

**CITY OF LAURINBURG
CITY COUNCIL MEETING
JANUARY 16, 2018
MUNICIPAL BUILDING
303 WEST CHURCH ST.
7:00 p.m.**

Minutes

The City Council of the City of Laurinburg held its regular meeting on Tuesday, January 16, 2018 in the Council Chambers of the Municipal Building at 7:00 p.m. with the Honorable Matthew Block, Mayor, presiding. The following Councilmembers were present: Mary Jo Adams, Mary Evans, James J. Garby, Jr., Curtis B. Leak, and Andrew G. Williamson, Jr.

Also present were Charles D. Nichols III, City Manager; Angela H. Taylor, Deputy City Clerk; and William P. Floyd, Jr., City Attorney.

Mayor Block called the meeting to order at 7:00 p.m.

Mayor Block gave the Invocation and then led the Pledge of Allegiance.

Councilmember Leak explained that the City lost the longest serving member of its Planning Board recently with the recent death of Mrs. Sallie Jones. He added that she was one of the pillars of the community, and he thanked her family for allowing her to serve the City and citizens.

APPROVAL OF AGENDA

Councilmember Adams requested that a closed session to discuss a personnel matter be added to the agenda.

The City Manager requested a closed session for economic development be added to the agenda.

Motion was made by Councilmember Leak, seconded by Councilmember Adams, and unanimously carried to approve the agenda as amended.

PUBLIC COMMENT PERIOD

Mayor Block reviewed public comment procedures.

There was no one present to speak.

CONSENT AGENDA

Mayor Block presented the Consent Agenda as follows:

- a) Consider minutes of October 6, 2017 special meeting; and October 17, 2017 regular meeting
- b) Consider setting public hearing to be held February 20, 2018, at 7:00 p.m. to consider rezoning from Residential-20 to Office/Institutional property located on Old Johns Road
- c) Notification of Surplus Property Sales Report from July 1, 2017 through December 31, 2017

Councilmember Adams moved to approve the Consent Agenda. Councilmember Leak seconded the motion, and it was approved by the following vote:

Ayes: Garby, Leak, Adams, Evans, Williamson

Nays: None

DELEGATIONS

LOAD MANAMEMENT PROJECT UPDATE – ALAN COBB (PROGRESSIVE ENGINEERING) AND JASON THIGPEN (ELECTRICITIES)

The City Manager explained that the City had been working with Mr. Alan Cobb of Progressive Engineering on a load management project for the City since the load management equipment and software were obsolete and the equipment could not be repaired. He added that funds for the software and equipment were included in this fiscal year's budget.

Mr. Jason Thigpen of ElectriCities, introduced himself and provided a brief background on ElectriCities of which the City is a member. He presented a PowerPoint presentation with highlights as follows:

- Three (3) parts to the wholesale electric rate that impact the City:
 - Demand Charge: \$18.74 per kW of Billing Demand (CP Demand)
 - Energy Charge: 3.029 ¢ per kWh of Billing Energy
 - Rider No. 2, Delivery Charge: 0.06 ¢ per kW of Billing Demand
- Load Management can affect the wholesale electric rate:
 - Load management is the process used to reduce electrical loads to achieve monthly savings
 - It includes:
 - Demand side management (DSM)
 - Peak load reduction
 - Load curtailment
 - Methods include:
 - Load management switches on appliances
 - Generators
 - Voltage reduction
- ElectriCities role in Load Management:
 - Forecast the daily and monthly peaks using historical peak load and weather data and monitoring and reviewing daily weather conditions

- Develop Load Management strategy and options
- Communicate recommendations
- Control Load Management switches and generators
- Assist members cities with evaluating new technology options and implementing new programs

Mr. P.J. Rehm of ElectriCities presented a PowerPoint presentation concerning ElectriCities Load Management Switch Project with highlights as follows:

- Installed on appliances such as:
 - Air conditioners
 - Water heaters
 - Heat strips and baseboard heat
- Installation must be performed by a licensed electrician
- Appliances are turned off or cycled during load management events
- Very little impact on customers' comfort
- Current technology:
 - One-way technology that is 20+ years old
 - Unable to tell if a device operated for Load Management
 - Unable to tell when a device fails
 - Technology no longer supported
 - Study in 2011 determined two (2) out of three (3) switches were disconnected or had failed
 - Most municipal members paying out credits when the customers were no longer utilizing the Load Management switches
- Future technology:
 - Two-way technology that provides:
 - Active monitoring to help identify failed or disconnected Load Management switches
 - Confirmation that switches received Load Management event commands
 - Remote programming
 - Flexible network for future projects in Laurinburg
 - Graphical interface for managing program

Mr. Rehm explained that of the 32 member cities of the NC Eastern Municipal Power Agency (NCEMPA), 31 members have implemented a Load Management Program. He added one (1) of the vendors that the City is looking at partners with ElectriCities such that if an ElectriCities member city goes with that vendor, it will receive a discount on equipment with free hosting for the system by ElectriCities.

Upon questions by Councilmember Evans, the City Manager explained that one of the problems with the current Load Management Program is so that the City is still giving credits for Load Management to customers but the City is not seeing a decrease in demand charges for running the Load Management Program. He added that the switch over to the new program will occur over two (2) budget years. He further added that participation by the

City's customers is voluntary, and once the program is up and running, customers will be notified via utility bills and other advertising.

Upon questions by Mayor Block, Mr. Rehm explained that the City would benefit from lower demand charges on the wholesale electric rate, which would be passed on to the participating customers as a credit. He added that there are varying levels of control that the customer can give to the Load Management Program, and the credit levels vary by the level of control the customer chooses.

Mr. Alan Cobb of Progressive Engineering explained that he had been working on Requests for Proposals (RFPs) for several months and had received proposals from NextGrid (partner with Electricities), Tantalus and Itron. He added that after receiving cost estimates from NextGrid and Tantalus, he recommended that the City contract with NextGrid as the lowest bidder and lowest annual cost. He further added that that total estimated installment cost was \$564,591.40, with an annual support fee of \$4,316.00. He further explained that most utility companies are using some type of Load Management Program. He briefly reviewed the build out with Automatic Meter Integration which would provide two-way communication to and from the meters for future consideration and that there was a possibility that water meters could also be read with this system.

The City Manager explained that funds were budgeted for the Load Management Program. He added that the City would notify customers when the program was available.

Upon questions by Councilmember Evans, the City Manager explained that the conversion to tenant-paid electric bills was on-going, and that Mrs. Nancy Walker, Executive Director of the Laurinburg Housing Authority would provide an update to Council in February. He added that residents of Laurinburg Housing Authority would be eligible to participate in the Load Management Program once it is available.

Councilmember Adams explained that several years ago the City held several meetings with Laurinburg Housing Authority residents explaining ways to cut electric usage and save money.

Upon questions by Councilmember Leak, the City Manager explained that by going with the NextGrid and purchasing the infrastructure for the Load Management Program, the City could in the long-term move to a fixed network. He added that the rough plan if the City moved to a fixed network would be to look at electric and water meters inside the city limits first and then move outside the city limits.

Mr. Cobb explained that what the City is looking at now is simply for the Load Management Program, but has other future capabilities if the City chose to expand.

Upon questions by Councilmember Williamson, the City Manager explained that funds for this project were budgeted in the current year, and some would be needed in the next budget year. He added that it would take time to procure and receive the equipment and then install the equipment, and that the City needed to tap onto Duke Energy.

Mr. Cobb explained that Mayor Block had earlier in the meeting asked about saturation of the Load Management System in Laurinburg. He added that currently there are 2,150 switches installed out of a possible 10,000 to 11,000, which equates to approximately 20-25% saturation.

Mr. Rhem explained that the average saturation in other participant cities is about 35%, with one city having no customers participating and another city requiring participation by all customers.

Discussion ensued concerning the use of generators by commercial customers to supplement electricity when Load Management is in place.

Upon question by Mayor Block, Mr. Cobb explained that the City would save approximately \$200,000.00 annually with the Load Management Program was based on saturation and actual savings realized.

Upon question by Councilmember Evans, the City Manager explained that Mr. Cobb is the City's electrical engineering consultant and that Mr. Jason Lighthall is the City's Electrical Services Director.

Upon question by Mayor Block, Mr. Cobb explained that Itron did not submit a bid because it was obvious in the RFP that it would not be flexible enough to adjust to the needs of the City.

Upon question by Mayor Block, Mr. Cobb explained that the benefit for ElectriCities would be because first of all, the Load Management Program promotes conservation and is a green concept; there would be less utility investment needed in the future because of less electrical consumption and that the wholesale electric rates could be kept lower.

Mr. Rehm explained that the Load Management Program was a way for ElectriCities to control costs and control rates for member cities.

Mayor Block asked what is in it for ElectriCities if the City agrees to do the program. Mr. Cobb stated that it would help with less utility investment and rates would go down. Mr. Lighthall stated it is a way to control cost and have control of the switch.

There was no action needed or taken on this matter.

CHRIS ENGLISH, LAURINBURG/SCOTLAND COUNTY AREA CHAMBER OF COMMERCE –REQUEST CONCERNING “ON THE ROAD WITH CECIL” SERIES

Mr. Chris English, Executive Director of the Laurinburg/Scotland County Area Chamber of Commerce (Chamber), thanked Council for past participation in the “On the Road With Cecil” series with WPDE-TV15 which has been a partnership between the Chamber, Scotland Healthcare System, Scotland County Tourism Development Board (TDA), Scotland County Schools, the City of Laurinburg and the Scotland County Economic Development Corporation (EDC). He explained that almost two (2) years ago, the Chamber and other entities began participating in the “On the Road With Cecil” series on WPDE-TV15 which has confirmed viewership of over 80,000 per episode. He requested that Council commit to a 13-week session,

one running in the spring and another in the fall. He added that the total cost per season is \$20,800.00, and if there are four (4) partners, the cost per partner would be \$2,500.00.

Upon question by Councilmember Evans, Mr. English explained that the show airs on Wednesdays at 12:00 noon and 10:00 p.m.

Upon question by Councilmember Williamson, Mr. English explained that WPDE TV-15 has a YouTube channel and the series can be viewed.

Upon question by Mayor Block, Mr. English explained that because he was hoping to start the next series by the end of February, and that he was currently trying to determine which entities would participate. He added that if the City or Scotland County did not participate, the series would not begin at the end of February.

Councilmember Adams disclosed that her brother works for WPDE TV15, and that it has been established that she does not have a conflict of interest in this matter.

Upon question by Councilmember Adams, Mr. English explained that Council could fund the spring series and discuss participation in the fall series during budget discussions.

Following discussion, motion was made by Councilmember Evans, seconded by Councilmember Williamson, and unanimously carried to participate in the spring "On the Road With Cecil" series with the Laurinburg/Scotland County Area Chamber of Commerce.

Mr. English introduced Mr. John Ferguson, the outgoing Chamber President.

INTRODUCTION OF SCOTLAND COUNTY PARKS & RECREATION DIRECTOR, MR. BRYAN GRAHAM

Mr. Bryan Graham, Scotland County Parks and Recreation Director, discussed past and future collaborative efforts with the City and other entities which thus far have been successful. He added that the funds raised on the Insanitarium Project with Growing Change and the Chamber of Commerce resulted in raising over \$40,000.00 for batting cages at the Morgan Complex. He added that in December, he worked with the City and showed The Polar Express movie at the Art Garden, and beginning April 27, 2018, a free movie series downtown will begin showing family-oriented movies. He further added that his goal is to enhance the quality of life for citizens in Scotland County. He stated that if anyone has any ideas of suggestions, to contact him.

The City Manager explained that the first movie event will be the same week as the Spring Festival which kicks off with Laurinburg After 5 on Friday night, then the movie, and Saturday kicking off with the FUNd Run on Saturday morning, and the rest of the Spring Festival on Saturday including unveiling of the new sculptures at the Art Garden

DAN LAMBERT, MCADAMS AND COMPANY – MASTER PLAN FOR PARKING LOT BEHIND WALK THROUGH

Mr. Dan Lambert, Principal Landscape Architect with McAdams and Company, explained that he was based out of the Charlotte office of McAdams and Company which consists of planners, landscape architects, civil engineers, and environmental scientists. He further explained that the preliminary plan for the parking lot behind the Walk Through on Main Street was a hybrid of parking and active civic space which would invite people into the space. He further added that he was looking at options for designing the space in a manner that it can be parking or be cleared and used as central civic space for festivals, for market places, or the type of events that Mr. Graham discussed. He added that the necessary infrastructure was in place and he was looking forward to working on this project that would hopefully give more life and redevelopment to businesses along Main Street.

Upon question by Councilmember Williamson, Mr. Lambert explained that all of the property owners of the area would be involved in the project.

Upon question by Councilmember Williamson, the City Manager explained that the Main Street program is aware of the efforts involved with this project.

Discussion ensued concerning the parking on the lot and along Main Street. Mr. Lambert explained that the intent with the project is such that within the civic plaza space to create essentially an area free of horizontal barriers which can function as parking during non-event times, but then the City wants to close that off the entire property and hold an event, there are no curbs, no light posts and sign posts.

The City Manager explained that staff has talked with all of the owners of the property once the Walk Through Project began. He explained that the City will need to purchase or have a long-term lease in place in order to do any work on the property. He added that staff believes purchase of the property from all of the owners would be the best route.

Upon question by Councilmember Evans, the City Manager explained that there would not be any forced possession of the property.

Mr. Lambert explained that over the next several months, the plan would be developed to include improving the appearance of the businesses around the property to either enhance current operations or for redevelopment. He added that he believed that improvement of the property would depend upon how it was incentivized and what is done to create something special to create a positive edge between the businesses and the civic space.

Upon question by Mayor Block, Mr. Lambert explained that several of the civic areas that Council could look at were in larger areas, such as in Raleigh, Hillsboro, Charlotte, and possibly Clayton. He added that he would put a list together for Council.

Upon question by Mayor Block, Mr. Lambert explained that he did not believe it to be an issue since the parking lot was not located on Main Street. He added that how the area is signed would make a huge difference. He further added that the Walk Through was the best gesture to get people from Main Street to the proposed civic space.

Councilmember Evans explained that her vision of the area was for it to be parking to take pressure off of Main Street and have a shuttle service to take people from the parking to Main Street.

Mr. Lambert explained that all ideas would be explored over the next several months and that the best possible solutions would be presented.

CITY MANAGER REPORTS

UPDATE ON RECYCLING DROP-OFF LOCATION

The City Manager explained that the recycling drop-off was relocated from behind City Hall to inside the fence at Public Works, and that a lot of people had voiced concern about the recycling drop-off not being centrally located and that it wasn't available nights and weekends. Staff looked into sites that were more centrally located that the City owns; however, during the search, a parcel of land on the corner of Everett and Cronly Streets, behind the Sanford Building, was discovered. He added that this property is owned by Richmond Community College (RCC), and Dr. Dale McInnis was willing to transfer the property to Scotland County, and the County Manager has pledged to convey the property to the City. He further added that one of the future ideas for the Sanford Building is to turn it into an incubator site, so owning the lot at the corner of Everett and Cronly Streets would be beneficial. He further explained that the lot in question has some paving on it and there are two (2) curb cuts, therefore the lot could be a potential location for a clean, state of the art recycling drop-off. He added that staff did not want to locate the recycling drop-off back at City Hall when construction is completed because over the weekends, people drop off non-recyclables such as toilets and furniture and the area is an eyesore; therefore staff prefers the location at Public Works because of the security.

Councilmember Leak expressed concern about the close proximity of residential properties and the downtown area to the proposed site and that the site could become an eyesore. He suggested that staff look into other possible sites for locating recycling drop off, such as the property on corner of Pine and Bizzell Streets near B&B Radiator.

Upon question by Mayor Block, the City Manager explained that when complaints about the recycling drop-off being not centrally located were received, he explained to the callers that the matter would be taken to Council.

Following further discussion, motion was made by Councilmember Leak, seconded by Councilmember Evans, and unanimously carried for the City to pursue taking ownership of the property from Richmond Community College that is located on the corner of Cronly Street and Everett Street.

COUNCIL RETREAT – FINALIZE DATE, TIME, AGENDA TOPICS, FACILITATOR

The City Manager explained the Small Business Innovation Center (SBIC) was reserved for the Council Retreat on January 30, 2018 at 5:00 p.m.

It was consensus of Council to hold the Retreat on Tuesday, January 30, 2018 at 5:00 p.m. at the Small Business Innovation Center.

Council reviewed the list of possible topics for the retreat as below:

- If the topics are to be prioritized, Council should do so.
- Council meeting technology and audio-visual improvements should be combined into one (1) topic.
- Remove discussion about leave maximum accrual rate.
- Consensus to have Finance Director present quarterly finance reports to Council.
- Removed electric substation discussion since it will be discussed during budget time and will be included with other capital projects in the updated Capital Improvement Plan (CIP) that will be presented during budget discussions.
- Remove consolidation of law enforcement.
- Keep update on recreation center on the agenda.
- For discussion on voting districts, staff provide numbers of registered voters in Districts 1 and 2 for discussion, and the City Attorney briefly review the process involved.
- City Manager and City Clerk to organize topics that are related. Draft agenda will be sent to Council and Council to submit comments or concerns to the City Manager.

Councilmember Adams suggested that the two (2) new Councilmembers be provided copies of the Pedestrian Plan and the existing CIP if they have not been provided copies.

Discussion ensued concerning the need for department heads to be present. It was consensus of Council that if there is a departmental item, then the department head should be present.

Following further discussion, it was consensus of Council for the City Attorney to facilitate review of Roles and Expectations and the City's mission statement.

COMMENTS FROM MAYOR AND/OR COUNCILMEMBERS

Mayor Block congratulated the organizers and participants in the Martin Luther King, Jr. weekend events.

Councilmember Evans explained that the N.A.A.C.P. Youth were still celebrating Martin Luther King, Jr. events.

CLOSED SESSION

At 9:16 p.m. motion was made by Councilmember Adams to go into closed session pursuant to NC General Statute 143-318.11(a) (4) for economic development. The motion was seconded by Councilmember Garby, and carried unanimously.

At 9:50 p.m. motion was made by Councilmember Williamson to adjourn the closed session and resume the regular meeting. The motion was seconded by Councilmember Adams, and unanimously carried.

ADJOURN

Motion was made by Councilmember Williamson, seconded by Councilmember Garby, and unanimously carried to adjourn the meeting.

The meeting adjourned at 9:51 p.m.

Matthew Block, MD, Mayor

Jennifer A. Tippett, City Clerk