



City of Claremont Regular Meeting Minutes Monday, April 4, 2016

The regular City Council meeting of the City of Claremont was held in the Council Chambers located at Claremont City Hall at 7:00 p.m. on Monday, April 4, 2016.

The following members of the Claremont City Council were present: Mayor Shawn Brown, Councilmember Timothy Lowrance, Councilmember Dale Sherrill, Councilmember Lee Miller, Councilmember Dayne Miller and Councilmember David Morrow.

The following personnel of the City of Claremont were present: City Manager Catherine Renbarger, City Clerk Wendy Helms, Police Chief Gary Bost, Fire Chief Bart Travis, Public Services Director Tom Winkler, Public Services Supervisor Bo Prince, Captain Allen Long, Recreation Coordinator Michael Orders, Finance Officer Stephanie Corn, City Planner Elinor Hiltz and City Attorney Bob Grant.

Others in attendance were: Robert Smith, Rev. Dennis Richards, Charlie Heritage, Les Morrow and John Cathey.

1. CALL TO ORDER

Mayor Shawn R. Brown called the Claremont City Council meeting to order at 7:00 p.m.

2. APPROVAL OF AGENDA

The agenda was then approved as presented.

3. INVOCATION & PLEDGE OF ALLEGIANCE

The invocation was given by Reverend Dennis Richards from First Baptist Church. Councilmember Lee Miller led the Pledge of Allegiance.

5. MAYOR'S REPORT

Mayor Brown spoke of the opening of the Health Smart Pharmacy which occurred on April 4, 2016. Mayor Pro Tem Dale Sherrill read a letter submitted by Deputy Trent Davis thanking Mayor Brown for helping with an injured player at Bunker Hill Optimist.

6. CONSENT AGENDA

A. March 7, 2016, Regular Meeting Minutes – Councilmember David Morrow made a motion to accept March 7, 2016 regular meeting minutes as presented. Councilmember Dayne Miller seconded the motion. The motion passed unanimously.

7. CITIZEN'S CONCERNS & COMMENTS- none

8. OLD BUSINESS-

A. Budget Transfer- Transfer of funds was made to align line items to expenditures. Informational only.

9. PUBLIC HEARING- Motion was made by Councilmember Timothy Lowrance to go into a Public Hearing at 7:07 p.m. to discuss a voluntary annexation at 2985 Oxford Way. Second was made by Councilmember Dale Sherrill. Motion passed unanimously.

A voluntary annexation petition was received February 17, 2016. Investigation of sufficiency was completed and found to be sufficient. Advertisement was published in the Observer News Enterprise on March 24, 2016, to call for a public hearing. A public hearing was held on Monday, April 4, 2016. Staff recommends approving Ordinance 11-15 to extend the corporate city limits to include 2985 Oxford Way. Voluntary annexation was a condition of the Conditional Use Permit the City issued.

Motion was made by Councilmember Timothy Lowrance to close the Public hearing at 7:09 p.m. Second was made by Councilmember Lee Miller. Motion passed unanimously.

A public hearing to amend the City Zoning Ordinance was moved to later in the meeting allowing Planner, Elinor Hiltz time to return from the Town of Catawba.

10. NEW BUSINESS-

A. Child Abuse Prevention Proclamation- The Children's Protection Agency of Catawba County ask for support of a Proclamation of Child Abuse Prevention Month. Mayor Brown read the proclamation into record.

B. Ordinance 11-15 Extend the Corporate City Limits at 2985 Oxford Way- A voluntary annexation petition was received February 17, 2016. Investigation of sufficiency was completed and found to be sufficient. Advertisement was published in the Observer News Enterprise on March 24, 2016, to call for a public hearing. Said public hearing was held on Monday, April 4, 2016. Voluntary annexation was a condition of the Conditional Use Permit the City issued to developer.

Motion was made by Councilmember David Morrow to approve Ordinance 11-15, to extend the corporate City limits at 2985 Oxford Way. Second was made by Councilmember Dale Sherrill. Motion passed unanimously.

C. Resolution 23-15 Call for Public Hearing for Voluntary Annexation 3000 Frazier Drive- City Council was presented a petition for voluntary annexation from the owners of 3000 Frazier Drive. The City Clerk was directed at the March 7, 2016 meeting to certify the sufficiency of the petition. Finding the annexation to be sufficient Council will call for a Public hearing on Monday May, 2, 2016 to get citizen input on the voluntary annexation of 3000 Frazier Drive.

Motion was made by Councilmember Timothy Lowrance to Call for a public hearing on May 2, 2016 for citizen input on the proposed voluntary annexation of 3000 Frazier Drive. Second was made by Councilmember Lee Miller. Motion passed unanimously.

D. Ordinance 13-15 Establish a Capital Project Fund for Industrial Development Fund Grant- On February 1, 2016 the Council passed a resolution authorizing an Industrial Development Grant Fund application and the required local match to provide sanitary sewer service to Substance Inc. at their new facility in the International Business Park.

Claremont was subsequently awarded a \$120,975 Industrial Development Fund Utility Account (IDF) Grant. This ordinance creates a capital project fund for this project.

Motion was made by Councilmember Dayne Miller to establish a capital project fund for the Industrial Development Fund Grant. Second was made by Councilmember David Morrow. Motion passed unanimously.

E. Ordinance 14-15 Budget Ordinance- The Water & Sewer amendment will account for the transfer of \$40,325 from the Water & Sewer Fund to the Substance Inc. Capital Project Fund. This amount is the local government match for the Industrial Development Fund Grant. Other transfers will align the budget for the final months of the 2016 fiscal year.

Motion was made by Councilmember Dale Sherrill. Second was made by Councilmember David Morrow. Motion passed unanimously.

F. Approve Contract for WPCOG Administration of IDF Grant- Council was presented an administrative services contract for administration of the City's Industrial Development Fund Grant. The cost for these services is \$3,500 which was included in the proposed grant funding application and is considered a part of the required local government match.

Motion was made by Councilmember Timothy Lowrance to accept the contract with WPCOG for administration of the IDF Grant. Second was made by Councilmember David Morrow. Motion passed unanimously.

G. Approve Contract with The Wooten Company for Engineering Related to IDF Grant- Council was also presented a contract between The Wooten Company and the City for engineering design, contract administration and construction observation of the extension of the City's sanitary sewer system to serve the Substance Industrial Site on Frazier Drive. This extension consists of 1,150 linear feet of 8-inch gravity sewer. Included in the agreement is the field survey and plat needed for an easement across the lot located at the SW corner of Frazier Drive and South Oxford Street. The total costs to provide these services are \$18,850 which was included in the proposed funding application and is considered a part of the required local government match.

Motion was made by Councilmember Lee Miller to accept the contract with The Wooten Company for Engineering related to the IDF Grant. Second was made by Councilmember Dayne Miller. Motion passed unanimously.

H. Resolution 24-15 Authorize Grant Application for NC DEQ Merger/Regionalization Grant- The NC Department of Environmental Quality is now accepting grant applications for up to \$50,000 for studies related to the merger or regionalization of water or sewer systems. These grants provide the opportunity to evaluate the potential consolidation of two or more systems into one system or the potential physical interconnection with another system for regional wastewater treatment or regional water supply.

The grants are limited to \$50,000 with no match required. Applications are due at the end of the month. A Resolution Authorizing the Grant Application is required. Letters of support from potential partners are also required. The City should know by July if the State plans to award Claremont the grant. If awarded, a contract for the study of future wastewater treatment would be executed as soon as possible.

Motion was made by Councilmember Dale Sherrill to adopt Resolution 24-15 authorizing the grant application. Second was made by Councilmember David Morrow. Motion passed unanimously.

I. Resolution 25-15 Authorize Grant Application for NC DEQ Asset Inventory Assistance Grant- The NC Department of Environmental Quality is now accepting grant applications for up to \$150,000 to inventory existing water and/or sewer systems and document the condition of the inventoried infrastructure. Other components could include performing a risk analysis to establish which components are most critical and establishing future costs for replacement/repairs/upgrades. This grant does require a local government match based on Affordability Criteria. For Claremont, the local government match would most likely be 20 percent.

Motion was made by Councilmember Timothy Lowrance to adopt Resolution 25-15 authorizing the application for the NC DEQ Asset Inventory Assistance Grant. Second was made by Councilmember Dayne Miller. Motion passed unanimously.

J. CMAQ Sidewalk Project Update- In 2013, the City was awarded Congestion Mitigation and Air Quality (CMAQ) funds to construct 8,030 linear feet of sidewalk throughout the City. Total project costs were estimated to be \$650,000 with federal funds of \$520,000 and a local match of \$130,000.

The following sections of sidewalk were planned:

- Centennial Boulevard – from existing sidewalk to Lookout
- Calvin Street – between Depot and Lookout
- Calvin Street – between Lookout and School Drive
- South Depot Street – from end of sidewalk to Frazier
- Yount Street – from Depot to Bethlehem
- Bethlehem Drive – from Yount to Catawba Street
- School Drive – from Calvin to Main Street

The original costs estimates for installing the sidewalk were completed in 2009 and did not fully incorporate all costs nor did the estimates have the benefit of design drawings. Recently revised cost estimates are much higher than originally anticipated.

Staff recommends requesting that DOT allow the City to modify the scope of work of the project to delay the Centennial Boulevard section of sidewalk to allow the project to be financially feasible and to continue moving forward. If the scope of the work were to be modified, the City could apply for additional funding to complete the remaining segment as early as May, and be awarded funding as early as October of 2016.

Public Hearing- North Carolina General Statutes require that the City Council hold a Public Hearing prior to any changes in City Ordinance. This public hearing is to solicit public comment about a residential architectural standards zoning text amendment.

The amendment would delete residential architectural standards from attached and detached houses and residential garages and would clarify that houses must face the sidewalk. Removing residential architectural standards is required by recently passed state legislation.

Motion was made by Councilmember David Morrow to open a public hearing at 7:45 p.m. Second was made by Councilmember Dale Sherrill.

City Planner Elinor Hiltz gave Council a brief overview of the changes to the code.

Motion was made by Councilmember Timothy Lowrance to close the public hearing at 7:48 p.m. Second was made by Councilmember Dayne Miller. Motion passed unanimously.

K. Ordinance 12-15 Zoning Text Amendment- City Planner Elinor Hiltz presented Ordinance 12-15 a zoning text amendment to delete residential architectural standards from attached and detached houses and residential garages and to clarify that houses must face the sidewalk.

Councilmember David Morrow read the following statement. “This text amendment is in the public interest because it preserves the public’s ability to place carports and garages in the side yard, near the driveway, and it improves community appearances by regulating the way houses face the street. The removal of some content from our current ordinance is required by state law.”

I move to approve this amendment because it is not inconsistent with the Land Development Plan. Second was made by Councilmember Dayne Miller. Motion passed unanimously.

L. 2016 Action Plan Draft- City Manager Renbarger discussed the 2016 Action Plan with Council. She requested Council to review the document and make any changes. Formal adoption of the action plan will come before Council at the May meeting.

11. DEPARTMENT & COMMITTEE REPORTS

A. Monthly Department Dashboard Report- The dashboard report was accepted as presented.

Fire Department- Chief Travis recognized Georgia Mintz. Ms. Mintz completed her senior project and presented it to the Catawba County Firefighter Association. The fire department will hold their Annual Pancake Breakfast on Saturday, May 7th.

Recreation- Michael Orders addressed Council speaking about the Yard Sale and HOPE 5K that will also be held on May 7th.

Rescue- Robert Smith spoke on behalf of the Rescue Squad. They will hold the 16th Annual BBQ and Poker Run on April 16th. Raffle tickets for the 20 guns in 20 days can be purchased from any member.

12. CITY MANAGER REPORT – City Manager Catherine Renbarger spoke about a meeting

between Council and local businesses that will be held on May 10, 2016 at 7 a.m.

13. ADJOURN

With no further business of the board motion was made by Councilmember Lee Miller to adjourn the meeting at 7:58 p.m. Second was made by Councilmember Dayne Miller. Motion passed unanimously.

Respectfully submitted,
Wendy L. Helms, City Clerk

Shawn R. Brown, Mayor

Attested:

Wendy L. Helms, City Clerk