

The Washington City Council met in a regular session on Monday, July 8, 2019 at 5:30pm in the City Council Chambers at the Municipal Building. Present: Mac Hodges, Mayor; Richard Brooks, Councilmember; Doug Mercer, Councilmember; Virginia Finnerty, Mayor Pro tem; William Pitt, Councilmember and Roland Wyman, Councilmember. Also present: Jonathan Russell, City Manager; Franz Holscher, City Attorney and Cynthia S. Bennett, City Clerk.

Mayor Hodges called the meeting to order and Councilmember Brooks led the Pledge of Allegiance and delivered the invocation.

APPROVAL OF MINUTES:

By motion of Councilmember Mercer, seconded by Mayor Pro tem Finnerty, Council approved the minutes of June 10, 2019 as presented.

APPROVAL/AMENDMENTS TO AGENDA:

- Add: Under Old Business: Item E. Approval of Purchase Order waterline replacement on Telfair Street
 - Add: Memo Budget Transfer – Fuel Purchase
- By motion of Councilmember Mercer, seconded by Mayor Pro tem Finnerty, Council approved the agenda as amended.

CONSENT AGENDA: NONE

COMMENTS FROM THE PUBLIC: NONE

SCHEDULED PUBLIC APPEARANCES:

DISCUSSION – MARY PAT MUSSELMAN – CONCERNS FROM CITIZENS OF WEST 2ND STREET NEIGHBORHOOD – (request removed by Ms. Musselman)

PUBLIC HEARING 6:00PM - ZONING: NONE

PUBLIC HEARING 6:00PM - OTHER: NONE

CORRESPONDENCE AND SPECIAL REPORTS:

MEMO – BUDGET TRANSFERS – (accepted as presented)

The Budget Officer transferred funds between departments of the General Fund appropriations as well as Electric Fund for the purpose of distributing funding to coincide with spending for year-end closing. NCGS 159-15 states that this shall be reported to the Council at its next regular meeting and be entered in the minutes.

	Department	Account Number	Object Classification	Amount
FROM:	Finance	10-00-4400-5701	Finance	6.00
TO:	Warehouse	10-00-4131-3301	Janitorial Supplies	6.00

For the purpose of: To cover negative dollars.

For the purpose of: Council approved repair of the Camfil Farr CAT 3412 generator

	Department	Account Number	Object Classification	Amount
FROM:	35-90	8390	5606	\$54,000
TO:	35-90	7220	0400	\$54,000

For the purpose of: Cover cost of Long Range Plan

	Department	Account Number	Object Classification	Amount
FROM:	35-90	8390	7400	\$9,300
TO:	35-90	7220	0400	\$9,300

For the purpose of: Cover cost of Long Range Plan

	Department	Account Number	Object Classification	Amount
FROM:	Power Line Construction	35-90-8390	4502	50,000
TO:	Purchase Power	35-90-8320	4800	50,000

For the purpose of: To cover purchase power cost for year end.

	Department	Account Number	Object Classification	Amount
FROM:	General Fund Non-Departmental	10-00-4400	5701	12,050
TO:	General Fund Equipment Services	10-20-4250	3101	12,050

For the purpose of: To cover fuel purchases at year end due to inventory.

Councilmember Mercer asked for and received clarification on the budget transfer process. Matt Rauschenbach explained budget transfers within a department are not required to be reported to Council, the City Manager or Finance Director can approve those. If the transfers cross departmental lines the City Manager still approves the transfers, but they have to be reported to Council, but require no action.

MEMO – INTERSECTION OF MAIN AND MARKET STREET

Planning Staff conducted a visual inspection of the intersection of Main and Market Streets and noted the following findings: The traffic lights at the intersection of Main and Market Streets are not highly visible. The current location of the traffic lights combined with existing street trees impair a driver's ability to see the lights presenting safety concerns. The stop signs that have been installed are located in a lower more natural line of site and are less obscured by the street trees and can be seen from a much greater distance.

Also, the traffic light on Main Street does not provide continuity in the traffic pattern along Main street. Main Street has an established street pattern of stop signs at intersections. The change in the traffic pattern to traffic lights at this intersection is not anticipated by a driver expecting a stop sign. Add to this the low visibility of the traffic lights and you have a situation which could lead to a driver not stopping. This is especially true for newcomers venturing into our downtown for the first time and are unfamiliar with the traffic pattern. Based on these observations the currently installed stop signs seem to be more effective at capturing a driver's attention which may make the stop signs the best option. It is important to note that minor street tree trimming could easily improve their current visibility. Planning Staff would recommend that if traffic lights are to be utilized, a style in which the lights are on a pole extending out over the street should be used. This will increase the visibility of the lights. If the style of traffic lights that are currently in place are used, Planning Staff would recommend the removal of the street trees that impairs their visibility.

The City Manager reviewed the memo with Council and asked how they wanted staff to proceed with this intersection. Mayor Hodges noted he has not seen any incidents in this area since the installation of the stop signs. Councilmember Mercer said his experiences at this intersection are opposite, as stop signs seem to be confusing to people, he would like the stoplights repaired and re-installed. Councilmember Brooks said he was stopped by a downtown business owner and they said they liked the stop signs. Councilmember Pitt stated he has spoken with some merchants and they want the lights put back up, he feels individuals need the visual motion of the stoplight to tell them when to go through the intersection. Mayor Pro tem Finnerty said there are several other intersections that have stop signs, what's the difference with having them at this intersection. Councilmember Wyman suggested installing signage warning of the upcoming stop sign, he would prefer to proceed with staff's recommendation.

The City Manager stated staff recommends the installation of stop signs. Discussion was held as to why the stoplights were bagged and stop signs erected. The City Manager stated this item was discussed during a budget workshop and it was suggested to test the stop signs. (\$30,000 was included in the Capital Improvement Plan). The City Manager noted formal action would be needed to remove the stoplights. Adam Waters, Public Works Director noted it will cost \$30,000 per intersection to purchase and install new stoplights. A sample stoplight that was repaired by City staff was on display in the Council Chambers, the rehab was much less than purchasing new lights. Council discussed the streetscape plan and several members suggested waiting on finalizing this decision until the streetscape project is complete.

Mayor Pro tem Finnerty made a motion to keep the stop signs, motion seconded by Councilmember Wyman. Motion carried 3-2 with Councilmember Mercer and Councilmember Pitt opposing. This will need to come back to Council as an action item.

REPORTS FROM BOARDS, COMMISSIONS AND COMMITTEES: NONE

APPOINTMENT

Washington Tourism Development Authority – (Virginia Finnerty – Liaison)

By motion of Mayor Pro tem Finnerty, seconded by Councilmember Brooks, Council appointed Kathleen Simpson to the Washington Tourism Development Authority to fill the unexpired term of William Clark, with a term to expire June 30, 2022.

OLD BUSINESS:

APPROVE – TAXI CAB CERTIFICATE OF CONVENIENCE TO MARQUIS PARKER FOR PARKER CAB, LLC

BACKGROUND AND FINDINGS: After being properly advertised, City Council held a public hearing on April 8, 2019 to consider the application for a Certificate of Convenience and Necessity by Marquis Parker to operate one cab in the City of Washington as Parker Cab, LLC. Per the application, Mr. Parker desires to operate one taxicab in the City limits from his terminal located at 154 Windley Road, Washington, NC. Mr. Parker appeared before Council on June 10th and asked for another opportunity to have his request acted on. Council agreed to place the item on the July 8 agenda.

Mr. Parker reviewed his request with Council.

By motion of Mayor Pro tem Finnerty, seconded by Councilmember Brooks, Council approved issuing a Certificate of Convenience and Necessity to Mr. Marquis Parker with one taxicab for Parker Cab, LLC.

ADOPT – BUDGET ORDINANCE AMENDMENT AND CAPITAL PROJECT ORDINANCE AMENDMENT TO COMPLETE WAYFINDING SIGN PROJECT

BACKGROUND AND FINDINGS: Council approved this project over 5 years ago and due to increased materials and labor costs since then, additional funds are required to complete phase 2 of the project. These funds will complete the Wayfinding Sign Project in its entirety. The proposed completion date is September 1, 2019.

The City Manager reviewed the item with Council, noting the request is for an additional \$43,000. Councilmember Mercer read minutes from August 2016 which noted all of the signs would be purchased for approximately \$138,000. Matt Rauschenbach said an additional \$10,000 was provided by the Tourism Development Authority for the installation of kiosks. Staff will perform additional research on this item.

By motion of Councilmember Mercer, seconded by Councilmember Brooks, Council continued this item until next month in order to obtain all the information in order to make a good decision. Motion carried.

Councilmember Wyman inquired if there are consequences in delaying this item another month, and the Manager noted he didn't see any issues. The City Manager noted staff will review the files and invoices to determine the why there is such an increase in costs.

Council discussed and by consensus moved the August 12th meeting to August 2nd at 8:30am.

APPROVE – PURCHASE ORDER TO TARHEEL ELECTRIC MEMBERSHIP ASSOCIATION

BACKGROUND AND FINDINGS: This is for the purchase of a 38kV R-Mag circuit breaker that is required in the Slatestone Substation Rebuild project. The circuit breaker will protect the transformer at the substation. Shane Lewis provided background and noted the long lead time to receive the breaker.

By motion of Councilmember Mercer, seconded by Mayor Pro tem Finnerty, Council approved the Purchase Order to Tarheel Electric Membership Association in the amount of \$32,640 to purchase a 38kV R-Mag circuit breaker.

Councilmember Mercer asked when will we have a purchase order to put the substation together? Shane Lewis stated he hopes to have all of the information ready to present to Council in September. He continued by noting there needs to be two separate bids, one for concrete and one for the electrical, which is the same process used by Greenville Utilities.

AUTHORIZE – RECREATION DIRECTOR TO APPLY FOR PUBLIC BEACH & COASTAL WATERFRONT ACCESS FUNDS GRANT – WASHINGTON WETLANDS BOARDWALK RECONSTRUCTION

BACKGROUND AND FINDINGS: The total cost of the project is \$482,560.00. The grant requires a 10% match, at least half of the local contribution must be a cash match. The 2019-2020 CIP includes matching grant funds for this project. Funding decisions will be made in October 2019 and anticipate contracts executed in November 2019. PREVIOUS LEGISLATIVE ACTION: 2001 - Public Access grant funds were used to construct the original boardwalk in 2001 at a cost of \$355,250. April 2019- City Council authorized the Recreation Director to apply for the pre-application for the Public Beach and Coastal Waterfront Access Funds Grant. This is authorization to apply for grant funding.

By motion of Councilmember Mercer, seconded by Mayor Pro tem Finnerty, Council authorized the Recreation Director to apply for the Public Beach & Coastal Waterfront Access Funds Grant in the amount of \$280,560.00 for the Washington Wetlands Boardwalk Reconstruction.

APPROVE – PURCHASE ORDER FOR WATERLINE REPLACEMENT ON TELFAIR STREET

BACKGROUND AND FINDINGS: The Public Works Department requested quotes from 3 vendors to replace 400' of 2" waterline on Telfair Street. The current waterline has experienced failures due to age and type of material. The current waterline is also not sized to provide fire flow protection. This project will provide a 6" waterline and add a fire hydrant to the system. The construction phase of this project is just starting due to design and permitting of the project just being completed. This project was funded in the 2018/2019 FY budget. A PO was issued before the end of the fiscal year in order place the project in its intended fiscal period. All bidding procedure were followed according to policy. The following are the quotes received for this project. The budget has the project listed as Tarboro Street, when it is actually on Telfair Street.

James L. Cayton, Inc.	\$58,900
T.A. Loving Company	\$51,500
KBS Construction Co.	\$38,450

By motion of Councilmember Pitt, seconded by Mayor Pro tem Finnerty, Council approved the purchase order for water line replacement on Telfair Street to KSB Construction Co. in the amount of \$38,450.

NEW BUSINESS: NONE

ANY OTHER ITEMS FROM CITY MANAGER:

REMINDER – ELECTRICITIES CONFERENCE – AUGUST 12-14, 2019

Due to the scheduling conflict with the Electricities Conference, the August 12 Council meeting has been moved to Friday, August 2 at 8:30am. Council discussed and by consensus, moved the August 12th meeting to August 2nd at 8:30am.

ANY OTHER BUSINESS FROM THE MAYOR OR OTHER MEMBERS OF COUNCIL:

None

CLOSED SESSION: UNDER NCGS 143-318.11 (A)(3) ATTORNEY/CLIENT PRIVILEGE, (A)(5) ACQUISITION OF PROPERTY, (A)(1) DISCLOSURE OF CONFIDENTIAL INFORMATION AND NCGS §143-318.10(E) PUBLIC RECORDS ACT

By motion of Councilmember Pitt, seconded by Mayor Pro tem Finnerty, Council entered into closed session at 6:30pm under NCGS 143-318.11 (A)(3) Attorney/Client Privilege, (A)(5) Acquisition of Property, (A)(1) Disclosure of Confidential Information and NCGS §143-318.10(E) Public Records Act.

By motion of Councilmember Brooks, seconded by Mayor Pro tem Finnerty, Council agreed to come out of closed session at 7:05pm.

ADJOURN

By motion of Councilmember Pitt, seconded by Councilmember Brooks, Council adjourned the meeting at 7:05pm until August 2, 2019 at 8:30am in the Council Chambers. (*Re-scheduled the August 12 meeting to August 2.*)

Cynthia S. Bennett, MMC
City Clerk