

**CITY OF CLAREMONT  
CITY COUNCIL MEETING  
AGENDA PACKET**



**November 7, 2011  
Claremont Police Department  
Training Room  
7:00 pm**



**CITY OF CLAREMONT  
CITY COUNCIL MEETING**

**Regular Meeting**

**November 7, 2011**

**7:00 PM**

**Claremont Police Department, Training Room**

**AGENDA**

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. INVOCATION & PLEDGE OF ALLEGIANCE**
- 4. MAYOR'S REPORT**
- 5. APPROVAL OF MINUTES**
  - A. Regular Meeting- October 3, 2011
- 6. CITIZEN'S CONCERNS AND COMMENTS**
- 7. PRESENTATION**
  - A. Claremont City Street Inventory Update
- 8. PUBLIC HEARING**
  - A. City of Claremont Fats, Oils, and Grease Ordinance
- 9. OLD BUSINESS**
  - A. Resolution 10-11 PJ Stanley Memorial Scholarship Fund & Committee
- 10. NEW BUSINESS**
  - A. Resolution 11-11
  - B. Ordinance 05-11 Budget Amendment
  - C. Ordinance 06-11 Budget Amendment
  - D. Ordinance 07-11 Fats, Oils and Grease Ordinance
  - E. Budget Transfer
- 11. DEPARTMENT & COMMITTEE REPORTS**
  - A. Youth Council Report
  - B. Fire Department
  - C. Police Department

- D. Public Works
- E. Rescue Squad
- F. Utilities Department
- G. Planning and Zoning
- H. Recreation
- I. Appearance Committee

**12. CITY MANAGER'S REPORT**

**13. CLOSED SESSION**

**14. ADJOURN**

**City of Claremont Board & Committee Meetings**

<u><b>City Council Meeting</b></u> 1 <sup>st</sup> Monday of each month	December 5 <sup>th</sup>	Council Chambers 7:00pm
<u><b>Planning Board</b></u> 2 <sup>nd</sup> Monday of each month	November 14 <sup>th</sup>	Council Chambers 7:00 pm
<u><b>Appearance Committee</b></u> 4 <sup>th</sup> Monday of each month	November 28 <sup>th</sup>	O' Cup Bean & Bakery 6:00 pm
<u><b>Recreation Committee</b></u> 4 <sup>th</sup> Monday of each month	November 28 <sup>th</sup>	Claremont City Offices 7:00 pm
<u><b>Youth Council</b></u> 1 <sup>st</sup> Sunday of each month	November 6 <sup>th</sup>	Council Chambers 3:00 pm
<u><b>Friends of the Library</b></u> 4 <sup>th</sup> Tuesday of each month	November 22 <sup>nd</sup>	Claremont Library 6:00 pm
<u><b>Seniors Morning Out</b></u> 3 <sup>rd</sup> Wednesday of each month	November 16 <sup>th</sup>	1 <sup>st</sup> Baptist Fellowship Hall 8:30 am
<u><b>Claremont Tailgate Market</b></u> Every Friday Thru Sept. 24th		City Hall Parking Lot 3-6pm

**NOTES:**

**REQUEST FOR COUNCIL ACTION**

Date of Meeting: November 7, 2011

**To:** Mayor and the City Council

**From:** Doug Barrick, City Manager

**Action Requested: Approval of Minutes**

Approve the minutes from the regular meeting held on October 3, 2011.

**Recommendation: Approve the Minutes**



## City Council Regular Meeting Minutes Monday, October 3, 2011

The regular City Council meeting of the City of Claremont was held in the Council Chambers at City Hall at 7:00 p.m. on Monday, October 3, 2011.

The following members of the Claremont City Council were present: Mayor David Morrow, Mayor Pro Tem Timothy Lowrance, Councilmember Shawn Brown, Councilmember Nicky Setzer and Councilmember Dale Sherrill. Councilmember James Stanley passed away on September 21, 2011.

The following personnel of the City of Claremont were present: City Manager, Doug Barrick, City Attorney, Bob Grant, Finance Officer, Stephanie Corn, Administrative Support Clerk, Mandy Buff, Police Chief, Gerald Tolbert, Police Captain, Gary Bost, Fire Chief, Gary Sigmon, Public Works Director, Tom Winkler, and Garrick Butts.

Others in attendance were: Henry Helton, Rose Ann Pannell, Adam Pannell, Greg Pannell, Robert Winrow, Rupert Little, Robert Smith, Joe Tate, Laurie LoCicero, DB Setzer, Selina Setzer, Abbie Setzer, Allie Setzer, Eddie Barringer, Caroline Franklin, Lisa Treadaway, Autumn Edwards, Gene Monday, Sue Jones, Andrea Ramsey, Scott Howard, Stacey Ledbetter, Nathan Sherrill, Ryan Smith, Matthew Benfield, Clara Fervin, Jennifer Lowrance, Leah Martin, and Kemp Sigmon.

### 1. CALL TO ORDER

Mayor David Morrow called the Claremont City Council meeting to order at 7:00 p.m.

### 2. APPROVAL OF AGENDA

A motion was made by Councilmember Shawn Brown to accept the agenda as presented. Mayor Pro Tem Timothy Lowrance seconded the motion. The motion passed unanimously.

Mayor Morrow stated Councilmember James Stanley passed away after a short battle with leukemia.

### 3. INVOCATION & PLEDGE OF ALLEGIANCE

The invocation was led by Mayor David Morrow. Councilmember Nicky Setzer led the Pledge of Allegiance.

### 4. MAYOR'S REPORT

Mayor David Morrow reported on September 14<sup>th</sup> the city staff, council, and members of the Catawba County Chamber of Commerce joined Donna Reese in the ribbon cutting for Sheer Bliss Hair Salon. Mayor Morrow thanked the fire department and police department for helping out at Rising Hope Farm's annual fall festival. On September 27<sup>th</sup> Mayor David Morrow, Councilmember Dale Sherrill, Councilmember

Shawn Brown, Mayor Pro Tem Timothy Lowrance, and Councilmember Nicky Setzer attended the Council of Government meeting in Conover. On September 30<sup>th</sup> Councilmember Shawn Brown, Mayor David Morrow, Jan Morrow and City Manager Doug Barrick fed the Bunker Hill High School football team and band. Mayor Morrow also reported Claremont Day was a success.

## 5. APPROVAL OF MINUTES

**A. Regular Meeting – September 6, 2011** – Mayor Pro Tem Timothy Lowrance moved to accept the minutes from the September meeting as presented. The motion was seconded by Councilmember Shawn Brown. The motion passed unanimously.

**B. Closed Session – September 6, 2011** – Councilmember Nicky Setzer moved to accept September's closed session minutes as presented. The motion was seconded by Councilmember Shawn Brown. The motion passed unanimously.

## 6. CITIZEN'S CONCERNS AND COMMENTS

None

## 7. PRESENTATIONS

**A. Swearing in of the 2011-2012 Claremont Youth Council** – Mayor Morrow introduced each youth council member and swore in the members with the assistance of Susan Tucker. Members of the Youth Council include: Clara Ervin, Matthew Benfield, Autumn Edwards, Katelynn Patterson, Caroline Franklin, Stacey Ledbetter, Abbie Setzer, Allie Setzer, and Nathan Sherrill.

## 8. PUBLIC HEARING

At 7:15 p.m. a motion was made by Mayor Pro Tem Timothy Lowrance to open a public hearing to discuss the ED Agreement between the City of Claremont and Claremont Hardware & Farm Supply. Councilmember Nicky Setzer seconded the motion. The motion passed unanimously.

**A. ED Agreement Claremont & Claremont Hardware & Farm Supply** – City Manager Doug Barrick stated the Economic Development agreement provides for a \$5,000 streetscape grant which would help Claremont Hardware and Farm Supply enhance their streetscape along South Depot. They have begun that process by repainting the building, laying the stone work around the building and by cutting in some new windows. It also provides for some tax incentives based on employment and longevity at that piece of property and up keeping the property value. We are pleased to have them as a business partner in the community and also an employer in the community as well.

Mayor David Morrow stated the land and building is a critical part of the downtown and Claremont. The Mayor asked if there was any discussion with regards to the Economic Development agreement.

At 7:18 p.m. a motion was made by Mayor Pro Tem Timothy Lowrance to close the public hearing. Councilmember Dale Sherrill seconded the motion. The motion passed unanimously.

At 7:18 p.m. a motion was made by Councilmember Nicky Setzer to open a public hearing to discuss rezoning 11-2 Claremont Hardware. Councilmember Shawn Brown seconded the motion. The motion passed unanimously.

**B. Rezoning 11-2 Claremont Hardware** – Laurie LoCicero, City Planner, stated the rezoning 11-2 is for the Claremont Hardware and Farm Supply parcels that are located at 4843, 4859, 4848 and 4860 South Depot Street. We want to rezone the properties from B-1 central business to M-1 manufacturing. The reason the city staff initiated this rezoning was because Claremont Hardware & Farm Supply approached us and said they would like to do outside storage of things like mulch, sand and other large landscaping items. In 2005 we did the big update to the zoning ordinance and in B-1 central business and in the other business zones we no longer allowed outdoor storage. Due to Claremont Wholesale being there prior they were grandfathered in. The planning board basically had three options: to do a rezoning, to do a text amendment to allow outdoor storage in any of Claremont's commercial district, or to do a text amendment to allow outdoor storage with a conditional use permit. It was discussed at two different planning board meetings. The two text amendment options were discussed and the planning board did not feel they were the best options for the city. The planning board decided that rezoning the properties would be the best for the city. At the planning board's September 12<sup>th</sup> meeting they took a vote on recommending the rezoning of the properties and it passed unanimously.

Councilmember Dale Sherrill asked if the storage is only for the parcels located at 4859 and 4843 South Depot Street.

Laurie LoCicero stated the last time she had spoke with the owners the storage was only to be on the parcels located at 4859 and 4843 South Depot Street. They will have to put up a fence and a buffer on the two mentioned parcels to comply with the zoning ordinance.

City Manager Doug Barrick stated the owner of Claremont Hardware & Farm Supply is present to speak. The owners do plan on utilizing some outdoor storage on the parcel located at 4860 South Depot Street.

Councilmember Nicky Setzer asked if they were planning on using the back part of the parcel located at 4859 South Depot Street.

City Manager Doug Barrick stated they weren't going to use the back part of the property for storage at this time only the front part located along south Depot Street.

Leah Martin from Conover stated Greg Pannell has his house within 100 feet of the mentioned parcels and he received the letter of the proposed re-zoning and asked her about it. Her biggest concern is the precedence that it sets. Their request is to leave out of the rezoning the back part of the property located at 4859 S. Depot St.

Eddie Barringer stated his uncle and father started Claremont Wholesale in 1956. He worked there for nearly 40 years. His observation is several years ago Claremont didn't have any zoning. All that the city does to enhance Claremont Hardware & Farm Supply is good thing. When all the different businesses are mixed together it seems to make a well rounded Main Street business community. He has observed in Claremont that Main Street business community is getting up and leaving and moving to North Oxford. He supports the rezoning of Claremont Hardware & Farm Supply.

At 7:33 p.m. a motion was made by Councilmember Dale Sherrill to close the public hearing. Mayor Pro Tem Timothy Lowrance seconded the motion. The motion passed unanimously.

## 9. OLD BUSINESS

Mayor Morrow spoke about the brochure that promotes Claremont's international business park.

City Manager Barrick stated there is a new water fountain in the park. The Department of Transportation has agreed to install two signs for I-40 at Centennial Blvd. and US Hwy 70 and 2 I-40 and Us 70 straight ahead signs at Centennial Blvd. and Lookout St. and a new Industrial Park sign to turn onto Kelly Blvd. if you're coming up Bethany Church Rd. DOT will also put a new sign at Centennial Blvd. and Oxford for a straight ahead arrow for downtown, a straight ahead arrow for US 70 West and a left pointing arrow for US 70 east. There will also be a new sign at main and Oxford with a left pointing arrow for downtown and a right pointing arrow for the industrial park. DOT will put the signs up and monitor the traffic if it doesn't get better then they will look at restricting truck traffic.

## 10. NEW BUSINESS

**A. Discussion on Honoring Councilmember Stanley** – Councilmember Brown suggested a scholarship for an area high school student that wants to go through E.M.T school or B.L.E.T. Mitchell Community College B.L.E.T. students want to do a 5k run on Claremont Day to help raise money. Rising Hope Farms is considering doing an event to honor Councilmember Stanley.

**B. Resolution 06-11 Fire Prevention Week 2011** - A motion was made by Councilmember Dale Sherrill to accept Ordinance 06-11 as presented. Councilmember Nicky Setzer seconded the motion. The motion passed unanimously.

**C. Resolution 07-11 Parks & Recreation Committee** – A motion was made by Councilmember Shawn Brown to accept Ordinance 07-11 as presented. Councilmember Nicky Setzer seconded the motion. The motion passed unanimously.

**D. Resolution 08-11 NCLM Voting Members 2011** – A motion was made by Councilmember Dale Sherrill to accept Ordinance 08-11 as presented. Councilmember Shawn Brown seconded the motion. The motion passed unanimously.

**E. Resolution 09-11 Surplus Property** - A motion was made by Councilmember Nicky Setzer to accept Ordinance 09-11 as presented. Mayor Pro Tem Timothy Lowrance seconded the motion. The motion passed unanimously.

**F. ED Agreement Claremont & Claremont Hardware & Farm Supply** - A motion was made by Councilmember Shawn Brown to accept the ED Agreement as presented. Councilmember Nicky Setzer seconded the motion. The motion passed unanimously.

**G. Ordinance 10-11 Rezoning 11-2 Claremont Hardware** - A motion was made by Mayor Pro Tem Timothy Lowrance to accept Ordinance 10-11 as presented. Councilmember Shawn Brown seconded the motion. The motion passed unanimously.

**H. November 7, 2011 City Council Meeting Location** - A motion was made by Mayor Pro Tem Timothy Lowrance to have November 7, 2011 Council meeting in the training room at the Claremont Police Department. Councilmember Nicky Setzer seconded the motion. The motion passed unanimously.

## **10. DEPARTMENT & COMMITTEE REPORTS**

**A. Youth Council** – Susan Tucker stated there are several that are interested in attending the youth summit in Raleigh. The youth have some plans for parade day and for Easter.

**B. Fire Department** - Gary Sigmon, Fire Chief, thanked the Mayor and Council for the resolution for Fire Prevention week. The Fire Prevention Office performed 2 programs this month, installed 5 smoke detectors, replaced 2 smoke detector batteries and performed 1 child safety seat inspection.

**C. Police Department** - Gerald Tolbert, Police Chief, stated Officers made 3 arrests for shop lifting, 1 at Fast Tracks and 2 at Dollar General. An officer saw a suspicious vehicle at Rock Tenn and after the officer pursued the vehicle it wrecked in Conover.

**D. Public Works** – Mayor Morrow thanked the Public Works employees for their work on getting ready for Claremont Day.

Tom Winkler, Public Works Director, reported the public works staff was trained and certified on sign installation and placement for the MUTCD standard. All main sewer lines in Rachel's Vineyard have been jetted and cleaned for a total of 2,648 feet & cleaned out 11 man holes.

**E. Rescue Squad** – Eric Jones stated 15 members attended the state rescue convention. The drawings for the 30 guns in 30 days drawing will begin next month. Next year's pig pick'n and poker run is going to be the PJ Stanley's poker ride.

**F. Utilities Department** – City Manager Doug Barrick reported no issues from the plants to report. They are continuing to work with AdvancePierre Foods on the installation of a new pretreatment facility at their location. They also worked with Davis & Floyd Engineers to evaluate the flow issues at the North WWTP.

**G. Planning and Zoning** – Laurie LoCicero, City Planner, reported had one applicant for a high rise sign.

**H. Recreation** - Henry Helton reported the committee is looking into disc golf as a possibility for Francis Sigman Park and the city park. All of the Christmas parade floats have been assigned. Eighty eight vendors signed up for Claremont Day and only four didn't show up on Claremont Day. The city wide yard sale and hazardous waste collection is on November 5<sup>th</sup>.

**I. Appearance Committee** – City Manager Doug Barrick reported there will be pumpkin carving contest at Pinnochio's on October 30<sup>th</sup>. Pumpkins can be dropped off at Pinnochio's no later than October 27<sup>th</sup>.

**J. Veterans Memorial Committee** – Henry Helton reported he met with the monument man and the 2<sup>nd</sup> wall is ready to be put up.

A motion was made by Mayor Pro Tem Timothy Lowrance to combine the Parks & Recreation Committee and the Veteran's Memorial Committee after Veteran's Day. Councilmember Nicky Setzer seconded the motion. The motion passed unanimously.

**11. CITY MANAGER'S REPORT** – City Manager Doug Barrick thanked Jason and Jennifer Lowrance for the Pink Heals Tour coming to Claremont. New decorations are being ordered for Christmas and December 19<sup>th</sup> is the judging for yard of the month. Claremont employees are playing the Town of Maiden in a softball game on Tuesday at 6:00 p.m. Mayor Morrow is throwing the first pitch. The city will be working on repairing the sidewalks in the upcoming months. The North Carolina State University Arm of Institute of Transportation Research & Education did a pavement condition survey for the city. They went out and looked at all 9.6 miles of city owned right away and compiled a report for the priority listing of pavement repair and pavement repair methods for all the streets we own. Giving detailed information on how to go about fixing issues and they also stated the condition that each street is in. A full report will be given at the November Council meeting. Plans are being made for the second annual Claremont business breakfast in early November. The Claremont Optimist Club is having their fall flea market at Francis Sigman Park on October 8<sup>th</sup>.

Mayor David Morrow stated that the first annual Mayor's planning was planned for October 15<sup>th</sup> but it has been postponed until after the elections.

**13. ADJOURN** - At 8:40 p.m. Councilmember Shawn Brown moved to adjourn the City Council meeting. The motion was seconded by Councilmember Nicky Setzer. The motion passed unanimously.

Respectively submitted,  
Mandy D. Buff,  
Administrative Support Clerk

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David B. Morrow, Mayor

Attested:

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Douglas L. Barrick, City Clerk

**REQUEST FOR COUNCIL ACTION**

Date of Meeting: **November 7, 2011**

**To:** Mayor and the City Council

**From:** Doug Barrick, City Manager

**Action Requested: Claremont City Street Inventory Presentation**

The North Carolina Institute for Transportation Research and Education a branch of North Carolina State University recently completed a Pavement Condition Survey of the 10.12 miles of city owned and maintained streets. This survey provides the city with:

- A complete inventory of bituminous paved streets with block number, length, width, number of lanes, type of pavement, and curb and gutter information. Additional information can include sidewalks, utilities, right-of-way, etc.
- Pavement distresses (by type and magnitude) along with the Pavement Condition Ratings (PCR's) for each section of streets.
- Recommended maintenance activities and anticipated repair costs.

This report more allows the City to prioritize our limited funds in a more cost effective manor. As this survey is an objective evaluation of eight types of pavement distresses accompanied by cost-effective maintenance recommendations for repairing those pavement distresses.

The City Manager will give a quick overview of the report and its findings.

**Recommendation:** Hear the presentation

**REQUEST FOR COUNCIL ACTION**

Date of Meeting: **November 7, 2011**

**To:** Mayor and the City Council

**From:** Doug Barrick, City Manager

**Action Requested: Hold Public Hearing for Ordinance 06-11 Fats, Oils and Grease**

North Carolina General Statutes require that the City Council Hold a Public Hearing prior to any changes in the City Ordinance.

As a result of increasing State regulations on sewer collections systems the City of Claremont is proposing to increase the Fats, Oils and Grease Ordinance. This ordinance specifically affects all institutional and commercial food preparation and serving facilities. In doing so it requires that these facilities adequately intercept and retain fats, oils and greases prior to discharge into the sanitary sewer system. While the City's currently sewer use ordinance requires all Food Service Facilities to install grease interceptor it remains vague as to the details of this system and the ongoing maintenance of such systems.

In order to abide by current state laws the City is proposing to adopt the attached Fats, Oils and Grease Ordinance. The City's goal was to draft an ordinance that would have the least amount of impact to current and future food service establishments but yet met the full requirements of the law and protected the City's infrastructure.

A letter was sent to all effected Food Service Establishments in the City along with a copy of the draft ordinance for their review prior to this meeting. All Food Service Establishments have been invited to this meeting as well. The public hearing was also published in the Newton News Observer.

**Recommendation:** Hold Public Hearing



**CITY OF CLAREMONT  
PRESS RELEASE  
FOR IMMEDIATE RELEASE**

**October 28, 2011**

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The City of Claremont will hold a public hearing to discuss changes to the Claremont Code of Ordinances in reference to the adoption of a Fats, Oils and Grease Program. The public is encouraged to attend this meeting and give input new section of the sewer use ordinance. The hearing will be held during the regularly scheduled City of Claremont Council meeting on November 7, 2011 at 7:00 pm in the Training Room at the Claremont Police Department. For more information please contact Claremont City Hall at 828-459-7009

**MEDIA CONTACT:**

Doug Barrick  
City Manager



## CITY OF CLAREMONT

October 26, 2011

Food Service Providers  
In the City of Claremont

Dear Food Service Provider,

As a result of increasing State regulations on sewer collections systems the City of Claremont is proposing to increase our Fats, Oils and Grease Ordinance. This ordinance specifically affects all institutional and commercial food preparation and serving facilities. In doing so it requires that these facilities adequately intercept and retain fats, oils and greases prior to discharge into the sanitary sewer system. While the City's currently sewer use ordinance requires all Food Service Facilities to install grease interceptor it remains vague as to the details of this system and the ongoing maintenance of such systems.

In order to abide by current state laws the City has drafted the enclosed Fats, Oils and Grease Ordinance. The City's goal was to draft an ordinance that would have the least amount of impact to current and future food service establishments but yet met the full requirements of the law and protected the City's infrastructure.

The City will hold a public hearing on November 7, 2011 at 7:00 pm in the training room at the Claremont Police Department. We would encourage any comments or input in regards to this draft ordinance at the public hearing. If you cannot attend this hearing and have comments please contact me directly so that these comments and or input can be addressed prior to adoption of this ordinance.

Should you have any questions in regards to the draft ordinance please let me know. Upon adoption of this ordinance the City will be working with all of the affected Food Service Establishments to ensure that proper record keeping and maintenance is being performed. On behalf of the City, I thank you for working with us in the past and as we move forward under these new regulations.

Sincerely,

Doug Barrick  
City Manager

**CITY OF CLAREMONT**  
**PUBLIC UTILITIES DEPARTMENT**  
**FATS, OILS, AND GREASE CONTROL ORDINANCE**

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Adopted: November 7, 2011

City Ordinance Sections:

## **FATS, OILS & GREASE (FOG) ORDINANCE INTRODUCTION**

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### **Sewer Maintenance on Main Wastewater Lines**

The City's primary responsibility for the sewer system is to maintain unobstructed wastewater flow in the collection system. To accomplish this, the City routinely cleans sewer lines and performs preventive maintenance and repairs. If you experience a sewer system backup or observe a clean out or sewer manhole overflowing, please notify the City of Claremont as soon as possible by contacting 828-459-7009.

### **Sewer Stoppages**

When a stoppage occurs, contact the City of Claremont at 828-459-7009, Mon-Fri 8 AM - 5PM. The City will assess the stoppage to determine if the blockage is on the City's side of the sewer line or the homeowner's side of the sewer line. The City of Claremont will clear blockages that occur in the main sewer line or in the sewer lateral, from the main line to the clean out pipe at the edge of the property. The sewer clean out is a vertical, capped, 4" pipe that provides direct access to the sewer system. Homeowners are responsible for blockages that occur in the sewer lateral, located between the clean out pipe and the dwelling. If there is no clean out pipe at the edge of the property, the homeowner is responsible for blockages that occur anywhere in the sewer lateral.

**DRAFT**

### **Fats, Oils and Grease Control**

Fats, Oils, and Grease (FOG) are problem substances in wastewater that can be controlled by properly installed and maintained interceptors. FOGs are the leading cause of sanitary sewer overflows in North Carolina. These overflows disrupt residential, commercial and industrial operations and carry the potential for health risks. The City by nature of this ordinance now requires that all food service establishments install and maintain a properly sized grease and oil interceptor

Any user of the sanitary sewer collection and treatment system is subject to the City of Claremont's Sanitary Sewer Use Ordinance. Institutional and commercial food preparation and serving facilities are required to adequately intercept and retain fats, oils and greases prior to discharge into the sanitary sewer collection and treatment system. In certain cases, an Industrial Discharge Permit will be required of a user in order to comply with the Sanitary Sewer Use Ordinance.

Residential users are asked to consider their own cleaning practices and their impact on the control of greasy wash water, food solids and oils to the City of Claremont's sanitary sewer system. Please contact the City of Claremont at 828-459-7009 for additional information and a copy of best management practice.

## **FATS, OILS AND GREASE CONTROL ORDINANCE**

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In an effort to avoid sewer overflows caused by Fats, Oils and Grease (FOG) blockages in the City's wastewater collection system that lead to public health concerns and environmental degradation, the City of Claremont is required by the NC Division of Water Quality to develop, implement and administer a FOG Control Program.

The overall goal of the Program is to form a collaborative relationship between the City of Claremont's Public Works Department staff and local commercial and institutional food service establishments (FSEs) to ensure protection of the sewer system, public health and local water quality through implementation of appropriate and appropriately-sized FOG control devices. The City's FOG Program will be evaluated periodically and may be modified as necessary to maximize the effectiveness of the FOG Program.

### **Existing Food Service Establishments**

If required by the City, existing food service establishments (FSEs) shall install an appropriately-sized grease interceptor within 180 days after written notification. Factors to be taken into consideration for interceptor sizing include volume of wastewater discharge, types of cooking appliances, number and size of dishwashing facilities, types of foods being prepared, number of dining room seats, hours of operation and business location. FSEs with existing grease interceptors will not be required to install new devices unless the City deems the existing interceptor to be inadequately-sized or insufficient.

DRAFT

### **New Food Service Establishments**

All new FSEs (after the effective date of this FOG Program) shall be required to install an external grease interceptor of appropriate size. No FSEs shall begin operations until the grease interceptor is approved and inspected by the City. Factors to be taken into consideration for interceptor sizing include volume of wastewater discharge, types of cooking appliances, number and size of dishwashing facilities, types of foods being prepared, number of dining room seats, hours of operation and business location.

### **Grease Interceptor Sizing Criteria**

Grease interceptors shall be designed to provide a minimum of 24 minutes of hydraulic retention time at peak wastewater flow from the facility. The peak wastewater flow shall be calculated using the Manning Formula which takes into account depth of flow in the pipe, slope of pipe, pipe diameter and pipe roughness. The Manning's equation to calculate the wastewater flowrate for a pipe flowing full under a non-pressurized condition is:

$$Q_{full} = [(\sqrt{s})/n] \times (D/16)^{8/3}$$

where:

$Q_{full}$  = full channel wastewater flowrate, cfs

$s$  = pipe slope, ft/ft

$n$  = pipe roughness coefficient, unitless = 0.012

$D$  = pipe diameter, inches

The adjusted wastewater flowrate for a pipe flowing partially full shall be calculated based upon the flow depth ratio in the pipe using:

$$Q_{adj} = Q_{full} \times Q/Q_{full}$$

where:

$Q_{adj}$  = adjusted wastewater flowrate, cfs

$Q_{full}$  = full channel wastewater flowrate, cfs

$Q/Q_{full}$  = flow ratio based on depth ratio in pipe, unitless

To calculate the minimum grease interceptor volume with 24 minutes hydraulic retention, use the following equation:

$$V = Q_{adj} \times 60 \text{ sec/min} \times 24 \text{ minutes} \times 7.48 \text{ gal/cu.ft.}$$

**DRAFT**

where:

$V$  = grease interceptor volume, gallons

$Q_{adj}$  = wastewater flowrate, cfs

The minimum grease interceptor size that shall be acceptable is 750 gallons. The maximum grease interceptor size shall be 1,500 gallons. If a larger volume tank is required to meet the minimum hydraulic retention time, multiple 1,500 gallon interceptors shall be constructed and plumbed in series.

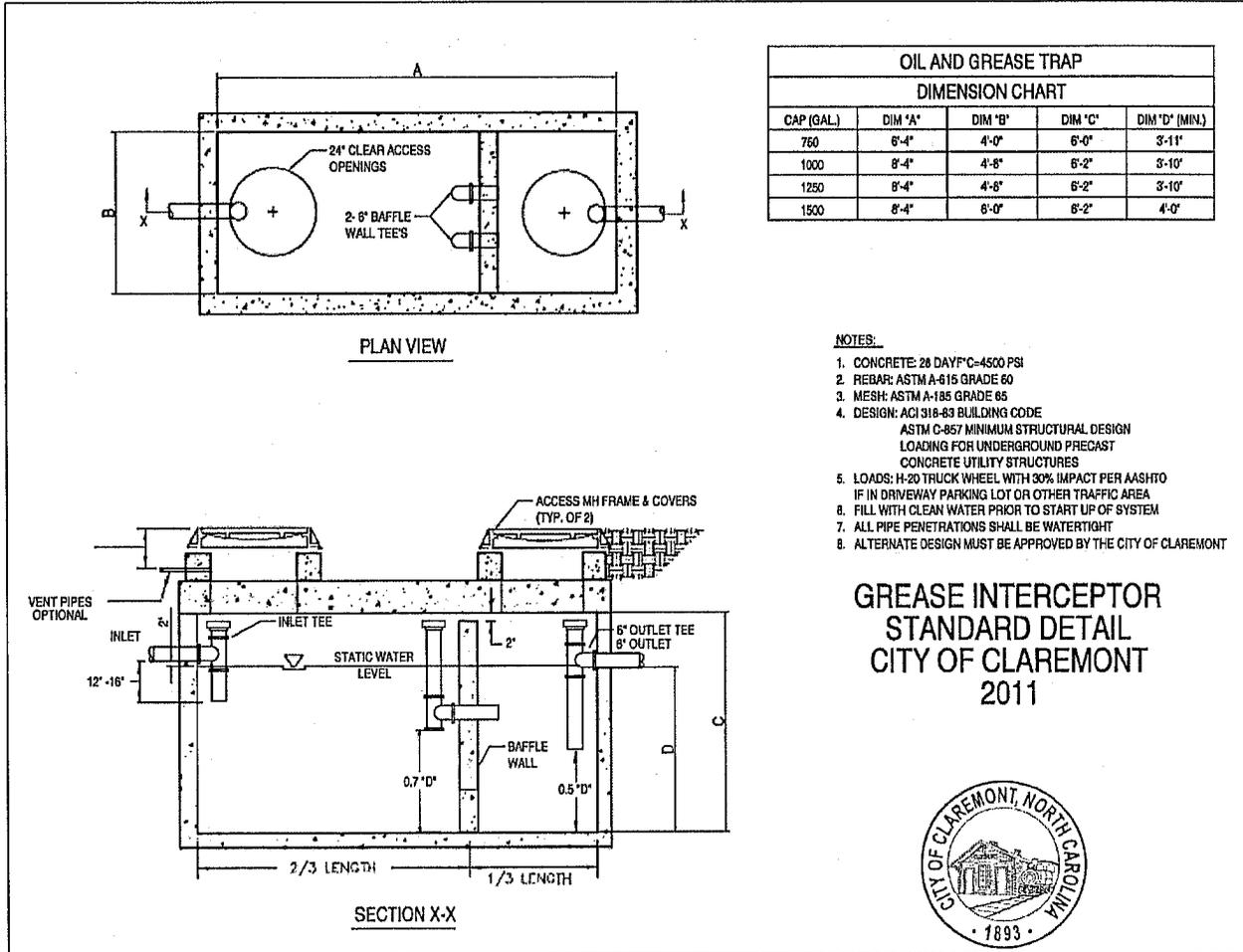
Only in specific 'hardship' cases will a FSE be permitted by the City to install an under-the-sink or in-floor, automatic or manual, grease trap. In addition to the sizing factors described above, additional factors to be taken into consideration by the City shall include building space constraints, site elevation constraints, and location of the City's sewer main.

### Grease Interceptor Standards of Construction

The following standards of construction are applicable to new external, in-ground grease interceptors. Please refer to the drawing for reference:

1. All grease interceptor design plans shall be approved by the City prior to construction.
2. Wastewater from sanitary facilities (bathrooms, non-kitchen sinks) shall not be introduced into any grease interceptor.

3. All dishwater drain lines or floor drains shall have permanently fixed screens with maximum 1/4" openings to prevent pass through of large solids into the grease interceptor.
4. An inlet tee should be constructed to disperse influent wastewater in the first chamber to avoid hydraulic short-circuiting and disrupting the grease separation process. The inlet tee should extend 12-16 inches below the static water level.



5. A baffle wall with two (2) – 6-inch baffle wall tees shall be placed approximately 2/3rds of the length of the grease interceptor to create a 1<sup>st</sup> chamber for solids settling and grease flotation, and a 2<sup>nd</sup> chamber for wastewater discharge and sampling. The baffle wall shall be connected to the bottom of the tank and allow an air gap at the top of the tank. The 2 baffle tees shall not extend greater than 30% below the static water level in the first chamber.
6. A minimum 6-inch outlet tee should be constructed extending no greater than 50% below the static water level. The outlet tee should allow for a dip-and-grab sample to be taken for laboratory analysis. The elevation differential between the inlet and outlet tees shall be 2 inches.

7. The top slab of the grease interceptor shall have minimum 24" access openings installed at grade to allow access to the grease interceptor's inlet tee and outlet tee. If placed in a driveway, parking lot or other traffic area, the entire grease interceptor shall be highway (H-20 load) rated.
8. All grease interceptor joints shall be properly sealed using mastic, butyl rubber or other pliable sealant that is waterproof, corrosion-resistant and approved for use in septic tanks.
9. In addition to the grease interceptor, a separate 'sample vault' may also be constructed for more accurate effluent monitoring if preferred by the FSE.
10. A licensed NC Plumbing Contractor shall install the grease interceptor in compliance with the latest edition of the Uniform Plumbing Code.

Approved internal under-the-sink or in-floor grease traps shall be sized to maximize hydraulic retention time and grease storage. These units shall be installed by a licensed NC Plumbing Contractor.

#### **Operation & Maintenance Responsibilities**

FSEs shall be solely responsible for operating the grease interceptor or trap within the operational capabilities for which it was designed.

1. FSEs shall develop and implement Best Management Practices (BMPs) to minimize FOG discharges. FSEs shall be responsible for posting appropriate signage and educating its employees in the proper disposal of food wastes and dishwashing techniques. Written records shall be maintained by the FSE for disposal of cooking oil, grease interceptor maintenance and any repairs. Records shall be maintained for a minimum of 2 years by the FSE and document the date of service, name of service provider, volume of waste removed and other pertinent information. These records shall remain on the FSE premises and be available for inspection by the City's staff during normal business hours.
2. Should new sinks or dishwashing units be installed, or existing units replaced with new units of different capacities, which affect the volume of wastewater being discharged to the City's sewer system, it shall be the responsibility of the FSE to notify the City of Claremont's Public Works Department in writing a minimum of 30 days prior to installing such new facilities. The City of Claremont will evaluate whether the existing grease interceptor is appropriately-sized to handle the additional flow. Operational adjustments proposed by the FSE may also be considered by the City in lieu of increased interceptor size.
3. When settled solids in the grease interceptor's first chamber accumulate to 20% (1/5<sup>th</sup>) of the depth of the chamber or 60 days lapses between cleanouts, whichever occurs first, the FSE shall be required to cleanout the chamber by contracting a pump-and-haul service. Under-the-sink grease traps shall be cleaned out weekly, or more frequently if needed, by the FSE.

4. No solids greater than ½-inch shall be discharged into the grease interceptor at any time. Grease interceptors shall be kept free from rocks, grit, gravel, sand, shells, utensils, cigarettes, rags, etc. which may reduce the effective treatment volume of the interceptor.
5. The City may randomly schedule sampling of the wastewater exiting the grease interceptor a minimum of one (1) time annually using a NC certified laboratory and report the results to the FSE. The laboratory shall use USEPA Method 413.1 in analyzing the sample for FOG. The purpose of FOG sampling shall be for data analysis to assist with the City's scheduling of downstream maintenance. The City does not intend to impose numerical FOG limits on the wastewater discharge from individual FSEs, unless the City is experiencing recurring FOG problems in the collection system downstream of the FOG-producing discharge points and determines that numerical limits should be assigned.

### **Prohibitions**

1. The use of hot water to 'flush' the grease interceptor is strictly prohibited.
2. The use of enzymes, chemical or biological additives is not considered an acceptable grease interceptor maintenance practice.
3. Disposal of fryer oil to the City's sewer system or storm water system is specifically prohibited.
4. Wastes removed from the grease interceptors shall not be discharged into the City's sewer system or storm water system. All removed materials shall be disposed of in accordance with Federal, State and Local statutes, policies and ordinances.
5. The practice of re-introducing wastewater pumped from grease interceptors back into an interceptor is strictly prohibited. Interceptors must be serviced and emptied of the waste content.

### **Costs Responsibility**

FSEs shall be solely responsible for any and all costs related to the construction, operation, maintenance, wastewater discharge samples taken by the City or FSE, and any adjustments or repairs to the grease interceptors.

If any repairs are discovered by the City's staff during facility inspection, the FSE shall have 45 days from the time of first written notice by the City to make necessary operational adjustments or repairs. It shall be the FSE's responsibility to notify the City in writing when adjustments or repairs have been completed.

### **Variance**

A variance may be requested by the FSE of a design and/or maintenance requirement if sufficient documentation and justification is submitted by the FSE in writing to the City clearly explaining the need for a variance. The City will notify the FSE in writing of the acceptance or

denial of the variance request. The City reserves the right to revoke an issued variance when deemed necessary.

A variance granted to a FSE by the City is not transferable and shall become null and void upon transfer of building lessee or property ownership. The new lessee or property owner shall be required to install a grease interceptor in accordance with the provisions for new FSEs or request a new variance from the City in accordance with the procedures set forth above.

### **Inspections**

Grease interceptors shall be inspected a minimum of once per month by the FSE. FSEs shall allow City staff access at all reasonable times to all parts of the premises for the purpose of inspection, sampling and records examination. The City shall retain the right to set up on the FSE's property such devices as necessary to conduct inspection, sampling and compliance monitoring. The City will coordinate with the FSE to minimize business disruptions.

### **FOG Program Enforcement**

If a grease interceptor fails an inspection, the City inspector shall notify the FSE or Owner that maintenance must be performed in the interceptor within a specified time frame but no more than 10 calendar days. The inspector shall return to re-inspect to ensure compliance. If the interceptor fails re-inspection, a notice of violation shall be issued and maintenance shall be performed immediately.

Any grease interceptor which receives three (3) Notices of Violations within a 24 month period shall be deemed a nuisance by the City Manager and shall require corrective actions as determined by the City Manager to cure the nuisance, including, if deemed necessary termination of all discharges to the City of Claremont Collections System and termination of water services.

If any user is determined to be the source in whole or in part of a sanitary sewer blockage and or overflow, the user will be assessed a fine of not less than \$500.00, plus remediation costs for the cleanup, in addition to any fines dispensed from the State of North Carolina. The fines contained herein are not exclusive and the City Manager may use other methods to remedy the situation.

Enforcement of this FOG Control Program shall be conducted by the City in accordance with the City of Claremont Sanitary Sewer Use Ordinance.

The City retains the right to review and modify this FOG Control Ordinance as necessary to maximize its effectiveness in protecting the City's sanitary sewer system.

**REQUEST FOR COUNCIL ACTION**

Date of Meeting: **November 7, 2011**

**To:** Mayor and the City Council

**From:** Doug Barrick, City Manager

**Action Requested: Resolution 10-11 PJ Stanley Memorial Scholarship Fund**

In order to fully memorialize and continue the legacy of former councilmember James "PJ" Stanley this resolution creates the PJ Stanley Memorial Scholarship and the advisory committee to administer fundraising and candidates for the scholarship

**Recommendation: Approve Resolution**



**CITY OF CLAREMONT  
NORTH CAROLINA**

**RESOLUTION # 10-11**

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**A RESOLUTION CREATING THE PJ STANLEY MEMORIAL SCHOLARSHIP  
& ADVISORY COMMITTEE**

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**WHEREAS**, James "PJ" Stanley served as a member of the Claremont City Council from December 1987 to September 2011 a term of 24 years, and;

**WHEREAS**, PJ Stanley served 32 years with the Claremont Police Department and the 30 years with the Claremont Rescue Squad and served 32 years with Catawba County EMS, and;

**WHEREAS**, PJ Stanley had a heart of service to his fellow man and a special gift to teach what he had learned to others, and;

**WHEREAS**, The City of Claremont wishes to ensure that the legacy of PJ Stanley is forever remembered in the Claremont community, and;

**WHEREAS**, A teacher wish's is to see their students succeed and to pass along the knowledge they have learned to others;

**NOW, THEREFORE, BE IT RESOLVED, THAT THE CLAREMONT CITY COUNCIL**, hereby establishes the PJ Stanley Memorial Scholarship to be awarded to Claremont area graduating high school seniors going into the EMS, Police, or Fire Service field and that will be attending a local community college to begin their career.

**NOW, THEREFORE, BE IT FURTHER RESOLVED, THAT THE CLAREMONT CITY COUNCIL** hereby adopts the following charter for an appointed advisory committee of the City of Claremont:

**NAME OF COMMITTEE:** The PJ Stanley Memorial Scholarship Committee referred to as the "Committee".

**TYPE OF COMMITTEE:** The Committee shall be advisory or supervisory only; provided, however, the Committee may undertake fundraising projects, if approved by a majority vote of the Committee and authorized by the City Council.

**MISSION:** The Committee is charged with advising the Claremont City Council with potential candidates each school semester for awarding the PJ Stanley Memorial

Scholarship. The Committee shall also coordinate and organize fundraisers and outreach to continue the PJ Stanley Memorial Scholarship Fund for many years into the future.

**PROJECTS:** Fundraising Projects may be assigned to the Committee by the City Council or suggested by the Committee; provided, however, all final fundraising projects shall be subject to approval of the City Council.

**MEETINGS:** The Committee shall establish its own rules of procedure for meetings and membership and regular meeting schedule not inconsistent with this Resolution; provided, however, all projects shall require a majority vote and a quorum required to take action at Committee meetings shall be at least one-third (1/3) of the current voting membership. The Committee shall at all times have at least the City Manager, and one City Councilmember on the membership roster and have a minimum of one ranking officer from the Claremont Fire Department, Police Department and Rescue Squad. The Committee shall also have at least one member of the general public and a minimum of six members. The Committee shall be required to meet at least six (6) times per annum. Minutes of all meetings shall be maintained and Committee approved minutes shall be submitted to the City Manager for appropriate record keeping.

Adopted this 7<sup>th</sup> day of November 2011.

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David B. Morrow, Mayor

ATTEST:

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Doug Barrick  
City Clerk

**REQUEST FOR COUNCIL ACTION**

Date of Meeting: **November 7, 2011**

**To:** Mayor and the City Council  
**From:** Doug Barrick, City Manager

**Action Requested: Resolution 11-11**

This Resolution was incomplete at the time of printing, it will be handed out at the meeting.

**Recommendation: Approve Resolution**



**CITY OF CLAREMONT  
NORTH CAROLINA**

**RESOLUTION # 11-11**

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**A RESOLUTION DEDICATING THE TRAINING ROOM IN THE TOLBERT  
BUILDING OF JUSTICE IN HONOR OF LIEUTENANT JAMES "PJ" PAUL  
STANLEY**

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**WHEREAS**, James "PJ" Stanley served as a member of the Claremont City Council from December 1987 to September 2011 a term of 24 years, and;

**WHEREAS**, PJ Stanley served 32 years with the Claremont Police Department reaching the rank of Lieutenant, and;

**WHEREAS**, PJ Stanley had a heart of service to his fellow man and a special gift to teach what he had learned to others, not only for the betterment of themselves but for their communities as well, and;

**WHEREAS**, The City of Claremont wishes to ensure that the legacy of PJ Stanley is forever remembered in the Claremont community, and;

**WHEREAS**, PJ was instrumental in creating an adequately sized and outfitted training room in the Tolbert Building of Justice, and;

**NOW, THEREFORE, BE IT RESOLVED, THAT THE CLAREMONT CITY COUNCIL**, hereby dedicates the training room in the Tolbert Building of Justice as the PJ Stanley Training Room.

Adopted this 7<sup>th</sup> day of November 2011.

---

David B. Morrow, Mayor

ATTEST:

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Doug Barrick  
City Clerk

**REQUEST FOR COUNCIL ACTION**

Date of Meeting: **November 7, 2011**

**To:** Mayor and the City Council

**From:** Doug Barrick, City Manager

**Action Requested: FY 2012 Budget Ordinance Amendment**

This ordinance creates a new fund in the city accounting system to administer the PJ Stanley Memorial Scholarship Fund.

**Recommendation: Approve Ordinance**

City Council of the City of Claremont

Catawba County, North Carolina

Ordinance No. 05-11

AN ORDINANCE OF THE CITY OF CLAREMONT AMENDING CLAREMONT  
MUNICIPAL BUDGET FOR FISCAL YEAR 2012

THE CITY COUNCIL OF THE CITY OF CLAREMONT DOES HEREBY ORDAIN AS  
FOLLOWS:

The Claremont City Council hereby establishes the PJ Stanley Memorial Scholarship Fund to award scholarships to Claremont area graduating high school seniors going into the EMS, Police, or Fire Service field and that will be attending a local community college to begin their career. This fund shall continue until closed by the Claremont City Council and shall be accounted for each year in the Claremont Fiscal Year Budget and be audited each year during the general audit of all city funds.

**PJ Stanley Memorial Scholarship Fund**

<u>Revenues</u>	<u>Increase</u>	<u>Decrease</u>
15.3360.0000 Contributions	\$5,000	
<u>Expenditures</u>		
15.5102.3300 Departmental Supplies	\$500	
15.5200.0000 Scholarships	\$4,500	

INTRODUCED at the regular meeting of the City Council of the City of Claremont on  
November 7, 2011.

ADOPTED at the regular meeting of the City Council of the City of Claremont on  
November 7, 2011.

\_\_\_\_\_  
MAYOR David Morrow

ATTEST:

\_\_\_\_\_  
Doug Barrick, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Bob Grant, City Attorney

**REQUEST FOR COUNCIL ACTION**

Date of Meeting: **November 7, 2011**

**To:** Mayor and the City Council

**From:** Doug Barrick, City Manager

**Action Requested: FY 2012 Budget Ordinance Amendment**

Recognize \$5,141.01 as revenue from the NCLM Property and Liability Insurance Settlement in the General Fund Revenues and increase Fire Department Maintenance of Vehicles by \$5,141.01. This amendment funds this line to cover the costs of the recent Fire Department accident.

**Recommendation: Approve Ordinance**

City Council of the City of Claremont

Catawba County, North Carolina

Ordinance No. 06-11

AN ORDINANCE OF THE CITY OF CLAREMONT AMENDING CLAREMONT  
MUNICIPAL BUDGET FOR FISCAL YEAR 2012

THE CITY COUNCIL OF THE CITY OF CLAREMONT DOES HEREBY ORDAIN AS  
FOLLOWS:

**General Fund**

Recognize \$5,141.01 as revenue from the NCLM Property and Liability Insurance Settlement in the General Fund Revenues and increase Fire Department Maintenance of Vehicles by \$5,141.01. This amendment funds this line to cover the costs of the recent Fire Department accident.

**General Fund**

<u>Revenues</u>		<u>Increase</u>	<u>Decrease</u>
10.3850.0000	Insurance Settlements	\$5,141.01	
<u>Expenditures</u>			
10.5300.1700	Maintenance of Vehicles	\$5,141.01	

INTRODUCED at the regular meeting of the City Council of the City of Claremont on  
November 7, 2011.

ADOPTED at the regular meeting of the City Council of the City of Claremont on  
November 7, 2011.

\_\_\_\_\_  
MAYOR David Morrow

ATTEST:

\_\_\_\_\_  
Doug Barrick, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Bob Grant, City Attorney

**REQUEST FOR COUNCIL ACTION**

Date of Meeting: **November 7, 2011**

**To:** Mayor and the City Council

**From:** Doug Barrick, City Manager

**Action Requested: Ordinance O7-11 Fats, Oils and Grease Ordinance**

As a result of increasing State regulations on sewer collections systems the City of Claremont is proposing to increase the Fats, Oils and Grease Ordinance. This ordinance specifically affects all institutional and commercial food preparation and serving facilities. In doing so it requires that these facilities adequately intercept and retain fats, oils and greases prior to discharge into the sanitary sewer system. While the City's currently sewer use ordinance requires all Food Service Facilities to install grease interceptor it remains vague as to the details of this system and the ongoing maintenance of such systems.

In order to abide by current state laws the City is proposing to adopt the attached Fats, Oils and Grease Ordinance. The City's goal was to draft an ordinance that would have the least amount of impact to current and future food service establishments but yet met the full requirements of the law and protected the City's infrastructure.

**Recommendation: Approve Ordinance**

City Council of the City of Claremont

Catawba County, North Carolina

Ordinance No. 07-11

AN ORDINANCE OF THE CITY OF CLAREMONT AMENDING CLAREMONT  
MUNICIPAL CODE, ADDING CHAPTER 5 SECTION 5-1-67

THE CITY COUNCIL OF THE CITY OF CLAREMONT DOES HEREBY ORDAIN  
AS FOLLOWS:

Section 5-1-67 shall be referred to as the Fats, Oils, and Grease Control Program

**Sec. 5-1-67 Fats, Oils, and Grease Program**

In an effort to avoid sewer overflows caused by Fats, Oils and Grease (FOG) blockages in the City's wastewater collection system that lead to public health concerns and environmental degradation, the City of Claremont is required by the NC Division of Water Quality to develop, implement and administer a FOG Control Program. The overall goal of the Program is to form a collaborative relationship between the City of Claremont's Public Works Department staff and local commercial and institutional food service establishments (FSEs) to ensure protection of the sewer system, public health and local water quality through implementation of appropriate and appropriately-sized FOG control devices. The City's FOG Program will be evaluated periodically and may be modified as necessary to maximize the effectiveness of the FOG Program.

**Sec. 5-1-67.1 Existing Food Service Establishments**

If required by the City, existing food service establishments (FSEs) shall install an appropriately-sized grease interceptor within 180 days after written notification. Factors to be taken into consideration for interceptor sizing include volume of wastewater discharge, types of cooking appliances, number and size of dishwashing facilities, types of foods being prepared, number of dining room seats, hours of operation and business location. FSEs with existing grease interceptors will not be required to install new devices unless the City deems the existing interceptor to be inadequately-sized or insufficient.

**Sec 5-1-67.2 New Food Service Establishments**

All new FSEs (after the effective date of this FOG Program) shall be required to install an external grease interceptor of appropriate size. No FSEs shall begin operations until the grease interceptor is approved and inspected by the City. Factors to be taken into consideration for interceptor sizing include volume of wastewater discharge, types of cooking appliances, number and size of dishwashing facilities, types of foods being prepared, number of dining room seats, hours of operation and business location.

### Sec. 5-1-67.3 Grease Interceptor Sizing Criteria

Grease interceptors shall be designed to provide a minimum of 24 minutes of hydraulic retention time at peak wastewater flow from the facility. The peak wastewater flow shall be calculated using the Manning Formula which takes into account depth of flow in the pipe, slope of pipe, pipe diameter and pipe roughness. The Manning's equation to calculate the wastewater flowrate for a pipe flowing full under a non-pressurized condition is:

$$Q_{full} = [(\sqrt{s})/n] \times (D/16)^{8/3}$$

where:

$Q_{full}$  = full channel wastewater flowrate, cfs

$s$  = pipe slope, ft/ft

$n$  = pipe roughness coefficient, unitless = 0.012

$D$  = pipe diameter, inches

The adjusted wastewater flowrate for a pipe flowing partially full shall be calculated based upon the flow depth ratio in the pipe using:

$$Q_{adj} = Q_{full} \times Q/Q_{full}$$

where:

$Q_{adj}$  = adjusted wastewater flowrate, cfs

$Q_{full}$  = full channel wastewater flowrate, cfs

$Q/Q_{full}$  = flow ratio based on depth ratio in pipe, unitless

To calculate the minimum grease interceptor volume with 24 minutes hydraulic retention, use the following equation:

$$V = Q_{adj} \times 60 \text{ sec/min} \times 24 \text{ minutes} \times 7.48 \text{ gal/cu.ft.}$$

where:

$V$  = grease interceptor volume, gallons

$Q_{adj}$  = wastewater flowrate, cfs

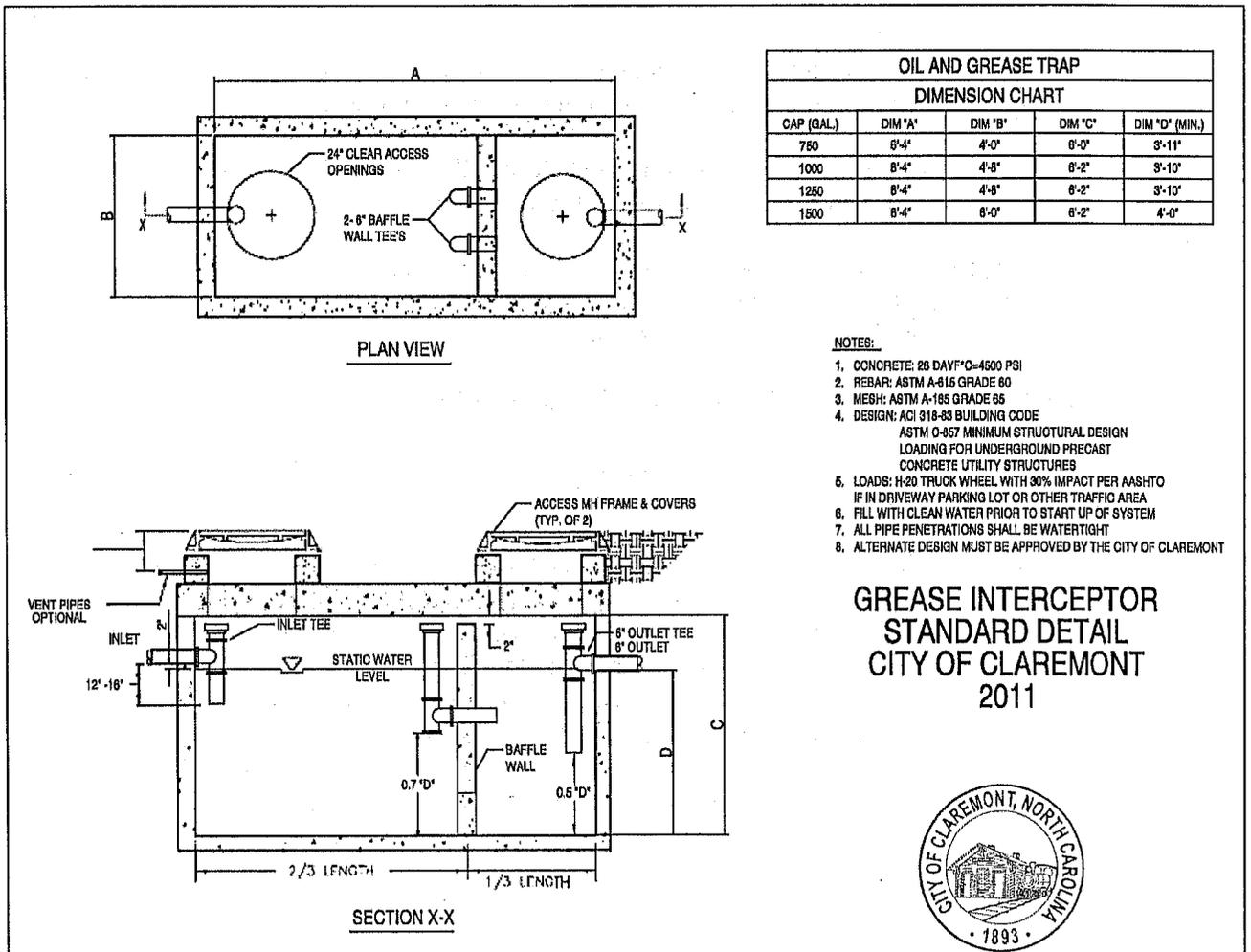
The minimum grease interceptor size that shall be acceptable is 750 gallons. The maximum grease interceptor size shall be 1,500 gallons. If a larger volume tank is required to meet the minimum hydraulic retention time, multiple 1,500 gallon interceptors shall be constructed and plumbed in series.

Only in specific 'hardship' cases will a FSE be permitted by the City to install an under-the-sink or in-floor, automatic or manual, grease trap. In addition to the sizing factors described above, additional factors to be taken into consideration by the City shall include building space constraints, site elevation constraints, and location of the City's sewer main.

### Section 5-1-67.4 Grease Interceptor Standards of Construction

The following standards of construction are applicable to new external, in-ground grease interceptors. Please refer to the drawing for reference:

1. All grease interceptor design plans shall be approved by the City prior to construction.
2. Wastewater from sanitary facilities (bathrooms, non-kitchen sinks) shall not be introduced into any grease interceptor.
3. All dishwater drain lines or floor drains shall have permanently fixed screens with maximum  $\frac{1}{4}$ " openings to prevent pass through of large solids into the grease interceptor.
4. An inlet tee should be constructed to disperse influent wastewater in the first chamber to avoid hydraulic short-circuiting and disrupting the grease separation process. The inlet tee should extend 12-16 inches below the static water level.



5. A baffle wall with two (2) – 6-inch baffle wall tees shall be placed approximately 2/3rds of the length of the grease interceptor to create a 1<sup>st</sup> chamber for solids settling and grease flotation, and a 2<sup>nd</sup> chamber for wastewater discharge and sampling. The baffle wall shall be connected to the bottom of the tank and allow an air gap at the top

of the tank. The 2 baffle tees shall not extend greater than 30% below the static water level in the first chamber.

6. A minimum 6-inch outlet tee should be constructed extending no greater than 50% below the static water level. The outlet tee should allow for a dip-and-grab sample to be taken for laboratory analysis. The elevation differential between the inlet and outlet tees shall be 2 inches.
7. The top slab of the grease interceptor shall have minimum 24" access openings installed at grade to allow access to the grease interceptor's inlet tee and outlet tee. If placed in a driveway, parking lot or other traffic area, the entire grease interceptor shall be highway (H-20 load) rated.
8. All grease interceptor joints shall be properly sealed using mastic, butyl rubber or other pliable sealant that is waterproof, corrosion-resistant and approved for use in septic tanks.
9. In addition to the grease interceptor, a separate 'sample vault' may also be constructed for more accurate effluent monitoring if preferred by the FSE.
10. A licensed NC Plumbing Contractor shall install the grease interceptor in compliance with the latest edition of the Uniform Plumbing Code.
11. Approved internal under-the-sink or in-floor grease traps shall be sized to maximize hydraulic retention time and grease storage. These units shall be installed by a licensed NC Plumbing Contractor.

#### **Sec. 5-1-67.5 Operation & Maintenance Responsibilities**

FSEs shall be solely responsible for operating the grease interceptor or trap within the operational capabilities for which it was designed.

1. FSEs shall develop and implement Best Management Practices (BMPs) to minimize FOG discharges. FSEs shall be responsible for posting appropriate signage and educating its employees in the proper disposal of food wastes and dishwashing techniques. Written records shall be maintained by the FSE for disposal of cooking oil, grease interceptor maintenance and any repairs. Records shall be maintained for a minimum of 2 years by the FSE and document the date of service, name of service provider, volume of waste removed and other pertinent information. These records shall remain on the FSE premises and be available for inspection by the City's staff during normal business hours.
2. Should new sinks or dishwashing units be installed, or existing units replaced with new units of different capacities, which affect the volume of wastewater being discharged to the City's sewer system, it shall be the responsibility of the FSE to notify the City of Claremont's Public Works Department in writing a minimum of 30 days prior to installing such new facilities. The City of Claremont will evaluate whether the existing grease interceptor is appropriately-sized to handle the additional

flow. Operational adjustments proposed by the FSE may also be considered by the City in lieu of increased interceptor size.

3. When settled solids in the grease interceptor's first chamber accumulate to 20% (1/5<sup>th</sup>) of the depth of the chamber or 60 days lapses between cleanouts, whichever occurs first, the FSE shall be required to cleanout the chamber by contracting a pump-and-haul service. Under-the-sink grease traps shall be cleaned out weekly, or more frequently if needed, by the FSE.
4. No solids greater than ½-inch shall be discharged into the grease interceptor at any time. Grease interceptors shall be kept free from rocks, grit, gravel, sand, shells, utensils, cigarettes, rags, etc. which may reduce the effective treatment volume of the interceptor.
5. The City may randomly schedule sampling of the wastewater exiting the grease interceptor a minimum of one (1) time annually using a NC certified laboratory and report the results to the FSE. The laboratory shall use USEPA Method 413.1 in analyzing the sample for FOG. The purpose of FOG sampling shall be for data analysis to assist with the City's scheduling of downstream maintenance. The City does not intend to impose numerical FOG limits on the wastewater discharge from individual FSEs, unless the City is experiencing recurring FOG problems in the collection system downstream of the FOG-producing discharge points and determines that numerical limits should be assigned.

#### **Sec. 5-1-67.6 Prohibitions**

1. The use of hot water to 'flush' the grease interceptor is strictly prohibited.
2. The use of enzymes, chemical or biological additives is not considered an acceptable grease interceptor maintenance practice.
3. Disposal of fryer oil to the City's sewer system or storm water system is specifically prohibited.
4. Wastes removed from the grease interceptors shall not be discharged into the City's sewer system or storm water system. All removed materials shall be disposed of in accordance with Federal, State and Local statutes, policies and ordinances.
5. The practice of re-introducing wastewater pumped from grease interceptors back into an interceptor is strictly prohibited. Interceptors must be serviced and emptied of the waste content.

#### **Sec. 5-1-67.7 Costs Responsibility**

FSEs shall be solely responsible for any and all costs related to the construction, operation, maintenance, wastewater discharge samples taken by the City or FSE, and any adjustments or repairs to the grease interceptors. If any repairs are discovered by the City's staff during facility inspection, the FSE shall have 45 days from the time of first written notice by the City to make necessary operational adjustments or repairs. It shall be the FSE's responsibility to notify the City in writing when adjustments or repairs have been completed.

### **Sec. 5-1-67.8 Variance**

A variance may be requested by the FSE of a design and/or maintenance requirement if sufficient documentation and justification is submitted by the FSE in writing to the City clearly explaining the need for a variance. The City will notify the FSE in writing of the acceptance or denial of the variance request. The City reserves the right to revoke an issued variance when deemed necessary. A variance granted to a FSE by the City is not transferable and shall become null and void upon transfer of building lessee or property ownership. The new lessee or property owner shall be required to install a grease interceptor in accordance with the provisions for new FSEs or request a new variance from the City in accordance with the procedures set forth above.

### **Sec. 5-1-67.9 Inspections**

Grease interceptors shall be inspected a minimum of once per month by the FSE. FSEs shall allow City staff access at all reasonable times to all parts of the premises for the purpose of inspection, sampling and records examination. The City shall retain the right to set up on the FSE's property such devices as necessary to conduct inspection, sampling and compliance monitoring. The City will coordinate with the FSE to minimize business disruptions.

### **Sec. 5-1-67.10 FOG Enforcement**

If a grease interceptor fails an inspection, the City inspector shall notify the FSE or Owner that maintenance must be performed in the interceptor within a specified time frame but no more than 10 calendar days. The inspector shall return to re-inspect to ensure compliance. If the interceptor fails re-inspection, a notice of violation shall be issued and maintenance shall be performed immediately.

Any grease interceptor which receives three (3) Notices of Violations within a 24 month period shall be deemed a nuisance by the City Manager and shall require corrective actions as determined by the City Manager to cure the nuisance, including, if deemed necessary termination of all discharges to the City of Claremont Collections System and termination of water services.

If any user is determined to be the source in whole or in part of a sanitary sewer blockage and or overflow, the user will be assessed a fine of not less than \$500.00, plus remediation costs for the cleanup, in addition to any fines dispensed from the State of North Carolina. The fines contained herein are not exclusive and the City Manager may use other methods to remedy the situation.

Enforcement of this FOG Control Program shall be conducted by the City in accordance with the City of Claremont Sanitary Sewer Use Ordinance.

INTRODUCED at a regular meeting of the City Council of the City of Claremont on November 7, 2011.

ADOPTED at a regular meeting of the City Council of the City of Claremont on November 7, 2011.

\_\_\_\_\_  
MAYOR David Morrow

ATTEST:

\_\_\_\_\_  
Doug Barrick, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Bob Grant, City Attorney

**REQUEST FOR COUNCIL ACTION**

Date of Meeting: **November 7, 2011**

**To:** Mayor and the City Council

**From:** Doug Barrick, City Manager

**Action Requested: Budget Transfer**

Monies in the Public Works budget have been transferred to cover expenditures. This transfer will cover the cost associated with a higher than budgeted workers compensation coverage for the year.

**Recommendation: Informational Only**



CITY OF CLAREMONT  
CLAREMONT, NORTH CAROLINA

November 7, 2011

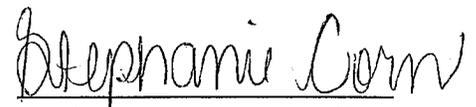
I, Stephanie Corn, authorize the following transfers in the Fiscal Year 2012 budget.

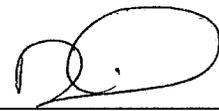
**Public Works**

<u>Line</u>	<u>Debit</u>	<u>Credit</u>
10-5450.4500 Landfill Fees		\$766.73
10-5450.4500 Contracted Services	\$766.73	

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These transfers do not increase or decrease the Fiscal Year 2012 budget.

  
Stephanie Corn, Finance Officer

  
Doug Barrick, City Manager

**Department, Committee & Manager Reports**

Date of Meeting: **November 7, 2011**

**To:** Mayor and the City Council

**From:** Doug Barrick, City Manager

**Action Requested: Allow Departments, Committees & Manager to report on monthly activities and take questions.**

**Item 11**

- A. Youth Council Report
- B. Fire Department
- C. Police Department
- D. Public Works
- E. Rescue Squad
- F. Utilities Department
- G. Planning and Zoning
- H. Recreation
- I. Appearance Committee

**Item 12**

City Managers Report

**Recommendation: Take Reports**



## CLAREMONT FIRE DEPARTMENT

2850 FIRE HOUSE LANE  
CLAREMONT, NC 28610  
828/459-9296 FAX 828/459-9732

The Claremont Fire Department responded to 20 calls for the month of October 2011 and 253 year to date.

Man hours spent on fire calls for the month totaled 88.88.

Average member response to calls, 6 this month and 8 for the year.

Average response time to calls 3 min. 25 seconds till the first engine was on the scene.

Training for the month totaled 280 hours for the department.

There were 1 business inspection, 3 re-inspections, 1 safety inspection and no pre plan done for the month.

The Fire Prevention Office performed 8 programs this month, installed 1 smoke detector, replaced 3 smoke detector batteries and performed no child safety seat inspections.

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Fire hydrant flushing and testing has been completed.

Chief Sigmon and Rupert Little attended the NC/SC IAAI Conference for fire investigators.

Fire Department members participated at Claremont Day, Fire Prevention Week Kick off at Home Depot, numerous tours and classes for Fire Prevention Week and the Firefighter's Memorial Service.

Respectively submitted,

*Gary W. Sigmon, Chief*

*Claremont Police Department*  
*Monthly Service*  
*October 2011*

Calls Answered	682	Court Hours	0
Felonious Crimes	2	Citations to Court	70
Misdemeanor	64	Warnings	67
Accidents (PI)	1	Business Escorts	45
Accidents (PD)	8	Funeral Escorts	2
Warrants for Arrest	10	Vehicles Impounded	3
Subpoenas Served	13	Assisted Motorist	18
Open Businesses	14	Alarms Answered	14
Property Checks	1054	Part-Time hours	256
Animal Calls	1		

Noted Events during the Month

1. During Claremont Day we there were no reported incidents or accidents.
2. Officers are investigating two separate cases of Shoplifting.
3. Claremont Officers assisted in capturing a suspect in (3) Armed Robberies that occurred in Mt. View and Conover. He was caught on Centennial Blvd. at Lookout St.
4. The Gang Grant Program met in Hickory at the Hickory City Council Chambers along with 17 known gang members. Mayor Morrow was the special speaker for this event.

\*\*\* Captain Bost attended the Chief's Conference and Administrative Assistant Pam Shook attended the Southern Software Conference.

*Respectfully Submitted*

*Gerald R. Tolbert*

Gerald R. Tolbert  
Chief of Police

# CLAREMONT PUBLIC WORKS MONTHLY REPORT

## WATER DEPARTMENT

<u>28</u>	WATER TURNED ON
<u>24</u>	WATER TURNED OFF
<u>27</u>	METERS RE-READ
<u>2</u>	WATER LEAKS
<u>0</u>	WATER TAPS
<u>0</u>	SEWER TAPS
<u>18</u>	DIRTY WATER COMPLAINTS
<u>1510+8</u>	JET SEWER LINES/ MANHOLES

## MAINTENANCE DEPT.

<u>530</u>	LEAF BAGS TAKEN TO LANDFILL
<u>6.14</u>	TONS OF ROUGH TRASH PICKED UP
<u>102</u>	HRS. CHIPPING LIMBS
<u>160</u>	HRS. MOWING
<u>90</u>	HRS. BUSH HOG
<u>35</u>	HRS. CLEAN STORM DRAINS
<u>55</u>	HRS. CLEAN CURB & GUTTERING
<u>3</u>	# OF WHITE GOOD PICKUPS

## PERSONNEL

<u>12</u>	OVERTIME HOURS
<u>18</u>	TRAINING HOURS

## PARK

<u>3</u>	# OF TIMES RE-STOCK BATHROOMS
<u>9</u>	# OF TRASH PICKUPS

## OTHER

jetted out and cleaned 730 feet main sewer line plus cleaned out 4 man holes  
jetted out and cleaned 780 feet of main sewer line plus cleaned out 4 man holes on  
Frazier drive  
rick damron and tom attended school on work zone safety .  
Doug and I inspected the sewer lines and creek crossing for the yearly report

# Claremont Rescue Squad

2748 S. Oxford St.

Claremont, N.C. 28610

- Calls – For the month of September, we responded to 53 calls, 47 were hot calls. Our response time was 5:54 seconds. Our total number of calls for the year is at 817 calls.
- The month of guns raffle has began; we drew the first gun yesterday and will continue until the end of the month. A list of winners will be on our web-site and Facebook Page.
- We have started making plans for next year's Pig Picking and Poker Run.
- If anyone wants to visit the Rescue Squad or set up a group tour, please call 828.459.7968.
- We have 2 members that completed High Angle Rescue this past weekend, this takes about 2 years to complete because of the way the class is designed. The training takes place at Pilot Mtn. and Stone Mtn. in Northwestern North Carolina so there is definitely some great views to look at as you participate in the class.
- We want to wish everyone a Happy Thanksgiving and Merry Christmas.
- We will have a short presentation and slide show next month on what we do when we are called out for a USAR call involving structural damage to a residence.

Respectfully Submitted by;

Eric Jones

Assistant Chief,

Claremont Rescue Squad



# CITY OF CLAREMONT UTILITY SYSTEM MONTHLY UPDATE October 2011

The City of Claremont operates a Utility System that includes two water receiving vaults, two 300,000 gallon elevated water storage tanks, five sewer pump stations, two waste water treatment plants, and roughly 25 miles of sewer and water lines. The two treatment plants are permitted to handle 400,000 gallons of waste water per day with 300,000 allocated to the McLin Creek plant and 100,000 to the North plant. The City of Claremont purchases all of its water from the City of Conover and contracts the operation of the waste water treatment plants with the City of Hickory. This report is intended to give a snapshot of the monthly activities of the utility system.

Claremont Water & Waste Water Customer Profile & Usage						
Month	Residential Water Customers	Residential Water Usage	Residential Active Sewer	Commerical & Industrial Customers	Commerical & Industrial Usage	Commerical & Industrial Active Sewer
May In	615	2,063,500	500	116	3,188,100	82
May Out	178	630,400	10	17	180,200	3
June In	612	2,792,300	497	115	4,621,200	82
June Out	177	762,100	10	17	253,400	3
July In	611	2,609,000	495	115	3,827,800	82
July Out	175	648,500	10	17	308,400	3
August In	610	2,831,300	494	116	4,573,200	82
August Out	177	664,900	10	17	401,800	3
September In	609	2,877,600	494	118	6,062,000	85
September Out	176	763,000	10	17	320,200	3
October In	613	2,585,200	498	115	4,399,100	84
October Out	176	671,800	10	17	198,100	3

Claremont Water Usage vs Water Purchased		
Month	Purchased from Conover	Billed by Claremont
January 2011	8,576,500	6,684,000
February 2011	6,019,500	8,875,500
March 2011	8,425,000	6,180,210
April 2011	6,885,500	5,567,490
June 2011	9,127,500	8,429,000
July 2011	8,360,500	7,393,700
August 2011	11,824,500	8,471,200
September 2011	9,496,500	10,022,800
October 2011	11,418,500	7,854,200

## System Activities for October 2011

- Continuing to work with AdvancedPierre Foods on the installation of a new pretreatment facility at their location
- Worked with Davis & Flyod Engineers to evaluate the flow issues at the North WWTP including securing them to install and monitor three flow meters for the month of September. The flow reports for the month of September shows signs of inflow and infiltration along one of the outfall lines. We are now working to secure prices for smoke testing to pin point the areas of inflow.
- Submitted our Annual Community Water System Permits for Claremont and Shamrock Park.
- Submitted the permit renewal package and documentation for the Claremont Sewer Collections System.
- Started the Baker Street Water Line Replacement Project
- Drafted the Claremont Fats, Oils and Grease Ordinance and sent letters to all effected Food Service Establishments
- Flushed and Tested all Fire Hydrants on the Municipal System

## **McLin Creek WWTP**

<b>McLin Creek WWTP- September 2011- NPDES Compliance</b>				
<b>Parameter</b>	<b>Limitation</b>	<b>Minimum</b>	<b>Maximum</b>	<b>Average</b>
Flow, GPD	300,000	89,000	299,000	152,000
BOD mg/l	8.0mg	2.8	4.0	3.5
TSS mg/l	30mg	2.0	2.8	1.2
Fecal Coliform	200ml	1	4	1
Ammonia-Nitrogen, mg/l	2.0mg	.10	.10	0
Dissovled Oxygen, mg/l	5.0mg	6.8	7.9	7.6

<b>McLin Creek WWTP Flow, Gallons per day</b>			
<b>Month</b>	<b>Min</b>	<b>Max</b>	<b>Average</b>
September	89,000	299,000	152,000
August	61,000	205,000	142,000
July	93,000	292,000	154,000
June	109,000	238,000	147,000
May	90,000	181,000	134,000
April	102,000	197,000	140,000
March	130,000	401,000	157,000
February	87,000	206,000	136,000
January	77,000	173,000	123,000
December	93,000	261,000	132,000
November	51,000	170,000	125,000
October	110,000	353,000	169,000

**NCDENR LETTERS & NOTICES OF VIOLATIONS**

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- NONE

**North WWTP**

North WWTP- September 2011- NPDES Permit Compliance				
Parameter	Limitation	Minimum	Maximum	Average
Flow, GPD	100,000	36,000	102,000	54,000
BOD mg/l	30.0mg	3.3	9.4	4.9
TSS mg/l	30mg	3.6	37.0	12.8
Fecal Coliform	200ml	1	4	2
Ammonia-Nitrogen, mg/l	4.0mg	.10	.19	.11
Dissovled Oxygen, mg/l	5.0mg	6.8	8.3	7.8

North WWTP Flow, Gallons per day			
Month	Min	Max	Average
September	36,000	102,000	54,000
August	12,000	240,000	64,000
July	9,000	247,000	102,000
June	9,000	160,000	101,000
May	80,000	131,000	105,000
April	71,000	117,000	88,000
March	72,000	148,000	96,000
February	60,000	122,000	84,000
January	59,000	127,000	82,000
December	96,000	132,000	114,000
November	67,000	133,000	103,000
October	80,000	138,000	106,000

**NCDENR LETTERS & NOTICES OF VIOLATIONS**

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- NONE

**Claremont Waste Water Collections System**

No Issues to Report for the Month of October. All Plants and Pump Stations are operating in compliance.



# Claremont Planning Report

## October 2011

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### Zoning Permits Issued

- ❖ 4373 S. Depot St. – Accessory Structure in rear yard
- ❖ 3185 N. Lookout St – New Modular House
- ❖ 3081 Oak St. – Detached garage in rear yard
- ❖ 3154 N. Lookout St. – Interior bathroom renovations

### Code Enforcement

- ❖ Monitored 2620 Heart Drive for Illicit Discharge
- ❖ Enforced sign ordinance at 4938 N. Depot St.
- ❖ Monitored landscaping at Claremont Elementary and Pierre Foods

### Planning Board Work

- ❖ Planning Board did not meet in October

### Other Work

- ❖ Answered numerous zoning/planning questions
- ❖ Recorded CUP for Matlock Properties and Williams Sonoma
- ❖ Worked with Fire Chief on Change of Occupancy issues
- ❖ October 6-7 - Attended NC Planning Conference

## **PARKS & RECREATION COMMITTEE**

### **Monthly Meeting**

#### **MINUTES**

**OCTOBER 17, 2011**

**Official Committee Roster:** The committee reviewed each member of the committee as to their involvement. An updated roster is attached.

**Addition to Committee:** Mayor David Morrow suggested that the Veterans Committee be combined with the Parks & Recreation Committee. This was discussed with no objection. A suggestion was made that we have sub-committees to cover special events. At the present time, Danny Hedrick is on the committee, but his interest is only with the Christmas Parade. He takes the leadership every year. The other members follow his leadership. Different members assist by taking on specific areas of the parade. The committee felt that the Veterans Sub-Committee could do the same with the Memorial Day and Veterans Day ceremonies. Their actions would come before the Parks and Recreation Committee for a total agreement. Members of any sub-committee could assist in other program areas.

**Fall City Wide Yard Sale:** Promotion is out and applications are coming in. There is not much for the committee to do with this event. It takes care of itself. Henry explained how vendors would be arranged at City Hall. A map will be made showing where all of the yard sales will be located. There is no charge. The application is for the record and to be placed on the map for publicity.

**The Annual Employee Appreciation Banquet:** Henry extended an invitation to all of the committee to attend the banquet. He requested that they RSVP to him by October 27 in order for him to get their names to the City Manager.

**Evaluation of Claremont Day:** The committee took each area of Claremont Day to discuss. The committee kept going into next year and had to be brought back to 2011's event. There were a few areas that will need to be corrected for the future. It was agreed that in January the committee will begin planning the 2012 event. The main area of the evaluation is that the event has to be expanded. There has already been discussion of a Friday night stage show. If the event is expanded with vendors on Oxford Street there needs to be an attraction to bring people there. It was suggested to have a second stage for a different type of entertainment. All of these ideas will be discussed in the January planning meeting. In general, Claremont Day 2011 was a big success.

**27<sup>th</sup> Annual Christmas Parade:** Danny had an aerial view of the parade route for the committee to go over. He stated that his shop would be the official headquarters

for the parade. He and Tim had discussed this with a sign in front of the shop. He began the discussion with where each part of the parade will be staged. He has talked to Gene Monday for permission to use the storage area for staging. Arrangements have been made with Shear Bliss to use their parking area and not to block their customers. They will make no appointments after 12:00 noon. The Grand Marshal will be Ned Jarrett plus an honorary marshal for P J Stanley. Shawn Brown has already made contact with the bands and is waiting to hear back from them. A suggestion was made to have three color guards. The Boys Scouts enjoy being a part of the parade. The second group could be Bandy's ROTC color guard and drill team. The third color guard would be the Marine Reserves. It was announced that Sherriff Coy Reid has been invited. He has agreed to be here.

Tim suggested that the committee meet for a Saturday morning breakfast at Hannah's. That way the committee will be at the parade route and can walk around to see where every place is located. At this meeting the police, fire and maintenance are invited. The committee will meet at their regular scheduled time the fourth Monday of November for any last minute details. Tim will get with Gary Sigmon to see if the reverse 911 could be used the week of the parade to inform the citizens about blocking off Main Street. Santa has agreed to come to the Library to have pictures made by Nanci Gregory. The Friends of the Library will give each child a Claremont coloring book. Santa will charge another \$75.00 for the picture session for a total of \$175.00 for the day. Tim announced that all floats have been sold. The city gave one float to the Claremont Optimist Club as the club is working to make a come back.

**Adjournment:** The time was getting late and the business had come to a close. A motion was made to adjourn.

Respectfully submitted,

Susan Tucker  
Recreation Specialist

Henry Helton  
Special Events Coordinator

*City of Claremont*  
PARKS & RECREATION COMMITTEE

**Members**

(10-17-11)

Shawn Brown

Christy Bumgarner

Clara Carson

Jason Chapman (Optimist Club)

Paul Gaither (Veterans)

Nanci Gregory

Danny Hedrick (Christmas Parade)

Robyn Hovis

Jack Little (Veterans)

Timothy A. Lowrance

Roger Shook

Lisa Travis

Mary Watts

Susan Tucker (Staff)

Henry Helton (Staff)

*City of Claremont*  
**Recreation Committee**  
**STATISTICAL REPORT**

***Month:*** October 2011

Activity	Enrollment	Number Sessions	Total Attendance
Reserve City Park	-0-	9	unknown
Senior Citizens	55	1	63
Claremont Day	101 vendors	1	unknown
P & R Committee	12	1	8

The month of October was a bus month starting with Claremont Day. We 88 craft and food vendors, 6 youth activities, the pet show and the baby parade. The Fire Department was at the end of the block with a number of games for the youth. The Senior Citizens Breakfast had as their program this month a band composed of Senior Citizens. Everyone enjoyed the music.