

Minutes of the Meeting of
The Liberty Town Council
Held on July 23, 2018 5:30 pm

Present

Mayor: The Honorable Filmore York

Council: Gary Davis, Larry Coble, JR Beard, Chris Compton, and
Tyson Nixon

Town Manager: Will Doerfer

Town Clerk: Jessica Brown

Town Attorney: Bill Flowe

Staff: Public Works Director, Kevin Coble; Safety Director,
Terry Crouse; Fire Chief, Matt Talbott; Police Department;
Andre Murphy, Finance/HR Director; Bridget Langley,
and Librarian, Niccole Hugg-Suttles

To Order

The Mayor called the meeting to order at 5:35pm and welcomed everyone.

Pledge of Allegiance/Invocation

Pledge of Allegiance was led by Council Member JR Beard and followed by a Moment of Silence. Mayor York asked everyone to remember the family and friends of Tommy McNeil an emergency trainer who had led many rescue classes in Randolph County and had passed suddenly.

Adoption of Agenda

Council Member Chris Compton made a motion to Adoption of Agenda.. Council Member Tyson Nixon seconded the motion, which passed unanimously.

Approval of Minutes

Council Member Larry Coble made a motion to approve the minutes of the Work Session on June 18 and the Council meeting on June 25. Council Member JR Beard seconded the motion, which passed unanimously.

Presentation of Certificate

Town Manager Will Doerfer presented a Certificate and plaque to Librarian Niccole Hugg-Suttles in recognition and appreciation for her service to the Town and community and congratulations on her new job as Assistant Randolph County Library Director. Randolph County Library Director Ross Holt also congratulated her.

Consent Agenda

The Consent Agenda included approval of Purchasing Policy/Conflict of Interest and Gifts, Approval of Charter/PRG Downtown Revitalization Contract, approval of Oakley Collier AIA Agreement and Design Agreement and Adoption of US Communities Government Purchasing Alliance Resolution.

Council Member Chris Compton made a motion to approve the Consent Agenda, Council Member JR Beard seconded the motion, which passed unanimously.

Public Hearings.

Mayor York opened the public hearing for the CDBG Neighborhood Revitalization Application at 5:40PM. Anna Leonard of the Piedmont Triad Regional Council spoke about the grant. It is a \$750,000.00 grant that will cover ten to fourteen homes. It would be \$40,000.00 per home and provide funds for low income families that need financial help to cover expenses for structural repairs, improve appearance and making the dwelling more energy efficient. There were no Council or Citizen Comments. This hearing closed at 5:45PM.

Mayor York opened the public hearing for the Rezoning Request RZ-18-2 at 5:45PM. Reynolds Neeley gave the Staff Report. This is a request by Brandy and Scott Etchison to rezone 115 East Highfill Avenue Pin #8736077012 located at 107 East Highfill Avenue in Liberty from R12 Residential to B2 Commercial. Staff recommends approval. There were no Council or Citizen comments. This hearing closed at 5:55PM.

Council Member Chris Compton motioned to approve Rezoning Request RZ-18-2. Council Member Larry Coble seconded the motion which passed unanimously

Mayor York declared the public hearing for Rezoning Request RZ-18-3 open at 5:58PM. Reynolds Neeley gave the staff report. This is a request by Susana Alvarado Martinez and Jose Martinez to rezone 7648 Cardinal Court Pin #8736588555 located at 7069 NC Highway 49 North in Liberty from CUI Conditional Use Industrial to R40 Residential. The property is vacant at this time. The staff recommends approval. There were no Council Comments. Martha Coble of 7087 Highway 49N signed to give Citizen Comments. Mayor York called her to the podium where she stated her name and address. She said the property located at 7069 NC Highway 49N had once been owned by her husband and was a slaughter house. She provided testimony and asked that Council not approve rezoning.

Reynolds Neeley was called back to podium to answer Council questions. Neeley stated that the specific use cannot be used in determining rezoning.

Mayor York closed the public hearing for the Rezoning Request RZ-18-3 at 6:10PM.

Reynolds Neeley stepped back to podium and said the Council had three options: accept the rezoning request, disagree and not rezone and continue decision until the next meeting, or close the public hearing. There has been no discussion about contamination with the Planning Board. Council Members JR Beard and Larry Coble said they did have concerns about property possibly being contaminated. Reynolds Neeley stated that

should not be a factor in the rezoning. Town attorney Bill Flowe said the issue that needs to be decided is whether or not this property should be residential or industrial and contamination is not affected by zoning issue and out of the Council's scope.

Council Member Gary Davis motioned to approve Rezoning Request RZ-18-3. Council Member Larry Coble seconded the motion which passed unanimously.

Administrative Reports

NC Department of Insurance Rating Report

Fire Chief Matt Talbott reported that our fire rating with the NC Department of Insurance had improved. Mayor York stated it had increase fire rating to 3-4. Residential premiums are not affected but it does help commercial premiums. Council Member and former Fire Chief JR Beard stated this is a very good rating for a small town and is very good for economic development.

Town Manager Report

The outsourcing of payroll system in underway and being wrapped up. HR Director Bridget Langley is very excited that it will cut down on errors.

I have been restoring the zoning computer. It is save on the server.

Town of Liberty has seventy-seven followers on facebook. We have had a lot of positive feedback on Celebrate Liberty Festival and the Fire Department.

We are hoping to improve the Town website and start taking online payments for zoning fees and other miscellaneous items.

We have two tank maintenance proposals.

Interviews for the Billing position start this week. Everyone is juggling different positions right now.

Town will be applying for two grants this fall.

Old Business

Approval of Duke Energy Progress Downtown Revitalization Contract

Council Member JR Beard motioned to approve contract with \$3.00 per month pole maintenance fee. Council member Chris Compton seconded the motion which passed unanimously.

New Business

Discussion of Approval of engineer Selection Committee Recommendation

Will Doerfer reported that the firm McGill and Associates came out on top for the CDBG project. Three firms submitted proposals. McGill seemed to have the most success coming in under budget on previous projects. Town should recoup costs if awarded grant. Council will still need to approve contract. Mayor York said he checked references on McGill and got good reports. Council Member JR Beard motioned to approve selection. Council Member Larry Coble seconded the motion which passed unanimously.

Council Comments

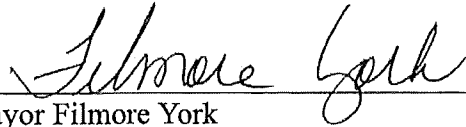
Gary Davis was impressed with how clean the town was the Sunday after the Celebrate Liberty Festival. Public Works did a great job.

Mayor

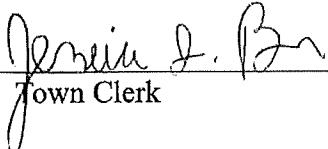
Liberty will be having a lot of milestone celebrations next year.

Adjourn

There being no further business to discuss, Council Member Tyson Nixon made a motion to adjourn. Council Member Chris Compton seconded the motion, which passed unanimously.



Mayor Filmore York

ATTEST: 

Town Clerk

Minutes of the Work Session of
The Liberty Town Council
Held on July 16, 2018

Present

Mayor: The Honorable Filmore York

Council: Tyson Nixon, Chris Compton, Larry Coble and JR Beard

Town Manager: William Doerfer

Town Clerk: Jessica Brown

Town Attorney: Bill Flowe

Staff: Public Works Director; Kevin Coble, Police Chief; David Semrad, Fire Chief; Matt Talbott, Parks and Recreation Director; Scott Kidd, Finance and HR Director; Bridget Langley, Safety Coordinator Terry Crouse

To Order

The Mayor called the meeting to order at 7:30pm and welcomed everyone.

Consideration and Approval of agenda

Mayor York asked Council to look over agenda for approval. Council Member Chris Compton motioned to approve. Council Member JR Beard seconded the motion which passed unanimously.

Public Hearing CDBG Neighborhood Revitalization Application

Town manager said there will be a public hearing at next meeting for this grant that provides \$750,000.00 to repair or tear down dilapidated houses. Recipients must meet dilapidation requirements. This requires two public hearings and the second hearing remains to be determined. If approved it will be effective January 2019.

Public Hearing Rezoning Request - RZ-18-2

There will be a public hearing in the case of RZ18-2 at the July 23 meeting. It is a request by Brandy and Scott Etchison to rezone address 115 East Highfill Avenue from R12 Residential to B2 commercial. Staff report will be provided at Council meeting.

Public Hearing Rezoning Request-RZ-18-2

There will be a public hearing in the case of RZ-18-3 at the July 23 meeting. It is a request by Susana and Jose Martinez to rezone the address 7648 Cardinal Court from

CUI Conditional Use Industrial to R40 Residential. Staff report will be provided at Council meeting.

Manager's Report

Piedmont Triad Regional is helping put together an infrastructure grant which will hopefully be ready mid September. The town may or may not have to pay the engineering firm up front.

Thanks to the Public Works Streets Department for putting up new flags. Town Clerk or I will reach out to Council to schedule time and day for Ethics training.

I would like to possibly send out electronic agendas in future if satisfactory to the Council for the purpose of saving paper.

Well 11 Report

This well has been offline. A packer was installed and hoping to report it is back online soon.

Well 12 Report

The auto cover was not working properly but the person who installed did repair and did not charge full price.

CDBG-I Application and Project Design

We are expecting four proposals from engineering firms and the committee comprised of Mayor York, Jessica Brown, Town Clerk, and Kevin Coble, Public Works Director will be reviewing the Request for Qualifications for each one. The goal is to have the recommendation to Council by the July 23, 2018 Council Meeting.

Sale of Assets

Four town owned vehicles that were no longer needed were sold through Gov Deals. All vehicles were sold for more than expected and those funds go back to those departments.

Consideration of Purchasing Policy

This policy is a new requirement of Uniform Guidance which is required for any entity receiving federal funds. Auditors and the federal government will be looking for this and the Town will be apply for two CDBG grants and an EDA grant this year.

Charter / PRG Downtown Revitalization Contract Approval

This is a new proposal for the for the Downtown Revitalization Grant from Charter subcontractor PRG. Charter has hired third party PRG for removal of power lines. The costs have gone up a little since last time we received a quote. They plan to be done within a couple of months of signing the contract. The town has received a second award letter of \$70,000.00 approved by Representative McNeil. The conversion will be paid for by grant funds. The cost of sidewalk repair will need to be determined.

Duke Energy Progress Downtown Revitalization Contract Approval

Duke Energy Progress has submitted an updated contract for converting overhead lines to underground utilities. The contract price has increased significantly due to multiple factors. Duke Energy is offering two options.

Mayor York and Town Manager Will Doerfer have been taking walking tours looking at condition of town sidewalks.

New requirements require additional fees. The Town Manager is happy to talk to Council Members individually about the map in more detail.

Duke will install sock cement poles for \$196.38 per month. The town can pay \$521.00 per pole upfront. If paid upfront this wave the lifetime fee of \$3.00 per month per pole for 12.8 years.

Consideration of Oakely Collier AIA Agreement and Design Agreement

The architectural firm that was selected for the police station project has submitted standard contract documentation for Town review and approval. The firm would receive \$68,000.00 to design and bid out project and be responsible for construction administration. Tentatively after contract is approved by Council and signed they will spend time at the Police Department to acquire input from employees.

Consideration of US Communities Government Purchasing Alliance Resolution

This resolution allows Town to purchase items through US Communities which is a cooperative purchasing alliance. It can negotiate better pricing and cuts out the time of procurement. This resolution would be allowing staff to go through US Communities but is not required for all purchases. This organization is use by the state for purchasing as well.

Fire Chief Report

Chief Matt Talbott reported that the Town has received a grant that will allow them to conduct a tabletop emergency exercise in Liberty. The company Enviro Safe will come in and create scenario. It will most likely take place at Ultracraft. They are looking at possibly October and will be very good training for all involved. Town Manager Will Doerfer suggested this would be a good time to look at emergency meeting procedures.

Code Enforcement Report

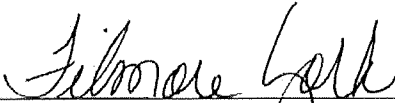
Brandon Emory with Alliance Code Enforcement introduced himself to the Council. He tries to take a law enforcement approach which consists of knocking on doors and establishing himself as part of the community. He tries to identify resources that may can help homeowners. Anyone can send a complaint and including name is not required.

Mayor Comments

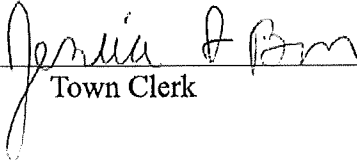
Thanks to everyone including all departments, Chamber, and staffe who made Saturday's Celebrate Liberty Festival a great success. The Redevelopment Committee will meet Wednesday at 5:30PM to review and discuss the Festival.

Motion to Adjourn

There being no further business to discuss Council Member Tyson Nixon motioned to adjourn the meeting and Council member Larry Coble seconded the motion which passed unanimously.



Mayor Filmore York

ATTEST: 

Town Clerk