

MINUTES
TOWN OF PITTSBORO
BOARD OF COMMISSIONERS
MONDAY, NOVEMBER 27, 2006
7:00 P.M.

Mayor Randolph Voller called the meeting to order. Rev. Tripp Harmon, Pittsboro Baptist Church gave invocation.

ATTENDANCE

Members present: Mayor Randolph Voller, Commissioners Max G. Cotten, Pamela Baldwin, Clinton E. Bryan, Jr. and Gene T. Brooks. Commissioner Chris Walker was absent.

Other staff present: Town Manager Sam Misenheimer, Clerk Alice F. Lloyd, Attorney Paul S. Messick, Jr., Planner David Monroe, Utilities Director John Poteat and Chief of Police David Collins.

AGENDA APPROVAL

Motion made by Commissioner Cotten seconded by Commissioner Baldwin to approve the agenda as presented. Vote Aye-4 Nay-0

CONSENT AGENDA

Motion made by Commissioner Cotten seconded by Commissioner Bryan to approve the consent agenda as presented with a correction to the November 13, 2006 minutes on page one – consent agenda - ...Commissioner Walker seconded by Commissioner Brooks to approve...

- Minutes of the November, 13, 2006 Board of Commissioners meeting.
- Reschedule a public hearing for the John T. Gaines property, 2901 Old Graham Road, from December 11, 2006 to January 22, 2007 at the request of the applicant. Vote Aye-4 Nay-0

CITIZENS MATTERS

Billy Hughes, 250 West Cornwallis Street was present to make the board aware that Cornwallis Street has a cave in on the sewer line and that it happened last Thursday. He noticed it when he came in Thursday and he put a cone on it. He became really concerned when he came home on Thanksgiving and a car wheel was in the hole. He wanted to know if the town has done inspections on the roads in the past and who is responsible for inspecting the road in subdivisions.

Mayor Voller asked Manager Misenheimer to explain.

Manager Misenheimer stated the Town is working with Hydrostructures in regards to doing inspections.

Mayor Voller stated in the past the Town has normally signed off on a street at the recommendation of an Engineer with the developer putting up a bond or letter of credit for a year. Willow Springs was completed in 2002-2003 and it is about five years old and some failures can occur especially where you have compaction around water and sewer lines. We appreciate him bringing it up and we will get someone out there ASAP to get that fixed.

Mayor Voller stated tax dollars would not go for the repair, Powell Bill funds would.

Commissioner Bryan stated he had a sewer line to collapse under his driveway and it has only been there five years.

Manager Misenheimer stated later on the agenda tonight we will discuss an update to our standard specifications for infrastructures.

OLD BUSINESS

POLICE TAKE HOME VEHICLE POLICY

Consider Police Department's Take Home Vehicle Policy – Chief David Collins.

Chief Collins stated he would appreciate the board's consideration.

Manager Misenheimer stated the board had requested information regarding insurance. He contacted the League and it is included in our premium at no extra expense. If there were a natural disaster it would have to be filed on their homeowners insurance and after reviewing other agency policies they feel that 15 miles would be good for us. The board had talked about doing this on a trial basis of six months and he thinks this is a good policy.

Commissioner Cotten stated he is not convinced this is the reason we are losing employees, he feels like there are some other reasons. He thinks that it is boredom for the younger officers. There is nothing more boring than riding around a small town with nothing going on. He knows he is probably going to be criticized but he can not accept this the way it is worded. He is not sure allowing 15 miles out is going to be accepted by the public. Like he has stated before if we are going to do anything he would like for us to hire a couple new officers and reduce the time they are on duty. Also he believes last meeting Mr. Misenheimer stated we would have to classify it as emergency so that the people would not have to pay tax on the value of driving the car. He is not sure you can justify an emergency at 15 miles out if it was in the ETJ maybe. In looking over the policies that were provided to them he noticed we don't require our officers to live in town – Burlington does.

Mayor Voller stated he does think 15 miles may be a little far out.

Commissioner Baldwin asked when the officers are resigning do they give reason why.

Manager Misenheimer stated of the most recent two, one went to Chatham County as a betterment with salary and scheduling (scheduling conflict – he wanted to spend more time with his family) and the other one moved back to his home town.

Commissioner Baldwin said we could try it on a trial basis to see how it works.

Manager Misenheimer stated it would not be for stopping by the grocery store but from work to home.

Commissioner Cotten stated if this is adopted we need to adopt a change out vehicle policy.

Motion made by Commissioner Bryan to implement the vehicle take home policy for six months with 15 miles limit as a trial period to see how this works and to keep the board informed as to how it appears to be working every sixty days; seconded by Commissioner Baldwin, effective December 1, 2006.

Vote Aye-3 Bryan/Baldwin/Voller
 Nay-2 Brooks/Cotten

**REZONING – BELLEMONT STATION
R-10 TO MUPD**

Spoon rezoning request R-10 to MUPD on 152.6 acre tract south of Bellemont Station (Lowe’s Home Improvement).

Planner Monroe reported that the Planning Board reviewed this application at two separate meetings in order to have sufficient time to analyze his memo, consultant responses to that memo and all the documentation received at and subsequent to the public hearing. All of the changes which were suggested and found to be relevant to this phase of review have had affirmative responses from Mr. Spoon, Jeff Westmorland of C.E. Group or Rynal Stephenson of Ramey-Kemp. All of those changes have been incorporated into the revised Master Plan you were given.

The primary changes which the plan underwent included:

- Increase in the lot size where the Spoon property adjoins the northeast corner of Chatham Forest;
- Additional opportunities for connectivity to the east and the west;
- Addition of language to the Master Plan addressing concerns about development restriction on steep slopes;
- A reduction in the maximum height of single family homes to 35 feet;
- Clarification has been made to the number and location of traffic calming devices;

- A statement has been added to indicate that off-site roadway improvements recommended by Ramey-Kemp and approved by NCDOT would be constructed as part of Phase 1 improvements with the exception of the south entrance
- Stormwater management devices have been clarified.

All of the changes requested by the Planning Board have been incorporated. In addition, Mr. Spoon has tendered a formal request for voluntary annexation. If this plan is approved, a public hearing for that will be an agenda item in January. The Planning Board recommended that the Commissioners approve this application.

Planner Monroe stated this is a straightforward zoning matter and would not entitle Mr. Spoon to any allocation of wastewater capacity. This is comparable to what the Town did with Moore’s Ridge west of the Community College.

Motion made by Commissioner Cotten seconded by Commissioner Bryan to approve the rezoning request.

Mayor Voller asked Planner Monroe if they were comfortable with everything in here at this point. Mr. Monroe said he was, some of the issues that were raised at the public hearing are specific to the development phase of a project and will be handled at that point. Mayor Voller asked Mr. Hoyle if he was comfortable and he said he was.

Commissioner Bryan stated in one of the memos they received (from Manager Misenheimer) it stated that rezoning approval would allow for development to proceed on this project – Commissioner Bryan said he doesn’t think that is fair because they don’t have any sewer capacity. Planner Monroe stated they can not start the project until after the moratorium is lifted and sewer allocation is available.

Vote Aye-4 Nay-0

A COPY OF THE REZONING IS ON FILE IN THE TOWN PLANNER’S OFFICE.

MONTHLY REPORT – HOBBS UPCHURCH & ASSOCIATES

Monthly project report: WWTP modifications and 3M reuse line updates – Adam Kiker and Fred Hobbs of Hobbs Upchurch & Associates.

Adam Kiker had provided the following monthly report:

This letter is to inform the Town of Pittsboro about the progress on the wastewater projects currently underway. We are working hard to keep the Town on schedule to meet both its short-term and long-term goals.

REUSE LINE AND STORAGE TANK TO SERVE 3M

NC Construction Grants & Loans has reviewed the Amendment to the Engineer's Report for the reclaimed water project to serve 3M and comments were received on October 27, 2006. These comments were more extensive than expected, but we are nearly complete with the response.

Mr. Hobbs stated at the meeting that they responded to the State on Wednesday.

CG&L has emphasized that their full concurrence is necessary prior to receiving bids for this project, hence a bid date will be set pending the Authorization to Construct.

WWTP MODIFICATIONS

The original intent for permitting the new 600,000 gallon/day WWTP was to submit the application through the Land Application Unit Express Review program. This provides a very structured and timely review process to be used for surface irrigation projects. Since the new golf course irrigation system at River Oaks will not be ready for permitting with the new WWTP, the plant will be submitted separately from the golf course and will not qualify for the Express Review program. Hence, the review agency will be Construction Grants & Loans, not the Land Application Unit. At the meeting Mr. Hobbs stated this would be submitted in the middle of December and they expect it to take 2-3 months for review of the application.

The plans, specifications, and engineering calculations will be submitted to CG&L in early December, and we generally allow two to three months of review time.

At this time, the only increase in flow capacity being applied for is the volume being sent to 3M. Any other irrigation systems (golf courses, etc.) will be added to the permit at a later date. Once the Environmental Impact Statement is approved and a discharge permit is issued, further expansions of the wastewater plant can be planned and strategically timed to coincide with the increased demand of the system.

The exact location of the discharge site has not yet been determined. HUA is still examining the pros and cons of both the US-64 Bridge site and the Jordan Lake site. Conversations have been initiated with Mr. Daniel Brown of the Corps of Engineers, and he indicated that the Corps has protocol for crossing their property in situations like Pittsboro's. The Corps generally requires extensive environmental review for discharges on their property, and Mr. Brown indicated that the EIS would provide the necessary documentation that all environmental impacts will be mitigated.

Fred Hobbs stated Adam had sent an update letter to Mr. Misenheimer on November 21, 2006 to address the first two items Reuse line & storage tank to serve 3M and WWTP Modifications.

Mr. Hobbs reported at the meeting that in talking with Construction Grants and Loans it appears because of the delay in the Toll Brothers agreement, construction and loans will review the WWTP upgrade as a part of the 3M Project as it is going to the line discharge.

Manager Misenheimer wanted to point out on the letter dated October 27 that was received regarding the various technical review questions from the state Fred and Adam and his group have addressed those and the response went back out next week.

Mr. Hobbs stated one of the issues were we increased the size of the storage tank which was to allow the town to pump reuse water to that site seven days a week even though 3M may only be operating five days per week. So part of the question was about increasing the capacity of the tank which they responded to. There was also a relocation of the lines through Potterstone Village to Cornwallis – they wanted to know the likelihood for future reuse within the communities that were mentioned in the original submittal.

Mayor Voller asked by getting a 24/7 usage with reuse water at the tank it allows us to get how many gallons per day credit for our wastewater? Mr. Hobbs said about 150,000 on 7 day week. Mayor Voller said that we would not get otherwise.

Commissioner Cotten asked how much of delay did they expect for having to file this additional information.

Mr. Hobbs stated he would hope they would review the comments very quickly. They don't have a prescribed time limit and they are an understaffed agency.

Commissioner Cotten stated it appears to him that most of them are a result of the change in a project that had already been approved by them. Mr. Hobbs stated that was correct. Commissioner Cotten stated if he remembers correctly that project called for two storage tanks at the current site to accomplish what you are talking about enlarging that tank down there.

Jay Johnston said there was one tank for 300,000 gallons on the hill. Mr. Hobbs stated they just enlarged it to 500,000 gallons. Jay Johnston stated what you may be thinking about was CG&L wanted there to be some storage for overflow, but that overflow storage was built into the volume on the tank. Back in 2003 the tank was enlarged for the original intent to allow for overflow storage.

Commissioner Cotten stated he had projected figures of what this is going to cost and he wants to know where the money is coming from if the grants fall through. The new plant is what really bothers him. He feels we are depending too much on the money coming

from Toll Brothers, there monies are restricted and he is afraid we will be spending it for things we should not be spending it for.

Manager Misenheimer stated when this grant was approved we have documentation from Chatham County and other state agencies that have granted these dollars that they are going to be coming through.

Commissioner Cotten stated Toll Brothers is not a grant and it is an advancement of fees that they anticipate paying the Town of Pittsboro.

Commissioner Cotten asked if we have bought the land where this new facility is going to be located. Manager Misenheimer said not at this point. Commissioner Cotten questioned us designing the facility on land we don't own. Manager Misenheimer stated that is a part of the process.

Commissioner Brooks asked about the letter from Hobbs and Upchurch dated November 21st. It was put in the paragraph that the discharge point has not been chosen yet. The state clearinghouse deals with that type thing. Are we at the point where the clearinghouse has been given this information? Mr. Hobbs stated the Clearinghouse was given a preliminary scoping document while Mr. Hughes was with Pittsboro and that produced the scoping document that we are using to prepare the environmental impact statement, once the environmental impact statement is completed it will be sent back through that process.

Mr. Hobbs stated he understands there were questions at the last meeting about why we are looking at two discharge points; he said it is because the state mandated that we do that. They asked that we look at both during the EIS process.

Manager Misenheimer asked if they knew how long it would be on the resubmittal regarding the reuse line to get a response back. Adam Kiker stated he would guess a month to six weeks.

Mayor Voller stated at that point would we be ready to go out for bid. Mr. Hobbs stated they hope so; the one remaining hurdle that CG&L has talked about is that 3M is able to use the quality of effluent that our plant is currently obtaining through a variance with the Division of Land Application. CG&L is concerned because it is not reuse quality. He has tried to make the point to them that it is better in its use it is not going to land application it is going to consumption reuse they either use it up in their cooling process or their dust control process.

Mayor Voller asked about the \$1,250,000 grant from Clean Water Management – Mr. Hobbs stated that money and the money for the EPA and NCDENR Revolving Grant are held in the State Treasury until the Town request and use them. The CDBG Grant is also available for use.

Mayor Voller directed Manager Misenheimer to send a letter to Joe Hackney and Bob Atwater apprising them of the progress being made with Mr. Hobbs. The project needs to go forward.

Mayor Voller asked about the bond that Toll Brothers was supposed to submit.

Attorney Messick stated he would assume we told them the amount and they should do it.

Mayor Voller asked if they were to breach the contract and they have a bond what could we do.

Attorney Messick stated the purpose of the bond is to make sure the Town didn't extend itself to the situation where it couldn't pay the bills, so you probably should not enter into any contracts that you can not afford to pay for until you get the bonds in place.

Mayor Voller stated if we have a bond and Toll Brothers stop paying the bills what do we do. Attorney Messick said we would call the bond – that is what the bond is for.

Commissioner Cotten requested Manager Misenheimer to get him a copy of the reply that Hobbs and Upchurch has sent as soon as he receives it.

WATER TREATMENT MASTER PLAN PROPOSAL

Water Treatment Plant Master Plan Proposal – Fred Hobbs and Adam Kiker of Hobbs Upchurch & Associates.

Mr. Hobbs stated they had been asked by Mr. Misenheimer to look at an evaluation of the Town's need for water in a 20-30 year scenario and how Haw River can meet that need and finally to look at what requirements for updates to current facilities would be needed to meet that demand.

Manager Misenheimer stated funding can be taken from capital access and recovery fees.

They are submitting a proposal for \$45,500 to perform those services. They did not include if the Haw River is not adequate and they have to look at other sources they would have to come back to the board if the Haw is not adequate.

Commissioner Brooks asked about Chatham County allotment's to Jordan Lake (since they have chosen to go to the Cape Fear), is it in limbo or we have an opportunity to pick up on that. Mr. Hobbs stated they still hold their allotment.

Motion made by Commissioner Bryan seconded by Commissioner Baldwin to approve the Water Treatment Plant Master Plan Proposal with Hobbs Upchurch & Associates.

Vote Aye-3 Brooks/Bryan/Baldwin
Nay-1 Cotten

A COPY OF THE AGREEMENT IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES

UPDATES ON ENGINEERING CONTRACTS FOR WTP AND WWTP IMPROVEMENTS

- A. Response to DEHNR Division fo Water Quality regarding Administrative Order and Notice of Violation on Water Treatment Compliance.**
- B. Preparing Response to WWTP Engineering Alternative Technical Review- Fred Hobbs and Adam Kiker of Hobbs Upchurch and Associates.**

Commissioner Cotten stated it had already been covered.

Mr. Hobbs stated at the last meeting Mr. Joe McGougan was here and talked about the THHM issue. What we are doing is setting up a pilot program at the water plant but they have to send a systemic of their pilot plan set up to the State. The pilot plan is designed to be incorporated into the permanent operation after a period of three to six months. They are in the process of submitting that document to Mr. Lin and after they have received his approval they will come back to the Board with a cost estimate of what that will be and to get the board's permission before they install those facilities.

Commissioner Cotten stated he thought they were to come back to the board first with a proposal before they did anything but it appear they had already sent something to the state.

Manager Misenheimer stated that they have proceeded the way the board approved it.

Commissioner Brooks asked about Joe McGougan and how much time he had been with the company. Mr. Hobbs said 23 years. Mr. Hobbs stated that Sam Booth will be working on this project. Commissioner Brooks stated he thought Mr. McGougan was going to be in charge of this project. Mr. Hobbs stated the engineering out of Southern Pines will be handled by Vance Brooks. Commissioner Brooks stated at the last meeting we were told he was one of the best in the state and we were told we would have him. Mr. Hobbs stated Mr. McGougan has made a decision to do other things with another company so that it the reason for that. Vance Brooks was employed by The Wooten Company and is familiar with the system and has been in the business 26 years.

Mr. Hobbs stated he would bring it back to the Board after receiving approval from Mr. Lin with the cost, etc. and at that time you will approve the pilot program or look at other options.

MONTHLY REPORT – HYDROSTRUCTURES

Town projects monthly report by Hydrostructures – Jay Johnston/Sam Misenheimer.

Jay Johnston submitted the following monthly report:

3M Reclaimed Water Project

- Hydrostructures' submitted revisions for Contract 2&3 (transmission and tank) to CG&L on August 22, 2006.
- CG&L has reviewed a PER Amendment submitted by HUA. They appear to take issue on a variety of project details, much as they did the first time through. It appeared that many of the project adjustments run counter to requirements and limitations set forth during the original project review during the period between September 2003 and May 2005. We understand that HUA plans to submit responses to these comments the week of November 20, 2006.
- If the project is approved in its current form, certain easements will be required for the project. Responsibility for easements lies outside of Hydrostructures' scope of services. However, we can pursue these easements if necessary.

BB&T (Powell Commons)

- Plans have been reviewed and approved. As we understand it at this time, construction will be coordinated with adjacent commercial development.

Chapel Ridge

- As we understand it, the Town recently communicated the requirement that a check valve be installed to isolate the Town system from the Chapel Ridge system. Also there appears to be a continued dialog to bring about better control of Chapel Ridge's water tank level and pumping schedule.

Chatham County Department of Social Services

- The engineer has received our comments regarding the site plan and the use of a dry pond BMP for stormwater control. He is reevaluating the plan and we expect a resubmittal soon. He may apply to the Town for a variance to use a dry pond.

Chatham Forest

- Erosion and sedimentation: There is a permit for the subdivision construction (including the Park Access Road). The problem runoff is from individual home sites no longer under the control of the developer. While the individual sites are too small to require application for individual erosion control permits, the sites must still comply with erosion and sedimentation law, i.e. they are under violation if sediment is leaving the sites. The advice we have obtained from various sources is that the only recourse is intensive direct involvement with each individual violator or reporting the problem to the State's Division of Land Quality.
- Pavement failures: an acceptable action plan has been proposed for repairing these failures. Once repaired, the surface pavement course can be installed and the failures should be unnoticeable and no longer a problem. We have not been informed of a schedule for these repairs. It is our understanding that this section is currently bonded.

- Runoff on Bellemont Ridge: A plan is being discussed amongst Town staff to attempt to formulate a mutually beneficial solution. We recommend that temporary measures be installed to ameliorate the problem erosion and provide a temporary access way. Otherwise, if Land Quality is contacted regarding the erosion control matters, then the development itself may be found in violation.
- Malfunctioning Pressure Reducing Valve (PRV): to work toward a solution to this matter, Hydrostructures requested and obtained detailed plans, specifications, cut sheets, and a copy of the permit allowing the system addition. The problem appears to be non-responsiveness on the part of the PRV supplier. We will begin applying some pressure on the supplier to indicate the urgency of the matter and the Town's growing frustration.
- Park Access Road: Inspection of the Park Access Road and water main extension is ongoing. Minor issues remain to be resolved on various construction aspects relating to road construction and water main modification.

Collection System Rehabilitation

- Hydrostructures submitted a contract for services for the engineering and construction phase of the Credle basin rehabilitation on November 17. Once approved by the Town, we will move immediately into the design phase, followed by bidding and construction. Construction could begin in early spring.

Lowe's

- We recently provided our own as-built information to the engineer to speed the process. Another set of as-built drawings were submitted to Hydrostructures today and we are reviewing them to see if they are acceptable.

Potterstone Village

- Utility testing is complete on this project on Phase 2B/3.
- Engineer of Record (Gilleece & Associates) is currently working on closeout requirements with the assistance of Hydrostructures, P.A. We are applying the new project closeout procedure from the revised Standard Specifications to ensure that all requirements are met.
- The developer, Larry Witek, has completed miscellaneous repairs in Phase 2A and has requested termination of the warranty period. We will perform an inspection and report to the Town as to whether the phase should be considered complete and approved. The warranty period should not be terminated before the end of the one-year period regardless of any activity on the site. The warranty should remain in place for the full year. (There remains some question as to when the warranty period began which we hope to resolve with the assistance of town staff.)

Powell Place Phase 2

- Utility construction is ongoing in Phase 2A. Stormwater and sanitary sewer collection systems are in and water distribution piping is being installed. The contractor plans to begin work on conversion of the big stormwater pond soon.

Powell Place Pump Station

- It appears that the right combination of people and services have been applied and a solution may be near. We will issue a detailed summary of activity at the site under separate cover.

- We believe the motor starters have been programmed with more robust settings that make them less likely to trip and will allow them to reset themselves if they do trip. The phone line is in and the autodialer is working.
- Our interpretation of the situation is that the warranty period has been recently re-started because the system was never fully completed and turned over to the Town during the initial warranty period.

Powell Place Village Center

- Site clearing and grading ongoing. A site utility plan is under review at Hydrostructures and should be approved soon. Construction at this site is supposed to be coordinated with the BB&T site and another adjacent outparcel.

River Oaks

- John R. McAdams has prepared a water system hydraulic model demonstrating the theoretical impact of the addition of the River Oaks subdivision. Hydrostructures is preparing to review this work.
- John R. McAdams has requested Hydrostructures to look at the option of pipe bursting the existing collection pipe that runs to the west of Town Hall instead of paralleling the existing line with a new pipe. We will review this work.

Spoon Commercial Project (Bellemont Station)

- This plan was approved for construction and construction is underway.

Spoon Capacity Analysis

- CE Group submitted a large layout drawing showing all of Mr. Spoon's property holdings and requested that we evaluate sewer capacity requirements for the total of these properties. Our initial opinion is that all of Mr. Spoon's flow can be carried in the proposed Fire Tower Road outfall with minor upgrades to the system.
- Of particular interest are the properties that lie north of Hwy 64. The only pipe currently crossing Hwy 64 is the existing 6" force main. This will have to be evaluated closely. Mistakes or oversight in planning here could be costly.
- Some of Mr. Spoon's flow may be considered for routing to the Credle Street outfall. This outfall is nearing capacity. Capacity improvements would be needed.
- This analysis is very important and stresses the need for comprehensive capacity analysis throughout the system. Flows introduced to the system affect the system all the way down to the plant. A collection system master plan is needed (see below).

Standard Specifications

- Hydrostructures has been working with Town staff on a complete overhaul of the Standard Specifications, which are ready for Board approval. The revised specifications incorporate the needs that have been recognized over the last 6 years of the life of the previous version of the specifications. The new specifications include tighter tolerances and requirements and incorporate a revised process for plan approval and project closeout. These areas have presented the most problems over the last 6 years and we feel the revision will address these problems quite well.

Water Distribution System Modeling

- At the last Board of Commissioners meetings, Hydrostructures was requested to submit a proposal for distribution system and water quality modeling. This is a very good idea for the Town to pursue as the distribution system can contribute just as much to water quality as the raw water supply and treatment system. We have done some research to prepare a high-quality scope of services and hope to have a proposal before the Board at the next scheduled meeting.
- This effort compliments and is helped by the Town's renewed efforts to adequately map and inventory the water distribution system.

Sewer System Master Plan

- Hydrostructures is preparing a proposal for sewer system planning to present to the Town. Over the past six years of reviewing numerous projects for the Town, near-term and long-term impacts on the sewer collection system have been considered on a case-by-case basis. Adequate attention to the overall long-term impact on the sewer collection system has not been afforded and is much needed in the face of the development pressure that the Town continues to see.
- This effort compliments and is helped by the Town's renewed efforts to adequately map and inventory the sewer collection system. Sewer modeling as part of the master plan cannot be properly performed without an accurate map of the system.

Water and Sewer System Mapping

- At the request of Staff, Hydrostructures has a proposal before the Board to bring the water and sewer mapping up to acceptable standards and provide a much needed management tool. This effort compliments, and is needed, to perform sewer system planning and water system modeling.

Evaluation of Plan Review/Inspection Costs and Fee Recovery

- We will soon begin assisting Town staff with an evaluation of the costs incurred by the Town to review and inspect development projects. This will involve review of billing records and project details over the past six years. The hope is to adopt a policy that will fairly recover the Town's real costs for conducting this sort of business.

DEHNR AMENDMENT TO ENGINEERING REPORT

Discussion of DEHNR Amendment to Engineering Report and results of review per letter dated October 27, 2006 – Commissioner Max Cotten.

Commissioner Cotten stated this matter had been addressed earlier.

NEW BUSINESS

GREEN ENERGY

Green Energy Tags presentation – Lyle Estill of Piedmont Biofuels and Mayor Randy Voller.

Lyle Estill came before the board regarding purchasing renewable energy credit for the Town of Pittsboro. He stated we have a great asset in Bynum. We can jump out and lead in this technology.

Mr. Estill stated that renewable energy technologies are defined as any technology that exclusively relies on an energy source that is naturally regenerated over a short time and derived directly from the sun, indirectly from the sun, or from moving water or other natural movements and mechanisms of the environment. Renewable energy technologies include those that rely on energy derived directly from the sun, wind, geothermal, hydroelectric, wave or tidal energy, or on biomass or biomass-based waste products, including landfill gas. A renewable energy technology does not rely on energy resources derived from fossil fuels, or waste products from inorganic sources. He stated that the Town of Pittsboro for this calendar year has used 1,000,000 kwh or electricity. He stated it would cost about \$20,000 to get the plant turned on (in Bynum).

Mayor Voller asked Manager Misenheimer to talk with Rachel and Lyle and bring back information to the board for making a decision, he thinks it is a good idea. Bring it back to the meeting in December.

CREDLE STREET SEWER REHABILITATION

Proposal for engineering services for Credle Street Basin Sewer Rehabilitations – Jay Johnston of Hydrostructures Inc. (NC Rural Center Project)

SEWER COLLECTION SYSTEM MAPPING AND GIS/HYDROSTRUCTURES

Proposal for Sewer Collection System Mapping and GIS – Jay Johnston of Hydrostructures.

WATER DISTRIBUTION MAPPING AND GIS UPDATE/HYDROSTRUCTURES

Proposal for Water Distribution Mapping Update and GIS – Jay Johnston of Hydrostructures.

Motion made by Commissioner Brooks seconded by Commissioner Bryan to approve the Proposal for Engineering Services for Credle Street Basin Sewer Rehabilitation Project, Proposal for Sewer Collection System Mapping and GIS and Proposal for Water Distribution Mapping Update and GIS. Vote Aye-4 Nay-0

A COPY OF THE PROPOSAL FOR CREDLE STREET SEWER REHABILITATION, SEWER COLLECTION SYSTEM MAPPING AND GIS AND WATER DISTRIBUTION MAPPING AND GIS UPDATE IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES

PITTSBORO PLACE PARTNERS – WASTEWATER CAPACITY

Request by Pittsboro Place Partners to affirm that 15,000 gallons of wastewater capacity can be applied to land owned by Pittsboro Place Partners – David Monroe, Town Planner.

Planner Monroe reported that Pittsboro Place Partners is asking the town for a clarification of their wastewater allocation. They purchased the property south of Horton School from the Volunteer Fire Department; that property had an allocation of 20,000 gallons of wastewater capacity. The town approved a site plan for that site which would request 5000 gallons to construct and you allowed the transfer of the remaining 15,000 gallons to property owned by Pittsboro Place Partners on Industrial Drive. Subsequent to that allocation, the Partnership has acquired additional property in the area of Industrial Drive and they are seeking confirmation that the allocation can be applied to all property they have acquire din the area.

Planner Monroe stated the allocation will be spread out more but no more allocation.

Motion made by Commissioner Cotten to affirm the 15,000 gallons of wastewater capacity for all property owned by them in the area of Industrial Drive as submitted to Planner Monroe, seconded by Commissioner Brooks.

Vote Aye-4 Nay-0

BICYCLE AND PEDESTRIAN PLANNING GRANT 2007

Adoption of resolution to support application for NC Department of Transportation Bicycle and Pedestrian Planning Grant Funds 2007 call for proposal – Sam Misenheimer, Town Manager/Phil Bors, Parks and Recreation Advisory Board member.

Manager Misenheimer stated he does not have the resolution prepared yet but it would state that the Board supports the submission of an application and will provide the 20% match which would be between 5 and 10 thousand dollars.

Motion made by Commissioner Brooks seconded by Commissioner Brooks to authorize the Manager to prepare the Resolution of Support.

Vote Aye-4 Nay-0

SCHEDULING HOLIDAY APPRECIATION LUNCHEON

Town employees and staff holiday appreciation luncheon on December 15, 2006.

Commissioner Cotten stated he is in favor of having a holiday appreciation luncheon but he would like for it to continue the way it has been.

Motion made by Commissioner Bryan seconded by Commissioner Brooks to approve the Town employees and staff holiday appreciation luncheon for December 15, 2006 at the Community Building and that it be catered. No dollar amount was given.

Commissioner Cotten abstained.

Vote Aye-4 Nay-0

Staff Reports/Manager updates

- Park improvements updates.
- PARTF Grant updates.

COMMISSIONER CONCERNS

None

FYI –

- November 28, 2006 – 2:00-4:00 PM Lighting Ordinance review meeting.
- December 3, 2006 – Pittsboro Christmas Parade 3 PM – (Please be at Town Hall by 2:15)
- December 7, 2006 – 9:00-3:00 – Low Impact Development Workshop: Protecting Water Quality as Pittsboro Grows

ADJOURNMENT

Motion made by Commissioner Cotten seconded by Commissioner Brooks to adjourn.

Vote Aye-4 Nay-0

Randolph Voller, Mayor

ATTEST:

Alice F. Lloyd, CMC, Town Clerk