



**City Council
Pre-Agenda Meeting
Trinity, NC
April 09, 2013 @ 4:00 p.m.
Trinity City Hall Annex**

Members Present: Mayor, Carlton Boyles; Council members, Chester Ayers, Karen Bridges, Debbie Frazier, Linda Gantt, Tommy Johnson, Barry Lambeth, Ed Lohr and Kristen Varner.

Members Absent: None

Others Present: City Manager, Debbie Hinson; Public Works and Utilities Director, Rich Baker; City Attorney, Mr. Bob Wilhoit; Assistant Finance Director, Lisa Beam; Assistant City Clerk, Annette de Ruyter, members of the Media and other interested parties.

I. Welcome (*Mayor Carlton Boyles*)

Mayor Boyles called the meeting to order at 4:05 p.m. and thanked members of Council, media and residents for their attendance at the meeting.

II. Invocation

Council member Lambeth gave the invocation.

After the invocation, Mayor Boyles discussed with Council members the change that needed to be made to Agenda Item IX, section number (8). He advised them that the number four was left out of the description for the Closed Session.

Council member Johnson asked about the Closed Session dealing with personnel and stated that he was not aware of a personnel meeting that had been called, or any issues with personnel at this time.

Council member Gantt advised Council member Johnson that she had several people ask about different things concerning this topic. Council member Gantt advised members that she thought she would let everyone come and address their issues and this meeting would be just Council members only.

Mayor Boyles commented on Council member Johnson's question. He shared with members that he had written e-mails to each Chairman of Finance and Personnel Committee asking each of them to direct our discussion when we go into Closed Session.

He also advised Council members that Attorney Wilhoit will also share another issue during this Closed Session.

He advised members of the Council that the City had received a letter from the Treasures Office that will be discussed by the Finance Committee in this session as well.

Mayor Boyles shared what he had learned from Robert's Rule of Order. He said he could sum it up with two words: trust and respect, and if Council acted in that manner we will be fine.

Motion made by Council member Bridges to accept the agenda as written with the exception of adding the number (4) to section IX number(8), seconded by Council member Frazier , and approved unanimously 8 to 0 by all Council members present.

Manager Hinson advised Council members that Attorney Wilhoit had advised her that the number (4) on IX needs to be a number (3).

The original motion made by Council member Bridges, and seconded by Council member Frazier was rescinded. A new motion by Council member Bridges to accept the agenda as written with the changing of the number 4 in section IX number 8 to number three (3), seconded by Council member Frazier, and approved unanimously 8 to 0 by all Council members present.

III. Agenda Items for April 16, 2013 Regular City Council Meeting:

No vote is necessary to put the following item(s) on the agenda, although items may be discussed and staff may present information as necessary or requested.

Standing Report

- 1. Infrastructure Projects Update** (*Rich Baker, Utilities & Public Works, Director/Randy McNeill, Davis-Martin-Powell & Assoc.*)
 - A. Phase 4-B Contracts 1 & 2 (Braxton Craven)** (*Baker &McNeill*)
 - B. Phase 5 Sewer Extensions** (*Baker & McNeill*)

IV. Funding Request for 2013-2014 Annual Budgets

2. Randolph Public Library System- Archdale Branch (Matt Shaw, Librarian)

City Manager Hinson shared information with Council from Matt Shaw of the Archdale Branch of the Randolph County Public Library. He is asking that Council consider funding in our Annual Budget for 2013-2014.

Motion by Council member Varner to add this to the April 16, 2013 regular Meeting Agenda, seconded by Council member Lambeth, and approved 7 to 1 with Council member Ayers voting nay.

V. Consent Agenda

3. **Approve minutes of the March 12, 2013 City Council Pre-Agenda Meeting**
(Annette de Ruyter, Assistant City Clerk)
4. **Approve minutes of the March 19, 2013 City Council Regular Meeting**
(Annette de Ruyter, Assistant City Clerk)

Motion by Council member Lambeth to add these to the April 16, 2013 Regular Meeting Agenda, seconded by Council member Varner, and approved unanimously by all Council members present.

VI. Old Business

5. **Approval of Final Plat (Phase 7 Colonial Village)**
(City Manager and Rich Baker, Public Works Director)

Mr. Baker shared with Council the revised plat that was provided by Randy McNeill, Engineer.

He advised members that Mr. Millis was asking that Council consider approval of the plat only. This will allow the developer to start selling lots and develop this phase. The roads will be a separate Agenda item brought to Council for your consideration at another council meeting.

Manager Hinson discussed the Ordinance and advised Council it did specify that the City will need to consider assumption of the maintenance of the streets and infrastructure as a separate agenda item and does not need to be associated with the acceptance of the request to approve the plat.

Council member Frazier shared with Council a discussion she and Manager Hinson had concerning how the ordinance reads.

Based on that discussion, and per the City Manager's research and discovery, Council member Frazier *made a motion to approve the Final Plat only for Colonial Village Phase 7. The City of Trinity assumes no maintenance for streets or any other infrastructure shown on this final plat with this action.*

She read the following information for the record:

The Deed of Dedication and Maintenance Agreement may be considered as separate Agenda items in May, 2013 per section 7-5 Procedures for Dedication of Sub Division Development (pg 17 appendix F) in the Sub-division Ordinance after the criteria of the Maintenance Agreement and the Deed of Dedication is reviewed by the City Planning Director. The Certificate of Warranty (number 8, page 27) of the Sub-division Ordinance will also be heard at the same meeting if all other criteria are met.

Dedication of streets and any other infrastructure will be addressed in the Maintenance Agreement and Certificate of Warranty and is subject of extension if the development is not 85% complete at the date established.

Mayor Boyles asked for clarification concerning the words used in regards to the maintenance agreement. He asked if the words "may be" should be changed to read "shall be". Council member Frazier stated "no". The word may refer to May, 2013."

Mayor Boyles asked if Council member Frazier was talking about a month.

Council member Frazier stated “Council may hear the request in May but did not have to hear it.”

Manager Hinson advised Mayor Boyles that the date this was heard depended on when the developer got their information together and meets with Julie and Rich in regards to this item. When Julie and Rich review the information and are satisfied that it meets the requirements this item will come back to Council.

Council member Lambeth stated that he was sure Mr. Baker, Mr. McNeill, and Mr. Rick Austin would visit the location and make sure that all was in order.

Mr. Baker agreed with Council member Lambeth’s summary on what would be completed prior to bringing this item back to Council.

Council member Lambeth stated “again, the word may refers to the Agenda items, not the time frame.”

The motion was seconded by Council member Lambeth, and approved unanimously by all Council members present.

VII. New Business

6. Approval of Preliminary Engineer Report Phase 5 (Randy McNeill, Davis-Martin-Powell & Assoc.)

Motion made by Council member Bridges to add this to the April 16, 2013 Regular Meeting Agenda, seconded by Council member Frazier, and approved unanimously by all members present.

7. Approval of Agreement between the City of Trinity and Randolph County Health Department for Animal Control FY 13-14 (City Manager)

Manager Hinson discussed the renewal contract for the Animal Control Agreement between the City of Trinity and Randolph County Health Department. The City of Archdale provides animal control for their residents, and does not participate with Randolph County for this service even though it is listed on the information. The City of Asheboro has a hybrid Animal Control Ordinance which means they still do some of their own animal control and contracts with Randolph County to provide other parts of their animal control enforcement.

She advised Council members the costs to provide this service by the county is based on per capita costs. The cost to provide this service increased from \$2.11(current contract costs) to \$2.30 for (new year proposed contract) costs. The annual cost to the City of Trinity will be \$15,281.00, and will be divided into four installments.

Motion by Council member Bridges to add this item to the April 16, 2013 Regular Meeting Agenda, seconded by Council member Lambeth, and approved unanimously by all members present.

VIII. Code Enforcement Report
(City Manager and Rich Baker, Public Works Director)

Mr. Baker advised Council members he would give this report at the Regular Council Meeting on April 16, 2013.

Motion by Council member Frazier to add this item to the April 16, 2013 Regular Meeting Agenda, seconded by Council member Johnson, and approved unanimously by all members present.

IX. Closed Session

- 8. Closed Session pursuant to NCGS 143-318.11 (a) (6) to discuss matters relating to Personnel and (a) (4) consult with City Attorney.**

Motion by Council member Frazier to go to the Closed Session pursuant to NCGS 143-318.11 (a) (6) to discuss matters relating to Personnel and (a) (4) consult with City Attorney, seconded by Council member Varner, and approved unanimously by all members present.

Motion by Council member Frazier to return to the Open Session, seconded by Council member Johnson, and approved 7 to 1, with Council member Lohr voting Nay.

X. Business from City Manager and Staff

None

XI. Business from Mayor and Council

Council member Bridges and Manager Hinson discussed the dumping that has taken place in the Industrial Park Area. She asked if the City will absorb the cost of this clean up. Manager Hinson advised Council members that the area in the Industrial Park would be cleaned up during City Haul. By doing the clean up at that time, the City will be able to utilize disposal through City Haul decreasing the costs for the City associated with the cleanup of this area.

She advised Council members the persons involved with illegal dumping in Randolph County had been contacted, and the City would be working with them in an effort to find out who was responsible for dumping in this area

Council member Lohr discussed having a camera installed to help prevent illegal dumping.

Manager Hinson discussed the possibility of installing a fence at this location but felt that the junk would then be thrown over the fence. It was the opinion of Council member Frazier that if the camera discussed by Council member Lohr were installed it would identify the persons doing the illegal dumping.

Council member Frazier asked Manager Hinson when work would begin on the budget. Manager Hinson advised Council that she had not set a date to begin review with Council and that she would give them advance notice prior to the first meeting.

Council member Lohr asked about cameras on the trash truck. Manager Hinson responded that Mr. Handy has the cameras but he cannot get the software to work.

Council member Lohr felt getting the cameras operational would end the problem of sending city employees out to pick up trash. He thought there should be a list made of people that called, and if they are repeats each month, the city should consider suspending service to them. The camera would elevate this problem.

He also discussed the price for a radar gun for the deputy.

XII. Adjournment

Motion made by Council member Lambeth to adjourn the April 09, 2013 Pre-Agenda Meeting at 6:07 p.m., seconded by Council member Johnson, and approved unanimously by all Council members present.

These minutes were approved by the Trinity City Council on May 21, 2013 at their Regular Meeting upon motion by Council member Frazier to approve the minutes as listed on the Consent Agenda. The motion was seconded by Council member Lambeth and approved unanimously by all Council members present. There were no Council members absent at the May 21, 2013 meeting.

Carlton Boyles, Mayor

Date

Annette deRuyter, Assistant City Clerk

Date