



**Trinity NC City Council**  
**Regular Meeting**  
**Agenda**  
**5/19/09**

**Members Present:** Mayor Fran Andrews, Robbie Sikes, Tyler Earnst, Edith Reddick, Karen Bridges, Barbara Ewings and Linda Gantt

**Members Absent:** Kelly Grooms and Barry Lambeth

**Others Present:** City Manager Ann Bailie, City Attorney Bob Wilhoit, Code Enforcement Officer Joe Rainey, Stormwater Administrator Rich Baker, City Clerk/Finance Officer Debbie Hinson, Assistant City Clerk Lori Hunt

**Call to Order**

▪ **Pledge of Allegiance**

Mayor Andrews led the Pledge of allegiance.

▪ **Invocation**

Council member Reddick gave the invocation.

▪ **Welcome Guests and Visitors**

Mayor Andrews welcomed those present and called the meeting to order.

**Public Concerns and Commendations**

**Miles Talbert - 6512 Cedarberry Dr. Trinity, NC 27370**

Mr. Talbert commended Trinity for its new business, Sheetz. He suggested that the City should allow a higher sign to be visible from the highway. Mr. Talbert also thanked the City for the repairs to his yard.

Mayor Andrews requested that the agenda be amended to include item #12 mowing fees.

***Motion to amend the agenda to include item # 12 mowing fees by Council member Sikes, seconded by Council member Ewings, approved unanimously by all Council members present.***

**Reports & Requests**

**1. Trinity Personnel Policy (Matt Reece, Piedmont Triad Council of Governments)**

Mr. Reece stated that there have been several changes since the previous personnel policy was adopted in 1999. Mr. Reece gave the following highlights of the personnel policy:

- Transfer of leave accrued under previous employment
  - Probationary period of employment eliminates the waiting time for retirement benefits to start. Participation in retirement contributions would begin at the date of hire.
  - Hours of work and overtime- The employer may pay out accumulated overtime balances at any time but generally compensatory time will be used.
  - Travel Time- The new personnel policy clarifies when employees are eligible for overtime pay or comp time when they travel for work purposes.
  - Employee benefits- The new policy establishes the authority and conditions for the extension of group insurance benefits, retirement benefits and training and educational incentive benefits.
  - Leaves of absence – maintains the vacation, sick leave, and holiday schedule currently used by Trinity. It also establishes the policy for sick leave use and reporting, and a variety of conditions for leave without pay. It also sets the policy for the treatment of unused leave.
  - Compensation and payroll- delineates the responsibilities and roles for the City Council and City Manager. The City Council sets the framework for compensation through budget approval and adoption of job classifications. The City Manager administers the salaries, budget and compensation plan.
  - Travel and Transportation Expenses – provides the guidelines for approving and reimbursing employees for job related travel and transportation expense. Forty dollars is set as the daily subsistence rate for meal reimbursement unless otherwise approved in advance for travel where extraordinary expenses are anticipated.
- Mr. Reece suggested that the personnel committee meet and review the personnel policies and make suggestions for any changes that might be needed. A final copy would be presented at a later date for adoption.

**2. Report on Randolph County’s 10-year Solid Waste Plan** (*David Townsend, Randolph County Public Works Director/Aaron Carter, Randolph County Engineer*)

- Consider Resolution of Approval

Mr. Townsend commended Trinity for the new facility and noted how nice it was.

Mr. Townsend stated that he comes about every three years to discuss trash. He stated that he has a proposal and a resolution about what is proposed for Randolph County’s Solid Waste Program.

Randolph County continues to operate a transfer station where in the past trash has been taken to Charlotte. The garbage may be taken to Troy, NC in the future. A manned convenience site may open in July 2009 in Liberty, NC.

Mr. Townsend advised that he gets a lot of calls from Trinity residents who want a manned site in the Trinity area. He stated that he would need about 1 ½ acres to have a manned site.

Council member Earnst asked about the possibility of partnering with the county for a manned recycling center for the Trinity area. Mr. Townsend stated that in the past the manned facility accepted both household waste for which people pay a fee and recycling which is free. The amount collected for the household waste pays for both garbage and recyclable collection. Household waste would have to be collected to pay for the operation. Mr. Townsend advised that the site would pay for itself.

***Motion to approve Resolution for Randolph County's 10 year Solid Waste Plan by Council member Earnst, seconded by Council member Sikes, approved unanimously by all Council members present.***

### **Consent Agenda**

- 3. Approve minutes: April 14, 2009 City Council Pre-agenda Meeting** (*Lori Hunt, Assistant City Clerk*)
- 4. Approve minutes: April 21, 2009 Regular City Council Meeting** (*Hunt*)
- 5. Accept Certification from City Clerk that notices of Preparation of Preliminary Assessment Roll and Public Hearing were mailed first class on April 27, 2009 to all property owners affected by the Carriage House Cir. road improvement project** (*Hinson*)
- 6. Set Feb. 1, 2011 deadline for payment of \$1,000 discount tap fee for residents in Sewer Phase 4-A** (*Ann Bailie, City Manager*)

***Motion to approve the Consent Agenda by Council member Earnst, seconded by Council member Ewings, approved unanimously by all Council members present.***

### **Public Hearing\***

- 7. Carriage House Cir. Preliminary Assessment Roll** (*Debbie Hinson, City Clerk & Finance Officer*)

Ms. Hinson stated that the assessment roll was presented at the Pre Agenda meeting and consisted of the affected property owners and the amount they were assessed. She advised that the assessment was done on a per lot basis in the amount of \$2,740 per lot.

1A. Public Hearing on the Assessment Roll  
Mayor Andrews opened the Public Hearing.

**Speaking For: None**

**Speaking Against:**

**Joe Potts - 3869 Redd Fox Rd.**

Mr. Potts stated that he was against the assessment because he was not made aware of the impending assessment before he purchased his home in February 2009. He stated that the title search did not show any assessments. Mr. Potts requested time to get the situation resolved.

Ms. Hinson replied that she could not record an assessment on the property until the assessment is actually done. The previous owners were made aware of the impending assessment.

Attorney Wilhoit advised that on the tax bill there is a statement that tells the owner to check with the City for any assessments. Mr. Wilhoit also reminded Mr. Potts that he could make the payments over a 10 year period.

**Jim Galyean – 4035 Carriage House Cir.**

Mr. Galyean stated that he opposed the road repairs and that he lives on a fixed disability income. He wanted to know if he could pay an amount up front and then make monthly payments.

Ms. Hinson advised that the City will work with residents and allow monthly payments as long as the amount due is paid by the date due.

Mayor Andrews hearing no more comments, closed the public hearing.

Council member Bridges requested to be recused.

***Motion to recuse Council member Bridges by Council member Earnst, seconded by Council member Gantt, approved by majority vote with Council member Sikes being opposed.***

1B. Consider changes to the Assessment Roll  
None

1C. Determine annual installment payments due date:  
▪ Same date that property taxes are due (on or about Jan. 5) *OR*  
▪ 60 days after the date the assessment roll is confirmed (July 20)

Manager Bailie advised that staff's recommendation would be to adopt the 60 days after the assessment roll is confirmed (July 20) as the due date.

1D. Consider Resolution Confirming Assessment Roll and Levying Assessments

***Motion to adopt the resolution confirming the assessment Roll and Levying the assessments with the first installment payments to become due and payable on the 60<sup>th</sup> day following confirmation and the succeeding installments to become due and payable on the same date in succeeding years by Council member Ewings, seconded by Council member Sikes, approved unanimously by all Council members present.***

**Unfinished Business**

None

**New Business**

**8. Presentation of Budget for Fiscal Year 2009 – 2010 (Bailie)**

Manager Bailie reviewed the following budget highlights. She said that the proposed budget may be viewed on the City's website at [www.trinity-nc.gov](http://www.trinity-nc.gov)

## Budget Highlights:

- No tax increase
- No new fees
- No sewer rate increase
- Proposed Budget: \$3,482,050
- 38% decrease from current budget
- 75% of sales tax designated for sewer expansion costs (5th consecutive year)
- 36% of Budget relates to building and operating Trinity's sewer system

## Main Reasons for 35% Decrease

- No Major Street Projects
  - Work underway at Turnpike Industrial Park
  - Annex Completed
  - Construction/furnishing Annex
  - Purchased 2 generators

## General Fund

### REVENUES

- Less than 10% deviation from current budget:
  - Ad Valorem Taxes (\$496,850)
  - Sales Taxes (\$1,150,000)
  - Utilities & Franchise Fees/Taxes (\$267,000)
  - Assessments & Fees (\$8,500)
  - Interest on Investments (\$50,000)

## Sewer Fund

### HIGHLIGHTS

- No transfer from General Fund for annual operations (3rd consecutive year)
- 32% decrease from current year budget
- No sewer rate increase
  - 15.4% Archdale sewer rate increase (expected)
  - 6.75% T'ville sewer rate increase (expected)

## **9. Infrastructure Projects update** (*Randy McNeill, Davis-Martin-Powell & Assoc.*)

Mr. McNeill gave the following updates:

- Work proceeding at the Hopewell / Surrett interchange
- June 3 – resubmitting Phase 4A Contract 1 project to state for second round of stimulus funding request
- In the process of trying to obtain the last few easements

**10. Consider proceeding with rock excavation to install sewer lines in Turnpike Industrial Park (McNeill)**

Mr. McNeill advised that he had made an error in the costs of dynamiting and explosives. He stated that the error reduced the costs of the project from \$220,000 down to \$150,000. Mr. McNeill recommends proceeding with the work in a timely manner so some sewer lines could be installed so as not to damage the roads.

*Motion to proceed with rock excavation to install sewer lines in Turnpike Industrial Park by Council member Sikes, seconded by Council member Bridges, approved unanimously by all Council members present.*

**11. Consider accepting offer of land on Link Ct. (Adam Stumb, Planning & Zoning Administrator/Bob Wilhoit, City Attorney)**

Attorney Wilhoit stated that he will send the deed to be signed and recorded.

*Motion to accept offer of land on Link Ct. by Council member Ewings, seconded by Council member Earnst, approved unanimously by all Council members present.*

**12. Mowing / Code Enforcement Fees**

No Discussion on this item.

Memo from Planner recommended the following fees:

- Mowing (up to one acre): \$150
- Mowing (over one acre): Cost + 20%
- Miscellaneous work: Cost + 20%

*Motion to adopt the mowing fees as presented in Memo dated May 18, 2009 from Planner Stumb, by Council member Bridges, seconded by Council member Earnst, approved unanimously by all Council members present.*

**Business from City Manager**

Manager Bailie gave the following calendar items:

- NIMS training will be held Monday June 22, 2009 beginning at 7:00 p.m.
- Memorial Day Holiday, Monday May 25, 2009. City Hall will be closed.
- Wednesday June 10, 2009, 11:00 a.m. to 1:00 p.m., dedication of Rain Garden

Mr. Baker advised that a leaflet explaining the smoke testing will be given to the residents who will be affected by the testing. The leaflet will explain what residents should do if they see smoke in their house. (The smoke is not toxic)

Manager Bailie stated that Mr. Joe Rainey is doing a good job with code enforcement. There are improvements in the City and things are being cleaned up.

Ms. Bailie advised that Lindy Brooks would like some resolution to his mining request. Council member Sikes stated that Council should stay focused on the safety issues involved.

## **Business and Closing Comments from Mayor and Council**

Council member Sikes stated that he believed that Sheetz convenience store should be allowed to have a taller sign to be seen from the interstate. Mr. Rainey advised that Sheetz did not want to apply for a sign permit at this time.

Council member Bridges stated she was very happy with the new road at her residence.

Mayor Andrews stated that Saturday May 23, 2009 from 9:00 a.m. to 3:00 p.m. there will be an antiques appraiser at the Braxton-Craven Gym.

## **Adjournment**

*Motion to adjourn by Council member Ewings, seconded by Council member Sikes, approved unanimously by all Council members present.*