

MINUTES OF THE MEETING OF THE CITY COUNCIL HELD
MAY 4, 2020

WORK SESSION

The City Council of the City of Goldsboro, North Carolina, met in a Work Session in the Large Conference Room, City Hall Addition, 200 North Center Street, at 5:00 p.m. on May 4, 2020 with attendance as follows:

Present: Mayor Chuck Allen, Presiding
Mayor Pro Tem Bill Broadaway
Councilmember Antonio Williams
Councilmember Taj Polack
Councilmember Brandi Matthews
Councilmember David Ham
Councilmember Gene Aycock
Ron Lawrence, Attorney
Tim Salmon, City Manager
Melissa Capps, City Clerk

Call to Order. The meeting was called to order by Mayor Allen at 5:00 p.m.

Adoption of the Agenda. Councilmember Polack stated I would like to add union representation and crowd control for greenways to the agenda. Upon motion of Councilmember Polack, seconded by Councilmember Aycock and unanimously carried, Council added union representation and crowd control for greenways to the agenda. Upon motion of Councilmember Aycock, seconded by Councilmember Ham and unanimously carried, Council adopted the agenda as amended.

Councilmember Williams left the room at 5:02 p.m.

Summer Youth Employment Initiative. Ms. Shycole Simpson-Carter shared City Council was briefed during the Council Retreat February 26th on the previous three summer cycles for the City of Goldsboro Summer Youth Employment Initiative (SYEI) Program. On March 2nd, City Council directed staff to officially open the process for recruiting FY20 SYEI applications for youth employment and worksites from March 23rd until April 24th. Marketing consisted of articles in the Goldsboro News Argus and Goldsboro Daily News, full page Ad within the City's Newsletter, one month Goldsboro Daily News Tile Ad, social media and email blitz, and an extensive radio advertising campaign on 92.7 Jamz and WFMC. At the end of the closing date April 24th, the program received 32 applications and 4 businesses or organizations had indicated they would become a worksite this summer. The Department was informed by several businesses or organizations that due to COVID-19 they were concerned with becoming or would not become a worksite this summer. The Sponsoring Partners are hesitant to put youth and businesses at risk due to the unknowns of COVID-19. It is also our perception that social distancing may be a long-term normal practice that would pose many barriers for facilitating the program this summer. Therefore, it is the Sponsoring Partners' recommendation to cancel FY20 Summer Youth Employment Initiative Program and revisit facilitating a program next summer around January 2021.

Councilmember Matthews stated if we have four businesses and we have 32 applicants, why can't we just roll with those four businesses. So I get your research, I get your consulting the health, but four businesses said yes and we have 32 applicants. Our young people have already lost so much, imagine how empowered they would feel if they could contribute to their household. Imagine how empowered they would feel if they could offer some type of help for a parent who lost a job or got hours cut back. I do not want to take anything away from our kids and saying that we are going to cancel this and resume it back to January scares me because I know what happens sometimes when the Council says cancel and we will come back to it, sometimes we do not come back to it. I do not want to take that chance, so maybe we can't do it in January or June, could we look at August or September because we still want to do this. This is already losing momentum. Some councilmembers have already shared, even before I came

aboard how they feel about this program. I do not want to cancel this program, I do not want to take anything else away from our kids.

Ms. Simpson-Carter stated it's a proven fact, what you are stressing is a strong economy and empowering youth to one day provide us a strong economy but the first order of business is a strong healthcare and we do not want to put any youth or any business at risk that we could jeopardize their healthcare. This is a very contagious, unknown virus and I do believe in the long haul a strong economy and empowering our youth starts with a strong healthcare, that we will contribute by not putting them in harm's way. I will tell you regardless of what the Council has said previously, that is at your discretion of what you would like to do with the program. The sponsoring partners is only looking at today, what's best for our youth, businesses, healthcare and economic status and taking as many people as possible out of contracting this virus. We are not looking to not facilitate a program going forward. They are just asking because of the way the program is structured, a two cycle program that goes into August, but cannot go through all of August because of school starting back.

Councilmember Aycock stated I agree if you had eight kids that were making a little bit of money and one of their parents doesn't have a job it could help, what my problem is, while children can get the virus, they usually do not have the symptoms like everyone else, what if they take this virus home to grandparents, and if that grandparent was to get sick and die, I would personally take it as saying I could have prevented that.

Councilmember Matthews stated we can say that with our city employees. Think about what is happening at the prison now, only about what, 30% of the people infected show signs. I get what you are saying but at the same time, aren't we all at risk. It could be in this room and we are not showing signs. While I get what you are saying, it is not strong enough to say let's not utilize what we have and I get it, I respect it. We are opening our city back up. Our kids could come downtown for a stroll and take it back home.

Ms. Simpson-Carter stated those are some valid points. I would like to put it in perspective summer youth employees are not essential, therefore there is somewhat per say a disregard to put them at risk. The program is vital, God knows it is, I have benefited from it myself.

Councilmember Polack stated I want to piggy back off what Councilmember Matthews said, a bird in the hand is worth two in the bush. If we have four sponsors, I don't know if you are at liberty to say who they are, I know last week we voted to do remote council meetings and I saw the email that I was the only one that as going to do it. And I am here tonight for that very fact because I did not want to be the only one not here, but as long as we have a backup plan in place, which we do, if we choose to do remote. I think with the four we do have, let's keep in hopes that next year they will still stay. We have lost so many others already because of this. As the federal government is doing this in tiers, opening businesses back up in different levels, maybe if we keep it, maybe come June, July or August we can do this. I'm all about public safety but there are four still willing to do this. My recommendation is keep them in hopes this is lifted at that time.

Councilmember Ham stated I would like to ask the Councilwoman to explain her statement that she had heard about the attitude of the Council towards this program prior to her coming into office.

Councilmember Matthews stated with all due respect Councilmember Ham, I do not think now is the time or the place but I was around at the conception of this program. I participated, I was one of the interviewers for almost 2 and a half years so I know that. I also know that we have been going around the bush and there are certain things we have been trying to weed off slowly that seems to be coming into fruition and it's this pandemic that we are using as a platform to scale some of those things. We voted for one public comment per month, this is something we wanted to do before this pandemic.

Councilmember Ham stated the implication was that councilmembers have not felt a positive attitude about this program. I don't recall any councilmembers current or in the past opposing this program. I just want to make that clear.

Mayor Allen stated I think what we didn't want to do was grow it where we could not manage it. I've not know anyone to be against it.

Mayor Pro Tem Broadaway stated I have not heard anyone wanted to kill this program. I liked it from the beginning but I do agree just having 4 in it, and can't do it right, just be ready to go next year. That's what I would like to see us do.

Ms. Simpson-Carter stated the sponsoring partners and this includes Wayne Community College, which is a part of our education system, like all other colleges they have suspended their programs and gone to online for the summer because of this pandemic. We are not providing you a recommendation that is not being followed by some of our prestige organizations.

Council discussed budgeted funds and modifications to the program.

Ms. Simpson-Carter stepped out.

Councilmember Williams stepped back in at 5:20 p.m.

Mayor Allen shared as you might figure, there are some folks who are in favor of continuing the program and some folks that want to postpone it till next year.

Councilmember Polack made a motion we continue with the 4 jobs in phases in hopes that the economy comes back to the past state; that we continue. Councilmember Matthews seconded the motion. Councilmember Williams stated I understand the seriousness of COVID-19 and I would not want anyone to be harmed, the only suggestion I have. We had 32 people to apply, well what I would like to see, worst case scenario, these 32 positions, the youth that decided to apply for those jobs that we could allocate something toward the job even if the job is not available. Like it may not be what you would make for the summer but it could be something that would help the kids, the household, maybe half of what the salary would be. Mayor Allen stated I assume that is illegal. Attorney Lawrence stated I do not know if that is legal, I would have to get back to you on that one. Councilmember Williams stated my concern is majority of this Council is going to say no; we are not going to continue the summer youth employment, I could be wrong. Councilmember Williams stated I just want to have an alternative with this COVID-19. It is a serious issue. I can't blame any business that would not want to sponsor a kid and have them work there at this point. Mayor Allen stated I do not think we would have changed anything had the COVID-19 not come up. Mayor Allen stated I believe everyone at the table is still committed to doing the program. Mayor Allen called for a vote. Councilmembers Williams, Polack and Matthews voted in favor of the motion to continue. Mayor Allen, Mayor Pro Tem Broadaway, Councilmembers Ham and Aycock voted against the motion. The motion failed 3:4.

Councilmember Williams asked Attorney Lawrence if he would research to see if there is something we could do, even if it is a gift card to these kids that won't be able to get a job based on the decision this council made.

Attorney Lawrence stated I will look at it but my first reaction is you cannot do that, it would be an emoluments, which would be unconstitutional, if you give someone a gift card, you have to give everyone a gift card, but I will look into it.

Mayor Pro Tem Broadaway made a motion to postpone the funding of the program until next year. Councilmember Aycock seconded the motion. Councilmember Polack asked can we also attach that we are still committed to the program. Mayor Allen stated absolutely, I do not think anyone here is not committed; if COVID-19 had not occurred we would not be having this conversation. Mayor Allen, Mayor Pro Tem Broadaway, Councilmembers Polack, Aycock and Ham voted in favor of the motion. Councilmember Matthews voted against the motion. Councilmember Williams did not vote, therefore, his vote is recorded as affirmative vote pursuant to NCGS 160A-75. Motion passed 6:1.

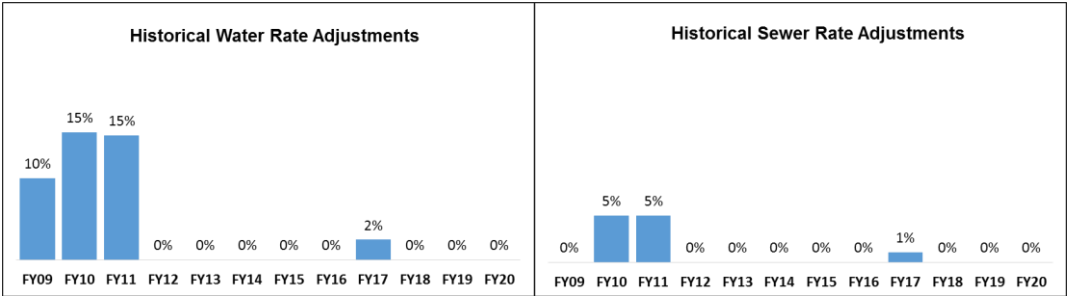
Water Rate Study. Mr. Mike Wagner stated Santec who has been preparing the Rate Study will be joining the meeting virtually through GoToMeeting. Mr. David Hyder with Santec provided the following information:

Background

- The City provides water and sewer service to approximately 14,500 accounts located inside and outside the City
- The extensive water and sewer system infrastructure is one of the City’s **most** valuable assets
 - Water treatment plant produces 6.7 million gallons per day of treated water
 - Sewer treatment plant treats 9 million gallons per day
 - 4 elevated storage tanks
 - 274 miles of water lines and 228 miles of sewer collection pipes
- The City has not had a formal rate study conducted in recent history

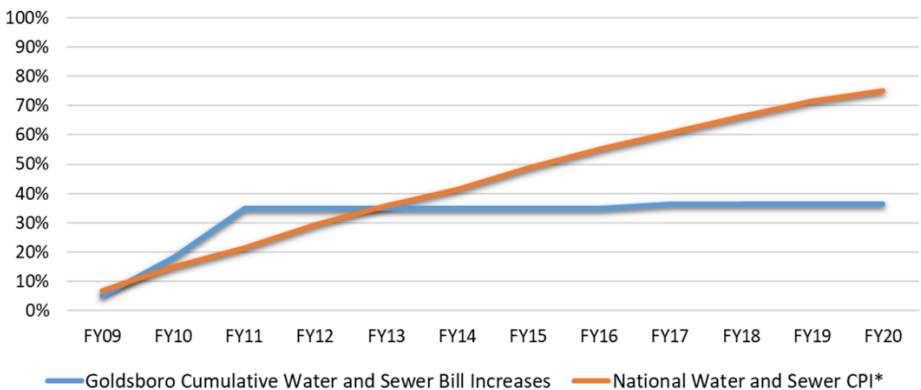
Rate History

- Minimal usage rate adjustments over the past decade
- No increase in monthly fixed charges for water service in the past decade
- Goldsboro water and sewer rates are low compared to national and local utilities



Note: Annual adjustments are based on General Service rates; Industrial water rates increased 10% in FY20

Cumulative Bill Increases vs. National Average



**Water & Sewerage Maintenance Series produced by the US Bureau of Labor Statistics*

Financial Planning Assumptions - **Expenditures**

- FY20 budget used as starting point for modeling
 - Expenditures inflated on a line item level by expenditure type (average annual 3%)
- Total outstanding debt of \$24.5M
- Baseline plan assumes additional personnel as provided by Staff
 - 5 new positions funded in FY21 and additional 11 new positions over subsequent four years
 - Significant projected capital spending: \$208M (FY 21 – FY 30)
 - Includes a 3.0% annual inflation factor for increases in construction costs
 - Baseline: 90% assumed debt funding, 10% cash funding

Financial Planning Assumptions - **Revenues**

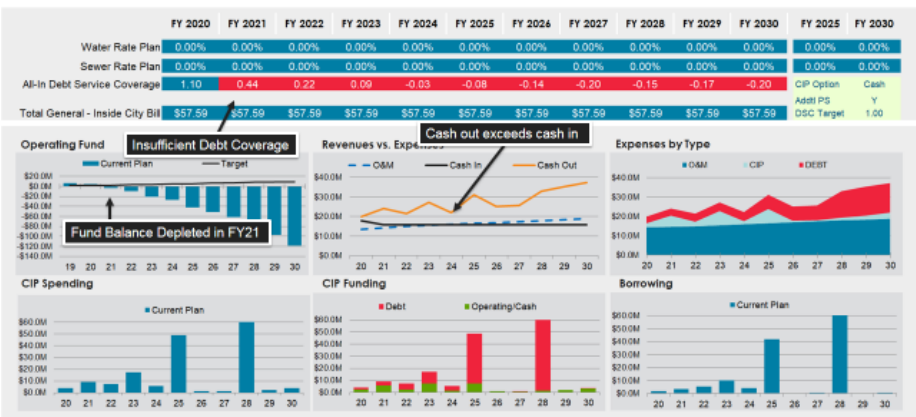
- Projecting no future growth in accounts or changes in volume
- Reduction in Case Farms sewer pretreatment surcharge revenue of \$850,000/yr
- Non-rate revenues forecasted based on FY 20 budget (no inflation applied)

Financial Planning **Targets**

- Sufficient Reserve Levels

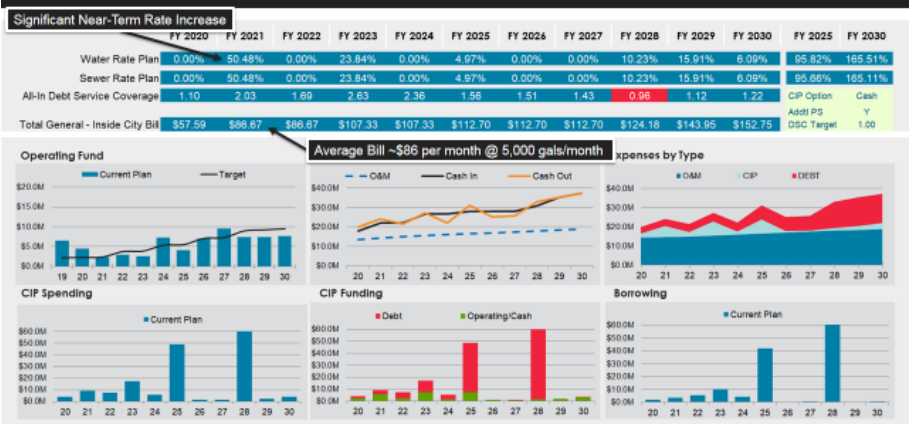
- Gradual increase of operating reserve target from 2 to 6 months by FY 30
- Structural Balance of Revenues to Expenditures
- Ratio of net income to debt payments
 - Minimum = 1.00 times annual payment requirements
 - Goal = 1.25 times annual payment requirements

Financial Plan – No Rate Adjustments



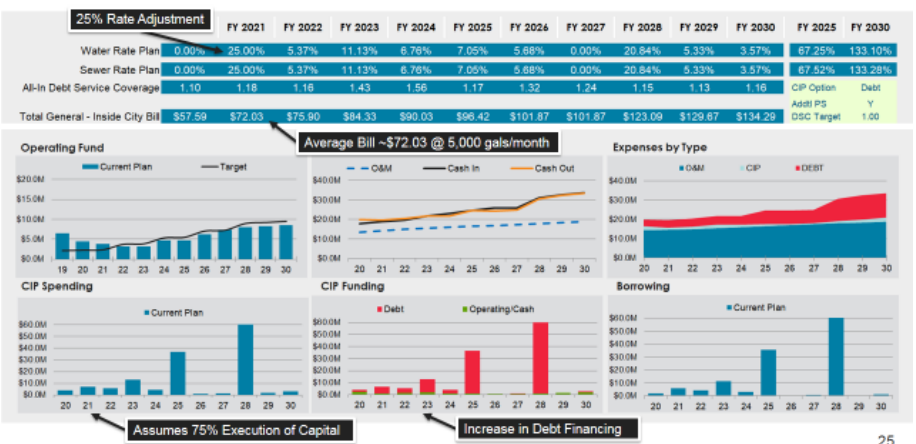
21

Financial Plan - Just In Time Rate Adjustments



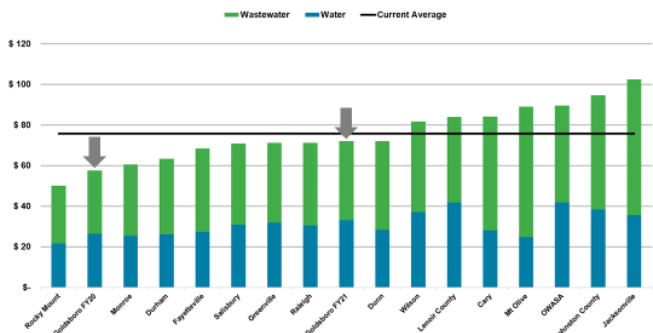
23

Recommended Financial Plan



25

Regional Monthly Residential Bill Comparison @ 5,000 gallons



27

Utility Benchmarking / Staffing

- Data collected to benchmark the City’s utility operations with focus on staffing
 - Benchmarking includes 12 utilities located in North Carolina
- Utilities selected based on proximity to the City and those of comparable size
- Benchmarking provides insights but is limited based on unique characteristics of each utility

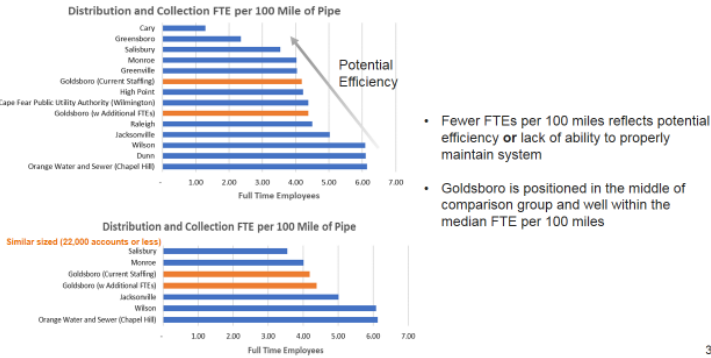
Benchmarking

NC Utility	Customers Accounts	Miles of Pipe	Water Produced (MGD)	Sewer Treated (MGD)	Number of Staff
Dunn	4,700	164	2.00	2.00	30
Goldsboro	14,500	502	6.59	8.88	61
Monroe	16,000	647	6.22	5.81	63
Salisbury	21,200	875	9.73	9.32	89
Jacksonville	21,500	578	6.00	5.20	62
Wilson	22,000	788	9.00	8.20	102
Orange Water and Sewer (Chapel Hill)	22,000	750	6.75	7.79	134
High Point	40,635	1,303	18.00	19.14	142
Cary	59,000	2,017	20.00	19.00	141
Cape Fear Public Utility Authority (Wilmington)	70,000	2,080	14.49	16.90	318
Greenville	82,000	1,115	13.40	10.54	126
Greensboro	107,000	2,895	32.90	34.20	258
Raleigh	198,000	5,069	48.00	49.00	663

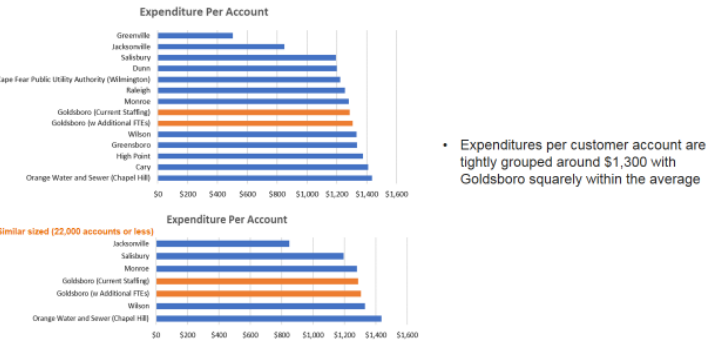
Data collected from publicly available sources

33

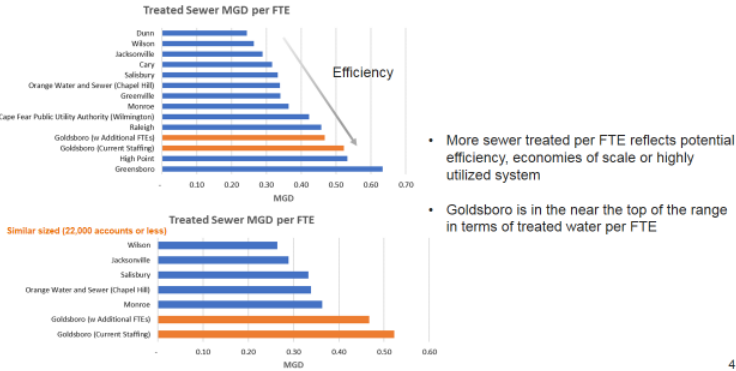
Benchmarking – Distribution and Collection



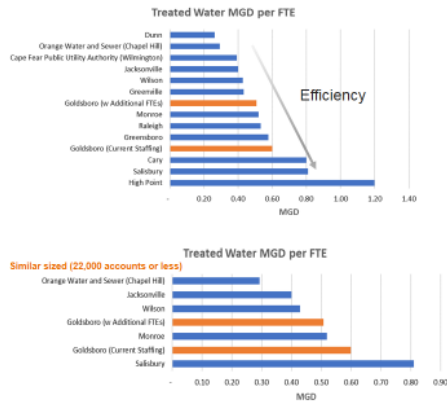
Benchmarking – Expenditure Per Account



Benchmarking – Sewer Treatment



Benchmarking – Water Treatment



- More water produced per FTE reflects potential efficiency, economies of scale or highly utilized system
- Goldsboro is in the mid-to-upper of the range in terms of treated water per FTE

39

Observations

- While insightful, benchmarking utilities is often less than perfect due to differences between localities
- City of Goldsboro water and sewer utility is well within the range of the benchmarked utilities
 - Spending per account is in the mid-range of utilities
 - Water and sewer staffing even with additional staff is demonstrating efficiency
- Revenues to support existing level of expenditures are not adequate per financial analysis

Findings and Recommendations

- Current water and sewer rates are not sufficient to meet the needs of the utility systems
- A 25% rate increase is recommended to address the near-term shortfalls
- Additional rate increases will likely be required in subsequent years to address the long-term needs of the utility system
- The recommended adjustments to water and sewer rates will result in utility bills that are still below the average utility bills in surrounding communities in North Carolina

Councilmember Ham stated in your Financial Planning Assumption on revenues, you detect no future growth in accounts or changes in volume, yet in your prior Financial Planning Assumptions – Expenditures you are proposing in terms of staffing 5 new positions funded in FY21 and additional 11 new positions over subsequent four years, how do you justify the increase in staffing.

Mr. Hyder stated the primary reason is because of the requirements of the system, in terms of maintaining collection and distribution as well as making sure you have adequate staff at the plant. It is more of a maintenance issue, in terms of keeping pace with the aging system.

Mr. Wager stated one example I can give you is Public Works requested two valve maintenance employees this upcoming fiscal year to identify and exercise the valves. We currently do not do that. We have 230 miles of water distribution piping. We spend a lot of money on corrective maintenance; we are trying to reverse that trend.

Mr. Salmon asked that Mr. Wagner share information regarding his budget request for people. Mr. Wagner shared information regarding the requests for four additional staffing members in the upcoming fiscal year budget.

Mr. Salmon stated we will plan to add the 25% rate increase in the budget. The upcoming budget was briefly discussed.

Union Representation. Councilmember Polack read the following letter from Senator Milton F. “Toby” Fitch, Jr. District 4 – Edgecombe, Halifax & Wilson Counties:

“Dear City Workers,

City workers in North Carolina have a right to freely join and organize a union without fear of retaliation. You have a right to petition your government for redress of your grievances. You have a right to freedom of association and assembly. These rights are protected by the State Constitution.

By joining with your coworkers to organize a union, you will have more power and opportunities to establish change throughout your job, including better pay, safety and fairness.

I am a long-time supporter of organized labor. I support the current bills in the state legislature, Senate Bill 575 and House Bill 710 to grant public employees the right to collectively bargain a union contract. I also support House Bill 348 which grants city workers additional whistleblower protections.

I encourage you to stand up for your family, and yourselves. Only by organizing can we apprehend real democracy.

Yours for quality jobs and quality services...”

Councilmember Polack stated I know General Statute 95-98 prohibits the contract of collective bargaining, however, a presence of a union in municipalities would allow for advocacy of basic rights such as raises, general public safety issues. One Public Works Union to mention is UE Local 150 in Raleigh. I have spoken with multiple individuals at Public Works that feels as though their basic concerns have been overlooked and I want to see where we stand collectively as a Council to ensure all of our employees are provided with all areas of advocacy that is available.

Councilmember Polack stated I have received multiple emails, as I am sure we all have, from various Public Works’ employees expressing concerns that relate to being discouraged to have union stickers on their clothing or even on their vehicle which does not violate the city’s dress code. Seemingly, a lot of these employees are receiving backlash due to their concerns for something as simple as their own workplace environment as well as their own safety. My question is as a Council, where do we stand in supporting our city employees as it relates to their right to organize.

Attorney Lawrence stated this is the first time I have heard anything about pending legislation. Historically, the legislation is you cannot organize as far as city workers are concerned. There have been attempts before with other people trying to pass out literature in parking lots but they were asked to leave or disband as it was not allowed. I have not read the proposed bill.

Council discussed. Mr. Salmon stated we will look into it.

Crowd Control on Greenways. Councilmember Polack shared concerns expressed by a constituent about overcrowding (restrictions due to COVID-19) on the greenways at Stoney Creek Parkway. Mayor Allen stated I also received an email regarding those concerns that I shared with Chief West who should be handling that today.

Consent Agenda Review. Each item on the Consent Agenda was reviewed. Additional discussion included the following:

Item C. Accept or Reject Initial Bid and Authorize Finance to Advertise for Upset Bids for 501 Dail Street from JH Moye Enterprises, LLC. Upon motion of Mayor Allen, seconded by Councilmember Aycock and unanimously carried, Council amended the motion to accept the offer on 501 Dail Street and adopt a resolution authorizing Finance to advertise for upset bids.

There being no further business, the meeting recessed until the 7:00 p.m. meeting.

CITY COUNCIL MEETING

The City Council of the City of Goldsboro, North Carolina, met in regular session in Large Conference Room, City Hall Annex, 200 North Center Street, at 7:00 p.m. on May 4, 2020 with attendance as follows:

Present: Mayor Chuck Allen, Presiding
Mayor Pro Tem Bill Broadway
Councilmember Antonio Williams

Councilmember Taj Polack
Councilmember Brandi Matthews
Councilmember David Ham
Councilmember Gene Aycock

The meeting was called to order by Mayor Allen at 7:00 p.m.

Councilmember Aycock provided the invocation. The Pledge of Allegiance followed.

Approval of Minutes. Upon motion of Councilmember Williams, seconded by Councilmember Aycock and unanimously carried, Council approved the Minutes of the Work Session and Regular Meeting of April 6, 2020 as submitted.

Employee Performance Awards. Mr. Salmon read the following:

Employee of the Quarter (3rd Quarter). In March of 2020, Officer Michael Rivers was patrolling the area of Spence Avenue and Royal Avenue when he observed a female sitting in the grass near the exit from a parking lot to Royal Avenue. Officer Rivers made eye contact with the woman, waved and said "hey" as he drove away. Officer Rivers felt the need to do more so he turned around, stopped and bought some food, and then returned to where the woman was sitting. Officer Rivers then gave the woman the food he had bought and spent his entire lunch break sitting in the grass with her to learn about her and her family. A passerby took a picture and posted it on social media and within a couple of days, a national news outlet did a story on it. Since then, the Goldsboro Police Department has received numerous emails from across the country recognizing Officer Rivers. This simple act of kindness is an example of who Officer Michael Rivers is, and what the Goldsboro Police Department strives to be every day. Officer Rivers' exceptional commitment to the safety and well-being of the residents and visitors of Goldsboro brings credit to himself and the City of Goldsboro.

Employee of the Quarter (3rd Quarter). Darren has done amazing things with Information Technology (IT) program development and his professionalism and resourcefulness are recognized across the state of North Carolina. During this period, the City's fully automated ChatBot that he created became available to the public to answer frequently asked questions and provide important information. It has been the focus of numerous IT professional presentations and requests for assistance. The capability started as a desire to provide better customer service to citizens through online live chat. It quickly morphed into a ChatBot with artificial intelligence that provides an immediate response to a majority of the questions City staff are asked thereby saving residents, visitors, and employees' valuable time and effort, making all more effective and efficient. The ChatBot is now available through SMS/Text messaging to everyone with a cell phone. It can also be used to deliver important public information messages to those who want to receive them for events or activities such as: hurricanes or pandemics; water main breaks or trash pickup changes. The ChatBot made over 6,000 phone calls to water customers due to the COVID-19 pandemic to notify them that City facilities were open by appointment only and that they should conduct business online in accordance with the North Carolina Governor "Stay at Home" Executive Orders to enable appropriate social distancing, help slow the spread of the virus, and potentially save lives. Darren's exceptional commitment to excellence in government service brings credit to himself and the City of Goldsboro.

Supervisor of the Quarter (3rd Quarter). On December 8, 2019 Corporal Prevost was assigned as the Police Department's downtown officer. At approximately 20:14 hours, he was asked to assist an elderly gentleman at 128 South Center Street. Corporal Prevost made contact with Mr. Ray Livingston from New Bern who had become disoriented in his travels. Mr. Livingston had no family in the area to assist him. Corporal Prevost with the assistance of Councilman Williams took the time to figure out what was going on with Mr. Livingston. A plan was made with Mr. Livingston and his family that Corporal Prevost would take Mr. Livingston to a local hotel and arrangements would be made to get him to Raleigh the next day for a flight to be with his daughter. Corporal Prevost spent approximately 3.5 hours assisting Mr. Livingston that evening. He was respectful, courteous, and demonstrated a true concern for Mr. Livingston. The service rendered by Corporal Prevost is an example for all in how to treat others. The teamwork demonstrated by Corporal Prevost and Councilman Williams is a true example of how we should act as a community when others are in need. Corporal Prevost's

exceptional commitment to the safety and well-being of a Goldsboro visitor brings credit to himself and the City of Goldsboro.

Mayor Allen stated it is a shame we cannot have them here. Let them know we appreciate what they do.

Public Comment Period. Mayor Allen opened the Public Comment Period and the following people spoke:

1. Anya Dawson, Senior Heavy Equipment Operator, shared concerns with Council regarding Personal Protective Equipment (PPE) and Hazard Pay.
2. Yvonnia Moore shared concerns regarding cancelling the Summer Youth Employment Initiative. She shared alternatives such as virtual learning opportunities.
3. Sekia Royall, a state worker and Vice President of UE150 Local a Public Service Union in North Carolina, shared information about the union. She also advocated for proper Personal Protective Equipment (PPE) and Hazard Pay.

No one else spoke and the Public Comment Period was closed.

Mayor Allen asked the manager to be sure solid waste has proper PPE.

Councilmember Williams asked the manager to bring something back regarding hazard pay for discussion.

Consent Agenda - Approved as Recommended. City Manager, Timothy Salmon, presented the Consent Agenda. All items were considered to be routine and could be enacted simultaneously with one motion and a roll call vote. If a Councilmember so requested, any item(s) could be removed from the Consent Agenda and discussed and considered separately. In that event, the remaining item(s) on the Consent Agenda would be acted on with one motion and roll call vote. Councilmember Williams moved the items on the Consent Agenda, Items C, D, E, F, G, H and I be approved as recommended by the City Manager and staff. The motion was seconded by Councilmember Polack and a roll call vote resulted in all members voting in favor of the motion. The items on the Consent Agenda were as follows:

Accept Initial Bid and Authorize Finance to Advertise for Upset Bids for 501 Dail Street from JH Moye Enterprises, LLC. Resolution Adopted. Staff has received an offer to purchase a city/county-owned property. Board must either accept or reject the offer, and if accepted authorize advertisement for upset bids (G.S. 160A-266 and 160A-269).

The following offers have been received:

501 Dail St.

Offeror: JH Moye Enterprises, LLC

Offer: \$2,315.00

Bid Deposit: \$115.75

Parcel #: 0051900 Pin #: 3509331059

Tax Value: \$4,630.00 Zoning: R-6

It is recommended the City Council accept the offer on 501 Dail St. and adopt the following entitled Resolution authorizing Finance to advertise for upset bids. Consent Agenda Approval. Williams/Polack (7 Ayes)

RESOLUTION NO. 2020- 29 “RESOLUTION AUTHORIZING UPSET BID PROCESS”

Sole Source Vendor Resolution for LEA AID Acquisition Company. Resolution Adopted. Council approved the acceptance of an award from the Governor’s Crime Commission for funding to assist with Goldsboro Police Department’s Gang Program in January, 2019 for the 2017 grant year. The 2017 grant was not awarded by the State until 2019 due to various issues at the federal level (i.e. sequestration).

Staff proposes to purchase Live Link Video System through LEA AID Acquisition Company with the funds allocated in the special revenue fund, DOJ/JAG Grants (P3102). The total amount of the grant award is \$21,365.64 with no local match. (Ord #2019-56 9/23/2019)

The product is patented and due to its unique design and function, there are no other vendors that provide a similar product. Since staff proposes to sole source the item, General Statute requires the Board to approve the purchase by resolution.

It is recommended Council adopt the following entitled Resolution for the Purchase of the Live Link Video System be approved in the amount of \$13,500.00. Consent Agenda Approval. Williams/Polack (7 Ayes)

RESOLUTION NO. 2020-30 “RESOLUTION FOR THE PURCHASE OF LIVE LINK VIDEO SYSTEM”

Contract Award – Wastewater System Improvements Formal Bid No. 2020-002.
Resolution Adopted. On Tuesday, April 21, 2020, seven (7) sealed bids were received for Wastewater System Improvements.

The proposed project consists of the following major items:

- Rehabilitation of 1,920 LF of 8-inch gravity sewer line with CIPP
- Rehabilitation of 520 LF of 12-inch gravity sewer line with CIPP
- Rehabilitation of 775 LF of 36-inch gravity sewer line with CIPP
- Replacement of 14 service laterals
- Epoxy lining of 4 manholes
- Replacement of 12 manholes
- Miscellaneous appurtenances, construction entrances and erosion control methods

Am-Liner East, Inc. submitted the low bid for this project for a total cost of \$502,287. The bids received for this project are tabulated as follows:

<u>Name of Bidder</u>	<u>Amount of Bid</u>
Am-Liner East, Inc. Berryville, VA	\$ 502,287
Prism Contractors & Engineers, Inc. Williamsburg, VA	\$ 531,435
Central Builders, Inc. Rocky Mount, NC	\$ 578,750
Step Construction, Inc. LaGrange, NC	\$ 594,815
Granite Inliner, LLC Gastonia, NC	\$ 655,470
T. A. Loving Co. Goldsboro, NC	\$ 695,495
Herring-Rivenbark, Inc. Kinston, NC	\$ 726,020

The bids for this project have been reviewed by The Wooten Company, checked for accuracy, and found to be in order. We have reviewed the financing of this project with the Finance Director and determined that funds are available from SRP loan reimbursement.

Staff recommended the City Council adopt the following entitled resolution authorizing the Mayor and City Clerk to execute a contract for \$502,287 with Am-Liner East, Inc., contingent

upon Division of Water Infrastructure approval, for the Wastewater System Improvements Project. Consent Agenda Approval. Williams/Polack (7 Ayes)

RESOLUTION NO.2020-31 “RESOLUTION AWARDING AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR THE WASTEWATER SYSTEM IMPROVEMENTS PROJECT FORMAL BID NO. 2020-002”

Professional Engineering Services for Wastewater System Improvements – Amendment No. 2. Resolution Adopted. The City of Goldsboro was awarded a \$1,235,100 CWSRP loan from the NC Division of Water Infrastructure in March 2018 to undertake wastewater system improvements in the City.

The City entered into a \$20,000 engineering agreement with The Wooten Company on April 16, 2018 for the SRP Wastewater System Preliminary Engineering Report and Environmental Information Report for wastewater system improvements.

Amendment No. 1 approved by City Council on October 18, 2018 included Field Survey, Engineering Design, Permitting, and Bidding services for \$62,500.

Additional services authorized by Amendment No. 2 will include SRP Loan Administration and Construction Administration for the FB2020-002 Wastewater System Improvements Project.

Summary of Fees

SRP Loan Administration	\$ 2,500
Construction Administration	<u>46,680</u>
Total Amendment No. 2 for Wastewater	\$ 49,180

We have reviewed the financing of this project with the Finance Director and determined that funds are available from SRP loan reimbursement.

Staff recommended the City Council, adopt the following entitled resolution authorizing the Mayor to execute Amendment No. 2 for \$49,180 with The Wooten Company pertaining to engineering services for wastewater system improvements. Consent Agenda Approval. Williams/Polack (7 Ayes)

RESOLUTION NO. 2020-32 “RESOLUTION AUTHORIZING THE EXECUTION OF AMENDMENT NO. 2 TO PROFESSIONAL ENGINEERING SERVICES AGREEMENT BETWEEN THE CITY AND THE WOOTEN COMPANY FOR WASTEWATER SYSTEM IMPROVEMENTS”

City of Goldsboro Personnel Policy. Resolution Adopted. The most recent revision of the entire Personnel Policy was completed in June 2007. Several sections of the City Personnel policy were revised by staff and approved by Council June 15, 2015. In August 2019, the city contracted with the Piedmont Triad Council of Government for policy content review, benchmarking and recommended revisions.

In December 2019, recommended policy revisions were distributed to city staff and city council for their opportunity to comment, make suggestions and/or provided feedback.

The recommended policy revisions were presented to City Council on February 27th at their annual Council retreat and additional changes were requested.

The affected Articles and Sections are available for review. The revision will be made to the Personnel Policy upon approval of the attached document.

It is recommended City Council adopt the following entitled Resolution approving the City of Goldsboro’s Personnel Policy effective May 5, 2020. Consent Agenda Approval. Williams/Polack (7 Ayes)

RESOLUTION 2020-33 “RESOLUTION ADOPTING PERSONNEL POLICY MANUAL FOR THE CITY OF GOLDSBORO”

S-4-20 Stoney Creek Builders (Three-lot Preliminary Subdivision Plat). Approved.

The property is located within Spring Garden Subdivision, which is located on the north side of Fedelon Trail between Salem Church Road and U.S. Highway 117 North. Goldsboro City Council approved the original subdivision plat for Spring Garden, Section 1 in 1979.

The parcel of property proposed for subdivision is located between Granville Place and Erin Place.

The applicant proposes to subdivide the subject property into three private lots for sale and single-family residential development.

Total Area: 3.84 acres
Total Lots: 3

Lot No. 1:	± 1.28 acres
Lot No. 2:	± 1.28 acres
Lot No. 3:	± 1.28 acres

Zoning: R-20 Residential (Watershed Protection Area)

Currently, the subject property consists of woodlands and is undeveloped.

As previously stated, the applicant proposes to subdivide the property into three private lots for sale and single-family development.

The property is not located within a Special Flood Hazard Area. City water is available to serve the property. However, inadequate pressure exists for domestic and fire protection purposes. City Engineering is currently in the process of investigating measures for increasing water pressure within the subdivision. Alternatively, if City water pressure is not adequate, Staff has been informed by Wayne County's Environmental Health Department that on-site private water supply wells may be utilized subject to County approval.

Approximately one-half of the approved subdivision is located in the City limits. The other half, including the subject property, is located outside the City limits. As such, the subject property will be served by Belfast Fire Department.

City sewer is not available to serve the property. Septic systems are proposed and must be approved in accordance with Wayne County's Environmental Health Department before building permits can be issued.

Because the subject property is located within a Watershed Protection Area, the lots cannot exceed 24% built-upon area.

The Planning Commission, at their meeting held on April 27, 2020, recommended approval of the 3-lot preliminary subdivision plat.

It is recommended Council accept the recommendation of the Planning Commission and approve the 3-Lot Preliminary Subdivision Plat. Consent Agenda Approval. Williams/Polack (7 Ayes)

SITE-6-20 Emergent Investments, LLC (Medical Office Facility). Approved. The property is located on the west side of Hospital Rd. north of Medical Office Place.

Frontage:	166 ft.
Average Depth:	Approximately 639 ft.
Area:	134,121.24 sq. ft. or 3.079 acres
Zoning:	Office & Institutional-1

Almost half of the property is clear and vacant. The remaining acreage consists of existing woodlands.

The submitted site plan indicates a single-story, 7,201 sq. ft. building proposed for use as a medical office facility.

Hours of Operation: Monday-Friday
9:00am – 5:00 pm

Number of Employees: 19

The site will be served by a 60 ft. wide curb cut proposed off Hospital Road and is not subjected to NCDOT approval. A driveway permit will be required from City Engineering.

A 26 ft. wide paved access drive with curb and gutter will extend westward approximately 285 ft. from the terminus providing access to three parking lots located in front of, behind, and along the southern side of the proposed medical office facility.

Parking for the site requires 6 spaces per doctor and 1 per employee. A total of 61 parking spaces have been provided including 3 handicap accessible parking spaces. 17 spaces are shown in the front parking lot, 29 spaces are shown in the side parking lot, and 15 are shown in the rear parking lot.

4 ft. wide exterior sidewalks are shown on the submitted site plan. City sidewalks are required to be a minimum of 5 ft. wide. Staff will ensure developer installs sidewalks to City standards.

6.5 ft. wide interior sidewalks have been provided for pedestrian access leading from the parking lots to the building entrances using private walkways and handicap ramps.

Since the subject property is zoned O&I-1 (Office and Institutional) and is located adjacent to other similarly-zoned properties, a Type A, 5 ft. wide landscape buffer is proposed along the northern, eastern and southern property lines.

Existing woodlands located at the rear of the property along the western property line are proposed as the required Type C, 20 ft. wide buffer yard adjacent to residentially-zoned properties.

A total of four street trees are proposed along Hospital Road. In addition, 27 small shrubs are proposed for use as the required vehicular surface buffer.

Building elevation renderings have not been submitted. However, the applicant has informed Staff that the exterior building materials will consist of brick-veneer, hardy-plank siding, exterior insulation finishing systems (EIFS), and a shingle roof. Once building elevation renderings have been submitted, Staff will ensure that they are in compliance with City performance standards.

Commercial lighting plans have not been submitted, however, staff will work with the applicant to ensure that proposed lighting is compliant with the City's commercial lighting ordinance.

Portions of the property are located within the City's Special Flood Hazard Areas known as the 500-year floodplain, 100-year floodplain and the Floodway. Any proposed development within Special Flood Hazard Areas will require approval from City Engineering before construction permits can be issued.

City water and sewer are available to serve the property.

Stormwater calculations, grading and drainage plans have been submitted and are subject to approval by City Engineering.

Interconnectivity has not been shown on the submitted site plan. Applicant states that interconnectivity would be impractical due to topography and that additional access drives between private properties would result in a loss of required parking spaces.

A 11ft. x 14 ft. concrete pad is shown at the end of the access drive for the location of a commercial dumpster. The dumpster shall be screened according to City standards.

The Planning Commission, at their meeting held on April 27, 2020, recommended approval of the Site and Landscape plan with the requested modification.

It is recommended Council accept the recommendation of the Planning Commission and approve the site and landscape plans with the modification of interconnectivity. Consent Agenda Approval. Williams/Polack (7 Ayes)

End of Consent Agenda.

Upon motion of Councilmember Aycock, seconded by Councilmember Williams and unanimously carried, Council recused Mayor Allen from voting on SITE-5-20 JBA Properties, LLC (Contractor's Office and Storage Yard).

Mayor Allen stepped away at 7:18 p.m.

SITE-5-20 JBA Properties, LLC (Contractor's Office and Storage Yard).

Approved. The property is located on the south side of Arrington Bridge Road between S. John Street and Westbrook Road.

Frontage:	588 ft.
Average Depth:	629 ft.
Area:	358,037 sq. ft. or 8.2 acres
Zoning:	I-2 (General Industry)

The site is clear and vacant.

The submitted site plan indicates a single-story, 12,400 sq. ft. commercial building proposed for use as a contractor's office, workshop and warehouse storage facility. The proposed office will contain 4,000 sq. ft. The proposed workshop will contain 4,800 sq. ft. The Warehouse will contain 3,600 sq. ft.

A proposed storage yard with gravel surfaces is indicated at the rear of the site and will contain approximately 40,000 sq. ft. of storage area for commercial trucks and heavy equipment operation. A 6 ft. in height opaque, chain-link security fence will surround the storage yard.

Hours of Operation:	Monday-Friday 6:00am – 6:00 pm
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Number of Employees:	10
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The site will be served by a 125 ft. wide curb cut proposed off Arrington Bridge Road and subject to NCDOT approval.

A 25 ft. wide paved access drive will extend westward approximately 240 ft. from Arrington Bridge Road to a terminus providing access to two parking lots located in front and along the southern side of the proposed facility.

Parking for the site requires 1 space per 350 sq. ft. of office area, 1 space per 2 employees on the maximum shift plus 1 space for each vehicle stored on site for warehousing and 1 space per working bay for automotive service, inspection and repair plus 1 space per employee. A total of 26 parking spaces have been provided including 1 handicap accessible parking space. 25 parking spaces are required. 22 spaces are proposed at the front of the commercial building and 4 are proposed along the southeast side.

According to the City's Unified Development Code, sidewalk construction is required for new commercial development. The submitted site plan does not indicate the installation of exterior sidewalks along Arrington Bridge Road. The applicant is requesting a modification of the requirement to install 463 linear feet of sidewalk along Arrington Bridge Road. If approved by City Council, the applicant will be required to pay \$8,334.00 in lieu of sidewalk construction to the City of Goldsboro.

6.5 ft. wide interior sidewalks have been provided for pedestrian access leading from the parking lots to the building entrances using private walkways and handicap ramps.

Since the subject property is zoned I-2 (General Industry), a Type A, 10 ft. wide landscape buffer is proposed along the southern and southeast property lines. The site plan indicates a required Type C, 20 ft. wide landscape buffer along the northwest property lines since the adjacent property is zoned O&I-1 (Office and Institutional). Existing woodlands located at the rear of the property along the southern property line are proposed as the required Type A, 10 ft. wide buffer yard.

A total of 13 street trees are proposed along Arrington Bridge Road. A total of 4 large trees will serve as parking lot trees.

Dry detention ponds and swales will serve as proposed BMP's for the site and will be located in the front and rear yards of the property subject to approval by City Engineering. Ponds shall be screened with evergreen shrubs in accordance with the City's landscape ordinance.

Commercial lighting plans have not been submitted, however, staff will work with the applicant to ensure that proposed lighting is compliant with the City's commercial lighting ordinance.

Portions of the property are located within the City's Special Flood Hazard Areas known as the 100-year floodplain. Any proposed development within Special Flood Hazard Areas will require approval from City Engineering before construction permits can be issued.

City water is available to serve the property. City sewer is not available to serve the property, however, City sewer is located within 1,000 ft. of the subject property. According to the City's Unified Development Code, applicants shall connect to City water and sewer systems if proposed developments are within 1,000 ft. of City utilities.

Wayne County Environmental Health has been contacted to perform a septic evaluation for the site. The applicant desires to install an on-site septic system in lieu of connection to City sewer. As such, if the proposed site is suitable for on-site septic systems, a modification will be necessary.

Storm water calculations, grading and drainage plans have been submitted and are subject to approval by City Engineering.

Interconnectivity has not been shown on the submitted site plan. Applicant states interconnection will not be practical since the proposed use of the subject property and the existing use of properties adjacent to and along Arrington Bridge Road are incompatible.

Commercial dumpsters are proposed at the rear of the property and screened from off-site views in accordance with City regulations.

If approved by City Council, the applicant proposes the placement of a temporary modular office unit to conduct business operations while the new office, workshop and warehouse facility is being constructed along Arrington Bridge Road.

The temporary modular office is proposed at 800 N. William Street directly across the street from the Wayne County Detention Center. The property is zoned I-2 (General Industry). Applicant intends to operate for a period not to exceed six (6) months until construction has been completed at the new site.

The applicant is requesting the following modifications:

- 1) Modification to install City sidewalks and pay \$8,334.00 in lieu of sidewalk construction.
- 2) Modification to connect to City sewer.
- 3) Modification of interconnectivity.

The Planning Commission, at their meeting held on April 27, 2020, recommended approval of the Site and Landscape plan with the requested modifications.

Upon motion of Councilmember Aycock, seconded by Councilmember Polack and unanimously carried, Council accepted the recommendation of the Planning Commission and approved the site and landscape plans with the following modifications:

- 1) Modification to install City sidewalks and pay \$8,334.00 in lieu of sidewalk construction.
- 2) Modification to connect to City sewer.
- 3) Modification of interconnectivity.

Mayor Allen stepped back in at 7:25 p.m.

City Manager's Report. Mr. Salmon stated City departments are preparing and planning to open our facilities up to the public as soon as the NC Governor Executive Order authorize that to do so. I would recommend anybody interest in the Governor's 3 phase plan that he did a presentation on April 23rd or press conference, they should look at that. The Goldsboro Fire Department received an ISO Rating of a 2 which is an improvement from a 3 previously, which puts our city in the top 5% of all fire districts in the US. Thank you Council for your support in making that happen and congratulations to Chief Dixon and the Fire Department. Their readiness is about 50% of the evaluation, 40% is water availability, 10% is our emergency response system and an additional 5% for community outreach. I would also like to recognize Seymour Johnson Air Force Base for their flyover they did in honor of our first responders fighting COVID-19.

Councilmember Polack asked the Manager if he could disclose why we did not get a 1 for the ISO Rating. Mr. Salmon stated I believe we were 6 points shy, and if I recall correctly it was water pressure in certain areas.

Mayor and Councilmembers' Reports and Recommendations. Mayor Allen read the following Proclamation:

Proclamation – Peace Officers Memorial Day. Mayor Allen called upon the citizens of the City of Goldsboro and upon all patriotic, civic and educational organizations to observe the week of May 10 through May 16, 2020 as Police Week with appropriate ceremonies and observances in which everyone may join in commemorating law enforcement officers, past and present, who by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their community and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens. I further call upon all citizens to observe May 15, 2020 as “**PEACE OFFICERS' MEMORIAL DAY**” in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

Councilmember Williams read the following Proclamation:

Proclamation – National Day of Prayer. Mayor Allen proclaimed Thursday, May 7, 2020 as “**A NATIONAL DAY OF PRAYER**” in observance of the National Day of Prayer in the City of Goldsboro, North Carolina, and commend this observance to our citizens.

Councilmember Matthews read the following Proclamation:

Proclamation – Mental Health Month. Mayor Allen proclaimed May 2020 as “**MENTAL HEALTH MONTH**” in Goldsboro, North Carolina and called upon the citizens, government agencies, public and private institutions, businesses and schools in Goldsboro to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions.

Mayor Pro Tem Broadway read the following Proclamation:

Proclamation – Drinking Water Week. Mayor Allen proclaimed May 3-9, 2020 as Drinking Water Week and encourage all citizens to recognize the efforts of the many hardworking individuals in our Public Utilities and Public Works departments who ensure that we always have safe, clean drinking water.

Councilmember Polack read the following Proclamation:

Proclamation – Municipal Clerks Week. Mayor Allen recognized the week of May 3-9, 2020, as “*MUNICIPAL CLERKS WEEK*” and further extend appreciation to our City Clerk Melissa Capps, our Deputy City Clerk Laura Getz and all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Councilmember Aycock read the following Proclamation:

Proclamation – Coats and Ties Off. Mayor Allen proclaimed reason above custom and urge all Goldsboro citizens to doff their coats and ties for the duration of the summer effective May 1, 2020 until September 30, 2020.

Councilmember Williams suggested everyone to please practice social distancing. I have seen in our city where people are not practicing social distancing. Think about your family, your friends, it is ok to tell someone politely to practice social distancing. If you go out, wear a mask.

Mayor Pro Tem Broadaway also encouraged social distancing. I would also like to thank the city workers, especially sanitation, fire police and EMS. If you see them, tell them thank you.

Councilmember Polack stated there really are a lot of good things going on. I would like to thank Engineering, Mr. Marty Anderson for a prompt response for addressing concerns for residents on Hooks River Road, the streets were not adequately filled after a private contractor did road cuts, leading to damage of a resident’s vehicle. Marty’s efforts got the situation handled ASAP. I have established a system, where I am soliciting volunteers, throughout sectors of my district to serve as liaisons for concerns in their communities. I want to thank the young man from Public Workers who was bold enough to speak.

Councilmember Matthews had no comment.

Councilmember Ham stated last meeting I closed with recognizing organizations and individuals. I would like to recognize Mr. David Glisson that noticed two of our potted plants had been vandalized, he replanted the plants and cleaned up the areas.

Councilmember Aycock stated I want to thank the Public Works Department and the City of Goldsboro employees for their loyalty to the city and thank them for what they do. I want to thank the Police Department, Fire Department and all the essential workers in Wayne County because without them we would be in much more trouble than we are in. I want to give them a heartfelt thank you.

Mayor Allen stated I think the Fire Department going to a 2 is pretty good deal. I know we have talked about it for years. I want to thank Chief Dixon and his staff for that. I want to also thank our performance winners. I want to thank all of our staff for the work we are doing.

There being no further business, the meeting adjourned at 7:42 p.m.

Chuck Allen
Mayor

Melissa Capps, MMC/NCCMC
City Clerk