

MINUTES
TOWN OF PITTSBORO
BOARD OF COMMISSIONERS
REGULAR MEETING
MONDAY, FEBRUARY 22, 2016
7:00 PM

Mayor Cindy Perry called the meeting to order and called for a moment of silence.

Pledge of Allegiance was led by Commissioner Farrell.

ATTENDANCE

Members present: Mayor Cindy Perry, Mayor Pro Tem Pamela Baldwin, Commissioners John Bonitz, Jay Farrell, Michael Fiocco and Bett Wilson Foley.

Staff present: Manager Bryan Gruesbeck, Clerk Alice F. Lloyd, Attorney Paul S. Messick, Jr., Chief of Police Percy Crutchfield, Engineer Fred Royal and Planning Director Jeff Jones.

Motion made by Commissioner Fiocco seconded by Commissioner Foley to approve the regular meeting agenda as presented.

Vote Aye-5 Nay-0

CONSENT AGENDA

Motion made by Commissioner Baldwin seconded by Commissioner Fiocco to approve the consent agenda as submitted. The Consent Agenda contains the following items:

1. Approve Minutes of the February 8, 2016 Regular Meeting.
2. Receive Financial Summary Report for FY 2015-2016 through January 31, 2016.

Vote Aye-5 Nay-0

REGULAR MEETING AGENDA

CITIZENS MATTERS

None

COMMISSIONER UPDATES

Mayor Updates – Mayor Perry stated she may look into putting her updates on the website. Since the last meeting in February she has attended a 2-day retreat sponsored by the School of Government and NCLM, Board Retreat, EDC meeting, Elected Joint meeting with EDC and a meeting with NCDOT Secretary (that was arranged by Commissioner Fiocco). It was very nice to be able to show the Secretary around beautiful Pittsboro. Also, attended the second meeting on racial justice and meet the candidate's night. There will be a meeting on the 25th on Tax

Assessment Districts with the Legislative delegation and on March 3th she has the Triangle J Council of Governments Mayors meeting.

- EDC
- RPO – Commissioner Fiocco said he was unable to attend but Planner Jeff Jones did. Planner Jones stated the upcoming month and a half is going to be a critical time for the Town and RPO because each county in the RPO has to start ranking the top ten projects for the next two years. Once the list is prepared he will share it with the board and Chatham, Siler City and Pittsboro will get together to rate the top ten projects for the next two year cycle.
- Fairground Association
- PBA/Downtown – Commissioner Fiocco said Mayor Perry mentioned the meeting with NCDOT Secretary. He stated they wanted to introduce the Secretary and his new staff to the Downtown Vision Plan that his predecessor had made substantial commitment to the Town on. They presented the Plan to the Secretary and his staff and is very happy to say that he backed up the commitment the previous Secretary made. Kyle Touchstone the new EDC Director was also in attendance.
- Triangle J Council of Governments
- Main Street
- Climate Change – Commissioner Bonitz said that one of the topics was that the County needs to do a baseline assessment where we stand now in regard to greenhouse gas emissions. They found that a report was done by a Duke student in 2008. That report is out of date.

OLD BUSINESS

REQUEST FROM WASTE INDUSTRIES FOR RENEWAL OF THE SOLID WASTE COLLECTION, TRANSPORTATION AND DISPOSAL AGREEMENT (BRYAN GRUESBECK)

Manager Gruesbeck referenced the memorandum he submitted in the agenda packet and stated Mr. Davidson and two other Waste Industries representatives are present.

Mayor Perry mentioned an article in the Chatham Record about Waste Management starting an educational program in Siler City and she would like that done in Pittsboro.

Commissioner Foley stated she has contacted Lyle Estill about grease/oil collection.

Commissioner Fiocco said he is trying to see how gas prices could cause a savings for the town.

Mr. Ben Hobbit with Waste Industries stated the contract states they “may” charge a fuel surcharge upon the second billing. They have never charged one. He stated Waste Industries has been using the CPI adjustment for Garbage and Trash Collection instead of the Water, Sewer, and Trash Collection Services which has resulted in a significant savings to the Town.

Mr. Ben Hobbit referenced a chart that was in the memorandum they sent.

Commissioner Bonitz stated with the quality of service Waste Industries provides, the prices are inline according to the sources he spoke with and he would be comfortable with a two year extension without electronic waste recycling or composting.

Commissioner Baldwin stated she is interested in learning more about liquids disposal and education for the public.

After discussion a motion was made by Commissioner Fiocco seconded by Commissioner Baldwin to authorize the Town Manager to finalize the Renewal Terms for the two year contract extension with Waste Industries.

Vote Aye-5 Nay-0

Commissioner Fiocco said that the citizens of Pittsboro appreciates the great service provided by Waste Industries.

2016 BOARD OF COMMISSIONERS PLANNING RETREAT REPORT AND MATERIALS (BRYAN GRUESBECK)

Motion made by Commissioner Bonitz seconded by Commissioner Farrell to accept the report as submitted.

Vote Aye-5 Nay-0

SUMMARY REPORT OF THE TOWN OF PITTSBORO 2016 BOARD OF COMMISSIONERS PLANNING RETREAT IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES 35-71

SANITARY SEWER INFLOW AND INFILTRATION REHABILITATION PROJECT UPDATE (FRED ROYAL)

Engineer Fred Royal referenced a map that was provided in the agenda packet and stated that:

- The purple triangles represent smoke test defect repair. 40% of them are on private property (sewer services) and 60% is in the public right-of-way. He stated we would have to come up with an agreement to repair the ones on private property since it is for the betterment of our system.
- The red circles are manholes throughout town that need to be rehabilitated. (One's that we can afford to fix) Mr. Royal said once the bids come in we may have to scale it back some.
- Green lines represents gravity sewer pipes that they are recommending lining.

Mr. Royal said the benefit of this project is to help the WWTP. It would extend current sewer capacity and impact allocation for new development coming in.

He said we will have enough information after this project to put together CIP projects in the future.

Commissioner Farrell asked if there was a priority list. Mr. Royal said yes, they had a spreadsheet and these were the top priority.

Attorney Messick state private property is going to be a problem so you need to be careful with that.

NEW BUSINESS

PLANNING BOARD MEMBER APPOINTMENTS (JEFF JONES)

Planner Jeff Jones stated the Board is being requested to review the applications for the vacancies and to make the appointments at the next meeting. Alfreda is the only current member of the Board to request reappointment.

Planner Jones said this could be the time the town looks at correcting an imbalance on the Planning Board as well. The Town doesn't have to have a 50/50 ratio according to the NC General Statues. It could be 1 ETJ and 5 in town.

There was a discussion on the make-up of the board.

After discussion a motion was made by Commissioner Fiocco seconded by Commissioner Farrell to change the make-up of the Planning Board to four (4) in-town members and two (2) ETJ members.

Vote Aye-5 Nay-0

ADDITIONAL UPDATES AND REPORTS

MANAGER'S UPDATE ON PROJECTS

Manager Gruesbeck said the board has talked about scheduling workshops in previous meetings. He has some thoughts about how to accommodate this without additional meetings. He will put together a memo for the next meeting on his thoughts on how to do that.

He thinks it can be done with our current meeting structure. Taking the 1st meeting of the month; allowing the biggest part of it for workshops.

Commissioner Gruesbeck said they have been working with a communication firm to help with communications regarding Chatham Park and he will be contacting Board members for input.

Manager Gruesbeck went over the written update submit in the agenda packet as follows:

Special Assessment District (SAD) – The Chatham County Board of Commissioners work session and meeting scheduled for February 15, 2016 to discuss and determine if County Staff should continue its study of the SAD was canceled. The issue will be addressed again on March 7, 2016.

Sanford Sanitary Sewer Line Extension/WWTP Improvements – You will recall that the Town of Pittsboro submitted an application to the Clean Water State Revolving Fund (CWSRF)

for a loan to refurbish Pittsboro's existing WWTP and construct a 14-mile force main from Pittsboro's WWTP to Sanford's WWTP. The new force main would provide an additional 2.0 MGD in wastewater capacity. The State Water Infrastructure Authority met on Thursday, 1/21/16 and provided full formal approval of the CWSRF loan amount of \$21,585,500. We have received the formal Notice of Intent to Fund (Attached in the Agenda packet; also on the Town's website). The Wooten Company is currently completing the Professional Engineering Report (PER) and will submit it to NCDENR by June 1, 2016.

In the meantime, we will be working on an intergovernmental agreement with the City of Sanford for your review and using the services of a financial consultant to prepare for discussions and presentations to the Local Government Commission (LGC) in order to assist the Town in developing utility fee payment arrangements with Chatham Park – and guarantees of payments – to ensure the repayment of the Loan.

Chatham Park PDD Master Plan: Additional Elements –At the time of this writing, Staff has not received the Additional Elements.

Salisbury Street Storm Drain Improvements – Curbing and the concrete lid for the structure have been installed. Staff anticipates repaving the repaired portion of Salisbury as soon as weather permits.

Engineering/Planning/Parks/Utilities Office Space – Hobbs will be moving out of the space in Chatham Mills over the weekend of February 20. (They moved out today) Town Staff will be making a property condition inspection and moving in during the week of February 22, 2016.

Finance Director Replacement – I have scheduled two interviews during candidates for the week of February 22, 2016. I will invite candidates back for an additional interview with the Finance Department and Department Heads before making a decision.

Board Retreat – David Long asked me to pass along his sincere thanks for involving him with your retreat. He said that despite his semi-retirement, he would be willing to continue engaging us in whatever capacity you prefer.

COMMISSIONER CONCERNS

Mayor Perry said she received an email from Elaine Chiosso regarding the concerns about 1.4 dioxide in the water. She was urging the Board to take some follow-up action. Sanford and Fayetteville also have concerns.

Mayor Perry said she is willing to set up meetings with Mayors upstream to discuss these concerns and would like the Board to authorize her to do so.

Commissioner Fiocco and Commissioner Baldwin stated it was their understanding they were going to meet with the towns upstream and report back to the board. Commissioner Fiocco said he would certainly like an update from them on what they found out.

Commissioner Bonitz said his understanding is that it is something to be concerned about but not to be alarmed about.

Commissioner Bonitz made a motion seconded by Commissioner Fiocco to authorize Mayor Perry to contact other governments up stream to pursue a solution to this contamination problem in our water.

Vote Aye-5 Nay-0

Mayor Perry said she received an email from DWQ this afternoon seeking to have a meeting with Fred Royal, Bryan Gruesbeck and herself to talk about the revolving loan. He just wants to improve communications about the project.

Commissioner Farrell said he is still concerned about the Sanford sewer line. He is concerned about what Chatham Park is going to bring to the table. He is not going to support this loan, they should bring some money to the table. Manager Gruesbeck said they have agreed to guarantee payment on the loan.

Commissioner Bonitz said he also echo those concerns but he had positive dialogue from the Manager. He said he is not sure going to Sanford is the best option for Pittsboro.

Manager Gruesbeck stated a lot of time and discussion went into this option. It was the best option to get the 2 mg a day at a time when the community has a need for it. There is no plan to discard our current plant but to make some improvements in phases.

Commissioner Foley said on Millbrook in Powell Place they look like they are getting ready to pave. Manager Gruesbeck said they are working to complete the punch list.

Commissioner Fiocco stated he is still waiting on the information from Clarion.

Commissioner Fiocco wanted to thank staff for removing the silk fence post at Horton School, it was well past due.

Commissioner Fiocco said he is trying to get the Affordable Housing thing going. Robert said he can come any Thursday at 4 p.m. The Board agreed to set a meeting for Thursday, March 10 at 5:30 p.m.

Commissioner Fiocco said he will be traveling to Atlanta next week and thinks he might be able to get a tour of the Emory WWTP.

FYI

1. Clean Water State Revolving Fund – Letter of Intent to Fund
2. Chatham County Schools – Comprehensive Annual Financial Report

ADJOURNMENT

Motion made by Commissioner Baldwin seconded by Commissioner Foley to adjourn at 8:55 p.m.

Vote Aye-5 Nay-0

Cindy S. Perry, Mayor

ATTEST:

Alice F. Lloyd, CMC, NCCMC
Town clerk

DRAFT