zip: Angier, NC 27501

Applicant:

Name: Same as Owner

Address:

City/State/Zip:

Property Description

PIN(s): (Harnett) 0675-00-1074.000, (Wake) 0675016046

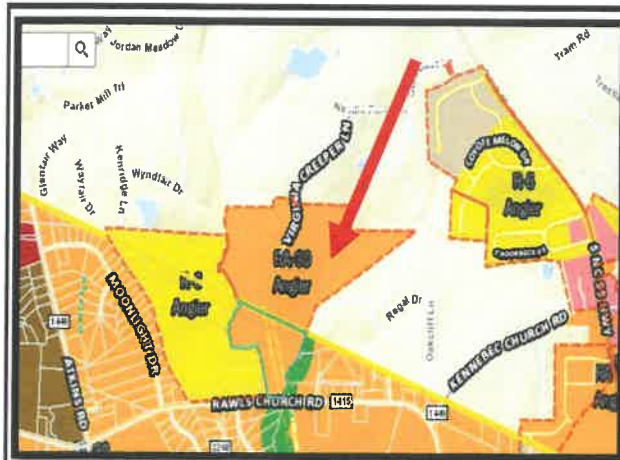
Address: Rawls Church Road, Angier, NC

Acreage: 82.504 Acres

Vicinity Map



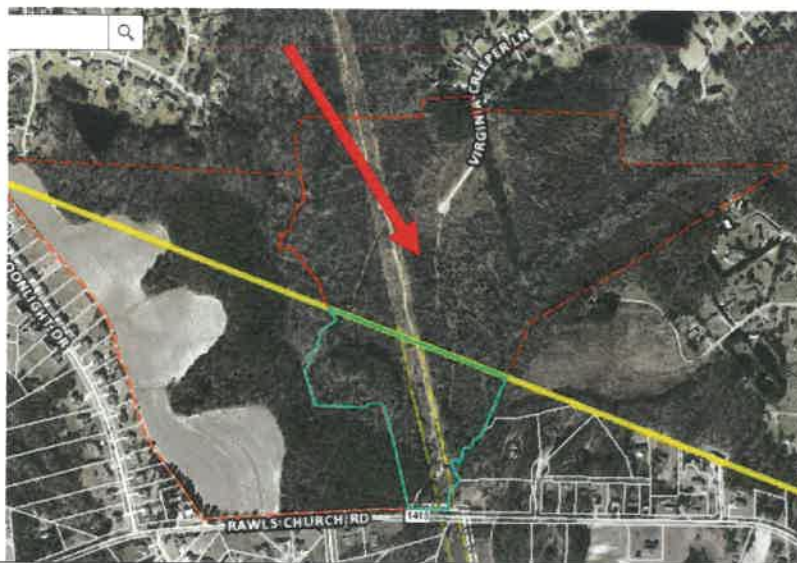
Zoning Compatibility



	CURRENT RA-30	REQUESTED R-6
Min. Lot Size	30,000	6,000
Parks & Recreation Facilities	P	P
Single Family/Duplexes	P	P
Multi-Family		P*
Schools	P	P
Offices & Services		
Retail Uses		
Churches		
Governmental Uses	P	P
Agriculture	P	P

P=Permitted Use S=Special Use

Physical Characteristics



Aerial Photograph (2017)

Site Description: The property is currently wooded and includes a Duke Power easement, floodplains and wetlands.

Surrounding Land Uses: Surrounding Land Uses include low and medium density residential as well as agricultural uses.

Services Available

Water:

- ☒ Public (Developer will be required to extend Town water)
☐ Private (Well)
☐ Other: Unverified

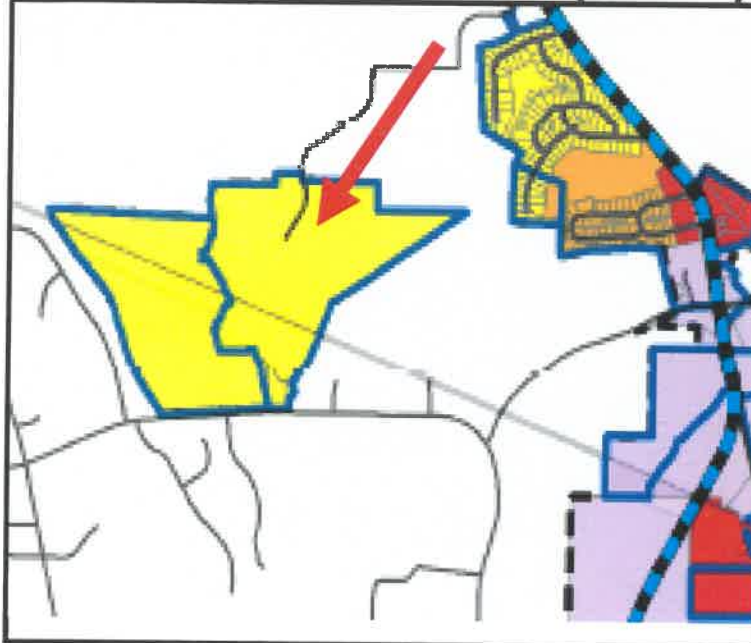
Sewer:

- ☒ Public (Developer will be required to extend Town sewer)
☐ Private (Septic Tank)
☐ Other: unverified

Transportation:

Access is provided by Rawls Church Road

Land Use Classification Compatibility



Future Land Use Map (2017)

	REQUESTED ZONING	LAND USE
	R-6	MDR
Parks & Rec Facilities	P	P
Detached Single Family	P	P
Multi-Family	P	P
Churches	S	
Schools	P	P
Professional Offices		
Retail Uses		
Restaurants		
Governmental Uses	P	P
Distribution		
Manufacturing Uses		

The Proposed Rezoning Is In Compliance With The Uses Identified In The Land Use Plan

Evaluation

- ☒ **Yes** ☐ No The IMPACT to the adjacent property owners and the surrounding community is reasonable, and the benefits of the rezoning outweigh any potential inconvenience or harm to the community.
REASONING: The requested zoning would allow for uses compatible with adjacent uses and for density similar to adjacent developments.
- ☒ **Yes** ☐ No The requested zoning district is COMPATIBLE with the existing Land Use Classification.
REASONING: The Land Use Plan calls for Medium Density Residential, which is allowed by the proposed district.
- ☒ **Yes** ☐ No The proposal does ENHANCE or maintain the public health, safety and general welfare.
REASONING: The rezoning would allow for uses compatible with surrounding uses.
- ☐ Yes ☒ **No** The request is for a SMALL SCALE REZONING and should be evaluated for reasonableness
REASONING: The uses allowed by the proposed rezoning are similar to that of adjacent parcels.

Suggested Statement-of-Consistency (Staff concludes that...)

The requested rezoning to R-6 is compatible with The Land Use Plan. The adjacent property to the West is zoned R-6 and the uses permitted by the requested district would be compatible with both the adjacent development and surrounding existing uses. The rezoning request would not have an unreasonable impact on the surrounding community and will not harm the public health, safety, and general welfare for the reasons stated in the evaluation. It is recommended that this rezoning request be **APPROVED**.

Standards of Review and Worksheet

STANDARDS OF REVIEW

The Planning Board shall consider and make recommendations to the Town Board of Commissioners concerning this proposed conditional zoning district. The following policy guidelines shall be followed by the Planning Board concerning zoning districts and no proposed zoning district will receive favorable recommendation unless:

- ☐ Yes ☐ No A. The proposal will place all property similarly situated in the area in the same category, or in appropriate complementary categories.
- ☐ Yes ☐ No B. There is convincing demonstration that all uses permitted under the proposed district classification would be in the general public interest and not merely in the interest of the individual or small group.
- ☐ Yes ☐ No C. There is convincing demonstration that the character of the neighborhood will not be materially and adversely affected by any use permitted in the proposed change.
- ☐ Yes ☐ No D. The proposed change is in accordance with the comprehensive plan and sound planning practices.

☐ **GRANTING THE REZONING REQUEST**

Motion to grant the rezoning upon finding that the rezoning is reasonable based on **All** of the above findings of fact A-E being found in the affirmative and that the rezoning advances the public interest.

☐ **DENYING THE REZONING REQUEST**

Motion to deny the rezoning upon finding that the proposed rezoning does not advance the public interest and is unreasonable due to the following:

- ☐ The proposal will not place all property similarly situated in the area in the same category, or in appropriate complementary categories.
- ☐ There is not convincing demonstration that all uses permitted under the proposed district classification would be in the general public interest and not merely in the interest of the individual or small group.
- ☐ There is not convincing demonstration that all uses permitted under the proposed district classification would be appropriate in the area included in the proposed change. (When a new district designation is assigned, any use permitted in the district is allowable, so long as it meets district requirements, and not merely uses which applicants state they intend to make of the property involved.)
- ☐ There is not convincing demonstration that the character of the neighborhood will not be materially and adversely affected by any use permitted in the proposed change.
- ☐ The proposed change is not in accordance with the comprehensive plan and sound planning practices.
- ☐ The proposed change was not found to be reasonable for a small scale rezoning

Attachments

☒ Original Rezoning Application



Town of Angier
P.O. Box 278
Angier, NC 27501
919-639-2071



Robert K. Smith
Mayor

Gerald Vincent
Town Manager

MEMO

TO: Angier Board of Commissioners

FROM: Angier Planning Board

RE: February 11, 2020 Angier Planning Board Meeting

This is to inform the Angier Board of Commissioners of the recommendations made by the Angier Planning Board during their February 11th meeting. The items on the Planning Board agenda were as follows:

Rezoning Request: Rawls Church Road
(Harnett PIN: 0675-00-1074.000, Wake PIN: 0675016046)
Property Owner: SHC Holdings, Inc.

The Planning Board recommends the **APPROVAL** of the change in zoning from RA-30 to R-6 based on the following:

The requested zoning district would allow for development that **IS** compatible with the 2017 Comprehensive Land Use Plan. Based on the surrounding zoning districts and surrounding land uses, the Planning Board feels the uses allowed by the R-6 district will be appropriate in this area.



Christina Kazakavage
Angier Planning Board Chairman



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE: March 3, 2020
PREPARED BY: Sean Johnson
ISSUE: Ordinance Amendment
CONSIDERED:
DEPARTMENT: Planning & Inspections

SUMMARY OF ISSUE:

Staff has drafted an amendment to Section 15.3 of the Ordinance related to Board of Adjustment term lengths, the applications they review and their approval criteria. These amendments are intended to address inconsistencies between the current Ordinance language and the NC General Statutes, as well as establish clear guidelines for applicants to follow and Board members to use in reviewing those applications.

Attached is the draft amendment of Section 15.3 of the Ordinance. At their February 11th meeting, the Planning Board did not come to consensus on the Ordinance amendment in question. The amendment received two votes in the affirmative before the vote died for a lack of a majority (There were only 4 Planning Board members present).

FINANCIAL IMPACT: N/A

RECOMMENDATION:

Staff recommends approval of the Ordinance amendment as written.

REQUESTED MOTION:

I move to approve the amendment to Section 15.3 of the Ordinance.

REVIEWED BY TOWN MANAGER:

Attachments:

Ordinance Amendment Draft
NC General Statute Reference

Section 15.3. - Board of Adjustment.

15.3.1 Establishment of the Board of Adjustment.

- A. The Town of Angier Zoning Board of Adjustment is hereby established. The word "board" when used in this section shall be construed to mean the Zoning Board of Adjustment. Membership on the Board shall include the seven members. Five of the members shall consist of the Angier Town Board of Commissioners. *These members shall be appointed to three-year, two-year, or one-year terms depending on the remainder of the term of that member's seat on the Board of Commissioners (whichever is largest).* ~~and~~ The remaining two members shall be appointed by the Harnett County Board of Commissioners to represent the extraterritorial jurisdiction. In the event the Board of County Commissioners fails to make their appointments within 90 days after receipt of a resolution from the Angier Town Board, requesting that such appointments be made, the Town Board may thereupon make such appointments. The two members appointed by the Board of County Commissioners shall be residents of the territory surrounding the corporate limits of the Town of Angier within the extraterritorial area.
- B. All meetings of the Board shall be held at a regular place and shall be open to the public. The Board shall keep minutes of its proceedings in a book maintained for that purpose only, showing the vote of each member upon each question, or if absent or failing to vote, an indication of such fact; and final disposition of appeals shall be by recorded resolution indicating the reasons of the Board therefore, all of which shall be a public record. No final action shall be taken on any matter unless a quorum is present.

15.3.2 Powers and duties. The Board of Adjustment shall have the following powers and duties:

15.3.2.1 Appeal of the administrator. To hear and decide appeals where it is alleged there is error in any order, requirement, decision, or determination made by administration in the enforcement of this ordinance.

- A. An appeal from the decision of the administrator may be taken to the Board of Adjustment by any person *who has standing under G.S. 160A-393(d) aggrieved or* ~~any officer, department, board or bureau of the town affected by such decision.~~ Such appeal shall be taken *within 30 days from receipt of the written decision of the administrator* ~~within a reasonable time as provided by the rule of the board~~ by filing *a notice of appeal with the Town Clerk and* ~~with the officer from whom the appeal is taken and with the board a notice of appeal~~ specifying the grounds thereof. The office to whom the appeal is taken shall forthwith transmit to the Board all papers constituting the record upon which the action appealed from was taken.
- B. An appeal stays all proceedings in furtherance of the action appealed from, unless the administrator certifies to the Board after the notice of appeal shall have been filed with him by reasons of fact stated in the certificate, a stay would in his opinion cause imminent peril to life or property or that because the violation charged is transitory in nature a stay would seriously interfere with enforcement of this ordinance. In such case proceedings shall not be stayed except by a restraining order, which may be granted by the Board or by a court of record on application of notice to the administrator and on due cause shown.

15.3.2.2 Variances. To authorize upon appeal in specific cases such variances from the terms of the ordinance as will not be contrary to the public interest where, owing to special conditions a literal enforcement of the provisions of the ordinance will, in an individual case, result in practical difficulty or unnecessary hardship, so that the spirit of the ordinance shall be observed, public safety and welfare secured, and substantial justice done. An application for a variance shall be submitted to the Board of Adjustment by filing a copy of the application with the Town Clerk. The applicant may submit reports, arguments, proposed findings or other documents along with the application. Upon submittal of a variance application, no enforcement action shall be taken by Staff until a decision is made by the Board of Adjustment.

The existence of a nonconforming use of neighboring land, buildings, or structures in the same district or of permitted or nonconforming uses in either districts shall not constitute a reason for the requested variances. No change in permitted uses may be authorized by variance. Appropriate conditions may be imposed on any variance, provided that the conditions are reasonably related to the variance. The concurring vote of four-fifths of the board shall be necessary to grant a variance.

Such variances may be granted in such individual case of unnecessary hardship only upon findings by the Board of Adjustment after a public hearing that the following conditions exist:

- A. Unnecessary hardship would result from the strict application of the ordinance.
- B. The hardship results from conditions that are peculiar to the property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance.
- C. The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance shall not be regarded as a self-created hardship.
- D. The requested variance is consistent with the spirit, purpose, and intent of the ordinance, such that public safety is secured, and substantial justice is achieved.
- ~~A.—There are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its size, shape or topography that are not applicable to other lands or structures in the same district.~~
- ~~B.—Granting the variance requested will not confer upon the applicant any special privileges that are denied to other residents of the district in which the property is located.~~
- ~~C.—A literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other residents of the district in which the property is located.~~
- ~~D.—The requested variance will be in harmony with the purpose and intent of this ordinance and will not be injurious to the neighborhood or to the general welfare.~~
- ~~E.—The special circumstances are not the result of the actions of the applicant.~~

~~F. The variance requested is the minimum variance that will make possible the legal use of the land, building or structure.~~

15.3.2.3 Special use permits. The development and execution of this ordinance is based on the division of the Town of Anger into districts within which the use of land and buildings and the bulk and location of buildings and structures in relation to the land are substantially uniform. ~~It is recognized, however, that there are some land uses which are basically in keeping with the intent and purposes of the district where special, but which may have an impact on the area around them which can only be determined by review of the specific proposal.~~ Special uses may be established, under certain conditions and with the proper controls, in such a manner as to minimize any adverse effects. *In granting approval of a special use permit, the Board of Adjustment shall impose such reasonable terms and conditions as it may deem necessary for the protection of the public health, general welfare, and public interest.* ~~In order to ensure that these uses, in their proposed locations, would be compatible with the surrounding development and in keeping with the purposes of the district in which they are proposed, their establishment shall not be a matter of right, but shall be only be permitted after review and approval of a Special Use Permit preceded by an evidentiary hearing.~~

Uses specified as a special use in Section 3.3 shall be permitted only upon the issuance of a special use permit by the Board of Adjustment. The owner or owners of all property included in the petition for a special use permit shall submit a complete application and a detailed site plan to the Planning Department.

The Board of Adjustment shall find that the following conditions exist prior to granting approval of a Special Use Permit application:

- A. The requested use will not impair the integrity or character of the surrounding or adjoining districts;
- B. The requested use will not be detrimental to the health, morals, or welfare;
- C. Adequate utilities, access streets, drainage, sanitation and/or other necessary facilities have been or are being provided;
- D. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets; and
- E. That the special use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified by the Board of Adjustment.

Planning Staff will issue Special Use Permits upon approval by the Board of Adjustment. The permit is transferable with the sale of the property and will not expire unless a new development proposal or special use permit is approved for the subject property. The Board of Adjustment shall review any substantial change or increase in density or size of the approved site plan submitted as a part of the special use application. The Planning Director may approve minor modifications of the approved plans, provided that the changes do not substantially alter the original plan as approved, and the intent and objectives of the original approval are not deviated from.

15.3.2.4 Right of appeal. If a Land Use Permit is denied, then the applicant may appeal the action of the administrator to the Board of Adjustment; and that from the decision of the Board of Adjustment, recourse shall be had to courts as provided by law. Such appeal shall be made within 30 days of such ~~written permit denial~~ **by submitting the appeal to the Town Clerk.**

15.3.3 Hearing process.

- A. Appeals from the enforcement and interpretation of this ordinance and requests for variances, shall be filed with the administrator specifying the grounds thereof. The administrator shall transmit to the Board of Adjustment all applications and records pertaining to such appeals and variances.
- B. The Board of Adjustment shall fix a reasonable time for the hearing of the appeal, give due notice thereof to the parties, and decide it within a reasonable time.
- C. ~~The concurring vote of four-fifths~~ **A simple majority vote** of the members of the board shall be necessary to reverse any order, requirement, decision, or determination of the administrator or to decide in favor of the applicant any matter upon which it is required to pass under any ordinance, or to grant a variance from the provisions of this ordinance.
- D. Every decision of the Board shall be subject to review by the Harnett County Superior Court by proceedings in the nature of certiorari. Any appeal to the superior court shall be taken within 30 days after the decision of the Board is filed in the office of the zoning officer, or after a written copy thereof is delivered to the appellant by personal service or registered mail, whichever is later.

15.3.4 Administration of oaths. The chairman or any member temporarily acting as chairman is authorized to administer oaths to witnesses in any matter coming before the Board. All testimony before the Board must be under oath and recorded.

15.3.5 Fees for variances or appeals. The Board of Commissioners shall set a fee, payable to the Town of Angier, North Carolina, to cover the necessary administrative costs and advertising of each application for a variance or appeal. The set fee shall be posted in the **current Rate and Fee Schedule of the Town.** ~~town-clerk's office.~~

15.3.6 Stay of proceedings.

- A. An appeal stays all proceedings in furtherance of the action appealed from, with the following exceptions:
 - 1. The administrator certifies to the Zoning Board of Adjustment, after the notice of appeal shall have been filed with him, that by reason of facts stated in the certificate a stay would, in his opinion, cause imminent peril to life and property; or
 - 2. The administrator certifies to the Zoning Board of Adjustment, after the notice of appeal shall have been filed with him, that by reason of facts stated in the certificate a stay would, in his opinion, seriously interfere with enforcement of the ordinance because the violation charged is transitory in nature.
- B. In either case, proceedings shall not be stayed otherwise than by a restraining order which may be granted by the Zoning Board of Adjustment or by a court of record on application, on notice to the administrator, and on due cause shown.



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE: March 3, 2020
PREPARED BY: Sean Johnson
ISSUE Ordinance Amendment
CONSIDERED:
DEPARTMENT: Planning & Inspections

SUMMARY OF ISSUE:

Staff has drafted an amendment to Sections 13.11 and 4.9.3 of the Ordinance related to nonconforming automobile storage, junk yards, and salvage yards. These amendments are intended to authorize Code Enforcement Staff to pursue the screening of properties in Angier's jurisdiction which have junked motor vehicles stored that are visible from adjacent properties and right-of-ways.

The Planning Board recommended approval of this Ordinance amendment at their February 11th meeting.

FINANCIAL IMPACT: N/A

RECOMMENDATION:

Staff recommends approval of the Ordinance amendment as written.

REQUESTED MOTION:

I move to approve the amendment to Sections 13.11 and 4.9.3 of the Ordinance.

REVIEWED BY TOWN MANAGER:

Attachments:

Ordinance Amendment Draft

DRAFT UDO AMENDMENTS – NONCONFORMING JUNKYARDS, SALVAGE YARDS AND SIMILAR USES

Junkyard. An establishment or place of business which is maintained, operated, or used for storing, keeping, buying, or selling junk, or for maintenance or operation of an automobile graveyard. Any lot containing more than three unregistered and nonfunctional (junk) motor vehicles shall constitute a junkyard for the purpose of this ordinance.

PERMITTED USES TABLE												
Industrial, Warehousing, Wholesale, Distribution and Transportation Uses	Use Group	OSR	RA-30	R-15	R-10	R-6	O&I	CB	GC	CP	SR	Parking
Junkyards, junked motor vehicles, salvage operations, and/or similar uses	4									S	4.9.3	1 per 2 employees (largest shift) or 1 per 500 square feet

Section 13.11. - Nonconforming automobile storage, junk yards, and salvage yards.

Nonconforming automobile storage, junk yards, and salvage yards shall provide an opaque buffer in accordance with ~~chapter 7's requirement for outdoor storage~~ Section 4.9.3 no later than one year after the date of notification by the administrator.

4.9.3 Junkyards, junked motor vehicles, salvage operations and similar uses.

Junkyards, salvage operations, and similar uses shall comply with the following requirements. Junkyards, salvage operations, and automobile repair services existing at the date of adoption of this ordinance shall be brought into compliance with the requirements included herein within ~~two years~~ six months of the effective date of this ordinance.

Standard	Junked Motor Vehicles (Existing and New Automobile Services)	New and Expanding Junkyards	Nonconforming Junkyards
Buffer shall be adjusted in height to meet the required height requirement and to ensure maximum screening where the road grade is significantly higher than the required buffer and during all seasons of the year.	X	X	X
Junked motor vehicles shall not be stacked higher than the screening.	X	X	X
Vehicles shall be stored in such a manner that all fire apparatuses and equipment can ingress and egress all areas of	X	X	X

the site at all times and be in accordance with all state and federal regulations.			
Maximum of two junked vehicles outside of automobile salvage yard or enclosed building, unless otherwise specified.	X		
Junked motor vehicles and parts storage areas shall be screened from view from adjacent property and right(s)-of-way by the following: (all requirements shall be met at time of installation and shall be a minimum six feet in height). an opaque fence at least six feet in height. Chain link fencing with slats or other supplemental screening material shall not be used to meet the requirements of this section.	Opaque fence or row of continuous evergreen shrubs X	"Buffers" article of this ordinance X	Opaque fence or row of continuous evergreen shrubs X
New automobile services that have junked motor vehicles and motor vehicles parts storage areas shall be screened from view from adjacent property and right(s)-of-way.	X	X	X
Junked motor vehicles or parts shall not be stored in the front yard or in the required front yard setback.	X	X	X
Setback from a school, residential structure, religious institution, or place of public assembly existing at application approval, excluding the residence of the owner (s) of such use.		1,000 feet	
Buffering plan shall be submitted in accordance with chapter 7 of this ordinance.		X	
All operations, equipment, junk, and/or inoperable motor vehicles shall be kept within said buffer at all times unless in motion by transportation to and from the site.	X	X	X
Setback for equipment, junk, and/or inoperable motor vehicles from any adjoining property lot line.	20 feet	50 feet	20 feet
Fences shall be designed to reasonably secure the area from unauthorized entry.	X	X	X
Setback from rights-of-way of any public or private road existing at application approval (property line shall be used if no right-of-way).		100 feet	10 feet
The operational area existing at the effective date of the ordinance shall not be expanded, except in conformance with the provisions of this ordinance.		X	X

Motor vehicles, parts, or other junked materials storage prohibited in setback.	X	X	X
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Applicable Standards for Nonconforming Junkyards listed in Table in Section 4.9.3:

- Buffer shall be adjusted in height to meet the required height requirement and to ensure maximum screening where the road grade is significantly higher than the required buffer and during all seasons of the year.
- Junked motor vehicles shall not be stacked higher than the screening.
- Vehicles shall be stored in such a manner that all fire apparatuses and equipment can ingress and egress all areas of the site at all times and be in accordance with all state and federal regulations.
- Junked motor vehicles and parts storage areas shall be screened from view from adjacent property and right(s)-of-way by the following: (all requirements shall be met at time of installation and shall be a minimum six feet in height) - Opaque fence
- Junked motor vehicles or parts shall not be stored in the front yard or in the required front yard setback.
- All operations, equipment, junk, and/or inoperable motor vehicles shall be kept within said buffer at all times unless in motion by transportation to and from the site.
- Setback for equipment, junk, and/or inoperable motor vehicles from any adjoining property lot line. – 20 Feet
- Fences shall be designed to reasonably secure the area from unauthorized entry.
- Setback from rights-of-way of any public or private road existing at application approval (property line shall be used if no right-of-way) – 10 Feet
- Motor vehicles, parts, or other junked materials storage prohibited in setback (GC Setbacks: Front: 30 ft, Corner: 30 ft, Sides: 10 ft, Rear: 20 ft)

CONSENT AGENDA

**Town of Angier
Board of Commissioners
Tuesday, February 4, 2020, 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, February 4, 2020, in the Board Room inside the Municipal Building at 28 North Raleigh Street.

Members Present: Mayor Bob Smith
Mayor Pro-Tem Craig Honeycutt
Commissioner Alan Coats
Commissioner Loru Boyer Hawley
Commissioner Mike Hill

Members Excused:

Staff Present: Town Manager Gerry Vincent
Town Clerk Veronica Hardaway
Planning Director Sean Johnson
Police Chief Arthur Yarbrough
Lieutenant Lee Thompson
Finance Director Hans Kalwitz
Downtown Manager Christy Adkins
Parks & Recreation Director Derek McLean
Interim Library Director Katy Warren
Town Engineer Bill Dreitzler
Town Attorney Dan Hartzog, Jr.

Others Present:

Call to Order: Mayor Smith presided, calling the Board of Commissioners meeting to order at 7:01 p.m.

Pledge of Allegiance: Mayor Smith led the pledge of allegiance.

Invocation: Mayor Smith offered the invocation.

Approval of the February 4, 2020 meeting agenda: The Town Board approved the agenda with the following amendment: remove Item #5 under Consent Agenda and add it as Business Item #4.

Board Action: The Town Board unanimously approved the February 4, 2020 meeting agenda as amended.

Motion: Commissioner Coats

Vote: 4-0; unanimous

Presentation

None.

Public Comments

Seeing no one, Mayor Smith closed the public comment portion of the meeting.

Public Hearings

1. Alleyway Abandonment Public Hearing

Planning Director Sean Johnson stated the Planning Department has received a request to close the alleyway behind the property at 166 N. Raleigh Street. This alleyway extends north from W. Smithfield Street to the northern boundary of the parcel at 166 N. Raleigh Street. The Town is following the public alleyway closure procedures outlined in G.S. 160A-299 in order to have the alleyway closed and divided among the adjacent property owners. The Board approved the resolution setting the public hearing for this alleyway closure at their January 7th meeting.

Mayor Smith opened the Public Hearing.

Lester Stancil with Stancil & Associates expressed the owner's appreciation for the Board's consideration of closing the alleyway.

Seeing no one, Mayor Smith Closed the Public Hearing.

Board Action: The Town Board unanimously voted to approve the Resolution to close the alleyway behind the property at 166 N. Raleigh Street that extends north from W. Smithfield Street to the northern boundary of the parcel at 166 N. Raleigh Street and dividing the closed alleyway among adjacent property owners.

Motion: Commissioner Coats

Vote: 4-0, unanimous

2. Alleyway Abandonment Public Hearing

Planning Director Sean Johnson stated the Planning Department has received a request to close the alleyway extending north from E. Wimberly Street between N. Broad Street E. and N. Dunn Street. The Town is following the public alleyway closure procedures outlined in G.S. 160A-299 in order to have the alleyway closed and divided among the adjacent property owners. The Board approved the resolution setting the public hearing for this alleyway closure at their January 7th meeting.

Mayor Smith opened the Public Hearing.

Lester Stancil with Stancil & Associates stated he was representing the owner and has not received any complaints regarding the above alleyway closing.

Seeing no one, Mayor Smith Closed the Public Hearing.

Board Action: The Town Board unanimously voted to approve the Resolution to close the alleyway extending north from E. Wimberly Street between N. Broad Street E. and N. Dunn Street and dividing the closed alleyway among adjacent property owners.

Motion: Commissioner Hawley

Vote: 4-0, unanimous

Consent Agenda

1. Approval of Minutes

- a. December 17, 2019 – Work Session Meeting
- b. January 7, 2020 – Regular Meeting
- c. January 21, 2020 – Work Session Meeting

2. Resolution #R003-2020 – Records Retention Schedule for Gov't Agencies

- a. Consideration and approval of Resolution #R003-2020 adopting the 2019 General Records Retention Schedule for Local Government Agencies; Reaffirm that portions of the previously adopted 2012 schedule are still in effect; and adopt the Town of Angier's Record Retention and Disposition Schedule for Municipalities concerning when administrative or reference value ends.

3. Resolution #R004-2020 – Public Works Surplus Item

- a. Consideration and approval of Resolution #R004-2020 authorizing disposition of surplus property in the Public Works Department.

4. Vacant Meter Policy

- a. Consideration and approval of a Vacant Water Meter Policy

Board Action: The Town Board unanimously voted to approve the Consent Agenda as presented.

Motion: Commissioner Hill

Vote: 4-0, unanimous

New Business

1. Planning Board ETJ Application

The Town Clerk received an application from a candidate interested in becoming a Planning Board ETJ member.

Board Action: The Town Board unanimously voted to appoint Kelly Ennis to the Planning Board as an ETJ member.

Motion: Commissioner Hawley

Vote: 4-0, unanimous

2. Resolution #R005-2020 – Direct the Clerk to Investigate the Sufficiency of the Annexation Petition from Property Owners Jo Penny Dorman and Ruby U. Stephenson

Planning Director Sean Johnson stated the Planning Department has received an annexation petition for two parcels along Kennebec Road and Stratus Street in Wake County totaling approximately 115 acres.

Board Action: The Town Board unanimously voted to adopt Resolution #R005-2020 to direct the Clerk to investigate the sufficiency of the annexation petition and certify results at the March 3, 2020 meeting.

Motion: Commissioner Hawley

Vote: Unanimous, 4-0

3. Revision to Downtown Improvement Grant

Downtown Manager Christy Adkins stated the Main Street Advisory Board is proposing changes to the current Façade Grant application criteria that would allow downtown building owners to apply for reimbursement grants for improvements made to the interior of the buildings located in the Central Business District in addition to exterior façade improvements. The new grant would be called the “Downtown Improvement Grant” and would replace the “Façade Grant”. Any improvements made to buildings and covered by this grant would be required to stay with the building.

Board Action: The Town Board unanimously voted to approve the revision to the Downtown Improvement Grant.

Motion: Commissioner Hawley

Vote: Unanimous, 4-0

4. Board of Adjustment Ordinance

Town Attorney Dan Hartzog Jr. stated that he and the Planning Director are currently working on a draft amendment to Section 15.3 of the Zoning Ordinance that will go before the Planning Board for review. He recommended the procedure will be to disband the current Board of Adjustment, adopt the Ordinance, and then appoint the new Board pursuant to the new Ordinance.

Manager’s Report

- Department Reports (Informational Items included in Agenda packets)

Town Manager Gerry Vincent updated the Board on various items. Those items are the following:

1. Annual Board Retreat:
March 6th one day event
8:30am-6pm
Campbell University
2. The CAMPO Executive Board will consider the Town's request to move the Hwy 210 Sidewalk Project forward with approval of funding. There has been a considerable amount of delay since inception in 2017, but the Town is finally on track to proceed to construction.
3. Jack Marley Park Comprehensive Plan Update is proceeding nicely. To date, our consultants are recording inventory, base mapping and research. Next step is to send out a comprehensive survey to the citizens of Angier to receive feedback regarding services provided. Staff intends to utilize our existing resources to receive as much feedback as possible such as: the Library, Chamber of Commerce, Town Hall, Town's website, Facebook, and Parks & Recreation scheduled events.
4. Discussion topics at the monthly Manager's meeting included: water & sewer, solid waste convenience centers, litter sweeps throughout the County, economic development, etc. The next monthly meeting will be held in Angier on February 26th.
5. The Town Manager is attending events with the Raleigh Chamber of Commerce and NC Chamber of Commerce.
6. Met with Shelby Blackman of the Angier Chamber to discuss volunteers at events. Events over the years have become very successful and have grown to attract large numbers of people, but volunteers make it successful. The Town will partner with the Chamber to continue making these events successful for the Chamber, and for the Town.
7. Town Hall/Police Station Update: Met with the existing architects of Oakley Collier to discuss next steps. The previous studies, plans, designs will have to be restudied as it did meet the future growth pattern of Angier.

In addition, the Town Manager and Clerk visited the Garner Town hall to get a perspective of design, spacing, and the latest in technology. The Garner Town Hall was completed in 2017, approximately 27,000 square feet at a cost of \$7.5M. The next visit will be to Fuquay-Varina's Town Hall.

Mayor & Town Board Reports

Mayor Smith reported on several meetings he has attended.

Commissioner Hill thanked all of the Department Directors for their hard work along with Town Manager Gerry Vincent.

Staff Reports

Chief Arthur Yarbrough gave a report regarding the Police Department with highlights that included:

Traffic Enforcement activities

Security checks

Business contacts

Welcoming new officer Frank Hughes with considerable experience

Congratulating Officer Carmen Mitchell for receiving a Chief's letter of Commendation

Chief Yarbrough congratulated Lee Thompson who has just been promoted to Lieutenant. He's been with the department for eight years and serves many roles.

Chief Yarbrough also thanked the Board for the hiring of Town Manager Gerry Vincent; saying it's been a great year.

Each Department Director gave a brief update, respectively.

Board Action: The Town Board unanimously voted to go into Closed Session pursuant to NCGS 143-318.11 (a) (4) – to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations at approximately 8:08pm.

Motion: Commissioner Hawley

Vote: Unanimous, 4-0

Board Action: The Town Board unanimously voted to reconvene in Open Session at approximately 9:01pm.

Motion: Commissioner Hawley

Vote: Unanimous, 4-0

Adjournment: Being no further business, the Town Board voted unanimously to adjourn the meeting at 9:02pm.

Motion: Commissioner Hill

Vote: Unanimous, 4-0

Robert K. Smith, Mayor

Attest:

Veronica Hardaway, Town Clerk

**Town of Angier
Board of Commissioners
Work Session
Tuesday, February 18, 2020, 6:30 P.M.
Angier Municipal Building
28 North Raleigh Street
Minutes**

The Town of Angier convened during a regularly scheduled Board of Commissioners Workshop Session meeting Tuesday, February 18, 2020, in the Board Room inside the Municipal Building at 28 North Raleigh Street.

Members Present: Mayor Bob Smith
Mayor Pro-Tem Craig Honeycutt
Commissioner Loru Boyer Hawley
Commissioner Alan Coats
Commissioner Mike Hill

Staff Present: Town Manager Gerry Vincent
Town Clerk Veronica Hardaway
Police Chief Arthur Yarbrough
Downtown Manager Christy Adkins
Planning Director Sean Johnson
Finance Director Hans Kalwitz
Public Works Director Jimmy Cook
Parks & Recreation Director Derek McLean
Town Attorney Dan Hartzog Jr.

Others Present:

Call to Order: Mayor Smith presided, calling the Board of Commissioners Work Session meeting to order at 6:30 p.m.

Pledge of Allegiance: Mayor Smith led the pledge of allegiance.

Invocation: Mayor Smith offered the invocation.

Approval of the February 18, 2020 meeting agenda: The Town Board unanimously approved the agenda as presented.

Board Action: The Town Board unanimously approved the February 18, 2020 meeting agenda as presented.

Motion: Commissioner Hawley

Vote: Unanimous, 4-0

Presentation

Erin Wynia, Chief Legislative Counsel for the North Carolina League of Municipalities, gave a presentation on the State of the Region.

Old Business

1. American Legion Post 436 Concept/MOU

Town Manager Gerry Vincent met with Ted Martin with American Legion Post 436 to discuss potential locations for the construction of an American Legion building. The property discussed is located on E. Lillington Street and is owned by Alex Lee who operates the funeral home that utilizes the cemetery adjacent to Jack Marley Park. Although Mr. Martin liked the property for a building, he did not see it suitable for a memorial due to being off the beaten path. Mr. Vincent explained to Mr. Martin that our Downtown is not confined to where it is today because of expected growth, and the Town is very interested in working with him to find a location that suits him. Mr. Vincent recommended the Town purchase a portion of the property by Jack Marley Park from Mr. Martin so that it will be Town maintained as well as the existing parking officially being owned by the Town. Mr. Vincent then suggested Mr. Lee donate the property on E. Lillington Street to the American Legion Post in exchange for the Town donating to the funeral home the remainder of the vacant lot beside Jack Marley Park.

It was the consensus of the Board for the Town Manager to continue to work with Mr. Martin to find a suitable location for the American Legion Post and memorial.

2. Incentives for Infill/Vacant Lots within Town Limits

Mr. Vincent recommended the Town provide an incentive to those builders or developers to acquire and build on infill lots within the Town, such as setting a policy that the Public Works Department install water/sewer taps for these lots. He requested the direction of the Board on working on a draft policy with the Town Attorney.

Commissioner Hill stated the incentive should include any lot that is a non-conforming lot that doesn't meet the standard lot setbacks.

The Board had discussion on the possibility of an additional employee along with tapping equipment for the Public Works Department.

Planning Director Sean Johnson stated that if the Board wishes to focus on lots near the core of Town, the definition of an infill lot will have to be established using street names, proximity to intersections, and what area of the Town. Mr. Johnson explained that the incentive criteria would need to be clear on whether it applies to new subdivisions or only existing lots. It would be up to the Board to establish how many lots a builder or developer could create and still meet the incentive criteria.

It was the consensus of the Board to allow staff to draft a proposal/recommendation for the March work session.

3. NW Parking Lot Improvements (Between E. Williams Street/E. Depot Street)

Mr. Vincent proposed obtaining utility easements and replacing Town water and sewer lines behind Ed's Restaurant in the alleyway. This effort is intended to show business owners that the Town is willing to invest in our downtown and hopefully lead them to sell portions of their property in the alley to the Town for additional parking. The Town has received an estimate of approximately \$45,000 for the improvement of the water/sewer system. An appraisal on each property downtown was conducted in October 2018, but a new appraisal may be needed. Letters will be sent to business owners indicating the above plan.

4. Board of Adjustment Discussion

Town Attorney Dan Hartzog Jr. stated the Planning Board did not recommend the adoption of the Board of Adjustment Ordinance amendment. He believes there was some confusion as to why the Ordinance was to be amended. Now that the Planning Board has had the opportunity to make a recommendation, the Town Board now has the opportunity to move forward with adopting the amendment. Mr. Hartzog Jr. recommended updating the Ordinance with the language that was drafted after holding a Public Hearing.

It was the consensus of the Board to post notice for a Public Hearing for the March meeting.

New Business

1. Downtown Advisory Board; Items to Consider

Town Manager Gerry Vincent requested that the Board consider the Downtown Advisory Board Bylaws presented, and that the Board allow the current Advisory Board members' terms to be extended until December 31, 2020 so that they can be reappointed on the same schedule as the other advisory boards.

Downtown Manager Christy Adkins stated she has asked for volunteers on the Board if anyone would like to serve a shorter term in order to initiate staggered terms.

It was the consensus of the Board to add the Advisory Board Bylaws to the March consent agenda for approval.

2. Budget Schedule FY 2020-2021

Mr. Vincent recognized that the June 18th date needs to be revised to June 16th.

It was the consensus of the Board to accept the FY20-21 Budget Schedule.

Adjournment: There being no further business, the Town Board voted unanimously to adjourn the meeting at 7:58pm.

Motion: Commissioner Hawley

Vote: Unanimous, 4-0

Robert K. Smith, Mayor

Attest:

Veronica Hardaway, Town Clerk



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE: March 3, 2020
PREPARED BY: Sean Johnson
ISSUE Main Street Advisory Board Bylaws
CONSIDERED:
DEPARTMENT: Main Street - Planning & Inspections

SUMMARY OF ISSUE:

Staff is proposing Bylaws for the Main Street Advisory Board. These Bylaws were drafted using the template received from the North Carolina Main Street program and include membership term limits which mirror the Planning Board's.

With the establishment of these Bylaws, Staff is requesting that the current Advisory Board members be allowed to serve until December 31, 2020 and then re-appointment members for terms beginning on January 1, 2021. The current member's terms will be staggered so that some member's terms will end December 31, 2021 and others will end December 31, 2022.

FINANCIAL IMPACT: N/A

RECOMMENDATION:

Staff recommends approval of the Bylaws as presented.

REQUESTED MOTION:

I move to approve the Main Street Advisory Board Bylaws as presented.

REVIEWED BY TOWN MANAGER:

Attachments:

Main Street Advisory Board Bylaws

**TOWN OF ANGIER
DOWNTOWN ADVISORY COMMITTEE**

RULES OF PROCEDURE

Article I. Name

The name of this organization is the Town of Angier Downtown Advisory Committee, hereinafter referred to as the "Committee."

Article II. Purpose and Powers

The general purpose of the Committee is to serve as an advisory Committee to the Town Board, subject to such limitations as may be imposed by state law or by the General Statutes of the Town, the Committee shall be embodied for the following purposes: Advise, deliberate and make recommendations to the Town Board to help facilitate the implementation of the Comprehensive Plan as it relates to downtown; Serve to support economic development efforts, and the marketing and promotion of downtown; Identify appropriate uses for downtown and identify developers/investors for downtown development; Recommend to Town Board an overall policy for the continued development and sustainability of downtown; Develop financial tools for downtown development; Promote and facilitate the improvement of downtown infrastructure, including water, public safety, parks, parking, transportation, utilities sidewalks, sewer, and streetscape; Promote and facilitate a program to assist in business retention in the downtown; Promote and facilitate a marketing program to increase sales, visitors, and awareness of downtown; Provide Town Board with representative community participation in preparing and implementing plans and reports concerning development of downtown; Promote, facilitate, and act as liaison to catalytic developments significantly affecting the downtown area. Promote and support downtown as a special event location.

Article III. General Rules

The Committee shall be governed by the Ordinances of the Town of Angier, the Laws of the State of North Carolina and these rules of procedure. The Chair may from time to time refer to rules set forth in the current edition of *Robert's Rules of Order Newly Revised* to assist in the running of orderly meetings.

Article IV. Jurisdiction

The Committee's jurisdiction shall apply to the Town of Angier Central Business District. This district is shown on the official Zoning Map of the Town of Angier and is formed by the boundaries of the intersection of Hwy. 55 and Hwy. 210, the intersection of S. Broad and Church St., the intersection of Hwy. 210 and N. Willow, and the intersection of N. Broad and Smithfield. The Committee may also discuss and be consulted on matters outside of the Central Business District, provided the subject is related to the core mission of supporting a healthy and vibrant downtown.

Article V. Organization

Section 1. Membership. The Committee shall consist of nine members. All members shall be entitled to equal rights, privileges and duties with other members of the committee.

Section 2. Officers. At its January meeting each year, the Committee shall elect a chair and vice-chair for the coming year. The chair and vice chair shall hold office for one year and shall be eligible for reelection. The chair shall preside over all meetings of the Committee. The vice-chair shall assist the chair and shall serve as acting chair in the absence of the chair. If the chair is vacated, the vice-chair shall become the chair for the remainder of the vacated term. Removal of a Chairman or Vice Chairman must be done by a majority vote of the remaining board members after board discussion of the reasons for removal. The Town Board also has the ability to remove any board members.

Section 3. Member Terms. All members shall serve a two year term beginning January 1st. Each member can serve a maximum of three consecutive terms followed by a one term absence before reapplying for appointment.

Section 4. Attendance at Meetings. Any member who misses more than three consecutive meetings or more than one half of the regular meetings actually held in a calendar year shall by that fact cease to be a Committee member, unless for reasons beyond their control, as determined by the board. A vacancy created under this Section 3 shall be treated as any other vacancy for purposes of filling the vacated seat.

Section 5. Conflict of Interest. No Committee member shall take part in the hearing, consideration, or deliberation of any case or matter before the Committee in which the Committee member, or any member of the Committee member's family, either directly or indirectly, is a party or has any financial interest.

VI. Meetings

Section 1. Regular Meetings. The Committee shall hold a regular meeting on the fourth Tuesday of each month or at such other time as it may find convenient.

Section 2. Special Meetings. The chair may call special meetings. A majority of the Committee may in writing demand its members call a meeting. Written notice of a special meeting shall be provided to all members at least one week in advance of the meeting.

Section 3. Cancellation of Meetings. Whenever there is no business for the Committee the chair may cancel a meeting, by giving notice to all members not less than twenty-four hours before the time set for the meeting. In the event of severe weather or other sufficient cause the chair may cancel a meeting by giving reasonable notice to all members before the time set for the meeting. In the case of a meeting called by a majority of the Committee the chair may cancel the meeting only upon the concurrence of a majority of the Committee.

Section 4. Quorum. A majority of members (5) shall constitute a quorum for the conduct of business of the Committee. For purposes of expedience, some board votes may be done through email and or phone.

Section 5. Conduct of Meetings. All meetings shall be noticed and open to the public as provided by law. Any person who may be substantially affected by final action in any matter that comes before the Committee may appear in person or by agent or attorney to ask questions, when recognized by the Chair. Any person who comes before the board may, at the discretion of the Chair, provide comments regarding the issue at hand only. These comment sessions will have a time limit of three minutes. The Chair may impose reasonable restraints on presentations. Any person who wishes to present more information may do so, in writing only, to the board or to the Downtown Manager.

Section 6. Voting may be carried out during meetings or through votes cast by email or written documents. Except as may be otherwise required by these rules or other prevailing law, any motion to be carried must have the vote of the majority (5) of the members. A written record of the vote count will be kept in the records. The chair shall be eligible to vote as any other member.

Section 7. Electronic notice. Notice to a member conforms to a requirement of these rules to be in writing if sent by electronic mail to an electronic address provided by the member and not returned to the sender with an error message.

Article VII. Amendments

These rules may be amended at any meeting at which the amendment is first presented upon an affirmative vote of not fewer than five members of the Committee. All proposed changes will be on the meeting agenda which will be sent to board members in advance.

Adopted as amended by at least six members of the Committee on January 28th, 2020.

Committee Member

Committee Member

Committee Member

Committee Member

Committee Member

Committee Member

Committee Member

Committee Member



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE: March 3, 2020
PREPARED BY: Veronica Hardaway
ISSUE Town Manager's Second Amendment to Employment Contract
CONSIDERED:
DEPARTMENT: Administration

SUMMARY OF ISSUE:

Previously, the Board of Commissioners approved the second amendment to the Town Manager's Contract at their November 4, 2019 meeting.

FINANCIAL IMPACT: N/A

RECOMMENDATION:

REQUESTED MOTION:

I move to approve the Town Manager's amended contract.

REVIEWED BY TOWN MANAGER:

Attachments:

Town Manager's Amended Contract

SECOND AMENDMENT TO
AGREEMENT FOR EMPLOYMENT AS TOWN MANAGER

This Second Amendment to the Agreement for Employment as Town Manager ("First Amendment") dated _____, 2020, is made by and between the Town of Angier, a municipal corporation formed and operating pursuant to the laws of the State of North Carolina, with offices located at 55 North Broad Street West, Angier, North Carolina 27501 (the "Town"), and Gerald Vincent, who is currently employed by the Town as its Town Manager ("Town Manager") (*collectively*, the "Parties").

WHEREAS, the Town and Town Manager entered into that certain Agreement for Employment as Town Manager dated December 17, 2018 (the "Agreement"); and

WHEREAS, the Town and Town Manager entered into a First Amendment to the Contract dated October 1, 2019; and

WHEREAS, the Town and Town Manager wish to enter into a Second Amendment to the Agreement to update certain terms set as set forth below.

IT IS AGREED:

1. **Terms.** Any terms used in this Second Amendment as defined terms, and which are not defined herein, shall have the meanings given to those terms in the Agreement.
2. **Salary.** Section 3 of the Agreement shall be amended to reflect a lump sum bonus equal to 5% of the base salary (currently \$109,200) as follows:
 - C. *Lump Sum Bonus.* Employer agrees to pay Employee a one-time bonus of amount of Five Thousand Four Hundred Sixty (\$5,460), payable in installments at the same time that other management employees of the Employer are paid.
3. **Automobile and Business Expenses.** Section 6(A) of the Agreement shall be amended to reflect an increase in vehicle/travel allowance as follows:
 - A. *Vehicle/Travel Allowance.* The Employer agrees to pay to the Employee, during the term of this Agreement and in addition to other salary and benefits herein provided, the sum of Six Hundred Twenty Five and 00/100 dollars (\$625.00) per month as an allowance to be used to purchase, lease, or own, operate and maintain a vehicle and other executive expenses as described below. The Employee shall be responsible for paying for liability, property damage, and comprehensive insurance coverage upon such vehicle and shall further be responsible for all expenses attendant to the purchase, operation, maintenance, repair, and regular replacement of said vehicle.
4. **Retirement.** Section 7(B) of the Agreement shall be amended to reflect an increase in supplemental retirement as follows:

A. *Supplementary Retirement Plan.* In addition to the Employer's payment to the plan described in Part A of this Section, Employer agrees to pay Four Hundred and 00/100 dollars (\$400) per month into the designated ICMA Retirement Corporation (ICMA-RC) plan on the Employee's behalf, in equal proportionate amount each pay period. The Employer will also make contribution amounting to 5% of the Employee's base salary to the Employee's 401/457 plan administered by the State of North Carolina. The Employer and Employee shall fully disclose to each other the financial impact of any amendment to the terms of Employee's retirement benefit.

5. **Severance.** Section 9 of the Agreement shall be amended to reflect an increase of one month per year of service, and to provide Manager the right to be paid a maximum of 80% of sick leave accrued regardless of the reason for resignation or termination, as follows:

Severance shall be paid to the Employee when employment is terminated by the Town as described in Section 9, Part A(i), in an amount equal to six (6) months' base salary plus benefits, reviewable by the Town during its annual budget process, plus one (1) additional month base salary for each year of service as the Town Manager. This severance shall be paid in a lump sum or in a continuation of salary on the existing periodic payment basis, at the Employee's option. For a period of six months following termination, the Employer shall pay the cost to continue the following benefits: (A) Health insurance for the employee and all dependents as provided in Section 4A, after which time, Employee will be provided access to health insurance pursuant to the Consolidated Omnibus Budget Reconciliation Act ("COBRA"); and (B) life insurance benefits as provided in Section 4B. For the avoidance of all doubt, Employee is not entitled to payment of severance or any severance benefits should any of the following apply: 1) the termination is properly designated as "Termination for Just Cause"; 2) the Employee resigns his employment; or 3) the termination is a result of a breach of this contract by the Employee. Provided, however, that the Manager may "cash in" and be paid a maximum of 80% of total accrued sick leave regardless of the reason for resignation or termination.

6. **Moving and Relocation Expenses.** Section 11 of the Agreement shall be amended to reflect a requirement that the Town Manager establish and maintain residency in Wake County, as follows:

Employee agrees to establish residence within Wake County as of the date of this Second Amendment, and thereafter to maintain residence within Wake County during the duration of his employment. To facilitate such relocation, Employer shall reimburse the expenses of moving Employee and his family and personal property, in a total amount not to exceed six thousand and 00/100 dollars (\$6,000.00). Employee shall submit receipts of such expenses for reimbursement by the Town. The Parties understand and agree that the total amount of reimbursement available under the Agreement, the First Amendment, and this Second Amendment is \$6,000, such that any amount previously reimbursed under the original Agreement or First Amendment is counted towards the total amount of reimbursement available.

7. **Entire Agreement.** The Agreement, as amended by this First Amendment, constitutes and contains the entire understanding and agreement of the parties. To the extent that the provisions of this First Amendment are inconsistent with the Agreement, the terms of this First Amendment shall control. Any reference to the Agreement in this or any other instrument, document, or agreement related thereto or executed in connection therewith shall mean the Agreement as amended by this First Amendment. Except as expressly amended or modified in this First Amendment, all other terms and conditions of the Agreement shall remain in full force and effect, and this First Amendment shall be binding upon the parties.
8. **Effective Date.** The changes set forth in this Second Amendment shall be effective as of November 4, 2019.

[Signature page follows.]

IN WITNESS WHEREOF, the Parties have caused this First Amendment to be signed, authorized as of the day and year written above.

TOWN OF ANGIER, NORTH CAROLINA

Mayor, Town of Angier, North Carolina

ATTEST:

(Town Seal)

Town Clerk

AGREED AND ACCEPTED this the _____ day of _____, 2019.

Gerald Vincent
Town Manager

OLD BUSINESS



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE: March 3, 2020
PREPARED BY: Veronica Hardaway
ISSUE Resolution #R008-2020; to set a date for a public hearing regarding an
CONSIDERED: annexation petition submitted by Jo Penny Dorman and Ruby U. Stephenson
DEPARTMENT: Planning

SUMMARY OF ISSUE:

As you recall, an Annexation Petition was submitted by property owners Jo Penny Dorman and Ruby U. Stephenson, who was requesting to annex 3 tracts of land approximately 115.006 acres total more or less; located along Kennebec Road and Stratus Street PIN #'s 0684384989; 0684485026; and 0684188054. The Board directed the Clerk last month to investigate the Sufficiency of the Petition and to Certify Results during its Board of Commissioners meeting March 3, 2020. The results have been verified by the Clerk. Now the Town Board is able to set the date by way of Resolution for a Public Hearing regarding this Annexation Petition for its April 7, 2020, Board of Commissioners meeting. Following the Public Hearing in April, the Town Board will be eligible to consider whether to adopt a Resolution to Annex this property.

FINANCIAL IMPACT:

RECOMMENDATION:

Staff recommends approval of Resolution #R008-2020 to set a date for a public hearing.

REQUESTED MOTION:

I move to adopt Resolution #R008-2020 to set April 7, 2020 as the public hearing date for annexation petition submitted by Jo Penny Dorman and Ruby U. Stephenson.

REVIEWED BY TOWN MANAGER:

Attachments:

- 1 Resolution #R008-2020
- 2 Certificate of Sufficiency



Town of Angier

Robert K. Smith
Mayor

Gerry Vincent
Town Manager

Resolution No.: R008-2020
Date Submitted: March 3, 2020
Date Adopted: March 3, 2020

A RESOLUTION OF THE TOWN OF ANGIER FIXING A DATE FOR A PUBLIC HEARING REGARDING A REQUEST FOR ANNEXATION PURSUANT TO GENERAL STATUTE § 160A – 58.2

WHEREAS, the Town of Angier received a Petition submitted on January 30, 2020, by owners Jo Penny Dorman and Ruby U. Stephenson, requesting Annexation of an area described in said Petition and inclusive of Wake County Parcel PIN#'s: 0684384989; 0684485026; and portion of 0684188054; and

WHEREAS, the Board of Commissioners directed the Town Clerk of Angier to Investigate the Sufficiency of the Petition; and

WHEREAS, certification by the Town Clerk of Angier as to the Sufficiency of the Petition has been made;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Angier Board of Commissioners that:

Section 1. A Public Hearing on the Request for Annexation of the area described herein will be held inside the Angier Municipal Building Board Room at 7 PM on Tuesday, April 7, 2020.

Section 2. The area proposed for Annexation is described as follows:

LEGAL DESCRIPTION

Being an area comprised of those certain two parcels located in Middle Creek Township, Wake County, North Carolina, and being more particularly described as follows:

BEGINNING at an existing ½" iron rod said iron rod marking the northeast corner of Rowland Estates, LLC (Book of Maps 1994, Page 909), said iron rod having North Carolina State Plane coordinates of North 648,039.12 and East 2,083,652.54; thence from said Point of Beginning, N 88°29'44" W a distance of 1,382.62' to an existing 1" iron rod; thence N 00°47'09" E a distance of 1,487.07' to an existing ½" iron rod; thence S 89°00'29" E a distance of 2,414.03' to an existing 1" iron pipe; thence S 00°59'32" W a distance of 627.00' to a point; thence along the approximate center of Little Black Creek, the following 10 (ten) calls:

- 1) S 86°37'58" E a distance of 146.02' to a point;*
- 2) N 58°53'33" E a distance of 109.44' to a point;*



Town of Angier

Robert K. Smith
Mayor

Gerry Vincent
Town Manager

- 3) S 31°44'46" Ea distance of 136.10' to a point;
- 4) S 12°45'29" W a distance of 83.76' to a point;
- 5) S 30°22'55" Ea distance of 101.39' to a point;
- 6) S 29°40'28" Ea distance of 146.42' to a point;
- 7) N 77°52'52" E a distance of 112.30' to a point;
- 8) S 71°32'36" E a distance of 136.26' to a point;
- 9) S 80°09'41" Ea distance of 189.89' to a point;
- 10) S 35°03'27" E a distance of 103.46' to a point at the approximate intersection of Wrenn's Branch.

Thence along the approximate center of Wrenn's Branch, the following 16 (sixteen) calls:

- 1) 70°27'00" W a distance of 125.67' to a point;
- 2) S 39°33'46" W a distance of 107.46' to a point;
- 3) S 70°43'52" W a distance of 77.93' to a point;
- 4) N 59°17'32" W a distance of 115.33' to a point;
- 5) S 31°49'18" W a distance of 121.32' to a point;
- 6) S 25°00'28" W a distance of 120.01' to a point;
- 7) S 26°11'07" W a distance of 200.11' to a point;
- 8) S 60°10'12" W a distance of 218.37' to a point;
- 9) S 75°05'20" W a distance of 54.30' to a point;
- 10) S 10°48'16" Ea distance of 94.94' to a point;
- 11) S 39°43'07" W a distance of 151.45' to a point;
- 12) S 14°42'25" Ea distance of 154.65' to a point;
- 13) S 34°44'33" W a distance of 108.00' to a point;
- 14) N 45°25'18" W a distance of 40.81' to a point;
- 15) S 72°51'51" W a distance of 161.33' to a point;
- 16) S 34°55'01" W a distance of 86.72' to a point at the approximate intersection of a drainage ditch.

Thence along said drainage ditch, the following 5 (five) calls:

- 1) S 75°43'11" W a distance of 244.60' to a point;
- 2) S 48°56'41" W a distance of 256.40' to a point;
- 3) N 50°35'14" W a distance of 275.63' to a point;
- 4) N 12°21'07" W a distance of 80.91' to a point;
- 5) N 55°13'49" W a distance of 204.42' to an existing angle iron.

Thence N 02°08'23" E a distance of 648.69' to the original Point of Beginning.

The above described area containing an area of 5,009,655 square feet (115.006 acres).

All deeds referenced above recorded in Wake County Register of Deeds.



Town of Angier

Robert K. Smith
Mayor

Gerry Vincent
Town Manager

Section 3. Notice of the Public Hearing shall be published in *The Daily Record*, a newspaper having general circulation in the Town of Angier, North Carolina, at least ten (10) days prior to the date of the April 7, 2020, Public Hearing.

Adopted by the Angier Board of Commissioners on this the 3rd day of March, 2020.

ATTEST:

Robert K. Smith, Mayor

Veronica Hardaway, Town Clerk



Town of Angier

Robert K. Smith
Mayor

Gerry Vincent
Town Manager

**Date Authorized to Investigate the
Sufficiency of the Annexation
Request:** February 4, 2020

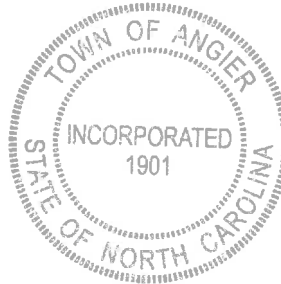
CERTIFICATE OF SUFFICIENCY

During its February 4, 2020, Board of Commissioners' meeting, the Town of Angier Clerk was directed to Investigate the Sufficiency of the Petition to Annex submitted by property owners Jo Penny Dorman and Ruby U. Stephenson, January 30, 2020.

To the Angier Board of Commissioners, I, Veronica Hardaway, Town Clerk for the Town of Angier, do hereby certify that I have investigated the petition attached hereto and have found as a fact that said petition is signed by all owners of real property lying in the areas described therein, in accordance General Statute § 160A – 58.1.

This confirms the Sufficiency of the Petition.

In witness whereof, I have hereunto set my hand and affixed the Seal of the Town of Angier, North Carolina, this the 10th day of February, 2020.



ATTEST:

Veronica Hardaway
Veronica Hardaway, Town Clerk



Town of Angier

Robert K. Smith
Mayor

Gerry Vincent
Town Manager

Resolution No.: R005-2020
Date Submitted: February 4, 2020
Date Adopted: February 4, 2020

**A RESOLUTION OF THE TOWN OF ANGIER DIRECTING THE
TOWN CLERK TO INVESTIGATE AN ANNEXATION PETITION RECEIVED
UNDER GENERAL STATUTE § 160A – 58.1**

WHEREAS, the Town of Angier has received a Petition requesting Annexation of an area described in said Petition of three properties located along Kennebec Road and Stratus Street inclusive to Wake County Parcel Pins #0684-38-4989; 0684-48-5026 and a portion of 0684-18-8054; and,

WHEREAS, the Petition to Annexation was submitted on January 30, 2020 by Jo Penny Dorman and Ruth U. Stephenson, and is scheduled to go before the Town of Angier Board of Commissioners during its February 4, 2020 meeting for Consideration to Direct the Clerk to Investigate;

WHEREAS, the General Statute § 160A – 58.2 provides that the Sufficiency of the Petition shall be Investigated by the Town of Angier Clerk before further Annexation Proceedings may take place; and,

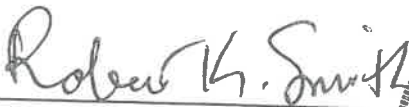
WHEREAS, the Town Board of Commissioners of The Town of Angier Deems it Advisable to Proceed in Response to this Request for Annexation; and,

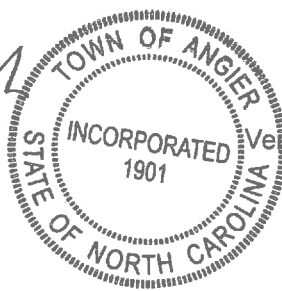
THEREFORE, BE IT RESOLVED, by the Mayor and Town of Angier Board of Commissioners that:


The Town of Angier Clerk is hereby Directed to Investigate the Sufficiency of the Aforementioned Petition and to Certify as soon as Possible to the Town Board of Commissioners the result of her Investigation.

Adopted by the Angier Board of Commissioners on this the 4th day of February, 2020.

ATTEST:


Robert K. Smith, Mayor




Veronica Hardaway, Town Clerk



Lewis Weatherspoon
Mayor

Town of Angier
P.O. Box 278
Angier, NC 27501
919-639-2071



Gerry Vincent
Town Manager

PROCEDURE FOR VOLUNTARY ANNEXATION PETITION

THE PROCESS:

(Time Frame: 60 - 90 days)

1. Petition and all required information (see checklist) must be submitted to Town Clerk at least seven (7) calendar days before next regular Town Board meeting, which is held the 1st Tuesday of each month.
2. Petition placed on Town Board agenda for next available regular meeting – 1st Tuesday of each month.
3. Town Board may then direct the Town Clerk to investigate the sufficiency of the petition.
4. Town Clerk investigates, and if all is in order, presents Certificate of Sufficiency to Board at next regular meeting – approximately 30 days later.
5. Town Board adopts resolution setting a public hearing at next available public hearing session – approximately 30 days later.
6. Public Hearing held as advertised.
7. Annexation Ordinance may be adopted after the public hearing is complete.
8. Town Clerk notifies required agencies of approved annexation.

SUBMITTAL CHECKLIST:

- ☒ One completed annexation petition
- ☒ Annexation fee: \$250
- ☒ Eight paper copies and one PDF copy of survey map of property proposed for annexation showing:
 - The property in relationship to the primary corporate limits of the Town. (If the petition is for a non-contiguous annexation the distance from the primary corporate limits must be shown.)
 - County tax map/parcel number(s) and/or PIN numbers
- ☒ One copy of the recorded deed to the property showing current owner(s) N/A
 - All owners of property being petitioned for annexation must sign the petition. (Signatures on petition must appear as shown on the deed)
- ☒ Attach metes and bounds description
- ☐ Statement of vested rights, if applicable
 - Attach a letter certifying vested rights, if any, from the government entity granting the vested rights. (If you are not certain of this information, contact the Planning Department)
- ☒ Complete and attach applicable signature page (Individual, Corporation, Partnership)



Lewis Weatherspoon
Mayor

Town of Angier
P.O. Box 278
Angier, NC 27501
919-639-2071



Gerry Vincent
Town Manager

TO BOARD OF COMMISSIONERS OF THE TOWN OF ANGIER, NC:

1. I/We the undersigned owners of real property respectfully request that the area as referenced by the **attached survey map and metes and bounds description be annexed** into the Town of Angier, North Carolina.

2. The area to be annexed is
() contiguous, () non-contiguous
to the Town of Angier.
(If contiguous, this annexation will include all intervening rights-of-way for streets, railroads and other areas as stated in G.S. 160-31(f).)

3. Harnett/Wake County Property
Identification Number(s) (PIN):
(a) Wake County PIN # 0684384989

4. Have vested rights been established with regard to this property under N.C.G.S. 160A-385.1 or G.S. 153A-344.1?
() Yes (X) No
If "yes", proof of vested rights must be attached.

5. I/We the undersigned owners of real property acknowledge and accept the provision that the Town of Angier will provide the property such municipal services it presently provides other lands within its corporate limits, except sewer services (inasmuch as the land is not within a reasonable proximity to the Town sewer lines and the drainage basin for the property makes the provision of sewer services financially impracticable).

6. We hereby certify that all information given with regard to this property is true and accurate to the best of my/our knowledge and is signed by **all** owners of the property being petitioned for annexation. Attached is the applicable signature page:

- ☒ Individual(s)
☐ Corporation
☐ Partnership
☐ LLC



Town of Angier
P.O. Box 278
Angier, NC 27501
919-639-2071



Lewis Weatherspoon
Mayor

Veronica Hardaway
Town Clerk

Gerry Vincent
Town Manager

Complete is property if owned by INDIVIDUAL(S).

(Both husband and wife must sign if property is owned jointly and all signatures must be the same as those that appear on recorded deed)

Petitioned Property PIN #: (a) Wake County PIN # 0684384989

1. Jo Penny Dorman
(Owner - Print Name)

3520 Vesta Dr, Raleigh, N.C.
(Mailing Address) 27603

Jo Penny Dorman
(Owner's Signature)

State of N.C., County of Wake

I, Verlan G. Murray Jr., a Notary Public for said County and State, do hereby certify that Jo Penny Dorman personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 20th day of November, 20 19.

My commission expires March 28, 20 20.

Verlan G. Murray Jr.
Notary Public

(SEAL)



Lewis Weatherspoon
Mayor

Town of Angier
P.O. Box 278
Angier, NC 27501
919-639-2071

Veronica Hardaway
Town Clerk



Gerry Vincent
Town Manager

PROCEDURE FOR VOLUNTARY ANNEXATION PETITION

THE PROCESS:

(Time Frame: 60 - 90 days)

1. Petition and all required information (see checklist) must be submitted to Town Clerk at least seven (7) calendar days before next regular Town Board meeting, which is held the 1st Tuesday of each month.
2. Petition placed on Town Board agenda for next available regular meeting – 1st Tuesday of each month.
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4. Town Clerk investigates, and if all is in order, presents Certificate of Sufficiency to Board at next regular meeting – approximately 30 days later.
5. Town Board adopts resolution setting a public hearing at next available public hearing session – approximately 30 days later.
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7. Annexation Ordinance may be adopted after the public hearing is complete.
8. Town Clerk notifies required agencies of approved annexation.

SUBMITTAL CHECKLIST:

- ☒ One completed annexation petition
- ☒ Annexation fee: \$250
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 - The property in relationship to the primary corporate limits of the Town. (If the petition is for a non-contiguous annexation the distance from the primary corporate limits must be shown.)
 - County tax map/parcel number(s) and /or PIN numbers
- ☒ One copy of the recorded deed to the property showing current owner(s) N/A
 - All owners of property being petitioned for annexation must sign the petition. (Signatures on petition must appear as shown on the deed)
- ☒ Attach metes and bounds description
- ☐ Statement of vested rights, if applicable
 - Attach a letter certifying vested rights, if any, from the government entity granting the vested rights. (If you are not certain of this information, contact the Planning Department)
- ☒ Complete and attach applicable signature page (Individual, Corporation, Partnership)



Lewis Weatherspoon
Mayor

Town of Angier
P.O. Box 278
Angier, NC 27501
919-639-2071



Veronica Hardaway
Town Clerk

Gerry Vincent
Town Manager

TO BOARD OF COMMISSIONERS OF THE TOWN OF ANGIER, NC:

1. I/We the undersigned owners of real property respectfully request that the area as referenced by the **attached survey map and metes and bounds description be annexed** into the Town of Angier, North Carolina.

2. The area to be annexed is
() contiguous, () non-contiguous
to the Town of Angier.

(If contiguous, this annexation will include all intervening rights-of-way for streets, railroads and other areas as stated in G.S. 160-31(f).)

3. Harnett/Wake County Property
Identification Number(s) (PIN):

(a) Wake County PIN # 0684485026

(b) a portion of Wake County PIN # 0684188054

4. Have vested rights been established with regard to this property under N.C.G.S. 160A-385.1 or G.S. 153A-344.1?

() Yes (X) No

If "yes", proof of vested rights must be attached.

5. I/We the undersigned owners of real property acknowledge and accept the provision that the Town of Angier will provide the property such municipal services it presently provides other lands within its corporate limits, except sewer services (inasmuch as the land is not within a reasonable proximity to the Town sewer lines and the drainage basin for the property makes the provision of sewer services financially impracticable).

6. We hereby certify that all information given with regard to this property is true and accurate to the best of my/our knowledge and is signed by **all** owners of the property being petitioned for annexation. Attached is the applicable signature page:

☒ Individual(s)

☐ Corporation

☐ Partnership

☐ LLC



Lewis Weatherspoon
Mayor

Town of Angier
P.O. Box 278
Angier, NC 27501
919-639-2071



Gerry Vincent
Town Manager

Complete is property if owned by INDIVIDUAL(S).

(Both husband and wife must sign if property is owned jointly and all signatures must be the same as those that appear on recorded deed)

Petitioned Property PIN #: (a) Wake County PIN # 0684485026 and (b) a portion of Wake County PIN # 0684188054

1. Ruby U Stephenson
(Owner - Print Name)

9369 Kennebec Rd Willow Spring NC
(Mailing Address) 27592

Ruby Stephenson
(Owner's Signature)

State of NC, County of Harnett

I, Pamela J Barbour, a Notary Public for said County and State, do hereby certify that Ruby U Stephenson personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 19th day of November, 2019.

My commission expires 11-30, 2021.

Pamela J Barbour
Notary Public

(SEAL)

PAMELA J. BARBOUR
NOTARY PUBLIC
HARNETT COUNTY
NORTH CAROLINA
Commission Expires 11-30-21

**KENNEBEC ROAD
ASSEMBLAGE**

MIDDLE CREEK
TOWNSHIP
WAKE COUNTY
NORTH CAROLINA

JANUARY 6, 2020



Existing Iron
(unless noted otherwise)
New 3/4" Iron
Concrete Monomers
Computerized
Deed
Book of
Square

SURVEYOR CERTIFICATION

I, Jeremy Taylor, certify that this plot was drawn under my supervision from an actual survey made under my supervision (dred and description recorded in Book referenced); that the boundaries not surveyed are indicated as drawn from information in Book referenced; that the ratio of precision or positional accuracy exceeds 1:10,000; and that this map meets the requirements of The Standard of Practice for Land Surveying in North Carolina (21 NCAC 56.1600). This 7th day of January, 2020.

Professional Engineer Surveyor
License Number: L-3841

**PRELIMINARY PLAT
NOT FOR RECORDATION,
CONVEYANCE OR SALES**

IC TAYLOR
LAND CONSULTANTS, PLLC
License No P-00629
(919) 801-1104
600 Olive Chapel Road, #140
NC 27502



LINE	BEARING	DISTANCE
1	N 12° 21' 00" E	60.37
2	N 34° 37' 01" E	86.16
3	N 40° 55' 31" E	40.68
4	N 10° 26' 18" W	64.44
5	N 21° 05' 50" E	54.50
6	N 70° 41' 52" E	77.93
7	N 26° 53' 42" E	107.45
8	N 77° 45' 53" W	112.50
9	N 17° 45' 38" E	83.76
10	N 55° 53' 31" E	108.11

PROPERTY LINE FOLLOWS
THE CENTER OF WREN'S BRANCH

N 60°10'12" E
218.37

WILLIAM ROGERS
PIN: 0554-47-7262
OB 3285, PAGE 048
BM 1964, PAGE 0681

RUBY U. STEPHENSON
PIN: 0684-48-5026
NO DEED REFERENCE
AVAILABLE)
48.683 ACRES
(2,120,641 S.F.)

JO PENNY DORMAN
PIN: 0684-38-4989
D.B. 9261, Pg. 2033
66.323 ACRES
(2.889,013 S.F.)

TOTAL AREA	5,009,655 S.F.	115.006 Ac.
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NOTE: ALL PARCELS SHOWN ARE ZONED WAKE COUNTY R-30 WITH THE EXCEPTION OF THE ROWLAND ESTATES WHICH IS ZONED R-20, AS NOTED.

NOTES:

1. Iron pipes set at all property corners unless otherwise noted.
- All coordinates and bearings are based on the North American Datum of 1983 (NAD83/2011). Elevations are based on North American Vertical Datum of 1985 (NAVD85). Units of measurement are US Survey Feet.
- Surveyor has made no investigation or independent search for easements of record, easements, restrictive covenants, ownership title evidence or any other facts that an accurate and current title search may disclose.
- Areas calculated by CAD software (coordinate geometry).

BUSINESS ITEMS



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE: March 3, 2020
PREPARED BY: Hans Kalwitz
ISSUE Budget Amendments 5 & 6
CONSIDERED:
DEPARTMENT: Finance

SUMMARY OF ISSUE:

Budget Amendment #5 (BABA #5) pertains to multiple expenditure line re-allocations. The Farmer's Market expenditure line did not exist within the Budget Ordinance and, considering the desired implementation, an expenditure line was created as the best method of keeping track of associated expenses. Along with this amendment, which took money from Salaries – Part Time, so too the Police Department Capital Outlay pulled from the same expenditure line to outfit a replacement patrol vehicle. It would be ideal for BABA #5 to be adopted with a retroactive date of 10/02/2019 (this is a permissible practice).

Budget Amendment #6 (BABA #6) is in regard to our Hwy 210 Project as well as Radio Read Meter Project. The Hwy 210 Sidewalk Extension Project will have expenses pertaining to utility relocation and the approved Right-of-Way Mapping. This will be paid out of Fund 25 (Hwy 210/Park Street Sidewalk Extension Project Fund). In order to pay out of Fund 25, a transfer from Fund 10 (General Fund) will need to take place. This part of BABA #6 will allow the Finance Director to make the transfer. The Radio Read Meter Project is progressing at a great pace, to the extent that we will increase the allocation for Water Department Materials expenditure line and pulling from Sewer Department Transfer to W/S Capital Reserve expenditure line.

FINANCIAL IMPACT:

BABA #5 has no financial impact on the Fund level. BABA #6 will increase Fund 10 (General Fund) by \$10,316 and increase Fund 25 (Hwy 210/Park Street Sidewalk Extension Project) by \$10,316. Fund 10 is simply subsidizing Fund 25 activity.

RECOMMENDATION:

N/A

REQUESTED MOTION:

"I move to approve Budget Amendments #5 (retroactively effective 10/02/2019) & #6."

REVIEWED BY TOWN MANAGER:

Attachments:

Budget Amendment #5
Budget Amendment #6



Town of Angier

Board Approved Budget Amendment #5

Be it hereby ordained by the Town Council of the Town of Angier that the following amendments be made to the Budget Ordinance adopted on the 4th day of June, 2019 as follows:

General Fund (10 Fund)				
Administration	Line Item	Budget	Change	Amended Budget
Farmer's Market	10-9004-0036	-	↑ 2,500	2,500
Salaries - Part Time	10-9004-9999	-	↓ (9,854)	(9,854)
Total Budget for Expenditures for Dept 9004		1,096,351	(7,354)	1,088,997
Police Department	Line Item	Budget	Change	Amended Budget
Capital Outlay	10-9006-0074	120,000	↑ 7,354	127,354
Total Budget for Expenditures for Dept 9006		1,314,483	7,354	1,321,837
Library Department	Line Item	Budget	Change	Amended Budget
Contract Services	10-9007-0045	2,000	↑ 1,200	3,200
Dues & Subscriptions	10-9007-0052	-	↑ 65	65
Salaries - Part Time	10-9007-9999	28,000	↓ (1,265)	26,735
Total Budget for Expenditures for Dept 9007		245,783	-	245,783

Motion to adopt FY 2020 Board Approved Budget Amendment #5
 Retroactively Effective on 10/02/19

Adopted this the 3rd day of March, 2020

Robert K. Smith, Mayor

Attest:

Veronica Hardaway, Town Clerk



Town of Angier

Board Approved Budget Amendment #6

Be it hereby ordained by the Town Council of the Town of Angier that the following amendments be made to the Budget Ordinance adopted on the 4th day of June, 2019 as follows:

General Fund (10 Fund)				
G/F Revenues	Line Item	Budget	Change	Amended Budget
Fund Balance Appropriated	10-3001-0035	383,200	↑ 10,316	393,516
Total Budget for G/F Revenue		4,296,419	10,316	4,306,735
Inter-Fund Transfers	Line Item	Budget	Change	Amended Budget
HWY 210/HWY55 Sidwalk Project	10-9013-0006	-	↑ 10,316	10,316
Total Budget Expenditures for Dept 9013		-	10,316	10,316

HWY 210/Park Street Sidewalk Extension Project (Fund 25)				
HWY 210 Project Revenues	Line Item	Budget	Change	Amended Budget
Transfer from General Fund	25-3011-0006	104,570	↑ 10,316	114,886
Total Budget for Fund 25 Revenue		522,850	10,316	533,166
HWY 210 Sidewalk Extension	Line Item	Budget	Change	Amended Budget
Engineering	25-9002-0004	77,723	↑ 10,316	88,039
Total Budget Expenditures for Dept 9002		522,850	10,316	533,166

Water & Sewer Fund (60 Fund)				
Water Department	Line Item	Budget	Change	Amended Budget
Materials	60-9002-0033	59,500	↑ 25,000	84,500
Total Budget for Dept 9002		1,427,881	25,000	1,452,881
Sewer Department	Line Item	Budget	Change	Amended Budget
Transfer to W/S Capital Reserve	60-9003-0087	25,000	↓ (25,000)	-
Total Budget Expenditures for Dept 9003		973,972	(25,000)	948,972

Motion to adopt FY 2020 Board Approved Budget Amendment #6

Adopted this the 3rd day of March, 2020

Robert K. Smith, Mayor

Attest:

Veronica Hardaway, Town Clerk



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE:	March 3, 2020
PREPARED BY:	Sean Johnson
ISSUE	Minimum Housing Case – Ordinance to Vacate & Close Structure
CONSIDERED:	
DEPARTMENT:	Planning & Inspections

SUMMARY OF ISSUE:

The Planning Department requests that the Board adopt an Ordinance to Vacate and Close the Dwelling at 67 S. Cross Street pursuant to Town Code Section 5-28.10 (c). The property owner was given 90 days to bring the home into compliance with the minimum housing code by re-establishing water and power service and restoring the dwelling to a livable condition. Attached is a Memo summarizing the minimum housing process to this point.

FINANCIAL IMPACT:

Upon Board approval, the Planning Department will hire a contractor and pay for the cost to close the dwelling by boarding up each door and window to the home. These costs will be a lien against the property pursuant to Town Code Section 5-28.10 (d).

RECOMMENDATION:

Staff recommends the Board approve the attached Ordinance.

REQUESTED MOTION:

I move to adopt the Ordinance to Vacate and Close the dwelling at 67 S. Cross Street for failure to comply with the Minimum Housing Code.

REVIEWED BY TOWN MANAGER:

Attachments:

Memo – Case Summary
Ordinance to Vacate & Close



Town of Angier

P.O. Box 278
Angier, NC 27501
919-639-2071



Robert K. Smith
Mayor

Gerry Vincent
Town Manager

MEMORANDUM

TO: Board of Commissioners and Town Manager
FROM: Sean Johnson, Planning Director
DATE: March 3, 2020
RE: Request adoption of an Ordinance to Vacate; Close and Post the Dilapidated Dwelling at 67 S. Cross Street, File 19-159

Property Owner: Terri Ann McDougald

BACKGROUND:

This case began on October 9, 2019 with a complaint received from the Angier Police Department. The complaints were due to no power or water service to the home as well as unsanitary conditions inside the home. A site visit was conducted on October 10, 2019 in which it was observed that the power meter had been removed from the home. Further investigation into the water service found that the water meter had been removed and the account was listed as vacant since November of 2018.

Code Enforcement Staff sent letters to all listed owners and parties in legal interest of the property at 67 S. Cross Street on October 14, 2019 requesting entry into the dwelling to compile any other minimum housing violations present. Staff received no receipt of certified mail to any of the parties. Because the lack of power and water service to the dwelling is enough evidence to deem the dwelling uninhabitable, Staff proceeded to hold a hearing as required by the Code to proceed with the process of vacating and closing the dwelling.

After exercising all avenues of due diligence to locate the property owners to no avail, Staff proceeded to advertise the notice of minimum housing hearing in the *Daily Record* as required by Town Code Section 5-28.11(b).

On December 18, 2019, a Hearing was conducted to determine if the fitness standards of the dwelling would allow for human habitation. Following the Hearing, a Finding of Fact and Order was issued through a second public notice in the *Daily Record*. The Order deemed the dwelling dilapidated and unfit for human habitation. The Order also required the property owner to bring the dwelling located at 67 S. Cross Street into compliance with the Standards of the Town of Angier Minimum Housing Code by repairing, altering, improving, or vacating and closing the structure by a date no later than February 18, 2020.



Town of Angier

P.O. Box 278

Angier, NC 27501

919-639-2071



Robert K. Smith
Mayor

Gerry Vincent
Town Manager

On February 19, 2020 an inspection was performed to verify the current status of the dwelling. The inspection revealed that the dwelling remains in violation of the human habitation standards without any signs of corrective action taken.

PROBLEM:

The dwelling poses hazards to the health and safety to the community due to the potential for unauthorized habitation, accidents and fire.

FINDINGS AND CONCLUSIONS:

The dwelling is regularly visited by the Angier Police Department due to activity within the uninhabitable dwelling as it continues to deteriorate.

The Harnett County Tax Department has placed a value of \$63,520.00 on the property in question. Based on the violations cited, it appears that the cost of corrective actions would be less than 50% of the assessed value of the structure. It appears that the owner is not willing to comply with the Order. Therefore, it is recommended and requested that the Town Board of Commissioners approve an Ordinance directing the Code Enforcement Officer to vacate; close and post the structure with a placard with the following words: "This building is unfit for human habitation; The use or occupation of this building for human habitation is prohibited and unlawful".

Following the vacating and closing of the dwelling, if the property owner shows no intent to repair the dwelling within one year of closing, Code Enforcement Staff may approach the Board for an Ordinance to demolish the dwelling.

FINANCIAL IMPACT:

The owner of the property is charged with the duty to properly secure the dwelling from any unauthorized entry until such time that the dwelling is either brought into compliance or demolished. If the property owner fails to properly secure the dwelling, Code Enforcement Staff will facilitate the closing of the dwelling through a contractor. Funds for such vacating and closing of the structure are provided in the Planning Department budget. All related costs will constitute a lien against the real property.



Town of Angier

P.O. Box 278

Angier, NC 27501

919-639-2071



Robert K. Smith
Mayor

Gerry Vincent
Town Manager





Town of Angier
P.O. Box 278
Angier, NC 27501
919-639-2071



Robert K. Smith
Mayor

Gerry Vincent
Town Manager

**AN ORDINANCE DIRECTING THE CODE ENFORCEMENT OFFICER TO
CLOSE THE PROPERTY HEREIN DESCRIBED AS UNFIT FOR HUMAN
HABITATION AND DIRECTING THAT A NOTICE BE PLACED THEREON
THAT THE SAME MAY NOT BE OCCUPIED**

File No. 19-159

WHEREAS, the Board of Commissioners of the Town of Angier finds that the dwelling described herein is unfit for human habitation under the Town Minimum Housing Code and that all of the procedures of the Housing Code have been complied with; and

WHEREAS, this dwelling should be repaired, altered, improved or vacated and closed as directed by the Housing Inspector and should be placarded by placing thereon a notice prohibiting use for human habitation; and

WHEREAS, the owner of this dwelling has been given a reasonable opportunity to bring the dwelling up to the standards of the Housing Code in accordance with NCGS 160A-443(5) pursuant to an order issued by the Housing Inspector on December 20, 2019 and the owner has failed to comply with the Order;

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Town of Angier that:

Section 1. The owner of such building(s), dwelling(s) and premises is hereby ordered to vacate any occupants and/or personal property therein on or before April 3, 2020.

Section 2. The Code Enforcement Officer is hereby authorized and directed to place a placard containing the legend:

**“This Building Is Unfit For Human Habitation; The Use Or Occupation Of
This Building For Human Habitation Is Prohibited And Unlawful.”**

on the building located at the following location:

67 South Cross Street
(PIN: 0673-59-7119.000)



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Section 3. The Code Enforcement Officer is hereby authorized and directed to proceed to close the above described structure in accordance with his order to the owner thereof dated the 3rd of March , 2020, and in accordance with the Housing Code and NCGS 160A-443;

Section 4. The cost of the materials and labor involved shall constitute a lien against the real property upon which the cost was incurred. The lien shall be filed in the office of the County Tax Collector, and shall have the same priority and be collected in the same manner as the lien for special assessments in Article 10 of NCGS Chapter 160A;

Section 5. It shall be unlawful for any person to remove or cause to be removed the placard from any building to which it is affixed. It shall likewise be unlawful for any person to occupy or to permit the occupancy of any building therein declared to be unfit for human habitation.

Section 6. This Ordinance shall become effective upon adoption.

ADOPTED this 3rd day of March 2020.

Mayor

ATTEST:

Town Clerk



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE:	March 3, 2020
PREPARED BY:	Sean Johnson
ISSUE	Minimum Housing Case – Ordinance to Vacate & Close Structure
CONSIDERED:	
DEPARTMENT:	Planning & Inspections

SUMMARY OF ISSUE:

The Planning Department requests that the Board adopt an Ordinance to Vacate and Close the Dwelling at 91 S. Johnson Street pursuant to Town Code Section 5-28.10 (c). The property owner was given 90 days to bring the home into compliance with the minimum housing code by re-establishing water and power service and restoring the dwelling to a livable condition. Attached is a Memo summarizing the minimum housing process to this point.

FINANCIAL IMPACT:

Upon Board approval, the Planning Department will hire a contractor and pay for the cost to close the dwelling by boarding up each door and window to the home. These costs will be a lien against the property pursuant to Town Code Section 5-28.10 (d).

RECOMMENDATION:

Staff recommends the Board approve the attached Ordinance.

REQUESTED MOTION:

I move to adopt the Ordinance to Vacate and Close the dwelling at 91 S. Johnson Street for failure to comply with the Minimum Housing Code.

REVIEWED BY TOWN MANAGER:

Attachments:

Memo – Case Summary
Ordinance to Vacate & Close



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CLOSE THE PROPERTY HEREIN DESCRIBED AS UNFIT FOR HUMAN
HABITATION AND DIRECTING THAT A NOTICE BE PLACED THEREON
THAT THE SAME MAY NOT BE OCCUPIED**

File No. 19-158

WHEREAS, the Board of Commissioners of the Town of Angier finds that the dwelling described herein is unfit for human habitation under the Town Minimum Housing Code and that all of the procedures of the Housing Code have been complied with; and

WHEREAS, this dwelling should be repaired, altered, improved or vacated and closed as directed by the Housing Inspector and should be placarded by placing thereon a notice prohibiting use for human habitation; and

WHEREAS, the owner of this dwelling has been given a reasonable opportunity to bring the dwelling up to the standards of the Housing Code in accordance with NCGS 160A-443(5) pursuant to an order issued by the Housing Inspector on December 19, 2019 and the owner has failed to comply with the Order;

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Town of Angier that:

Section 1. The owner of such building(s), dwelling(s) and premises is hereby ordered to vacate any occupants and/or personal property therein on or before April 3, 2020.

Section 2. The Code Enforcement Officer is hereby authorized and directed to place a placard containing the legend:

“This Building Is Unfit For Human Habitation; The Use Or Occupation Of
This Building For Human Habitation Is Prohibited And Unlawful.”

on the building located at the following location:

91 South Johnson Street
(PIN: 0673-69-0188.000)



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Section 3. The Code Enforcement Officer is hereby authorized and directed to proceed to close the above described structure in accordance with his order to the owner thereof dated the 3rd of March , 2020, and in accordance with the Housing Code and NCGS 160A-443;

Section 4. The cost of the materials and labor involved shall constitute a lien against the real property upon which the cost was incurred. The lien shall be filed in the office of the County Tax Collector, and shall have the same priority and be collected in the same manner as the lien for special assessments in Article 10 of NCGS Chapter 160A;

Section 5. It shall be unlawful for any person to remove or cause to be removed the placard from any building to which it is affixed. It shall likewise be unlawful for any person to occupy or to permit the occupancy of any building therein declared to be unfit for human habitation.

Section 6. This Ordinance shall become effective upon adoption.

ADOPTED this 3rd day of March 2020.

Mayor

ATTEST:

Town Clerk



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Town Manager

MEMORANDUM

TO: Board of Commissioners and Town Manager
FROM: Sean Johnson, Planning Director
DATE: March 3, 2020
RE: Request Adoption Of An Ordinance To Vacate; Close And Post The Dilapidated Dwelling At 91 S. Johnson Street, File 19-158

Property Owner: Patricia Olvera

BACKGROUND:

This case began on October 9, 2019 when the Code Enforcement Officer drove past the property and noticed obvious signs of deterioration that would constitute minimum housing violations. Based on that site visit, it was observed that the power meter had been removed from the home, and the front porch was in a condition that seemed in danger of falling in. Further investigation into the water service found that the water meter had been removed and the account has been listed as vacant since 2014.

Code Enforcement Staff sent letters to all listed owners and parties in legal interest of the property at 91 S. Johnson Street on October 14, 2019 requesting entry into the dwelling to compile any other minimum housing violations present. Staff received receipt of certified mail from the owner. The owners did not contact Staff, but upon subsequent inspections of the home, the front porch had been entirely removed.

Because the lack of power and water service to the dwelling is enough evidence to deem the dwelling uninhabitable, Staff proceeded to hold a hearing as required by the Code to proceed with the process of vacating and closing the dwelling.

On November 18, 2019, Staff a notification letter to the property owner inviting them to the minimum housing hearing. On December 18, 2019, a Hearing was conducted to determine if the fitness standards of the dwelling would allow for human habitation. Following the Hearing, a Finding of Fact and Order was issued to the property owner. The Order deemed the dwelling dilapidated and unfit for human habitation. The Order also required the property owner to bring the dwelling located at 91 S. Johnson Street into compliance with the Standards of the Town of Angier Minimum Housing Code by repairing, altering, improving, or vacating and closing the structure by a date no later than February 18, 2020.



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On February 19, 2020 an inspection was performed to verify the current status of the dwelling. The inspection revealed that the dwelling remains in violation of the human habitation standards without any signs of corrective action taken.

PROBLEM:

The dwelling poses hazards to the health and safety to the community due to the potential for unauthorized habitation, accidents and fire.

FINDINGS AND CONCLUSIONS:

The dwelling is currently uninhabitable and continues to deteriorate.

The Harnett County Tax Department has placed a value of \$40,240.00 on the property in question. Based on the violations cited, it appears that the cost of corrective actions would be less than 50% of the assessed value of the structure.

It appears that the owner is not willing to comply with the Order. Therefore, it is recommended and requested that the Town Board of Commissioners approve an Ordinance directing the Code Enforcement Officer to vacate; close and post the structure with a placard with the following words: "This building is unfit for human habitation; The use or occupation of this building for human habitation is prohibited and unlawful".

Following the vacating and closing of the dwelling, if the property owner shows no intent to repair the dwelling within one year of closing, Code Enforcement Staff may approach the Board for an Ordinance to demolish the dwelling.

FINANCIAL IMPACT:

The owner of the property is charged with the duty to properly secure the dwelling from any unauthorized entry until such time that the dwelling is either brought into compliance or demolished. If the property owner fails to properly secure the dwelling, Code Enforcement Staff will facilitate the closing of the dwelling through a contractor. Funds for such vacating and closing of the structure are provided in the Planning Department budget. All related costs will constitute a lien against the real property.



Town of Angier

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**TOWN MANAGER'S REPORT
&
DEPARTMENT REPORTS**

Memo

To: Gerry Vincent, Town Manager
From: Bill Dreitzler, P.E., Town Engineer
Date: February 24, 2020
Re: March 2020 BOC Meeting - Engineer's Staff Report

Please consider my staff report for the scheduled March 3, 2020 Board of Commissioners meeting:

Hwy 210 Sidewalk Extension Project

Final approvals have been received from NCDOT, the CAMPO TCC recommended the project move to construction fund authorization and the CAMPO Executive Committee as authorized the project to move to construction authorization. We are awaiting formal written notification from CAMPO so it can be uploaded to NCDOT's EBS system and we can move to advertisement for construction bids. NCDOT has indicated that the project will be allowed to advertise in March 2020 pending CAMPO approval.

Wastewater Inflow/Infiltration Evaluation

We have authorized Hydrostructures to prepare the bid documents for the manhole rehab project. We anticipate beginning an informal bid process for this project in mid to late March 2020.

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.

Future Potable Water Supply

MBD Consultants has completed the Water Supply from City of Dunn Feasibility Study and staff is currently reviewing the document. A presentation by staff to the Mayor and Board of Commissioners is scheduled for the Board Budget Retreat on March 6, 2020.

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. Planning and Public Works are working together to amend the written technical specifications portion of the Construction Standards. In addition, we are in the process of evaluating the cost to revise and update all of the standard details. Given the scope of updating the standard details, the effort will require an outside drafting technician. Staff anticipates presenting the work as part of the 2019-2020 budget process. This is an on-going effort.

Sanitary Sewer Flow Tracking

Through January 2020 our Average Daily Flow (ADF) to the North Harnett Regional Wastewater Treatment Plant is 0.576 MGD or roughly 57% of our 1.008 MGD treatment allocation. We are currently tracking 0.1463 MGD in obligated but not yet tributary flows (7 different active residential developments). Therefore, our ADF + NYT flow is 71.6% of our allocation in the North Harnett Regional Plant or 59.8% of our overall treatment capacity when accounting for permitted treatment capacity at the land application facility at the end of Campbell Street.

Pump Station #1 – Dupree Street

We are proceeding with the design of new sewer pump station at this location. Timmons Group has begun the process of design and permitting to replace PS1 and re-route the force main so that discharge is into our sewer outfall that feeds the Harnett County 48-inch outfall. Currently, PS1 discharges into a manhole in Hwy 55 and flows through our old collection system. Design surveys were completed this week. **No update on the design status as of this staff report.**

Parks and Recreation Master Plan(s)

The Recreational Needs Survey has been completed and is currently being distributed both on-line and via hard copies.

Willow, Junny and West Lillington Sidewalk Extension – LAPP

CAMPO approved our application for the “Junny Road Sidewalk Extension Project”. Staff has completed the initial EBS system on-line application with NCDOT and is awaiting the formal agreement from NCDOT. The project represents an extension of approximately 3,950-linear feet with a total project budget of \$1,782,500. Under the 80-20 LAPP funding guidelines, the Town match will be \$356,500.

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,



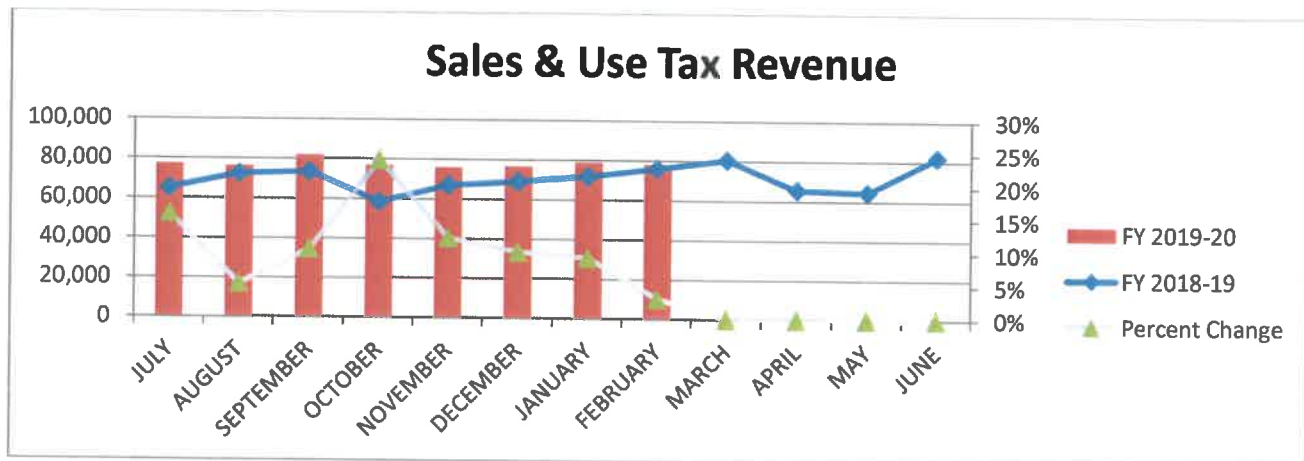
Bill Dreitzler, P.E.
Town Engineer

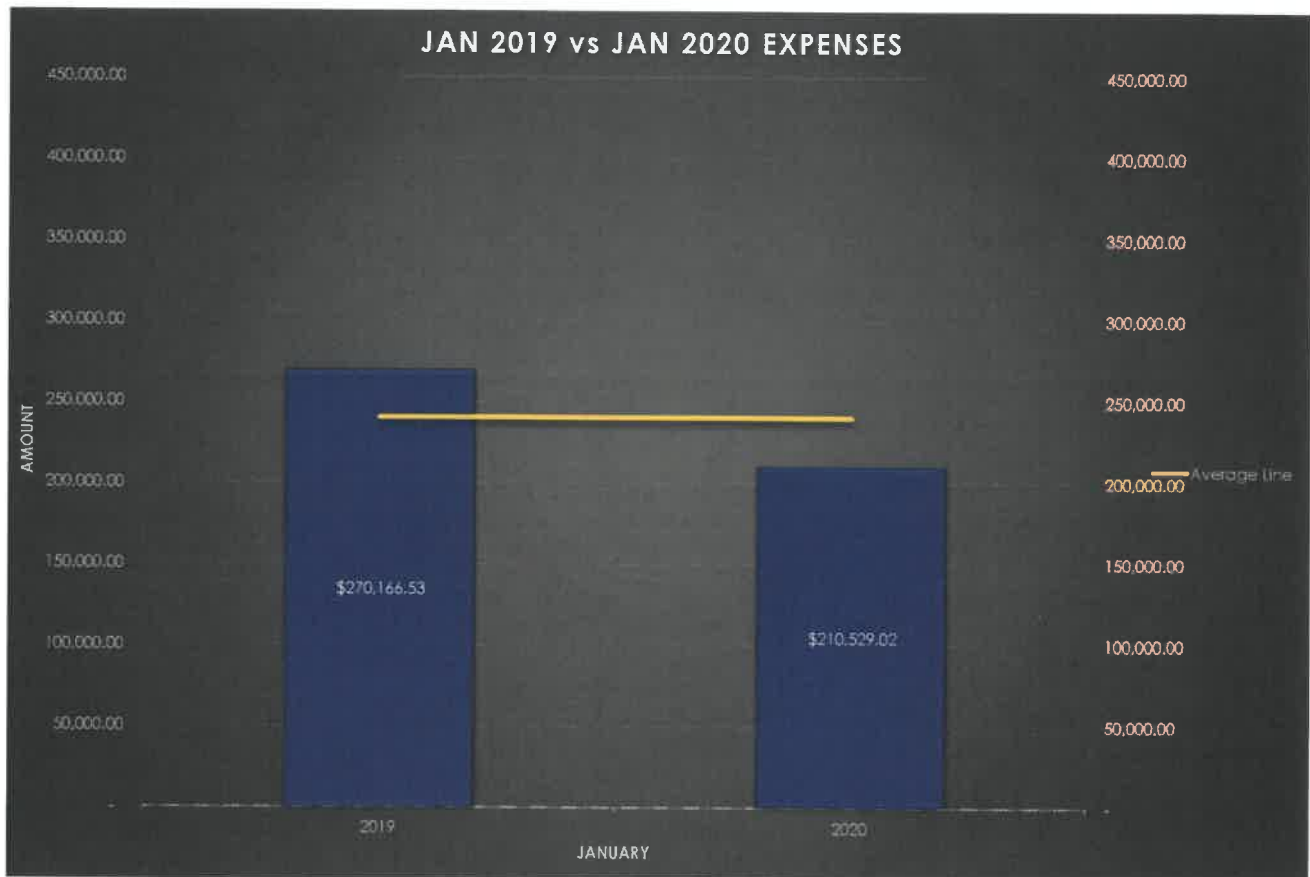
February 2020 Board of Commissioners Financial Report: Financial Information as of January 31, 2020



- Processed payroll on 1/3/20 \$52,906.86 1/17/20 \$54,066.72 and 1/31/20 \$53,917.03(these are the net figures)
- Compiled & Submitted Monthly Retirement Report on 1/31/20 \$34,211.23
- Remitted Federal & State payroll tax on 1/3/20, 1/17/20 and 1/31/20
- Invoiced Harnett County SRO Contract for January 2020 \$7303.02
- Sent out reminders for annual evaluations
- Hired a new Full Time Utility Billing/Administrative Assistant
- Completed W2s and ACA forms and mailed them out to employees and also submitted to IRS and State

SALES AND USE TAX ANALYSIS 2012-2020								
	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
JULY	\$ 38,646.56	\$ 41,365.95	\$ 45,037.32	\$ 50,244.39	\$ 56,084.29	\$ 66,869.58	\$ 65,195.40	\$ 77,370.47
AUGUST	\$ 44,923.67	\$ 46,654.79	\$ 45,670.51	\$ 49,930.99	\$ 55,557.40	\$ 61,087.65	\$ 72,533.17	\$ 76,455.85
SEPT	\$ 46,421.19	\$ 49,086.63	\$ 52,446.12	\$ 55,797.12	\$ 67,886.26	\$ 66,601.23	\$ 73,538.08	\$ 82,101.99
OCT	\$ 42,959.03	\$ 45,287.95	\$ 43,269.18	\$ 53,165.24	\$ 52,701.25	\$ 61,370.24	\$ 58,542.31	\$ 76,940.98
NOV	\$ 40,374.78	\$ 41,332.42	\$ 50,359.42	\$ 43,719.03	\$ 60,488.28	\$ 65,335.23	\$ 66,991.57	\$ 76,243.84
DEC	\$ 41,142.80	\$ 36,683.68	\$ 39,041.39	\$ 51,358.88	\$ 62,670.74	\$ 67,374.14	\$ 69,018.88	\$ 76,768.83
JAN	\$ 39,495.63	\$ 40,005.53	\$ 49,563.38	\$ 48,985.49	\$ 60,488.28	\$ 59,520.04	\$ 71,875.13	\$ 79,174.71
FEB	\$ 44,277.57	\$ 46,362.69	\$ 46,618.33	\$ 50,354.19	\$ 64,688.65	\$ 68,248.48	\$ 75,991.44	\$ 78,426.77
MARCH	\$ 44,504.10	\$ 48,422.31	\$ 58,298.98	\$ 60,691.74	\$ 73,243.06	\$ 75,235.74	\$ 80,537.79	
APRIL	\$ 38,978.84	\$ 38,785.44	\$ 44,937.03	\$ 44,835.77	\$ 53,970.97	\$ 57,544.30	\$ 65,539.52	
MAY	\$ 45,374.48	\$ 42,789.11	\$ 42,622.56	\$ 47,875.96	\$ 60,008.79	\$ 58,211.82	\$ 64,390.11	
JUNE	\$ 47,051.96	\$ 48,162.72	\$ 47,167.89	\$ 57,925.24	\$ 70,884.97	\$ 71,628.50	\$ 82,125.20	
TOTAL	\$ 514,150.61	\$ 524,939.22	\$ 565,032.11	\$ 614,884.04	\$ 738,672.94	\$ 779,026.95	\$ 846,278.60	\$ 623,483.44
Increase/(Decrease) Previous FY								
% Growth	0.00%	2.06%	7.10%	8.11%	16.76%	5.18%	7.95%	11.19%





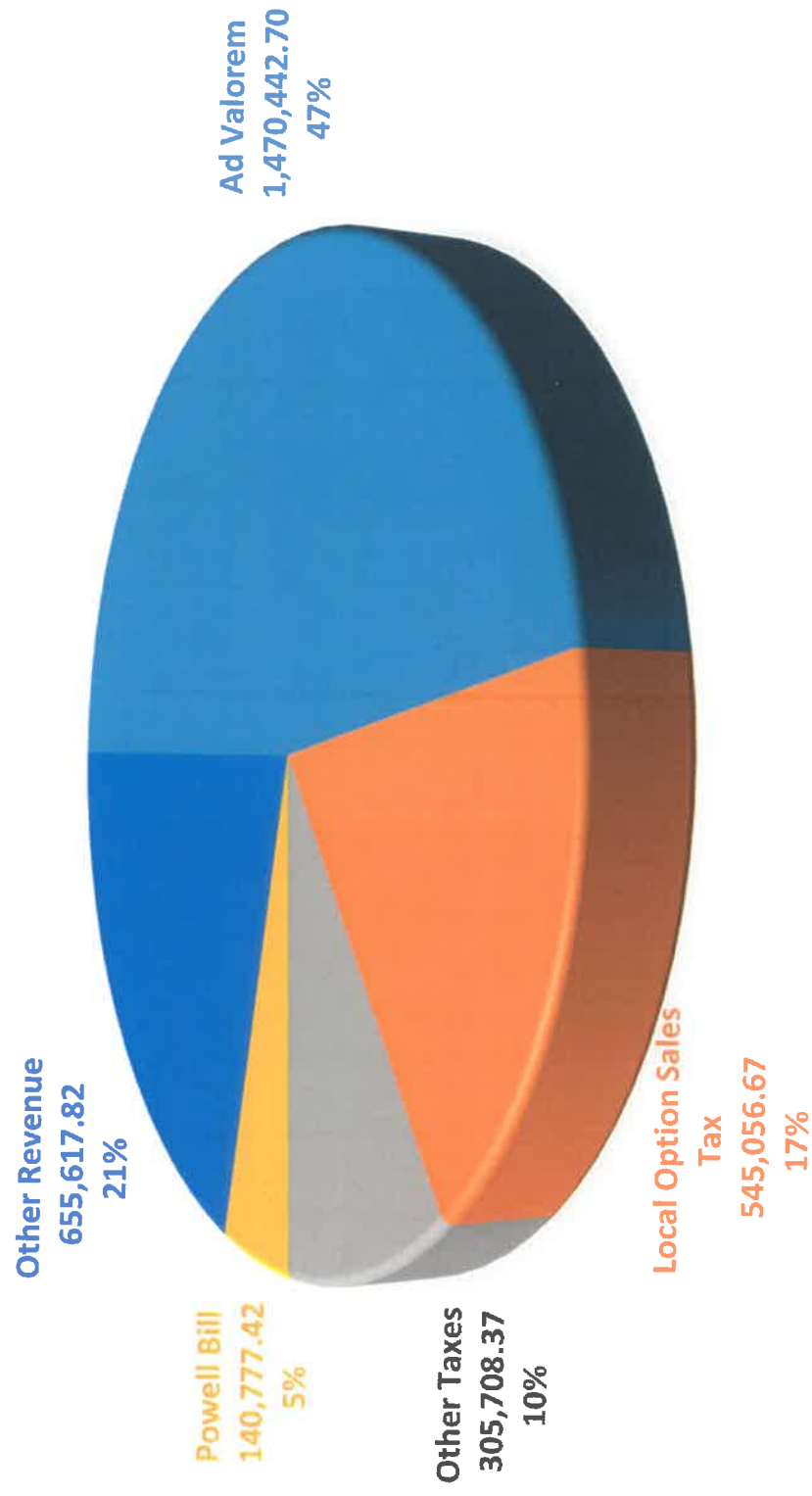


UTILITIES USAGE AND REVENUE SUMMARY

	FY 2018-2019		FY 2019-2020		% CHANGE USAGE	% CHANGE REVENUE
	USAGE	REVENUE	USAGE	REVENUE		
JULY	19,832,912	\$ 182,428.09	22,951,536	\$ 196,885.39	15.72%	7.92%
AUGUST	20,362,527	\$ 183,233.17	21,396,184	\$ 189,638.86	5.08%	3.50%
SEPTEMBER	19,601,581	\$ 179,031.60	21,821,213	\$ 193,342.47	11.32%	7.99%
OCTOBER	18,573,008	\$ 176,056.66	19,010,969	\$ 180,700.65	2.36%	2.64%
NOVEMBER	20,907,909	\$ 187,032.86	19,417,795	\$ 182,938.84	-7.13%	-2.19%
DECEMBER	17,611,075	\$ 171,827.72	21,789,979	\$ 190,420.08	23.73%	10.82%
JANUARY	20,133,905	\$ 183,074.26	17,929,158	\$ 176,249.42	-10.95%	-3.73%
FEBRUARY	18,889,823	\$ 177,559.51			-100.00%	-100.00%
MARCH	17,256,142	\$ 169,529.03			-100.00%	-100.00%
APRIL	20,615,627	\$ 185,837.86			-100.00%	-100.00%
MAY	19,410,596	\$ 180,307.84			-100.00%	-100.00%
JUNE	22,367,055	\$ 194,734.16			-100.00%	-100.00%
Y-T-D TOTAL	137,022,917	1,262,684	144,316,834	1,310,176	5.32%	3.76%
MONTHLY AVERAGE	19,630,180	180,888	20,616,691	187,168	5.03%	3.47%



GENERAL FUND REVENUE (INCLUDING POWELL BILL)

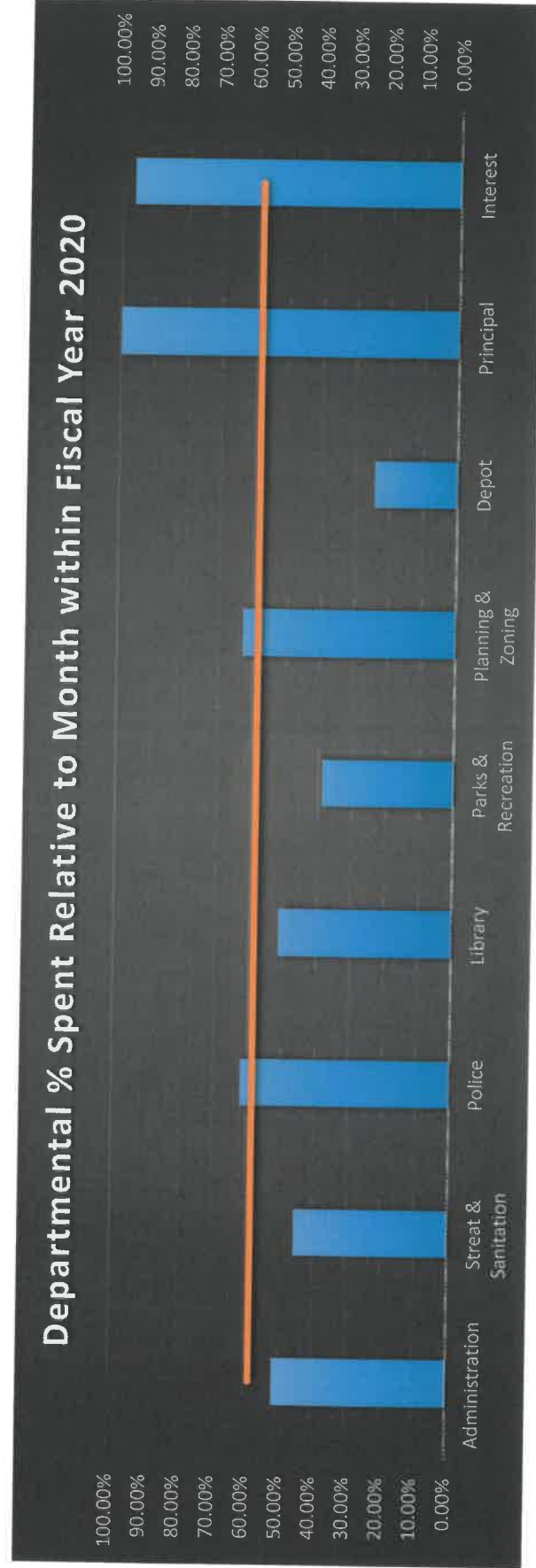




					Interest 0.038
					Principal 0.005
					Depot 0.002
Administration 0.240	Street & Sanitation 0.145	Police 0.355	Library 0.054	Planning & Zoning 0.096	
					Parks & Recreation 0.065

Your Tax Dollar at Work

Cents to the Dollar





Statement of Revenues & Expenditures (as of January 31 st , 2020)				
General Fund				
	Budget	YTD	Variance	Percentage
Revenues:				
Ad Valorem Taxes	1,754,500	1,470,442.70	(284,057.30)	83.81%
Motor Vehicle Tax	206,100	141,478.92	(64,621.08)	68.65%
Local Option Sales Tax	875,000	545,056.67	(329,943.33)	62.29%
Other Taxes	349,800	164,229.45	(185,570.55)	46.95%
State Grant Revenue	61,900	39,756.39	(22,143.61)	64.23%
Permits and Fees	493,600	333,253.87	(160,346.13)	67.51%
Recreation Department Fees	62,000	49,799.00	(12,201.00)	80.32%
Investment Earnings	16,000	34,524.04	18,524.04	215.78%
Other General Revenues	94,319	198,284.52	103,965.52	210.23%
Fund Balance Appropriated	383,200	-	(383,200.00)	0.00%
Total Revenues	4,296,419	2,976,825.56	(1,319,593.44)	69.29%
Expenditures:	Budget	YTD	Variance	Percentage
Administration	1,088,997.00	563,467.17	525,529.83	51.74%
Street & Sanitation	745,568.00	340,472.74	405,095.26	45.67%
Police	1,340,188.00	831,908.48	508,279.52	62.07%
Library	245,783.00	125,943.24	119,839.76	51.24%
Parks & Recreation	391,700.00	152,338.51	239,361.49	38.89%
Planning & Zoning	358,683.00	225,562.29	133,120.71	62.89%
Depot	20,000.00	4,881.95	15,118.05	24.41%
Debt Service Obligations:				
Principal	13,100.00	13,037.42	62.58	99.52%
Interest	92,400.00	89,059.74	3,340.26	96.39%
Total Expenditures	4,296,419	2,346,671.54	1,949,747.46	54.62%
Revenues over Expenditures (Spread) ----->		630,154.02		

Statement of Revenues & Expenditures (as of January 31 st , 2020)				
Powell Bill				
	Budget	YTD	Variance	Percentage
Revenues:				
State Aid-Street	141,000	140,777.42	(222.58)	99.84%
Investment Earnings	1,000	-	(1,000.00)	0.00%
Fund Balance Appropriated	165,000	-	(165,000.00)	0.00%
Total Revenues	307,000	140,777.42	(166,222.58)	45.86%
Expenditures:	Budget	YTD	Variance	Percentage
Equipment Maintenance	6,000.00	1,483.05	4,516.95	24.72%
Fuel	1,000.00	-	1,000.00	0.00%
Materials	10,000.00	7,450.86	2,549.14	74.51%
Contracted Service	290,000.00	7,840.00	282,160.00	2.70%
Total Expenditures	307,000	16,773.91	290,226.09	5.46%



Revenues over Expenditures (Spread) ----->

124,003.51

Statement of Revenues & Expenditures (as of January 31st, 2020)

Water & Sewer Fund				
	Budget	YTD	Variance	Percentage
Revenues:				
Water Sales	1,239,000	903,041.85	(335,958.15)	72.88%
Sewer Sales	1,138,300	1,087,718.26	(50,581.74)	95.56%
Investment Earnings	35,400	16,726.75	(18,673.25)	47.25%
Other Operating Revenues	443,881	331,818.03	(112,062.97)	74.75%
Transfer from W/S Capital Reserve	577,672	-	(577,672.00)	0.00%
Total Revenues	3,434,253	2,339,304.89	(1,094,948.11)	68.12%
Expenditures:	Budget	YTD	Variance	Percentage
Water Operations	1,427,881.00	942,628.00	485,253.00	66.02%
Sewer Operations	973,972.00	532,341.98	441,630.02	54.66%
Smith Drive Regional Pump Station	529,800.00	240,752.92	289,047.08	45.44%
Lagoon	79,800.00	34,738.80	45,061.20	43.53%
Debt Service				
Principal	231,100.00	45,835.43	185,264.57	19.83%
Interest	176,000.00	19,706.26	156,293.74	11.20%
Debt Service Reserve	15,700.00	-	15,700.00	0.00%
Total Expenditures	3,434,253	1,816,003.39	1,618,249.61	52.88%
Revenues over Expenditures (Spread) ----->		523,301.50		

Statement of Revenues & Expenditures (as of January 31st, 2020)

HWY 210/Park Street Sidewalk Extension Project Fund				
	Budget	YTD	Variance	Percentage
Revenues:				
Interest on Investments	-	-	-	0.00%
NC Department of Transportation	418,280	56,093.68	(362,186.32)	13.41%
Payment in Lieu of Sidewalk	-	20,000.00	20,000.00	0.00%
Transfer from General Fund	104,570	-	(104,570.00)	0.00%
Total Revenues	522,850	76,093.68	(446,756.32)	14.55%
Expenditures:	Budget	YTD	Variance	Percentage
Engineering	77,723.00	70,617.34	7,105.66	90.86%
Construction	445,127.00	-	445,127.00	0.00%
Total Expenditures	522,850	70,617.34	452,232.66	13.51%
Revenues over Expenditures (Spread) ----->		5,476.34		



Statement of Revenues & Expenditures (as of January 31st, 2020)

Wake County Elevated Tank Project Fund

	Budget	YTD	Variance	Percentage
Revenues:				
Interest on Invesments	-	181.50	181.50	0.00%
Revenue Bond Proceeds	1,204,164	1,600,000.00	395,836.00	132.87%
Transfer from Public Utilities	2,000	-	(2,000.00)	0.00%
Total Revenues	1,206,164	1,600,181.50	394,017.50	132.67%
Expenditures:	Budget	YTD	Variance	Percentage
Easement/ROW	6,500.00	-	6,500.00	0.00%
Engineering	75,500.00	-	75,500.00	0.00%
Construction	1,066,312.00	-	1,066,312.00	0.00%
Administration & Observation	28,226.00	-	28,226.00	0.00%
Additional Services	-	-	-	0.00%
Environmental & Geotechnical	5,250.00	-	5,250.00	0.00%
Miscellaneous Expense	2,001.00	-	2,001.00	0.00%
Transfer to Public Utilities	-	-	-	0.00%
Construction Contingency	22,375.00	-	22,375.00	0.00%
Total Expenditures	1,206,164	-	1,206,164.00	0.00%
Revenues over Expenditures (Spread) ----->		1,600,181.50		

Statement of Revenues & Expenditures (as of January 31st, 2020)

Angier Elementary Drainage Project Fund

	Budget	YTD	Variance	Percentage
Revenues:				
Transfer from General Fund	-	-	-	0.00%
Harnett County Board of Education	50,000	50,000.00	-	100.00%
Interest on Investments	-	283.54	283.54	0.00%
Total Revenues	50,000	50,283.54	283.54	100.57%
Expenditures:	Budget	YTD	Variance	Percentage
Construction	50,000.00	35,092.65	14,907.35	70.19%
Total Expenditures	50,000	35,092.65	14,907.35	70.19%
Revenues over Expenditures (Spread) ----->		15,190.89		

Door Count	1,781
Hours Open	138
Paperback Exchange Books Circulated	0
Number of Volunteers	0
Number of Volunteer Hours	0
*Reference Questions	124 (sampling count)
Notaries	0
Book-A-Librarian Appointments	0
Tests Proctored	0

Library:	Angier
Month:	February
Year:	2020

	# of Programs	Program Attendance
Children's Programs	5	31
YA Programs	0	0
Children's Outreach	0	0
Adult Programs	0	0
Adult Outreach	0	0
Meeting Room	5	79

**If applicable, please categorize the programs from above into the following categories. See below for more details.										
	Early Literacy		STEAM/STEM		Technology		Job/Career		Adult Literacy	
	# programs	attendance	# programs	attendance	# programs	attendance	# programs	attendance	# programs	attendance
Children (Birth-Age 12)	4	25	4	25	0	0	0	0	0	0
YA (Ages 13-18)	0	0	0	0	0	0	0	0	0	0
Adults	0	0	0	0	0	0	0	0	0	0

***Reference Questions**-Reference questions are no longer categorized by general, technology, or job/career. Simply count all questions and record the total number above. You may choose to count every question during the month or provide a sampling count by counting 1 week and multiply by 4.

****Definitions:**

Early Literacy Program-any program for children birth to age 5 that involves activities that models and/or promotes pre-literacy skills such as vocabulary, print motivation, print awareness, narrative skills, letter knowledge and phonological awareness. Examples include but are not limited to activities such as reading aloud, storytelling, story related arts and crafts, music, nursery rhymes, readers' theatre, finger plays, flannel board stories and games, etc...

STEM/STEAM Program-any program or active play/discovery session in which the primary subject matter is related to science, technology, engineering, art and/or math. Examples include but are not limited to programs such as Lego club, arts/crafts, science experiments and demonstrations, computer coding, etc..

Adult Literacy Program-Library sponsored/supported programs or small group sessions in which the primary subject matter is related to adult literacy skills for ages 18 and up. Examples include but are not limited to programs or learning sessions for English as a second language learners, GED preparation, literacy coaching/tutoring, etc...



Town of Angier

www.angier.org

Robert K. Smith
Mayor

Gerry Vincent
Town Manager

Veronica Hardaway
Town Clerk

Library Report – February 2020

We continue to have our story time every Tuesday at 10:30, and this month the kids had a special Valentines Day story and craft. Cecelia continues to have a steady number of children coming each week, and I have had very positive feedback from parents. Due to weather on 2/6 and 2/20, we were unable to hold our regularly scheduled junior book club meetings. We will be back on track hopefully at the start of March. We also had our preschool yoga with Dolly from Harnett County Partnership for Children, and the next one is scheduled for March 13, with a Dr. Seuss theme.

Staff has continued to work on going through the non-fiction sections to weed out books that are no longer circulating or are outdated material. We have more that will be donated to Carolina Charter Academy to assist with their library, and the other books in good shape will be set aside for the next used book sale. Lists are being made of all books that need to be updated as well as areas that we may not have any books in. We would like to ensure that we have the most up to date books for patrons.

Our new doors were installed on 2/26/2020 by Commercial Doors and More. There were 4 push plates on back order at the time of installation, but they will come install those as soon as they come in.

The library board met on 2/11/2020 and new members were welcomed in. We discussed changes in the library and items that would be on the budget request for the next fiscal year. Updates from the county were given by our representative in regards to the consolidation update and fine free policy up for discussion. I was able to provide all the stats to them regarding the revenue from our fines in order to give a clear picture on how this new policy would affect us.

We continue to work on details for our summer programs. There will be a meeting with other libraries on March 6th to discuss what extra programs are being put on at each branch. We are still waiting on one performance to confirm dates, but all other programs are set to proceed as planned. We are beginning to get all details ironed out for our crafts, and are only waiting for one more movie to show up that we plan to show for the summer.

Katy Warren
Interim Library Director

MONTHLY REPORT
ANGIER PARKS & RECREATION
February 26, 2020

- ANGIER PARKS AND REC BASKETBALL HAD (6) 8U, (6) 10U BOYS, (2) 10U GIRLS, (2) 13U GIRLS, (6) 12U BOYS & (6) 15U BOYS BASKETBALL TEAMS AND (2) CHEERLEADING TEAMS FOR THE UPCOMING WINTER SPORTS SEASON. THE SEASON ENDED ON FEBRUARY 26 AND WAS A VERY SUCCESSFUL SEASON.
- SPRING SPORTS REGISTRATION HAS BEGUN AND WILL CONTINUE THROUGH MARCH 13. SPRING SPORTS ARE AVAILABLE FOR BOYS AND GIRLS AGES 3-15.
- THE BUILDING RENOVATIONS AT JACK MARLEY PARK ARE NOW COMPLETE. THE CHILDREN'S PARK RESTROOMS, THE SPORTS EQUIPMENT BUILDING AND THE BRICK CONCESSIONS RESTROOMS AND ROOFS LOOK GREAT!
- CERTIFIED PLAYGROUND MULCH HAS BEEN INSTALLED AT PLAYGROUND NEAR SKATE PARK.
- WE ARE SCHEDULING MULCH FOR ALL OF THE LANDSCAPE BEDS FOR MARCH.
- WE WILL BEGIN SPRING SPORTS AT END OF MARCH.



Town of Angier
Planning & Inspections Department
919-331-6702



Robert K. Smith
Mayor

Gerry Vincent
Town Manager

Planning and Inspections Department
Monthly Report: February 2020

All Figures as of 2/26/2020

Permitting Totals – Month of February 2020:

Total Permits Issued: **31**

Building Inspections Performed: **82**

New Construction Permits Issued - Residential: **4**

New Construction Permits Issued - Commercial: **0**

Total Fees Collected: **\$6,549.25**

2019-2020 Fiscal Year Totals:

New Construction - Residential: **53**

New Construction - Commercial: **0**

Total Fees Collected: **\$95,659.75**



Town of Angier
Planning & Inspections Department
919-331-6702



Robert K. Smith
Mayor

Gerry Vincent
Town Manager

Approved Subdivisions – Current Status:

Southern Acres: All Phases Recorded, Home Construction Underway

Whetstone Phase II: Construction Beginning Soon, Waiting on Utility Extension Permits

Bellewood: All Residential Phases Recorded, Home Construction Underway

Kathryn's Retreat: Phases I & II recorded, Home Construction to Begin Soon

Coble Farms West: Preliminary Plat Conditionally Approved – 201 Lots

Honeycutt Oaks PUD: Annexed Jan. 2020, Construction Drawings Under Review

Glen Meadow Phase II: Construction Drawings Approved, Construction to Begin Soon

Lynn Ridge: Preliminary Plat Approved – 77 Lots, Construction Drawings Under Review

Future Development – Current Status:

Everett/Barefoot Property (Chalybeate Springs Rd) - Annexed and Rezoned Jan. 2020, Preliminary Plat to be Submitted soon

Paval Property (8365 S. NC 55 HWY) – Annexed and Rezoned Jan. 2020

Stephenson/Dorman Property (Kennebec Rd) – Annexation and Rezoning Pending, Public Hearings April 2020

Multifamily & Nonresidential Projects – Current Status:

La Mission De L'esprit Church (7975 NC 210 N.): Construction Ongoing

Angier Plaza Phase II (W. Dupree St/Rawls Rd): Site Plan Approved for Restaurant, Retail, Office Uses; Pending Off-site Utilities

Andrews Landing Townhomes (Bitter Melon Dr/NC 55): Site Plan Approved – 9 Townhome Units on property at 8316 S. NC 55 HWY

Code Enforcement Spreadsheet Attached

February 2020 Code Enforcement Report

All Active and Recently Closed Violation Files

File Number	Site Address	Property Owner	Nature of Violation	Date Cited	Date Closed	Current Status
18-107	102 N Dunn St	Henry Williams	Minimum Housing Case	11/6/2018		Unfit for Habitation. Vacated and Closed March 15, 2019. Staff will initiate demolition procedures if no intent to repair by March 15, 2020.
19-021	191 W Lillington St	Rhunell Chatmon	Minimum Housing Case	2/25/2019		Unfit for Habitation. Vacated and Closed June 10, 2019. Staff will initiate demolition procedures if no intent to repair by June 10, 2020.
19-158	91 S Johnson St	Patricia Olvera	Minimum Housing Case	10/14/2019		Unfit for Human Habitation. Findings of Fact and Order to repair or vacate and close issued December 19th. Deadline to repair or vacate and close: Feb. 18, 2020. Ordinance to Vacate and Close Dwelling to Board for adoption: 3/3/2020.
19-159	67 S Cross St	Terry McDougald	Minimum Housing Case	10/14/2019		Unfit for Human Habitation. Findings of Fact and Order to repair or vacate and close issued December 19th. Deadline to repair or vacate and close: Feb. 18, 2020. Ordinance to Vacate and Close Dwelling to Board for adoption: 3/3/2020.
19-161	1011 N Raleigh St	Yasunari Maekawa	Minimum Housing Case	10/16/2019	2/21/2020	CLOSED
19-167	9705 Bitter Melon Dr	KDC Capital, LLC	Unscreened Dumpster	12/6/2019	2/24/2020	CLOSED
19-168	1501 N Raleigh St	Linderman Properties, LLC	Unscreened Dumpster	12/6/2019		Variance Application Submitted, Violation on Hold
19-170	921 N Raleigh St	William Hawley	Unscreened Dumpster	1/3/2020		Work in Progress - All but gates completed
19-171	836 N Broad St E	Paul Bailey	Unscreened Dumpster	12/6/2019		Work in Progress
19-174	333 N Raleigh St	KKLM Associates	Unscreened Dumpster	12/6/2019		Work in Progress
19-175	15 Kawi Rd	Store Master Funding, XIII, LLC	Unscreened Dumpster	1/3/2020		Work in Progress
19-177	162 W Smithfield St	Weeks Holdings, LLC	Unscreened Dumpster	12/9/2019	2/14/2020	CLOSED
19-178	738 Chalybeate Springs Rd	Lillian Wells	Unscreened Dumpster	1/3/2020		Work in Progress
19-180	123 E Depot St	TKW Enterprises, LLC	Unscreened Dumpster	12/9/2019		Civil Penalties issued
19-182	45 Fish Dr	Passport Door Systems, Inc.	Unscreened Dumpster	1/3/2020		Work in Progress
19-183	121 S Broad St E	Carolina Telephone Telegraph	Unscreened Dumpster	1/3/2020		Work in Progress
19-184	276 S Raleigh St	RL Properties, LLC	Unscreened Dumpster	1/3/2020	2/4/2020	CLOSED
19-187	151 Hidden Acres Dr	Hidden Acres Apts	Unscreened Dumpster	1/3/2020	2/11/2020	CLOSED
19-188	7404 NC 210 N	Dillard Enterprises, Inc.	Unscreened Dumpster	2/6/2020	2/13/2020	CLOSED
2020						
20-001	441 N Raleigh St	Eastern Pride, Inc.	Unscreened Dumpster	1/2/2020		Warning Letter Issued
20-002	116 W Depot St	Barrientos Gil, LLC	Unscreened Dumpster	1/2/2020		Civil Penalties Issued
20-003	123 E Depot St	Curtis Perry	Unscreened Dumpster	1/2/2020		Civil Penalties Issued
20-005	115 S Raleigh St	Tomas A. Burbano	Unscreened Dumpster	1/16/2020	2/4/2020	CLOSED
20-006	16 N Broad St E	Leon Pope	Prohibited Signage	1/22/2020	2/3/2020	CLOSED
20-007	331 W Depot St	James Tedder	Damaged Signage	1/22/2020	2/24/2020	CLOSED
20-008	123 E Depot St	TKW Enterprises LLC	Damaged Signage	1/22/2020		Missing sign surface area
20-009	8385 S NC 55 HWY	Quality Oil Co. LLC	Improperly Screened dumpster	1/29/2020	2/14/2020	CLOSED
20-010	59 S Park St	Mechele Arnett	Debris in Yard	1/31/2020	2/10/2020	CLOSED
20-011	59 S Park St	Mechele Arnett	Prohibited Storage Container	2/10/2020		Work in Progress to comply
20-012	150 Coats Circle	Lane North Park Apts, LLC	Minimum Hsg Code Violations	2/12/2020		Violation Letter Issued
20-013	167 Shelly Drive	Lane North Park Apts, LLC	Noncompliant Dumpster Enclosure	2/12/2020		Violation Letter Issued
20-014	167 S Broad St	W.H. Gregory	Debris, Furniture in Yard	2/12/2020	2/24/2020	CLOSED
20-015	355 E. Smithfield St	Rodney B. Smith	Debris in Yard	2/21/2020		Violation Letter Issued
20-016	201 W Lillington St	Jennie Scriven	Debris in Yard	2/24/2020		Violation Letter Issued



Angier Police Department

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

Angier, North Carolina 27501

Office (919) 639-2699

Chief of Police

Arthur R. Yarbrough, Jr.

ayarbrough@angier.org

Date February 27, 2020
To Town Manager Gerry Vincent
From Arthur R. Yarbrough, Jr.

Subject Matter: February 2020 Police Activities
Statistical Data

****Police activities for the month of February consisted of 2,650 calls for Service/Officer initiated activities. Officers investigated 31(oca) incidents involving 38 offenses. Of the offenses committed 15 individuals were arrested on a total of 21 charges.**

****Traffic enforcement activities included 39 traffic stops, 30 citations issued totaling 39 charges. There were also 12 traffic accidents investigated during this period.**

****Other activities**

Officers completed 2,197 security checks, 29 business contacts and 225 subdivision checks.

The Police department is once again at full staff. We have recently hired 2 part time employees Ryan Sasser is a Full time Patrol Lieutenant with Coats PD and Christopher Senese is still active military with Fort Bragg, we would certainly like to welcome them to our team.

**** We thank Officer Capshaw for holding 3 alcohol classes at our local schools, Angier Elementary, Carolina Charter and Harnett Central High. Such events are in the Governors Highway Safety Program in which we receive points /which can be traded for equipment at the end of the year. Sergeant D. King has been actively involved also in this program.**

Citation Totals by Charge

Angier Police Department

(01/27/2020 - 02/25/2020)

Charge:	Number of Charges:
No Operator License	13
Driving While License Revoked	5
Expired Registration	3
Inspection	2
Unsafe Movement	1
Failure To Stop (Stop Sign/Flashing Red Light)	3
Other (Infraction)	3
Other (2nd Charge - Infraction)	9
Total:	39

Call Log Call Type Summary

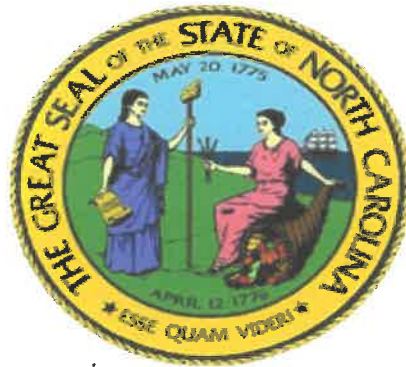
Angier Police Department

01/29/2020 - 02/25/2020

<No Call Type Specified>	6	911 Hang Up - 911 Hang Up	10
Alarm Activation - Alarm Activation	13	Armed Robbery - Armed Robbery	1
Assist EMS - Assist EMS	2	Assist Fire - Assist Fire Department	1
Assist Motorist - Assist Motorist	6	Assist Other Agency - Assist Other Agency - Law Enforcement	5
Breaking and Entering - Breaking and Entering	2	Business Walk Thru - Business Walk Thru	29
Careless and Reckless Vehicle - Careless and Reckless Vehicle	1	Crash - Traffic Accident	12
Custody Dispute - Child Custody Dispute	1	Direct Traffic - Direct Traffic	20
Disturbance - Disturbance	13	DOA - Dead On Arrival	1
Domestic Dispute - Domestic Dispute	6	Drug Activity - Drug Activity	2
Escort - Escort	7	Fight - Fight	1
Follow Up - Follow Up	4	Foot Patrol - Foot Patrol	1
Fraud - Fraud	1	Gas Drive Off - Gas Drive Off	1
Harrassing Phone Calls - Harrassing Phone Calls	1	Juvenile Complaint - Juvenile Complaint	2
Larceny - Larceny	4	Missing Juvenile - Missing Juvenile	3
Missing Person - Missing Person	1	OD - Drug/Alcohol Overdose	2
Open Door - Open Door	1	Other Call - Other Call Not Listed	2
Property Damage - Property Damage	2	Runaway Juvenile - Runaway Juvenile	1
Security Check - Security Check	2,197	Stand-By - Stand-By	3
Subdivision Check - Subdivision Check	225	Suspicious Activity - Suspicious Activity	12
Suspicious Person - Suspicious Person	3	Suspicious Vehicle - Suspicious Vehicle	3
Traffic Stop - Traffic Stop	20	Trespassing - Trespassing	7
TWO - Talk With Officer	6	Unauthorized Use of Motor Vehicle - Unauthorized Use of Motor Vehicle	1
Warrant Service - Warrant Service	4	Welfare Check - Welfare Check	4

Total Number Of Calls: 2,650

State of North Carolina
Alcoholic Beverage Control Commission
ABC Law Enforcement Monthly Report
GS 18B-501(f1)



Board:

Angier Town

Reporting Month / Year:

Feb-20

Regulatory Activity and Training	
Violations Reports Submitted to ABC Commission	0
Total Number of Offenses Contained in Reports	0
Sell to Underage Campaign Checks	0
Permittee Inspections	0
Compliance Checks	0
Seller / Server Training	0
Alcohol Education	3

ABC Law Violations	At Permitted Establishment	Away From Permitted Establishment
Sell / Give to Underage		0
Attempt to Purchase / Purchase by Underage		0
Underage Possession		0
Unauthorized Possession		0
Sell / Give to Intoxicated		0
All Other Alcohol Related Charges		0
	Total:	0

Controlled Substance Violations	At Permitted Establishment	Away From Permitted Establishment
Felony Drug Related Charges		5
Misdemeanor Drug Related Charges		6
	Total:	11

Other Offenses	At Permitted Establishment	Away From Permitted Establishment
Driving While Impaired		0
All Other Criminal Charges		39
	Total:	39

TOTAL CRIMINAL CHARGES:	50
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Agencies Assisted	
Assistance Provided to Other Agencies	1

Remarks
Officer Capshaw held three different alcohol education classes, Angier Elementry, Carolina Charter and Harnett Central High School

Reporting Officer / Title:

A.Yarbrough / Chief

Report Date:

2/25/2020



Town of Angier

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Robert K. Smith
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Veronica Hardaway
Town Clerk

February 24, 2020

Public Works staff report for the Month of March.

- During the period from January 10th 2020 to February 15th 2020 Town staff replaced 74 old water meters with the new radio read meters and installed 13 new radio read meters for new homes.
- Staff read approximately 3000 water meters for billing the month of January, approximately 2200 of those were radio read meters, and we read those meters in 3 hours.
- Staff had 74 customers on the cut off list
- Staff cut 75 holes in water meter lids for the new radio read meters.
- Staff cleaned ditch along N. Hickory and Kay lane to help with drainage.
- Staff took 14 loads of limbs to the landfill the month of December 2019 (17.04 tons)
- Staff took 11 loads of Household to the landfill the month of December (6.67 tons)
- Staff took 8 loads of leaves to local farmer.
- Staff replaced 2" water line along North Park street (see attached detail sheet)



Town of Angier

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N Park St Water Line Replacement

Public Works staff replaced approximately 450' of 2" water line along N Park St. between Chalybeate Springs Rd. and W. Smithfield St. The replacement included the following:

2" tap was made on the 8" AC Water line running along W Smithfield st.

2" tap was made on the 2" cast water line running along Chalybeate Springs Rd.

Approximately 350' of new 2" PVC water line was laid along the west shoulder of N Park St. and approximately 100' of 2" PVC water line was laid along the south shoulder of W Smithfield St. and tied back in to the existing 1 1/4" water line. This included (3) 2" gate valves so the line can now be isolated.

(7) 3/4" water taps were made on the new line and reconnected to the existing services along N Park St.. The 7 existing services were disconnected from the old line prior to the reconnection.

Disconnection of a 1" tap in W Williams St that was feeding the old line running along N Park St. and also disconnection of (2) 3/4" taps on the 8" AC line along W Smithfield St. This process took the old line out of service.

Public Works had approximately 160 man hours in the completion of the water line replacement. In doing this we have boosted the pressure along N Park St. in preparation for the 7 new homes that are currently under construction. We also got rid of the maze of 1" water line that ran in and along N Park St. that had no isolation valves.