



*Agenda*

*Town of Boiling Springs Board of Commissioners*

*September 6, 2011*

# Town of Boiling Springs

P.O. BOX 1014  
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## AGENDA

### TOWN OF BOILING SPRINGS BOARD OF COMMISSIONERS

September 6, 2011

7 p.m., Town Hall

1. *Call to Order – Max J. Hamrick, Mayor* -
  
2. *Approval of Minutes* 3  
**August 2, 2011 Regular Meeting**  
**August 2, 2011 Closed Session**
  
3. *Recognition of Citizens Present*
  
  
  
  
  
  
  
  
  
  
4. *New Business* 6
  - **Public Hearing – Community Development Block Grant**
  - **Presentation – City of Shelby Natural Gas**
  - **Budget Ordinance Amendments**
  - **Project Ordinance Amendment – Sewer Outfall Replacement**
  - **Paving Bids**
  
  
  
  
  
  
  
  
  
  
5. *Staff Reports* 12
  
  
  
  
  
  
  
  
  
  
6. *Commissioners' Reports/Comments* 13
  
  
  
  
  
  
  
  
  
  
7. *Mayor's Report/Comments* 13

**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  
August 2, 2011**

The Board of Commissioners of the Town of Boiling Springs met August 2, 2011 at the Boiling Springs Town Hall. Present were: Mayor Max J. Hamrick; Commissioners William Elliott, Darlene Gravett, and James Beason. Town Attorney John Schweppe, III was also present. Staff members present: Town Manager Zach Trogdon, Town Clerk Kimberly Greene, Finance Officer Rhonda Allen, and Public Works Director Mike Gibert.

Others Present: Jim Blalock

**AGENDA ITEM I**

**Call to Order - Max J. Hamrick, Mayor**

**AGENDA ITEM II**

**Recognition of Citizens Present**

**AGENDA ITEM III**

**Approval of Minutes**

Commissioner Gravett made the motion to approve the minutes of the June 29, 2011 regular meeting and the July 9, 2011 special meeting as previously mailed. Commissioner Beason seconded and the vote was unanimous.

**AGENDA ITEM IV**

**New Business**

**Wireless Communication Services Purchase Contracts**

Mr. Trogdon reported the Town is currently negotiating with Sprint to provide the wireless data card service for the Police Department. The Town is eligible to become part of two contracts to get special pricing on wireless communication services - Western States Contracting Alliance (WSCA) and the State of North Carolina. The Town is required to approve an addendum to the WSCA contract and submit a letter to Sprint confirming that we have the ability to pay for service. Commissioner Elliott made the motion authorizing Mr. Trogdon to execute the documents. Commissioner Beason seconded and the vote was unanimous. A copy is on file in the office of the Clerk.

**AGENDA ITEM V**

**Staff Reports**

**Mike Gibert, Public Works Director, reported the following:**

**Water Department:** The department is working to locate the water lines at the water tank prior to demolishing the old pump house.

**Wastewater Department:** The department continues to monitor the flow meter located in a manhole on E. College Avenue in search of infiltration issues.

The Centennial Celebration September 17<sup>th</sup> Festival banners were put up in front of the Town Hall and at the Town entrance signs.

**Rhonda Allen, Finance Officer, reported the following:**

Rhonda Allen reviewed the budget amendments necessary to conclude FY 2010-2011.

**Zach Trogdon, Town Manager, reported the following:**

The second CDBG public hearing for sewer service from B&W Fiber Glass will be held on the September 6, 2011 regular meeting of the Board.

Mr. Trogdon reported he waived a late fee for a long time customer who has never received a late fee and usually pays 6 to 8 months in advance. He stated he did not realize his credit had run out leaving the account with the balance due greater than \$10.



Mr. Trogdon reported Debt-Check Recovery, who recently began providing returned check services, also provides A/R collection services. The Town currently participates in the N.C. Debt-Setoff program to assist with collections. The Board instructed Mr. Trogdon research the Town's percentage of uncollected funds and report back on this item.

The North Carolina League Member Services Showcase Meeting will be held at the Ruby C. Hunt YMCA on August 31, 2011.

Mr. Trogdon presented the Board the Ruby C. Hunt YMCA's annual budget per the Recreation Agreement.

Mr. Trogdon reviewed a five-year Street Paving and Maintenance Schedule beginning in the 1<sup>st</sup> quarter of FY 2011-12. The Board agreed that it provided a good multi-year tool for assessing needed projects. Mayor Hamrick conveyed for Commissioner Glenn, who was unable to attend the meeting, he felt the Powell Bill Fund Balance should continue maintaining a balance of no less than \$250,000.

#### **AGENDA ITEM VI**

##### **Commissioner's Report/Comments**

##### **Commissioner Darlene Gravett reported on the following:**

Mrs. Sonja Jones of Oak Avenue contacted Commissioner Gravett concerning vehicles entering McDonalds by turning onto Oak Avenue on the wrong side of the street into oncoming traffic.

Reported tall grass at a vacant building on North Main Street.

#### **AGENDA ITEM VII**

##### **Mayor's Report/Comments**

Mayor Hamrick requested the Board enter into executive session pursuant to N.C.G.S. 143.318.11 (a)(5) to discuss real estate negotiations. Commissioner Gravett made the motion to enter into executive session at 7:50 p.m. Commissioner Beason seconded and the vote was unanimous.

The meeting reconvened at 8:30 p.m.

There being no further business to come before the Board, Mayor Hamrick declared the meeting adjourned.

Executive session minutes are on file in the office of the Clerk.

Max J. Hamrick, Mayor

Kimberly Greene, Town Clerk

*Meeting Date: September 6, 2011*

*Subject: New Business*

- **Public Hearing – Community Development Block Grant**

The Town is an applicant to receive funding for a sewer line extension that will allow the expansion of a local industry, B&W Fiberglass. The application process requires two public hearings. This is the second required hearing.

There are a number of policies that must be adopted as part of the Grant application. These are: ***Language Access Plan, Citizen Participation Plan, Recipient’s Plan to Further Fair Housing, Local Economic Benefit for Low- and Very Low-Income Persons Plan, Residential Anti-Displacement and Relocation Assistance Plan, and an Equal Employment and Procurement Plan.*** In the interest of paperwork reduction, I have included these under separate cover for your review. If members of the public wish to view these policies, they are available at Town offices.

- **Presentation – City of Shelby Natural Gas**

As part of being a provider of natural gas, the City of Shelby has to give a presentation explaining pipeline safety. We have some residents who are customers of the Shelby system.

- **Budget Ordinance Amendments**

The enclosed budget ordinance amendments are needed to appropriate funds for vehicles that were budgeted and ordered in the last fiscal year (2010-2011) but were not able to be delivered in time to be accounted for in that year. One truck is for the sanitation department and one is for the water operations department.

- **Project Ordinance Amendment (110906.3)**

The enclosed project ordinance amendment is needed to appropriate funds for a contingency that arose during the replacement of the sewer outfall line to the wastewater plant. There was a drainage problem discovered after clearing was done that would have undermined the line in time. The necessary work to address the drainage problem was done while the contractor was still mobilized.

- **Paving Bids**

Bids were received to do the resurfacing of the Southglenn subdivision and the Highland Pines subdivision. The bids are enclosed for your review.

*Action Taken/Notes:*

**TOWN OF BOILING SPRINGS  
BUDGET ORDINANCE AMENDMENT #110906.1**

**WHEREAS**, the Town Commission of the Town of Boiling Springs adopted a budget ordinance on June 28, 2011 which established revenues and authorized expenditures for fiscal year 2011-2012; and

**WHEREAS**, since the time of the adoption of said ordinance, it has become necessary to make certain changes in the Town's budget to allocate funds for the sanitation dump truck;

**NOW, THEREFORE, BE IT HEREBY ORDAINED** by the Town Commission of the Town of Boiling Springs that the budget ordinance as adopted on June 28, 2011 be and is hereby amended as follows:

<u>Section 1.</u>	Revenues	
		<u>Increase</u>
	Transfer from General Fund Balance Reserve	\$40,270
<u>Section 2.</u>	Expenditures	
		<u>Increase</u>
	Sanitation Capital Outlay	\$40,270

This the 6<sup>th</sup> day of September, 2011.

\_\_\_\_\_  
Max J. Hamrick, Mayor

ATTEST:

\_\_\_\_\_  
Kim Greene, Town Clerk

**TOWN OF BOILING SPRINGS**  
**BUDGET ORDINANCE AMENDMENT #110906.2**

**WHEREAS**, the Town Commission of the Town of Boiling Springs adopted a budget ordinance on June 28, 2011 which established revenues and authorized expenditures for fiscal year 2011-2012; and

**WHEREAS**, since the time of the adoption of said ordinance, it has become necessary to make certain changes in the Town's budget to allocate funds for the water line utility truck;

**NOW, THEREFORE, BE IT HEREBY ORDAINED** by the Town Commission of the Town of Boiling Springs that the budget ordinance as adopted on June 28, 2011 be and is hereby amended as follows:

<u>Section 1.</u>	Revenues	
		<u>Increase</u>
	Transfer from Water/Sewer Fund Retained Earnings	\$25,545
<u>Section 2.</u>	Expenditures	
		<u>Increase</u>
	Water Line Capital Outlay	\$25,545

This the 6<sup>th</sup> day of September, 2011.

\_\_\_\_\_  
Max J. Hamrick, Mayor

ATTEST:

\_\_\_\_\_  
Kim Greene, Town Clerk

**TOWN OF BOILING SPRINGS  
PROJECT ORDINANCE AMENDMENT #110906.3**

**WHEREAS**, the Board of Commissioners of the Town of Boiling Springs adopted a project ordinance on April 5, 2011 which established revenues and authorized expenditures for the Sewer Outfall Line Replacement Project; and

**WHEREAS**, since the time of the adoption of said ordinance, it has become necessary to make certain changes in the project budget to allocate the funds for an increase in costs of construction;

**NOW, THEREFORE, BE IT HEREBY ORDAINED** by the Board of Commissioners of the Town of Boiling Springs that the project ordinance as adopted on April 5, 2011 be and is hereby amended as follows:

<u>Section 1.</u>	Revenues	
	Transfer from Water/Sewer retained earnings	<u>Increase</u> \$1,903
<u>Section 2.</u>	Expenditures	<u>Increase</u>
	Construction	\$1,903

This the 6<sup>th</sup> day of September, 2011.

\_\_\_\_\_  
Max J. Hamrick, Mayor

ATTEST:

\_\_\_\_\_  
Kim Greene, Town Clerk

# BID FORM

**PROJECT:** Resurfacing Project 2011 - Highland Pine Dr. and South Glenn Dr.

**OWNER:** Town of Boiling Springs, North Carolina

ITEM	UNITS	QUANTITY	UNIT PRICE	TOTAL COST
1 Mobilization	LS	1	600	600
2 Asphalt Overlay (1" Type SF 9.5A)	SY	2,770	7.81	21,635
3 Asphalt Overlay (3/4" Type SF 9.5A)	SY	18,965	5.54	105,117
4 Milling for Cul De Sacs (7' from curb)	EA	6	500	3,000
5 Full Depth Patch (6" ABC 2" Binder)	SY	200	36.50	7,300
<b>TOTAL</b>				<b>137,652</b>

Note: 1" Overlay is for Highland Pines cul de sacs

Provide Alternate Price for South Glenn using 1" Type SF 9.5A below:

ITEM	UNITS	QUANTITY	UNIT PRICE	TOTAL COST
1 Asphalt Overlay (1" Type SF 9.5A)	SY	6,750	7.75	52,312.50
<i>Base + Alternate</i> TOTAL				<i>189,964.50</i>

\$152,549.50

SUBMITTED on 9-1, 2011

State Contractor License No. 51908

Company Name Stott Paving Inc

By Chris Stott  
(Signature)

Name Chris Stott

Title: Owner Pres

# BID FORM

**PROJECT:** Resurfacing Project 2011 - Highland Pine Dr. and South Glenn Dr.

**OWNER:** Town of Boiling Springs, North Carolina

	ITEM	UNITS	QUANTITY	UNIT PRICE	TOTAL COST
1	Mobilization	LS	1	650.00	650.00
2	Asphalt Overlay (1" Type SF 9.5A)	SY	2,770	6.50	18,005.00
3	Asphalt Overlay (3/4" Type SF 9.5A)	SY	18,965	5.50	104,307.50
4	Milling for Cul De Sacs (7' from curb)	EA	6	1,350.00	8,100.00
5	Full Depth Patch (6" ABC 2" Binder)	SY	200	54.50	10,900.00
				<b>TOTAL</b>	

\$ 141,962.50

Note: 1" Overlay is for Highland Pines cul de sacs

Provide Alternate Price for South Glenn using 1" Type SF 9.5A below:

	ITEM	UNITS	QUANTITY	UNIT PRICE	TOTAL COST
1	Asphalt Overlay (1" Type SF 9.5A)	SY	6,750	6.50	43,875.00
				<b>TOTAL</b>	

\$ 48,712.50

SUBMITTED on September 1, 2011.

State Contractor License No. 12459

Company Name APAC-Atlanta, Inc. Asheville Div.

By D. Brian Caldwell

Name D. Brian Caldwell  
(Signature)

Title: Chief Estimator / Asst. Sec.

*Meeting Date: September 6, 2011*  
*Subject: Staff Reports*

*Police*

*Public Works*

*Finance*

*Town Clerk*

*Town Attorney*

*Town Manager*

- Solicitor/Peddler Regulations
- Room Rental Guidelines

*Meeting Date: September 6, 2011*  
*Subject: Commissioners' Reports*

*Commissioner Gravett*

*Commissioner Elliott*

*Commissioner Beason*

*Commissioner Glenn*

*Commissioner C. Hamrick*

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*Meeting Date: September 6, 2011*  
*Subject: Mayor's Report*