



## **City of Claremont Regular Meeting Minutes Monday, October 3, 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, October 3, 2016.

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

The following personnel of the City of Claremont were present: City Manager Catherine Renbarger, City Clerk Wendy Helms, Police Chief Gary Bost, Police Captain Allen long, Public Services Director Tom Winkler, Public Services Supervisor Bo Prince, Recreation Specialist Michael Orders, City Planner Leslie Meadows and City Attorney Bob Grant.

Others in attendance were: Robert Smith, Robert Winrow, Les Morrow, David Clark, Daniel Sharpe, Savannah Frye, Maggie Huffman, Jennifer Huffman, Landon Eckerd, Ben Auten, Cole Travis, Lisa Travis, Shannon Eckerd, Ashley Wike, Brandon Grant, Kayla Benfield, and Scott Ramsey.

### ***CALL TO ORDER***

Mayor Shawn R. Brown called the meeting to order at 7:00 p.m. A quorum was present.

### ***APPROVAL OF AGENDA***

The agenda was approved as presented.

### ***INVOCATION & PLEDGE OF ALLEGIANCE***

Pastor Eric Hollar from Bethel Lutheran Church gave the invocation and Councilmember Dale Sherrill led the pledge of allegiance.

### ***MAYOR'S REPORT***

Mayor Brown swore in members of the Claremont Youth Council. They are as follows: Savannah Frye, Ben Auten, Megan Lowman, Stephanie Zepp, Cole Travis, Logan Hedrick, Melia Greiner, Caleah Xoing, Maecie Brumley and Landon Eckerd.

## **CONSENT AGENDA**

**A. September 6, 2016, Regular Meeting Minutes** – Councilmember Timothy Lowrance made a motion to accept September 6, 2016 regular meeting minutes as presented. Councilmember Dayne Miller seconded the motion. The motion passed unanimously.

**B. September 26, 2016 Special Called Minutes** – Councilmember Timothy Lowrance made a motion to accept the special called session minutes from September 26, 2016, as presented. Councilmember Dayne Miller seconded the motion. Motion passed unanimously.

**C. September 26, 2016 Closed Session** – Councilmember Timothy Lowrance made a motion to accept the closed session minutes from September 26, 2016. Councilmember Dayne Miller seconded the motion. Motion passed unanimously.

**D. Consideration of Appointment for NCLM Voting Members-** Councilmember Timothy Lowrance made a motion to appoint Mayor Shawn Brown as the voting member at the NCLM Annual Meeting and Councilmember Dayne Miller as the alternate. Councilmember Dayne Miller seconded the motion. Motion passed unanimously.

**E. Call for Public Hearing Code of Ordinance Updates-** City Planner Leslie Meadows called for a public hearing to discuss changes to the Code of Ordinances in the manufacturing district. Councilmember Timothy Lowrance made a motion to call for a public hearing. Second was made by Councilmember Dayne Miller. Motion passed unanimously.

**CITIZEN CONCERNS & COMMENTS-** None

**OLD BUSINESS-** None

**PROCLAMATION-** Mayor Brown Presented Fire Chief Bart Travis with a proclamation in honor of Fire Prevention Week 2016.

## **PUBLIC HEARINGS**

Motion was made by Councilmember David Morrow to recess the regular meeting and go into a Public Hearing at 7:15 p.m. Second was made by Timothy Lowrance. Motion passed unanimously.

This public hearing will allow for public comment on the proposed amendments to the Manufacturing District section of our Zoning Ordinance, Article D, Sec. 9-3-56. These proposed amendments create separate districts for light manufacturing (M-1) and heavy manufacturing (M-2); allowing the City to better regulate uses locating within the industrial park.

Motion was made by Councilmember David Morrow to close the public hearing at 7:23 and reopen the regular session. Second was made by councilmember Dayne Miller. Motion passed unanimously.

## **NEW BUSINESS**

**A. Ordinance 07-16 Amend the Code of Ordinances-** On September 19<sup>th</sup>, the Planning Board reviewed and accepted a proposed text amendment to create two separate manufacturing districts, Light

Manufacturing (M-1) and Heavy Manufacturing (M-2), as set forth in Title 9, Zoning Chapter 3, Article D, Sec. 9-3-56 and Sec. 9-3-59, respectively.

Councilmember Dayne Miller stated this zoning district text amendment is in the public interest because it protects industrial properties from depreciation and safeguards community appearance. With that he made a motion to approve Ordinance 07-16 because the zoning district text amendment is consistent with Claremont's long-range plan Land Use Development Plan. Second was made by Councilmember David Morrow. Motion passed unanimously.

**B. Approval of Final Plat Oxford Crossing-** The Oxford Crossing development was thrust into "major subdivision" category because a new Street, Oxford Way, has been dedicated to the City. Per Claremont's ordinance, major subdivision final plats go before both Planning Board and Council. If approved at this time, an official certificate of occupancy can be issued. The road is already built, has passed Wooten and the City's inspections, and some tenants have moved in under a temporary certificate of occupancy. A more detailed review of the preliminary plat revealed several other requirements under the Section 9- 4-42 subdivision checklist which would be valuable to include:

- The proposed interior street layout containing existing all existing buildings.
- The telephone number of the owner.
- Water and sewer easements.
- The Conditional Use Permit conditions.
- A maintenance agreement statement, verifying that the City is not responsible for maintaining interior drives/parking areas.

On September 19th, the Planning Board determined the final plat meets all necessary requirements, and recommends approval of the final plat for Oxford Way as presented.

Motion was made by Councilmember Dale Sherrill to accept the final plat of Oxford Crossing. Second was made by Councilmember Timothy Lowrance. Motion passed unanimously.

**C. Resolution 04-16 Award Sanitary Sewer Extension Contract to Hickory Sand-** After design and permitting approval from the State, the City publicly advertised for bids to be received for the sanitary extension to serve Substance Inc. site on August 23, 2016. Hickory Sand Company, Inc. was the lowest bidder at \$165,905. All bids received were above the construction budget due primarily to higher than expected unit costs of the sanitary sewer pipe. The City subsequently contacted the NC Department of Commerce to request additional grant funds to cover the actual construction costs. The NC Department of Commerce has indicated that funding may be awarded at the next Rural Infrastructure Authority meeting on October 20th.

This resolution awards the contract to Hickory Sand Company Inc. contingent upon approval of additional funding from the North Carolina Department of Commerce's North Carolina Industrial Development Fund or from Substance, Inc.

Motion was made by Councilmember Dale Sherrill to adopt Resolution 04-16, awarding the sewer extension contract to Hickory Sand contingent on funding. Second was made by Councilmember Timothy Lowrance. Motion passed unanimously.

**D. Ordinance 08-16 Budget Amendment-** These ordinances amend the project budget for Substance Inc. to reflect the higher than anticipated construction costs. As there is a 25% local match for the Industrial Development Fund Grant, the amount of revenue received from the grant, as well as the

City's contributions have been increased. The total grant revenue received is budgeted to increase by \$28,500 while the City contribution is now budgeted to increase by \$9,500, for a total City contribution of \$49,825.

Motion was made by Councilmember David Morrow to adopt Ordinance 08-16 amending the Substance Inc. Project Fund Budget. Second was made by Councilmember Dayne Miller. Motion passed unanimously.

Motion was made by Councilmember Dayne Miller to adopt Ordinance 09-16 amending the Substance Inc. Project Fund Budget. Second was made by Councilmember Lee Miller. Motion passed unanimously.

***E. Resolution 05-16 Authorizing Utility Easement Acquisition-*** In order to provide sanitary sewer to Substance, Inc. a utility easement is needed. Property owners Charles and Nancy Murray have agreed to grant and convey a utility easement acquisition for a sum of \$3,000. Sufficient funds are budgeted.

Motion was made by Councilmember Timothy Lowrance to approve the utility easement acquisition. Second was made by Councilmember David Morrow. Motion passed unanimously.

***F. Resolution 06-16 Authorizing Support for the Building Reuse Grant-*** The General Assembly has authorized funds to the North Carolina Department of Commerce Rural Economic Development Division to stimulate economic development and job creation. A portion of the authorized funding makes grants available to aid eligible units of local government to stimulate creation of jobs through the expansion and renovation of buildings currently in use. This resolution will authorize the City of Claremont to submit a Building Reuse Application to the NC Department of Commerce for up to \$500,000 for Project Acronym. If awarded, the City will be required to provide a 5% cash match of up to \$25,000.

Motion was made by Councilmember Dayne Miller to authorize support for the Building Reuse Grant. Second was made by Councilmember David Morrow. Motion passed unanimously.

***G. Consideration for Donating Equipment to the Catawba Police Department-*** The Claremont Police Department has acquired new "stop sticks". They are asking that the old equipment they have be surplus and donated to the Catawba Police Department.

Motion was made by Councilmember Timothy Lowrance to donate two sets of stop sticks to the Catawba Police Department. Second was made by Councilmember David Morrow. Motion passed unanimously.

***H. Change of location for November Meeting-*** Due to the Presidential Elections, the Council Chambers at City Hall will be needed for voting. We are asking you to consider changing the location to the Claremont Police Department for the November 2016 meeting.

Motion was made by Councilmember Lee Miller to move the November 7, 2016 meeting to the Claremont Police Department. Second was made by Councilmember Dale Sherrill. Motion passed unanimously.

***I. Update on Fire Department Medical Response-*** Fire Chief Bart Travis gave Council an update on medical calls. He stated to Council that the fire department is increasing services by providing medical services; he staffs an EMT Monday thru Friday from 8-5.

## ***DEPARTMENT AND COMMITTEE REPORTS***

The Departmental Dashboard was accepted as presented.

***Police-*** Chief Bost introduced Daniel Sharpe, his newest Police Officer. He also recognized Allen Long who was appointed to serve on the STAR TEAM Negotiation Team.

***Recreation-*** Recreation Specialist Michael Orders gave an update on the Claremont Daze activities. Reminded everyone about upcoming events.

***Fire-*** Chief Travis reminded everyone of Fire Prevention Week. He also spoke briefly about the Catawba County Memorial Service which held October 16<sup>th</sup>, 2016.

## ***CITY MANAGERS REPORT***

City Manager Renbarger spoke briefly about the audit. She reminded everyone of the Bunker Hill Homecoming Parade on October 18<sup>th</sup>.

Motion was made by Councilmember Timothy Lowrance to recess the regular meeting at 7:56 p.m. and go into closed session reference G.S. 143.318-11(4). Second was made by Councilmember Dayne Miller. Motion passed unanimously.

Motion was made by Councilmember David Morrow to authorize litigation proceedings against the business known as Tim's Towing and the property owner Janice Salyers. Second was made by Councilmember Dayne Miller. Motion passed unanimously.

With no further business of the board, motion was made by Councilmember Timothy Lowrance to adjourn the meeting at 8:54 p.m. Second was made by Councilmember David Morrow. Motion passed unanimously.

Respectfully submitted,  
Wendy L. Helms, City Clerk

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Shawn R. Brown, Mayor

Attested:

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Wendy L. Helms, City Clerk