

**CITY OF LAURINBURG
AGENDA WORKSHOP
JULY 10, 2012
W. CHARLES BARRETT ADMINISTRATION BUILDING
305 WEST CHURCH ST.
7:00 P.M.**

Minutes

The City Council of the City of Laurinburg held an agenda meeting on July 10, 2012 at 7:00 p.m. in the conference room of the W. Charles Barrett Administration Building with the Honorable Thomas W. Parker III, Mayor, presiding. The following Councilmembers were present: Andrew G. Williamson, Mary Jo Adams, Curtis B. Leak, and Kenton T. Spencer. Herbert M. Rainer, Jr. was the only member absent.

Also present were: Edward F. Burchins, City Manager, Jennifer A. Tippett, City Clerk, and William P. Floyd, Jr., Assistant City Attorney.

Mayor Parker called the meeting to order at 7:00 p.m. The invocation was given by Councilmember Williamson.

The City Manager reviewed the upcoming agenda for the July 17, 2012 regular meeting of City Council.

- 1) Approval of Agenda
- 2) Employee Recognition – Retirement of Tommy Blackwell
- 3) Public Comment
- 4) Consent Agenda
 - a. Consider minutes for the May 15, 2012 agenda work session, May 22, 2012 regular meeting
 - b. Consider Ordinance No. O-2012-22 amending the 2012-2013 Budget Ordinance (O-2012-21) which allocates \$40,000 grant from the NC Rural Center for evaluation of Leith Creek Outfall
The City Manager explained that the City received a \$40,000 grant from the North Carolina Department of Environmental Health and Natural Resources to allow the City to continue evaluating Leith Creek Outfall. The matched amount, \$40,000, was already in the budget; this grant means that there will be no impact on the budget. This ordinance accepts the funding from the Rural Center.
 - c. Consider Ordinance No. O-2012-23 amending the 2012-2013 Budget Ordinance (O-2012-21) which allocates \$400 from Administration Salaries & Wages to City Manager Travel & Schools
The City Manager requested that \$400 of the bonus he received from Council be moved to City Manager-Travel & Schools.

- d. Consider Ordinance No. O-2012-24 condemning the property located at 346 Douglas Street and authorizes the Building Inspector to demolish and clear the property
- e. Consider Ordinance No. O-2012-25 condemning the property located at 202 Second Street and authorizes the Building Inspector to demolish and clear the property
- f. Consider Ordinance No. O-2012-26 condemning the property located at 606 Hall Street and authorizes the Building Inspector to demolish and clear the property
- g. Consider Ordinance No. O-2012-27 amending Chapter 2, Article II, Section 2-32 Organizational Meetings, of the Code of Ordinances
The City Clerk explained that according to General Statues, the Organizational Meeting that typically has been held by the first regular meeting in November at 12:00 p.m. needs to be moved to allow the results to be certified by the Election Board. In doing so, the Code of Ordinances needs to be amended to reflect the General Statues and the meeting day needs to be moved to before the first regular meeting in December at 12:00 p.m. to allow for the election results to be certified before swearing anyone into office.
- h. Consider Resolution No. R-2012-21 declaring property surplus and authorizing sale on www.govdeals.com
The City Manager explained that a list of 38 items had been compiled of vehicles and equipment that should be declared surplus to be sold. Selling these items as surplus will raise revenue. These items would be sold on www.govedeals.com, which is comparable to E-bay.
- i. Set public hearing to be held at 7:00 p.m. on August 21, 2012 in the council chambers of the Municipal Building to consider request to amend Article II Basic Definitions and Interpretations, Section 15, Definitions of Basic Terms; Article X Permissible Uses, Section 146 Table of Permissible Uses, and Article XI Supplementary Use Regulations, by adding Section 180.3 Tattoo Parlors
Mrs. Deese explained that the Planning and Zoning Board voted unanimously to require tattoo parlors to go through the Conditional Use Permit (CUP) process. Once an application had been submitted for a CUP, tattoo parlors would be defined as being allowed in the General Business zone with supplemental regulations.
A lengthy discussed ensued concerning the location of tattoo parlors in the downtown area.
It was consensus of Council for Mrs. Deese to gather more research on tattoo parlors in downtown areas and assisting LDRC when requested.

Upon question by Mayor Parker, the City Clerk explained that when the Mayor actively enters discussion during a council meeting, he should ask the Mayor Pro Tem to preside over the discussion.

PUBLIC HEARINGS

- 5) Consider Ordinance No. O-2012-28 which amends Article X, Section 146, Permissible Uses, and Article XVII, Section 287 Off-Premises Signs, of the Unified Development Ordinance
- 6) Consider Ordinance No. O-2012-29 which amends the City of Laurinburg Zoning Map by designating certain areas to be located within Off-Premises Sign Overlay Districts

The City Manager explained that Mr. Sam Snead expressed his concern for billboards being limited to outside the City limits and that he would be called by companies or businesses wishing to put signs on his property. A lengthy discussion ensued about sign locations, regulations, and the process for requesting signage.

EXTRA-TERRITORIAL JURISDICTION (ETJ)

A discussion ensued concerning the General Assembly's review of annexation and municipalities' ETJ. The City Manager explained that a resolution would be prepared concerning Council's desire to preserve the City's ETJ.

CURB & GUTTER REQUIREMENTS

Upon question by Councilmember Rainer, the City Manager explained that there have been numerous discussions regarding the need to have curb and gutter in undeveloped areas to see if by removing that requirement, there might be development of subdivisions.

Discussion ensued about the positive and negative aspects of curb and gutter and the growth of the City.

Councilmember Spencer suggested having a moratorium on the curb and gutter requirement for a year to reduce the cost and allow potential developers to come into the City.

A discussion ensued concerning the lack of curb and gutter in the southern portion of the City and the inconsistency of requiring curb and gutter in existing subdivisions that are further developed. He added that flooding is an issue because the responsibility for maintaining ditches alongside roads would need to be determined or that the ditches would be required to be piped in.

Discussion ensued about the maintenance required on streets that do not have curb and gutter. The City Manager stated that he would investigate any maintenance that could be performed to the base of the streets to handle the large vehicles that travel City streets and the State's construction requirements for streets.

Following further discussion, it was consensus for Council to be provided a map of the City showing the existence and non-existence of curb and gutter and further information concerning street construction.

AUTOMATED METER READING SYSTEM (AMR)

The City Manager explained that he and staff would meet with representatives of Datamatic on July 19, 2012. He added that the AMR project was roughly 90% complete. He further added that one problem that existed is with 190 demand meters and it appeared that the City will have to change the type of demand meter to digital meters. He explained that Ronald Pierce has requested one (1) month to study the digital demand meters and conduct pilot testing to ensure accuracy.

Upon question by Councilmember Williamson, the City Manager explained that demand meters are used by the City's business and commercial customers.

The City Manager explained that the metal posts with antennas which gather readings from 10-12 meters are currently being installed in Laurel Hill. He added that residents are complaining about the appearance of the posts and the interference in mowing their property. He added that the City is attempting to satisfy those complaints. He added that there are approximately 200 water meters to be installed and approximately 80 of the larger water meters that need to be installed.

A discussion ensued concerning placement of the antennas in the NC Department of Transportation (DOT) right-of-way.

The City Manager explained that the software for citizens to view their account information is more suited for metropolitan areas such as Los Angeles. He added that the City's website host, VC3, is developing software more suited for a City the size of Laurinburg, and Laurinburg has been asked to be a pilot city. He further added that the project is on budget; however, the Finance Director and staff in the Customer Services area have concerns about switching to routes because some of the City's customers will receive back to back bills.

Upon question by Councilmember Adams, the City Manager explained the proposed new route system that will stagger readings to make the City more customer-friendly and alleviate the great influx of customers around the 25th of each month, cut-off time. He stated that the entire system should be up and running in September.

Further discussion ensued concerning a staggered route and billing system.

The City Manager explained that a major consumer education campaign would take place when the City begins using the new staggered system, including information about how to read the bill; explanations and dates on Channel 2; and messages on the utility bills.

Mayor Parked requested a five (5) minute demonstration at a regular Council meeting for the Councilmembers just prior to roll-out of the new system.

Upon question by Councilmember Leak, the City Manager explained that the City has approximately 6,000 electric customers and approximately 12,000 water customers.

Further discussion ensued concerning the roll-out of the new Automated Meter Reading System.

ECONOMIC DEVELOPMENT STRATEGIC PLAN

Councilmember Spencer explained that he wanted to begin discussion about the City's role in economic development since the Mayor has scheduled an economic development meeting on August 9, 2012. He discussed the development of an economic strategic plan. He explained that he considered Community Development is economic development.

Councilmember Williamson explained that the City needs to determine its role in economic development. He added that the City needs to grow its tax base.

Councilmember Rainer explained that that he was in favor of the premise of developing an economic development strategy. He expressed concern about the need to improve the quality of life in order to make the City more competitive for industries.

Councilmember Adams briefly discussed downtown and Laurinburg Downtown Revitalization Corporation (LDRC).

Further discussion ensued concerning development of an economic development strategic plan and the need to have cooperation among the community stakeholders.

Mayor Parker encouraged all councilmembers to attend the meeting on August 9, 2012, and he encouraged Scotland County Board Chairman Bob Davis to include the County Commissioners. He explained that a notice of possible quorum with no City business would be posted.

Councilmember Spencer discussed growing the tax base, promoting Laurinburg and the need to meet with legislators in Raleigh and with the Department of Commerce.

Further discussion ensued concerning the economic development group initiative and the entities involved.

YOUTH COUNCIL

Councilmember Spencer explained that the Youth Council met the week prior and primarily discussed recruitment and program development. He described the following programs of the Youth Council:

- One program that will begin in August to assist disabled or elderly residents with yard maintenance.
- Addition of bookcases at the Sanford Building to create a career center to allow youth to work on resumes, job applications and interview processing. He stated that computers would be set up for SAT and Pre-SAT assistance and homework assistance.
- Discussions ongoing about creating mock trial teams and teen court to compete against Fayetteville and other cities.

Upon question by Councilmember Adams, Councilmember Spencer explained that the Youth Council did have members but the numbers decreased because the majority of the prior year's members were seniors. He added that in order to increase membership, eighth graders would be invited to join.

Discussion ensued about the safety of the building being used by the Youth Council, keeping the building up to code, the Police Department using the first floor while the Youth Council uses the second floor, and being economical with supplies and computers.

Mayor Parker encouraged all Councilmembers to be involved in the Youth Council. Mayor Parker requested the dates of Youth Council be published and a quarterly update be given at the regular Council meetings.

DAVID ELLISON-REQUEST TO WAIVE LOT CUTTING FEES

The City Manger explained that David Ellison, owner of 600 Duncan Street, has expressed concern that the City has been mowing his grass and sending him a bill. There have been issues with sending notice to the wrong location, and when Mr. Honeycutt was the City Manager the problem was corrected and the \$250.00 fee was waived. Mr. Ellison has since been charged almost 20 times for a total of \$2,650.00.

Further discussion ensued concerning the Mr. Ellison's concerns and how the City Manager and Council should address his concerns.

Further discussion ensued about the amount that Mr. Ellison should have to pay and if a contract should be drawn up to keep this situation from happening again. Also discussed were the amount the City could get back from this situation and enforcement procedures.

Discussion continued about the amount of money the City has lost in assessing properties and the owners that get liens because they don't pay the fees.

Following further discussion, it was consensus of Council to table this item until a list of lot assessments could be reviewed by Council.

MISCELLANEOUS

Councilmember Rainer expressed concern regarding the following:

- Being put on hold when calling the Police Department
- Stoplights going through the cycles even after businesses have closed

The City Manager responded to these concerns as follows:

- 911 calls take priority over all other calls and there is one (1) dispatcher per shift
- The Department of Transportation (DOT) controls the stoplights and wants the City to go to flash after hours. Turning the stoplights off is against regulation.

ADJOURN

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

The meeting adjourned at 8:59 p.m.

Thomas W. Parker, III, Mayor

Jennifer A. Tippett, City Clerk