



Agenda

Town of Boiling Springs Board of Commissioners

June 3, 2008

Town of Boiling Springs

P.O. BOX 1014
BOILING SPRINGS, N.C. 28017
Telephone 704-434-2357
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AGENDA

TOWN OF BOILING SPRINGS BOARD OF COMMISSIONERS

June 3, 2008

7 p.m., Town Hall

- | | | |
|----|---|----|
| 1. | Call to Order – Max J. Hamrick, Mayor | - |
| 2. | Approval of Minutes
May 6, 2008 Meeting
May 27, 2008 Budget Meeting | 3 |
| 3. | Recognition of Citizens Present | |
| 4. | Presentations
- Farmers Market Guidelines
- Fiscal Year 2008-2009 Recommended Budget | 8 |
| 5. | Other Business
- Paving Bid Approvals
- Project Ordinance – West College Sidewalk Project
- Project Ordinance – Sir Gregory Dr. Culvert Replacement | 9 |
| 6. | Staff Reports | 16 |
| 7. | Commissioners' Reports/Comments | 17 |
| 8. | Mayor's Report/Comments | 17 |

It is the desire of the Board to allow all citizens an opportunity to speak and to conduct business in an open, professional, and productive manner. Persons not specifically listed on the agenda but wishing to speak must register with the Town Clerk prior to the start of the meeting. These persons will be recognized by the Mayor during the "Recognition of Citizens Present" portion of the meeting. A maximum of three (3) minutes will be allowed unless otherwise approved by a majority of the Board. Groups are urged to choose one spokesperson. If you require additional time, you may ask to be placed on the agenda for the next regularly scheduled meeting of the Board. This policy was adopted in an effort to allow the Board members adequate notice of business to come before it as well as time to familiarize themselves with an issue.

**Town of Boiling Springs
Board of Commissioners
Regular Meeting Minutes
May 6, 2008**

The Board of Commissioners of the Town of Boiling Springs met May 6, 2008 at the Boiling Springs Town Hall. Present were: Mayor Max J. Hamrick; Commissioners William Elliott, James Beason, John Glenn, Darlene Gravett, and Cliff Hamrick. Town Attorney John Schweppe, III was also present. Staff Members Present: Town Manager Zach Trogdon, Town Clerk Kimberly Greene (recording the minutes), Public Works Director Mike Gibert, and Chief Marty Thomas.

Others Present: Approximately 12 citizens were present. A meeting roster is on file in the office of the Clerk.

AGENDA ITEM I

Call to Order – Max J. Hamrick, Mayor

AGENDA ITEM II

Recognition of Citizens Present

Kelly and Angie Brame addressed the Board about starting a Farmer's Market in Boiling Springs. There will be three categories – local farmers providing fresh produce, prepared food goods, and craft items from local artisans. They also requested use of the East Branch Avenue public parking lot Saturday mornings this summer. Mr. Schweppe stated they should provide guidelines for vendors to follow. The Board supported their idea and requested additional information for further review.

AGENDA ITEM III

Approval of Minutes

Commissioner Elliott made the motion to approve the minutes of the April 1, 2008 regular meeting and the April 7, 2008 Budget meeting as previously mailed. Commissioner Hamrick seconded and the vote was unanimous.

AGENDA ITEM IV

Public Hearings

Zoning Text Amendment – Special Intensity Allocations

Mayor Hamrick declared the public hearing open at 7:24 p.m. There being no comments, Mayor Hamrick closed the public hearing at 7:25 p.m. Commissioner Glenn made the motion to adopt the Special Intensity Allocations Zoning Text Amendment. Commissioner Gravett seconded and the vote was unanimous. A copy of the Ordinance is on file in the office of the Clerk.

AGENDA ITEM V

Resolutions

Surplus Property Disposition

Mr. Trogdon requested approval to dispose of two vehicles – a 1996 and 1997 Ford Crown Victoria by placing them on the internet auction site GovDeals. Commissioner Elliott made the motion to approve the Resolution Authorizing the Sale of Surplus Personal Property. Commissioner Beason seconded and the vote was unanimous. A copy of the Resolution is on file in the office of the Clerk.

Resolutions

Annexation Moratorium

Mayor Hamrick stated the North Carolina House Select Committee has recommended a moratorium on annexations, even ones in progress. The Board discussed the potential impact on Cities and Towns if the moratorium is approved. Commissioner Gravett made the motion to approve the Resolution In Support of Sound, Fair, and Uniform Municipal Annexation Statues. Commissioner Elliott seconded and the motion was unanimous.

AGENDA ITEM VI**Staff Reports**

Chief Thomas briefly discussed the 800 MHz radios. He reported having met with a representative of Two Way Radio of North Carolina regarding a clone of the Motorola radio. He discussed problems that could occur with the product due to the County contract with Motorola. Chief Thomas also reported being in the process of hiring a new Police Officer – James “Teddy” Watkins who comes to the Town from the City of Shelby Police Department.

Mr. Gibert reported on the Wastewater Treatment plant inspection that occurred on April 7, 2008. The inspector commented that the facility appeared to be properly operated and maintained. The inspector stated the following: “The facility staff has incorporated a comprehensive process control program, the effluent appeared clear with no foam, the facilities records were organized and well maintained.” Mr. Gibert stated he was very pleased by a job well done by the staff at the wastewater treatment plant. Mr. Gibert also reported the second pump on Lyman Street was back in service. Sewer line smoking began Monday and is going well. The hanging baskets are in the process of being made. Mr. Gibert also requested certain streets on Tuesday’s garbage route be changed to Thursday due to Tuesday’s route being the longest and they are required to back track in order to complete that route. The following streets would be changed: Lawhon, Gordon, Beason, Howington, and Meadowood. The change would occur the week of May 19, 2008. The Board agreed to the change and stressed the importance of contacting each property owner. Mayor Hamrick inquired about maintenance to the outside of the water tower. Mr. Gibert stated he was looking into having it spot painted at this time.

Mr. Trogdon reported a budget amendment is required for funds received from the Governor’s Highway Safety Grant in the amount of \$14,000. A budget amendment is also required for Fire Department Expenses in the amount of \$20,000. Commissioner Glenn made the motion to approve the budget amendments as presented. Commissioner Hamrick seconded and the vote was unanimous. A copy of the amendments is on file in the office of the Clerk.

Mr. Trogdon updated the Board on the Powell Bill projects. The surveys have been completed for the West College Avenue sidewalk project. He reported bids may be ready for approval at the June meeting of the Board. Mr. Trogdon also reported being in the process of contacting property owners regarding the Sir Gregory culvert repair project. He stated easements will have to be procured for a temporary road. Construction is scheduled to begin the middle of June.

Mr. Trogdon reported Springs Alive went well in spite of the rain. The Board agreed to Mr. Trogdon’s request that surplus funds from the festival go to a fund at Gardner-Webb University to go back into the festival next year.

Mr. Trogdon discussed the cost estimates for a new Municipal Building.

Mr. Trogdon was contacted regarding a resident on Gold Farm Road requesting water service. He discussed possibly extending a line (1,300 ft.) from the Town’s 8” water line on Patrick Avenue and or running a line from the rear of the Highland Pines Subdivision. The Board requested Mr. Trogdon investigate obtaining an easement in order to run a line from the Highland Pines Subdivision.

Mr. Trogdon discussed Ms. Kitty Hoyle’s offer to the Post Office to help with the flow of traffic. The Board agreed that Mr. Trogdon send an endorsement from the Town asking them to consider her offer.

Mr. Trogdon shared a proposal from a citizen interested in requesting an increase in density to accommodate ten units per acre in the zoning ordinance. The property they wish to develop is located next to the Gardner-Webb University Golf Center on South Main Street.

Mr. Trogdon also discussed the Land Use Plan update. They are continuing to work on it and have discussed requiring connection to the sewer system for all new developments.

Mr. Trogdon reported the Planning and Zoning Board terms that will soon expire. He requested the Board be thinking of potential members.

The Fire Chief, Mr. Tommy Russ, has resigned due to his job schedule which prohibits him regularly attending meetings. The Board agreed that Asst. Chief Paul Creasman serve as Chief.

AGENDA ITEM VII

Commissioner's Report/Comments

Commissioner Gravett reported Mr. Perry Hildreth is interested in serving on the Appearance Commission. She also inquired about the progress of the library.

Commissioner Elliott reported the curbing and sidewalks need attention.

Commissioner Hamrick inquired about the next budget meeting. The Board agreed to meet May 27, 2008 at 7:00 p.m.

AGENDA ITEM VIII

Mayor's Report/Comments

Mayor Hamrick inquired about the Snak Time Foods expansion. Mr. Trogdon reported he has not received a response from an email sent last week.

There being no further business to come before the Board, Mayor Hamrick declared the meeting adjourned at 8:45 p.m.

Max J. Hamrick, Mayor

Kimberly Greene, Town Clerk

**Town of Boiling Springs
Board of Commissioners
Budget Meeting Minutes
May 27, 2008**

The Board of Commissioners of the Town of Boiling Springs met at 7:00 p.m. on May 27, 2008 at the Boiling Springs Town Hall. Present were: Mayor Max J. Hamrick; Commissioners William Elliott, James Beason, John Glenn, Darlene Gravett, and Cliff Hamrick. Staff members present: Town Manager Zach Trogdon, Finance Officer Rhonda Allen, Public Works Director Mike Gibert, Police Chief Marty Thomas, and Fire Chief Paul Creasman.

The purpose of the work session was to discuss the FY 2007-2008 Budget Development.

- Mr. Trogdon discussed the proposed FY 2008-2009 General Fund and Water and Sewer Fund revenues and expenditures. Mr. Trogdon also discussed the increase in fuel costs.
- Chief Thomas reviewed requests of the Police Department which included the 800 MHz radios and a vehicle. Chief Thomas also discussed parking citation fees and fingerprinting fees.
- Fire Chief Creasman reviewed the fire department requests which included paying eligible firemen \$10 per call, a brush truck, a trailer to haul a portable generator, and funds to conduct hydrant flow tests. The fire department was also awarded the NC Dept. of Insurance grant to purchase turnout gear and pagers.
- Mr. Trogdon discussed the proposed water and sewer rate increase, and the fee schedule.
- Mr. Trogdon discussed a revenue neutral rate of \$0.29. per \$100 of valuation. The current tax rate is \$0.30.
- Mr. Gibert discussed the cost of repairing and replacing manhole covers.

There being no further business to come before the Board, Mayor Hamrick declared the meeting adjourned at 9:20 p.m.

Max J. Hamrick, Mayor

Kimberly Greene, Clerk

Meeting Date: June 3, 2008

Subject: Presentations

- **Guidelines for Farmers Market**

A group of interested people approached the Board last month about having a farmers market in Boiling Springs. The Board recommended the group draft some guidelines for those wishing to participate in the market. The draft guidelines were sent to you under separate cover.

- **Fiscal Year 2008-2009 Recommended Budget**

You were sent a copy of the FY 2008-2009 recommended budget under separate cover. The Board must schedule a public hearing before June 30, 2008 in order to adopt the budget.

Action Taken/Notes:

Meeting Date: June 3, 2008

Subject: Other Business

- **Paving Bid Approvals (p. 9)**

The Town received three bids for the repaving of Victor Drive and College Manor. The three bids are enclosed.

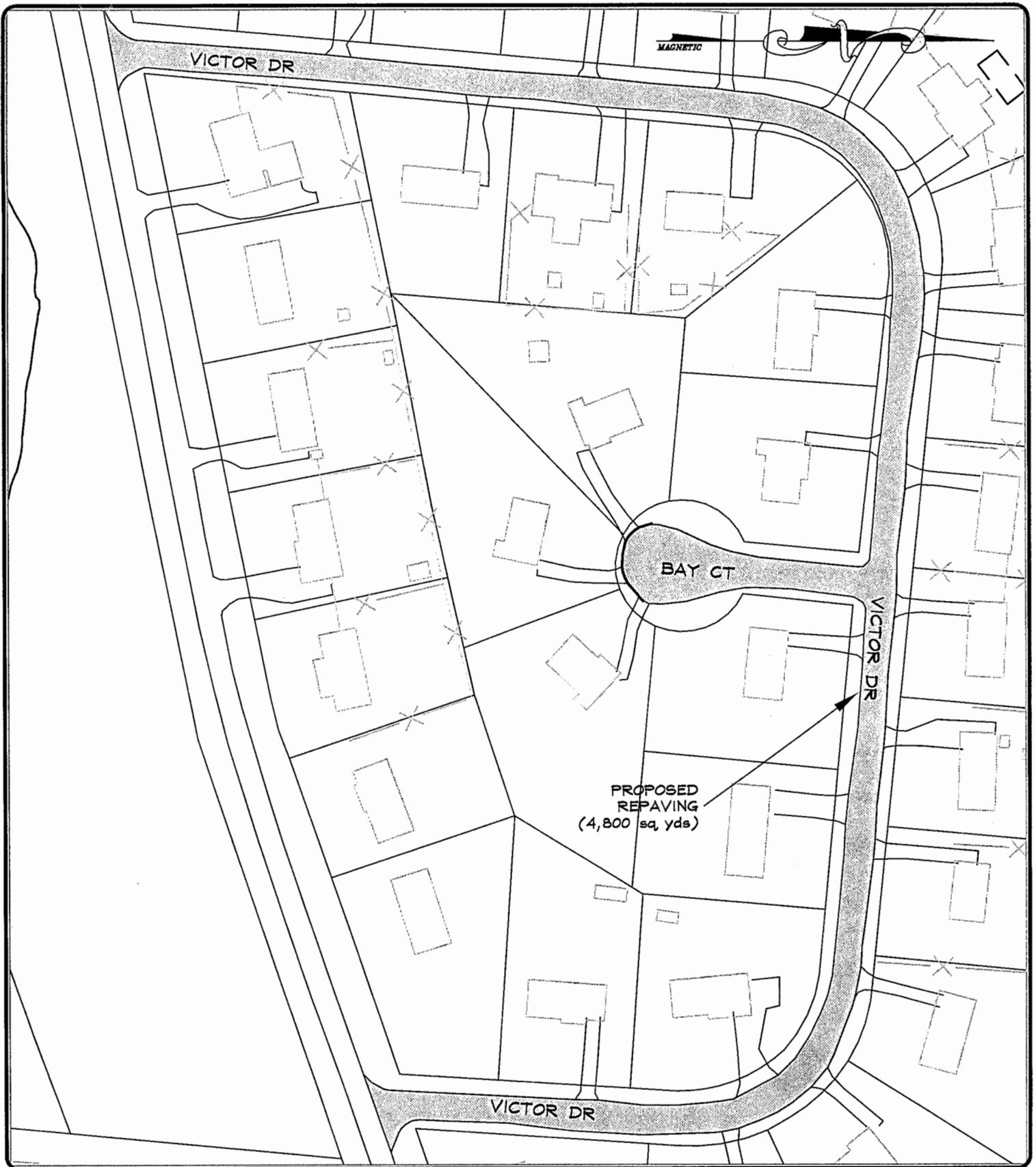
- **Project Ordinance - Sir Gregory Culvert Replacement Project (p. 14)**

It is necessary for the Board to adopt a project ordinance for the replacement of the culvert on Sir Gregory Lane due to the fact that the project will not be done within this fiscal year.

- **Project Ordinance – West College Avenue Sidewalk Project (p. 15)**

It is necessary for the Board to adopt a project ordinance for the construction of a sidewalk on West College Avenue due to the fact that the project will not be done within this fiscal year.

Action Taken/Notes:



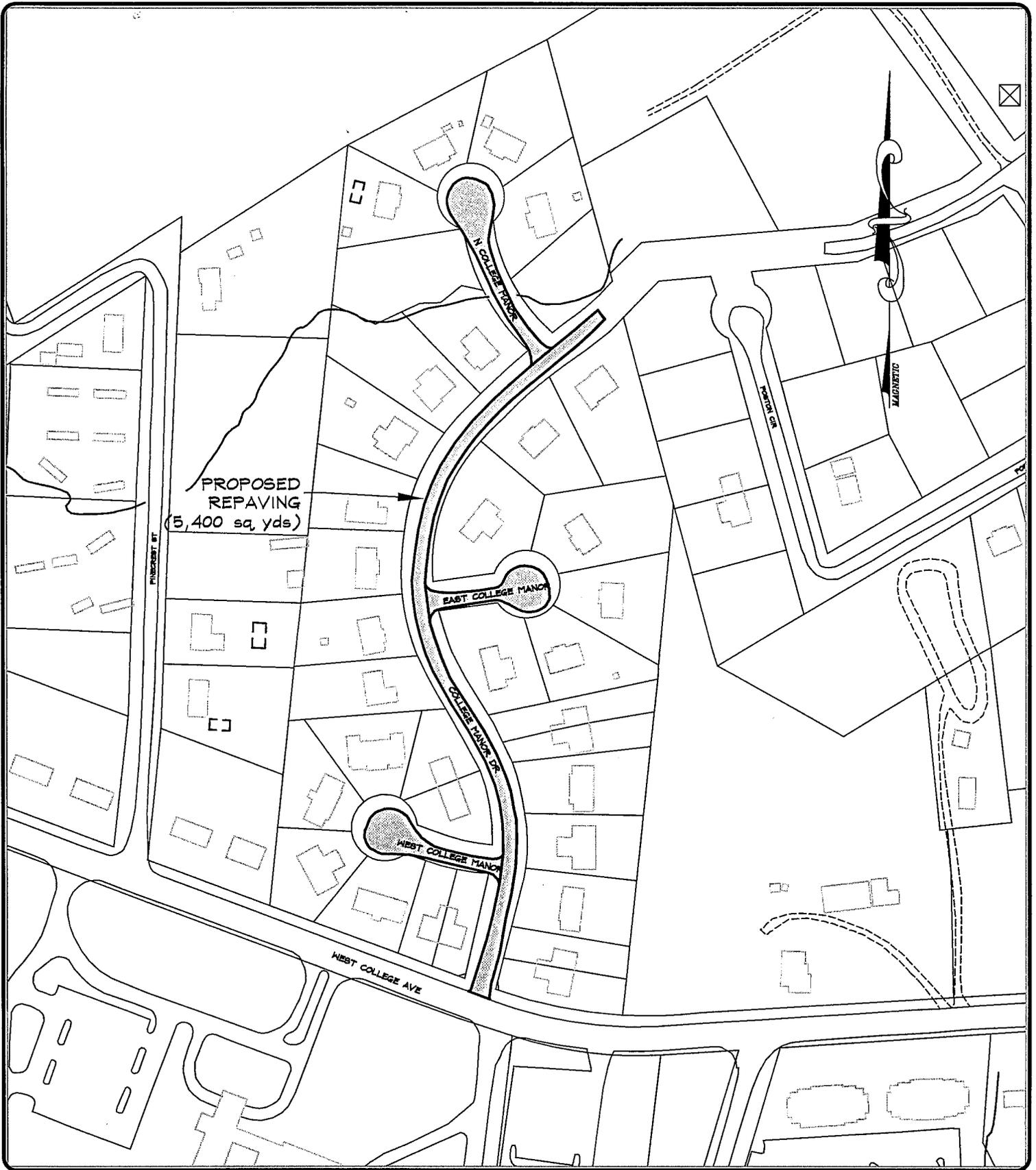
Odom
& Associates
 Engineering, Inc.

152 EAST MAIN STREET
 FOREST CITY, N.C. 28043
 828-247-4495

VICTOR DRIVE
 RESURFACING PROJECT

APRIL 29, 2008

SCALE: 1"=100'



Odom
 & Associates
 Engineering, Inc.

152 EAST MAIN STREET
 FOREST CITY, N.C. 28043
 828-247-4495

COLLEGE MANOR DRIVE
 PROJECT

APRIL 29, 2008

SCALE: 1"=200'

BID FORM

PROJECT: *Town of Boiling Springs Repaving Project 2008(College Manor Drive, Victor Drive)*

OWNER: *Town of Boiling Springs
PO Box 1014
145 South Main Street
Boiling Springs, North Carolina 28017*

Project will be bid lump sum for the repaving of College Manor Drive and Victor Drive in the Town of Boiling Springs as indicated on the attached plans in accordance with the detailed specifications and drawings. Bid price should include the cost to adjust the height of all manholes.

Bidder will complete the Work for the following price(s): \$ 75,930.00
(See notes below)

SUBMITTED on May 15th, 2008.

State Contractor License No. 4470.

Company Name Asphalt Paving of Shelby, Inc.

By *Ken Fannin*

(Signature)

Name: Ken Fannin

Title: Estimator

BIDS WILL NEED TO BE RECEIVED BY 2:00PM AT THE TOWN OF BOILING SPRINGS TOWN HALL LOCATED AT 145 SOUTH MAIN STREET IN BOILING SPRINGS ON THURSDAY, MAY 15TH, 2008

- ① Using risers on manholes & water valves.
- ② Applying a leveling course as required.

BID FORM

PROJECT: *Town of Boiling Springs Repaving Project 2008(College Manor Drive, Victor Drive)*

OWNER: *Town of Boiling Springs
PO Box 1014
145 South Main Street
Boiling Springs, North Carolina 28017*

Project will be bid lump sum for the repaving of College Manor Drive and Victor Drive in the Town of Boiling Springs as indicated on the attached plans in accordance with the detailed specifications and drawings. Bid price should include the cost to adjust the height of all manholes.

Bidder will complete the Work for the following price(s): \$ 90,760.00

SUBMITTED on May 15, 2008.

State Contractor License No. 12459.

Company Name APAC-Atlantic, Inc.

By D. Brian Caldwell
(Signature)

Name: D. Brian Caldwell

Title: Chief Estimator / Area Supervisor

BIDS WILL NEED TO BE RECEIVED BY 2:00PM AT THE TOWN OF BOILING SPRINGS TOWN HALL LOCATED AT 145 SOUTH MAIN STREET IN BOILING SPRINGS ON THURSDAY, MAY 15TH, 2008

BID FORM

PROJECT: *Town of Boiling Springs Repaving Project 2008(College Manor Drive, Victor Drive)*

OWNER: *Town of Boiling Springs
PO Box 1014
145 South Main Street
Boiling Springs, North Carolina 28017*

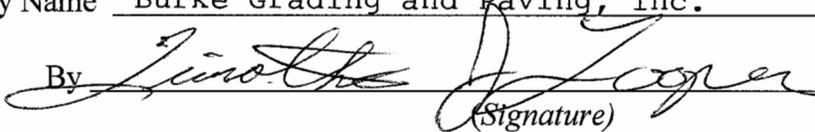
Project will be bid lump sum for the repaving of College Manor Drive and Victor Drive in the Town of Boiling Springs as indicated on the attached plans in accordance with the detailed specifications and drawings. Bid price should include the cost to adjust the height of all manholes.

Bidder will complete the Work for the following price(s): \$ 138,562.63

SUBMITTED on May 15, 2008.

State Contractor License No. 12756.

Company Name Burke Grading and Paving, Inc.

By 
(Signature)

Name: Timothy J. Looper

Title: Vice-President/Secretary

BIDS WILL NEED TO BE RECEIVED BY 2:00PM AT THE TOWN OF BOILING SPRINGS TOWN HALL LOCATED AT 145 SOUTH MAIN STREET IN BOILING SPRINGS ON THURSDAY, MAY 15TH, 2008

Town of Boiling Springs
Capital Project Ordinance 080603.1

WHEREAS, in accordance with applicable provisions of the North Carolina Budget and Fiscal Control Act the Town of Boiling Springs finds it advisable and necessary to establish a capital project ordinance and budget for the Sir Gregory Drive Culvert Replacement Project; and

WHEREAS, it is necessary for the Town to establish a budget for this capital project and appropriate applicable funds needed for the design and construction of this construction project in order to comply with applicable provisions of the North Carolina Budget and Fiscal Control Act; and

WHEREAS, General Statute 159-13.2 provides that a Town may undertake the construction of a capital asset by way of a capital project ordinance providing the necessary balanced budget and funding for the life of the project;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF BOILING SPRINGS, NORTH CAROLINA:

Section 1. The following amounts are hereby appropriated for the planning, design, and construction of the Sir Gregory Culvert Replacement Project:

Construction	\$ 112,000
Engineering	\$ 7,850
Construction Administration	\$ 3,950
Contingencies	<u>\$ 11,200</u>
Total	\$ 135,000

Section 2. It is estimated that the following revenues will be available for the planning, design, and construction of the Sir Gregory Culvert Replacement Project:

Transfer from Powell Bill Reserve	<u>\$ 135,000</u>
Total	\$ 135,000

Section 3. The provisions of this capital project ordinance shall be entered in the minutes of the Town Board of Commissioners and copies filed with the Town Manager as Budget Officer, the Finance Officer, and the Town Clerk for their direction and guidance in carrying out this project.

Section 4. This ordinance shall become effective upon its adoption and approval.

Adopted and approved this the 3rd day of June 2008.

Kim Greene, Town Clerk

Max Hamrick, Mayor

(SEAL)

Town of Boiling Springs
Capital Project Ordinance 080603.2

WHEREAS, in accordance with applicable provisions of the North Carolina Budget and Fiscal Control Act the Town of Boiling Springs finds it advisable and necessary to establish a capital project ordinance and budget for the West College Avenue Sidewalk Project; and

WHEREAS, it is necessary for the Town to establish a budget for this capital project and appropriate applicable funds needed for the design and construction of this construction project in order to comply with applicable provisions of the North Carolina Budget and Fiscal Control Act; and

WHEREAS, General Statute 159-13.2 provides that a Town may undertake the construction of a capital asset by way of a capital project ordinance providing the necessary balanced budget and funding for the life of the project;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF BOILING SPRINGS, NORTH CAROLINA:

Section 1. The following amounts are hereby appropriated for the planning, design, and construction of the West College Avenue Sidewalk Project:

Construction	\$ 61,000
Engineering	\$ 4,500
Construction Administration	\$ 2,500
Construction Contingencies	\$ 6,500
Right of Way Acquisition	<u>\$ 12,500</u>
Total	\$ 87,000

Section 2. It is estimated that the following revenues will be available for the planning, design, and construction of the West College Avenue Sidewalk Project:

Contribution from DOT	\$ 37,000
Transfer from Powell Bill Reserve	<u>\$ 50,000</u>
Total	\$ 87,000

Section 3. The provisions of this capital project ordinance shall be entered in the minutes of the Town Board of Commissioners and copies filed with the Town Manager as Budget Officer, the Finance Officer, and the Town Clerk for their direction and guidance in carrying out this project.

Section 4. This ordinance shall become effective upon its adoption and approval.

Adopted and approved this the 3rd day of June 2008.

Kim Greene, Town Clerk

Max Hamrick, Mayor

(SEAL)

Meeting Date: June 3, 2008
Subject: Staff Reports

Police

Public Works

Finance

Town Clerk

Town Attorney

Town Manager

- Scheduling of July 2008 Regular Meeting

Meeting Date: June 3, 2008
Subject: Commissioners' Reports

Commissioner Gravett

Commissioner Elliott

Commissioner Beason

Commissioner Glenn

Commissioner C. Hamrick

Meeting Date: June 3, 2008
Subject: Mayor's Report