



**City Council
Pre-Agenda/Regular Meeting
Minutes
November 13, 2018 @ 6:00 pm
Trinity City Hall Annex**

Members Present: Mayor, Jesse Hill; **Council members:** Gene Byerly, Jack Carico, Tommy Johnson and Steve Lawing.

Members Absent: Council member: Don Payne.

Others Present: City Manager, Debbie Hinson; City Attorney, Bob Wilhoit; Planning Director, Marc Allred; Finance Officer, Lisa Beam; Office Assistant, Darien Comer; Public Works Director, Jonathan Cranford; Randolph County Deputy Cox and other interested parties.

- **Call to Order; Welcome Guests and Visitors**

Mayor Hill called the Meeting to order at 6:00 pm and welcomed everyone.

- **Pledge of Allegiance and Invocation**

Mayor Hill led the Pledge of Allegiance and gave the Invocation.

- **Review, amend if needed, and approve Proposed Regular Meeting Agenda**

Mayor Hill called for changes or amendments to the agenda.

Manager Hinson asked to amend the Agenda to add the following item:

2-A. Proclamation of Universal Children's Day

Council member Johnson made a motion to amend agenda to add Item 2-A. Proclamation of Universal Children's Day. The motion was seconded by Council member Lawing and approved unanimously by vote of 4 ayes and 0 nays with Council member Payne absent.

I. Standing Report

Mayor Hill opened the Standing Report Items and called on Marc Allred, Planning Director to address Items A and B.

Mr. Allred shared the following updates for Items A and B.

A. Update on Welcome Sign Project /Street Lights

- Duke Energy Streetlight costs for September 2018 was 42% less than the Streetlight Costs for September 2017. If the costs comparisons stay the same, the City should save approximately \$37,000.00 in the 2018 fiscal year.
- All of the Welcome Signs have been installed. The problem at Mr. Walker's has been corrected and the issue with lighting on two (2) of the signs have been repaired.

B. Update on Subdivisions

- **Bellwood Subdivision:** The new street infrastructure is completed and inspected. Other utility infrastructure is underway but not completed due to the inclement weather that we have been experiencing.
- **Harvest Crossing:** Original plans were to install a dry erosion control pond. Due to the large amounts of water from the rains causing a Stormwater issue, they will add depth to the original pond changing it to a wet pond. The wet pond will always have water and a dry pond filters out the water after 48 to 96 hours. The new pond will look like the ponds located at Stone Gables or Colonial Village. The maintenance for the pond or ponds will be the responsibility of the Homeowners Association and costs regarding repairs, maintenance, and upkeep will be paid through the Homeowners Association.
- **Steeplegate Village:** The developers have done a few things pertaining to erosion control. They started grading some of the street infrastructure but did not get far due to the inclement weather. After state inspections they did have to make a few changes to the berm that will be made when the weather improves.

C. Update on New City Hall Renovations

Mayor Hill called on Jonathan Cranford, Public Works Director to address Item C.

- The building is approximately seventy percent (70%) complete.
- The interior walls are being prepared and should be ready to paint sometime next week.
- The outside brick will begin when the weather permits.

- Several things have come up as the renovations have progressed. The problems have been addressed and repaired as found.
- A catch basin has been installed at the back of the building to alleviate water runoff from the back side of the property.
- Projection date for relocation of City Hall is the first week in January 2019.
- The Christmas tree located at the new location was loaned to the City by Chris McGee and is available for purchase if Council wishes to consider that option after this year.

II. Public Comment Period

Mayor Hill opened the Public Comment Period to those persons signed up to speak during this period for any items not included on the agenda.

Edith Reddick, NC Highway 62, P.O. Box 947, Trinity, NC: Ms. Reddick addressed Mayor Hill and Council concerning the purchase of the new building formally known as the Community One Bank Building for conversion to the new Trinity City Hall. She expressed her thoughts on what previous Councils had discussed concerning the development that should take place in the area around Hopewell Church Road and Finch Farm Road and the role that the development in these areas would play in possible increases for sales tax and property tax revenues for the city. She discussed the purchase of a vacant bank building located in the City of Archdale that was purchased and upgraded to a Zaxby's Restaurant, the 1.5 million that had been discussed in earlier years to complete a new City Hall building to be located on the current City Hall Property of 31 acres. She also asked if the Council would continue to meet at the current location, what staff will be moving to the new building, and how much the final cost will be for the building and renovations.

Manager Hinson addressed Ms. Reddick advising her the former bank building had been on the market approximately 6 or more years and had been looked at by Zaxby's prior to their location in Archdale. The placement of the building and the upgrades needed to the building prevented the sale of the building for that purpose. She stated she did not have the paperwork with her at this meeting to give a total cost for the building. However, without the paperwork the total cost of the building, property, and renovations are approximately \$500,000.00 to \$525,000.00.

The city did receive grant dollars for Downtown Improvement. After the street lights were changed to LED lighting, and the signage placed at three (3) entrances to the City, the remainder of the grant dollars were used to purchase new office furniture from Trinity Furniture, pay for a portion of the roof, signage, flagpoles and flags located at the new site. These funds eliminated the use of additional dollars generated by property tax or money saved in the existing City Hall fund.

All staff will move to the new building with Jonathan Cranford, Public Works Director, working between the two locations with office space in each location. The Public Works Technicians will

be located at the shop with the same dedicated office in the Annex Building for use when needed.

We do have some plans that are being considered for the current City Hall Building. Nothing has been finalized but we do hope to utilize the existing City Hall with some type of service that will benefit the city and all residents in Trinity.

III. Consideration of Consent Agenda: These items are considered routine, non-controversial and are considered and approved by motion, second, and vote.

1. Approval of the Minutes for the October 09, 2018, City Council Meeting Minutes.

Mayor Hill opened this Item and called for discussion, changes, and or motion.

A motion was made by Council member Carico to approve the Consent Agenda as presented. The motion was seconded by Council member Johnson and approved with a vote of 4 ayes and 0 nays with Council member Payne absent.

IV. New Business

2. Recognition of Skylar Hilton as an Eagle Scout Award Recipient

Mayor Hill opened this item and addressed the accomplishment of Skylar Hilton and the importance in achieving this honor. This award is not awarded without a tremendous amount of work by the Scout seeking to achieve this status. The City of Trinity would like to recognize and honor Skylar for this accomplishment and encourage him to continue his commitment to excellence and to be a beacon to others to follow him in leadership quality and commitment to the community and the Scouts.

The Proclamation was read and presented to Skylar. (*Proclamation Attachment A*)

2A. Proclamation of Universal Children's Day

Mayor Hill opened this item. Manager Hinson read the Proclamation sharing with those present this Proclamation promotes early Childhood development, focusing on ideals and objective of the welfare of the children of the world.

After the Proclamation was read, Mayor Hill informed those present this Proclamation would be returned to Randolph County as requested. (*Proclamation Attachment B*)

3. Steeplegate Pumping System Extension

Mayor Hill opened this item and called on Randy McNeill, Davis-Martin-Powell for presentation.

Mr. McNeill began by reviewing the history of the Steeplegate Station. This station was the first (1st) station in the City constructed in 1999 paid for by state bond grant acquired by the city. This station is 19 years old. The pump capacity at this site has been expanded one time (1) in 2009. Since that time one (1) pump has been replaced. He discussed the controls that are located on top of the ground and the adverse changes that they are subjected to. Mr. Cranford is having trouble getting the necessary parts to repair the equipment, the standby generators are 20 years old. This probably has plenty of life but the components that start it, monitor it, and switch it from stand by power to energy provided by Duke Energy are getting worn out.

Thomasville is expanding their sewer outfall to serve the city. This gives us the opportunity to look at different alternatives to upgrade this station.

This proposal is the time to look at the gamut of the items to be considered:

1. Look at replacing the controls and leave the pumps as they are.
2. Try to maximize the capacity of the existing pumps station and existing force main.
3. Look at additional storage capacity and pumping capacity.

When the original system was installed a gravity sewer line was located under the interstate, a 4" force main that has been abandoned, an 8" force main that is active, and one (1) small segment of 12" force main for future growth.

The Manager, Public Works Director, and I have discussed these issues and feel that it is time to plan to move forward by developing a budget that can be used to plan for the issues addressed in this proposal. Ideally when the City of Thomasville finishes their upgrade that would allow Trinity to add more capacity if needed some of this proposal needs to be in place that would allow Trinity to have additional capacity.

Nine (9) of the eleven (11) pump stations in Trinity transfer flows to the Steeplegate station. Steeplegate is Trinity's most critical station. We planned for expansion to this station when building the Morgan Road and Twinwood pump stations. Morgan Road picks up the entire drainage basin north of the Interstate. Both the Morgan Road and Twinwood Pump Stations are operating on variable speed to keep them throttled down to avoid washing the Steeplegate Pump Station away. When Steeplegate is upgraded all that will need to be done to Morgan Road and Twinwood is to change the speed settings.

Council member Carico asked if Council could consider just upgrades to the Steeplegate control panels and pumps until Council could make a decision on how they wanted to pursue the items listed in the proposal and other options that are being investigated.

Mr. McNeill informed Council members that all this proposal did was to introduce updated budget for the options defined in the proposal. The question is if another pump is put in to service, does the city use the same size or upgrade to a pump that would address current flow as well as future flow.

Council member Johnson asked if upgrading the pumps to 800 gallons per minute would alleviate the overflow situation that just happened with the large rain event.

Public Works Director Cranford explained that should the event occur causing a high wet well situation during a rain event that last for twelve (12) hours, the 800 gallons per minute pumping rate could decrease the flow to six (6) hours. This would help with the situation but in the end, it would be hard to confirm that any size pump could handle the amount of flow that occurred during the last rain event. The 800 gallons per minute pumps will give us 175% more capacity.

Mr. McNeill reiterated this proposal was a planning effort to investigate the scenarios that were available for upgrades to this station that could address the needs of the city. Depending on the growth of the city would help determine how many upgrades would need to be added. We all know the controls, pumps and generators will not last much longer than 10 years.

Council member Lawing asked what was necessary at this time to repair the Steeplegate station, and are the control panels set up to work with the pumps that are in place.

Mr. McNeill reiterated that the equipment is 20 years old and parts are getting harder to find for repairs. If we need to replace a control panel, the question is do we buy parts to just replace like we have now or do we buy parts that could be used in the next phase.

Public Works Director Cranford and Randy McNeill discussed the various technologies available for our system. At this point, Council needs to decide if they are going to do the studies so that plans can be submitted for Budget purposes. He shared with Council that approximately 24 months would elapse before the items identified in the study could be completed

There was extensive conversation between Mr. McNeill, Council members, and Jonathan Cranford, Public Works Director concerning the scope of the initial study of potential improvements to the Steeplegate Pumping System that included the following:

- Identify potential improvements needed for the existing pump control system and generator control system without any increase in capacity.
- Identify potential short-term capacity increases that can be transferred through the existing 8” force main which will require larger horsepower pumps and will include a new pump starting and control system and a larger standby power system.
- Identify potential long-term capacity increases and the installation of a larger 12” force main which will require larger horsepower pumps and will include a new pump starting and control system and a larger standby power system.

Public Works Director Cranford and Mr. McNeill also discussed the Notice of Violation received from DEQ that occurred at the Steeplegate site during hurricane Florence and Michael. Public Works Director Cranford discussed his preference in the type of pumps that he would like to see used and the reasons why he felt they were the optimal choice.

After further discussion between Council members, Manager Hinson, and Mr. McNeill concerning the need to complete bullet items 1 and 2 above, Mr. McNeill was asked if he could revise his study to include these two (2) bullets and if so, what would the total cost to perform that study total.

Mr. McNeill advised Council members the cost to provide the first two (2) bullets listed in the proposed study would decrease the cost to \$6,000.00.

Council members and Manager Hinson as well as Public Works Director Cranford agreed that only the first two bullets be identified at this time.

A motion was made by Council member Johnson to approve the proposed Steeplegate Project limited to bullet points # 1 look at replacing the controls and leave the pumps as they are and # 2 try to maximize the capacity of the existing pumps station and existing force main, at the cost of \$6000.00. The motion was seconded by Council member Carico and approved with a vote of 4 Ayes and 0 nays with Council member Payne absent.

4. Powell Bill Proposals

(a) Younts Street Extension

Mayor Hill opened this item and called on Jonathan Cranford, Public Works Director for discussion.

Mr. Cranford informed Council building a public street would create public access across the City Hall property site to the Maintenance Shop. This would allow for the future use of each structure independent of the City property. Current City Hall site, the Annex or the Maintenance Shop could be sold or leased without affecting the other properties. The proposed Younts Street Extension would cost approximately \$153,000 to \$200,000 (+) depending on the soil.

A motion was made by Council member Carico to approve the addition of Younts Street Extension to Powell Bill Expenditures by contract extension to the 2019 Street Paving Contract. He motion was seconded by Council member Johnson and approved with a vote of 4 ayes and 0 nays with Council member Payne absent.

(b) Brine Processing

Mr. Cranford discussed with Council the simplest system would be to purchase the following components:

- 1,000-gallon brine storage tank
- 300-gallon mixing tank
- 500-gallon sprayer tank
- 2 HP salt water pool pump
- 12-volt sprayer pump
- Piping, fittings, wiring and etc.

A motion was made by Council member Johnson to approve the purchase of the above components not to exceed \$10,000 dollars. The motion was seconded by Council member Lawing and approved with a vote of 4 ayes and 0 nays with Council member Payne absent.

5. Approval of 2019 -2020 Holiday Schedule and Meeting Schedule
(Manager Hinson)

Manager Hinson presented the 2019 Meeting and Holiday schedule to Council. She noted there were no changes in the Holiday Schedule however the meeting schedule will need a change for the Planning and Zoning to Monday December 16, 2019 due to the Christmas Holiday.

A motion was made by Council member Lawing to accept the schedules as presented. The motion was seconded by Council member Carico and approved with a vote of 4 ayes and 0 nays with Council member Payne absent.

6. Approval of 2019 Jacob Carroll Pick Up Schedule

Manager Hinson presented the 2019 Jacob Carroll Pick up schedule.

A motion was made by Council member Lawing to approve the pick-up schedule as presented. The motion was seconded by Council member Johnson and approved with a vote of 4 ayes and 0 nays with Council member Payne absent.

V. Code Enforcement Report and Permits Report *(Planning Director, Marc Allred)*

Stormwater/ Planner Allred shared with Council in the month of October 7 cases were opened and 16 cases closed.

We had 7 new home permits issued for the month of October. Mr. Allred reiterated we have a lot of interest with people wanting to move to Trinity because of the schools.

VI. Business from City Manager and Staff

Mayor Hill opened this Item and called on Manager Hinson for discussion.

Manager Hinson discussed the meeting being held by the Department of Transportation regarding the November 29, 2018 Farm Road Project. The meeting will be held from 2:30- 3:30 for public officials and for the general public the meeting will be held from 4:30 until 7:30 pm.

Manager Hinson asked Council to look at some dates for the Retreat to be held in February 2019.

Also, at our December Meeting we will be hosting an Open House at 4:45 pm. The Regular Council Meeting will begin at 6:00 pm.

The Friends of Trinity/ City of Trinity will host their “Christmas in Trinity” at The Trinity High School Cafeteria from 5:30 until 7:30 pm. Council member Johnson shared this is a night of fun for all and a great experience.

VII. Business from Mayor and Council

None

VIII. Adjournment

With no other business to discuss, *a motion was made by Council member Johnson to adjourn the November 13, 2018 meeting at 8:00pm. The motion was seconded by Council member Lawing and approved with a vote of 4 ayes and 0 nays with Council member Payne absent.*