



# **CITY OF CLAREMONT CITY COUNCIL MEETING**

**Regular Meeting**

**August 3, 2015**

**7:00 PM**

**City Hall Council Chambers**

## **AGENDA**

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. INVOCATION-** Wesley Frye, Mt. Calvary Lutheran
- 4. MAYOR'S REPORT**
- 5. CONSENT AGENDA**
  - A. Regular Meeting Minutes –July 6, 2015
  - B. Closed Session Minutes- July 6, 2015
- 6. CITIZEN'S CONCERNS AND COMMENTS**
- 7. PRESENTATION**
  - A. Oath of Office 2015-2016 Fire Department Officers
- 8. OLD BUSINESS**
  - A.
- 9. NEW BUSINESS**
  - A. Resolution 04-15 Adopt Amended Greater Hickory MPO Memorandum of Understanding
  - B. Resolution 05-15 Dedicating the Claremont Fire Station in Honor of Gary W. Sigmon
  - C. Ordinance 03-15 Amending the FY 2016 Budget
- 10. DEPARTMENT & COMMITTEE REPORTS**
  - A. Department Dashboard Report
- 11. CITY MANAGER'S REPORT**
- 12. CLOSED SESSION**
  - A. Economic Development G.S. 143-318.11 (4)
- 13. ADJOURN**



**Item # 5 A/B**

## **Request for Council Action**

To: Mayor and City Council

From: Catherine Renbarger, City Manager

### **Action Requested: Approve Consent Agenda**

*A. Regular Session Minutes- July 6, 2015*

*B. Closed Session Minutes- July 6, 2015*

**Recommendations: Approve as presented**



## **City of Claremont Regular Meeting Minutes Monday, July 6, 2015**

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, July 6, 2015.

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

The following personnel of the City of Claremont were present: City Manager Catherine Renbarger, City Attorney Bob Grant, Finance Officer Stephanie Corn, City Clerk Wendy Helms, Police Chief Gary Bost, Fire Chief Bart Travis and Recreation Coordinator Michael Orders.

Others in attendance were: Scott Ramsey, Charles Helms, Robert Winrow, Luisa Agathon, Johnny Wear and Gene Monday.

### ***1. CALL TO ORDER***

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

### ***2. APPROVAL OF AGENDA***

The agenda was approved as presented.

### ***3. INVOCATION & PLEDGE OF ALLEGIANCE***

The invocation was given by Reverend Dennis Marshall from Bethlehem United Methodist Church. Councilmember Dayne Miller led the Pledge of Allegiance.

### ***4. MAYOR'S REPORT***

Mayor Brown gave a brief report.

### ***5. CONSENT AGENDA***

***A. June 1, 2015, Regular Meeting Minutes*** – Councilmember Dale Sherrill made a motion to accept June 1, 2015 regular meeting minutes as presented. Councilmember Timothy Lowrance seconded the

motion. The motion passed unanimously.

## **6. CITIZEN'S CONCERNS & COMMENTS-** none

## **7. PUBLIC HEARING-**

Motion was made by Councilmember Nicky Setzer to open a public hearing at 7:04 p.m. to discuss the proposed voluntary annexation on 3123 Kelly Blvd. Second was made by Councilmember Timothy Lowrance.

Voluntary annexation was part of the agreement with Apple, Inc. entered into on September 8, 2014. The property was found to be contiguous to the primary corporate limits of the City of Claremont. The petition for annexation was signed by all owners of the real property, in accordance with G.S. 160A-31.

Motion was made by Councilmember Nicky Setzer to close the public hearing at 7:04 p.m. Second was made by Councilmember Timothy Lowrance.

**8. OLD BUSINESS-** Council was presented several budget transfers that were needed during the month of June. These were for informational purposes only.

## **9. NEW BUSINESS-**

### ***A. Resolution 01-15 Directing the Clerk to Investigate the Petition for Voluntary Annexation-***

Resolution 01-15 directed the City Clerk to investigate the sufficiency of the voluntary annexation at 3123 Kelly Blvd. The property was found to be contiguous to the primary corporate limits of the City of Claremont. The petition for annexation was signed by all owners of the real property, in accordance with G.S. 160A-31.

Motion was made by Councilmember D.B. Setzer to accept Resolution 01-15 as presented. Second was made by Councilmember Dayne Miller. Motion passed unanimously.

***B. Ordinance 01-15 Extending the Corporate Limits of the City-*** With the City Clerk certifying the sufficiency of the voluntary annexation petition and a public hearing advertised and held, Ordinance 01-15 will extend the corporate limits of the City of Claremont to include Catawba County parcel number 376109156074, located at 3123 Kelly Blvd.

Motion was made by Councilmember Timothy Lowrance to accept Ordinance 01-15. Second was made by Councilmember Dayne Miller. Motion passed unanimously.

***C. Resolution 02-15 Adopting the 2015-2016 Classification and Pay Study-*** The proposed 2015 Classification and Pay Plan is a direct result of the contract with The MAPS Group. The plan is based on the need to provide compensation for employees to reflect market considerations. The plan also includes up to a 2% merit increase for all employees.

Motion was made by Councilmember Dale Sherrill to table Resolution 02-15 until closed session for further discussion. Second was made by Councilmember Nicky Setzer. Motion passed unanimously.

**D. Resolution 03-15 Approving the Contract with Matthews Construction-** The City has been in discussion with Bob Busbee and Gene Monday regarding the extension of Centennial Blvd. The agreement would execute a contract with Matthews Construction for this work. Mr. Busbee and Mr. Monday have agreed to donate \$35,000 each to the City to help fund this project. Work would begin after the donations have been received and subject to contract approval by the City Attorney and City Manager.

Motion was made by Councilmember Dale Sherrill to approve Resolution 03-15. Second was made by Councilmember Nicky Setzer. Motion passed unanimously.

**E. Approve an Agreement with Sigmon Family Farms-** The agreement would allow the City to dump tree trimmings, limbs and stump on the Sigmon property at 2385 Island Ford Road. This would allow the City to save time and fuel cost going to the Blackburn Landfill. Under the agreement the City would pay \$5,000 to the Sigmon's annually to dump the waste on their property.

Motion was made by Councilmember Nicky Setzer to approve the contract. Second was made by Councilmember D.B. Setzer. Motion passed unanimously.

**F. Ordinance 02-15 Amending the Fiscal Year 2016 Budget-** This item will amend the 2016 budget to account for the loan proceeds from BB&T for the purchase of the fire truck.

Motion was made by Councilmember Dale Sherrill to approve Ordinance 02-15. Second was made by Councilmember Dayne Miller. Motion passed unanimously.

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

**A. Monthly Department Dashboard Report-** The monthly dashboard report was presented.

Police- Chief Bost informed Council of a new Police Officer, Joyce Cline. He also spoke about the Grand Jury Indictment of the bank robbery suspect and the WPCOG efforts to investigate the need for a private forensics lab in this area.

Planning- Interim City Planner, John Wear stated that the permanent Planner will begin in Claremont on July 29<sup>th</sup>. He gave Council an overview of zoning amendments that will be reviewed by the Planning Board.

Fire- Chief Travis spoke about the building dedication for Gary Sigmon. He spoke briefly about recruitment and retention, numbers have dropped recently. Finally he informed Council that the new fire truck is almost ready for delivery.

## **11. CITY MANAGER REPORT**

City Manager Renbarger informed Council of the stage zero declaration by the Catawba River Basin. At this time the City does not need to take any action. She also spoke about the recent notice of violations at the waste water treatment plants. The City of Hickory has began sampling to determine the violation source. Councilmember Nicky Setzer inquired about the progress of the CMAQ Sidewalk Grant. At this time the plans are with the Department of Transportation waiting for approval.

## **12. CLOSED SESSION**

Motion was made by Councilmember Nicky Setzer to go into a closed session in reference to G.S. 143-318.11(a) (4) at 7:33 p.m. Second was made by Councilmember Dayne Miller. Motion passed unanimously.

Motion was made by Councilmember Dayne Miller to go back into open session at 8:53 p.m. Second was made by Councilmember Timothy Lowrance.

Motion was made by Councilmember D.B. Setzer to approve the Pay and Classification Plan subject to amending the Public Services Director to grade 20. Second was made by Councilmember Dale Sherrill.

### ***13. ADJOURN***

Motion was made by Councilmember Timothy Lowrance to adjourn the meeting at 8:55 p.m. Second was made by Councilmember Nicky Setzer. 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



## **City of Claremont Closed Meeting Minutes Monday, July 6, 2015**

Upon motion made by Councilmember Nicky Setzer, seconded by Councilmember Dayne Miller, the City Council voted 5-0 to enter into closed session at 7:33 PM for the following purposes as permitted under N.C.G.S. § 143-318.11(1,4 and 6):

In Attendance: Mayor Shawn Brown, Councilmember Timothy Lowrance, Councilmember Nicky Setzer, Councilmember Dale Sherrill, Councilmember Dayne Miller, Councilmember D.B. Setzer, City Attorney Bob Grant, City Manager Catherine Renbarger, City Clerk Wendy Helms, Finance Officer Stephanie Corn and Police Chief Gary Bost.

The following purposes as permitted under N.C.G.S. § 143-318.11(1):

1. Police Chief Gary Bost spoke with Council about a potential litigation. A Police Officer was bitten by a dog while doing a keep check on Monday, July 6, 2015. Subsequently the officer shot the dog and the dog later died. The owners are questioning who is responsible for the vet bills. Attorney Bob Grant gave Chief Bost and Council direction in dealing with the homeowners.

Chief Bost was excused from the meeting at 7:53 p.m.

The following purposes as permitted under N.C.G.S. § 143-318.11(4):

2. Bob Busbee is requesting a tax waiver for six years on the property of the new pharmacy. Council is in agreement for six years of tax reimbursements, they will work on the details.

City Manager Renbarger informed Council of information being requested for a site on Frazier Drive and a permit renewal on Catawba Road.

City Clerk, Wendy Helms and Finance Officer, Stephanie Corn were excused from the meeting for the personnel discussion at 8:11 p.m.

The following purposes as permitted under N.C.G.S. § 143-318.11(6):

3. Discussion was held to discuss the Pay and Classification Plan and the performance of the City Manager.

Motion was made by Councilmember Dayne Miller to seal the tape of closed session. Second was made by Councilmember Timothy Lowrance. Motion passed unanimously. Closed session meeting adjourned and went back into regular session at 8:53 PM. Motion made by Councilmember Dayne Miller. Second was made by Councilmember Timothy Lowrance.

Respectively submitted,  
Wendy L. Helms, City Clerk

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Shawn R. Brown, Mayor

Attested:

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Wendy L. Helms, City Clerk



Item # 6

## Request for Council Action

To: Mayor and City Council

From: Catherine Renbarger, City Manager

### **Action Requested: Citizen Concern and Comment**

Open the floor for comments or questions from the audience.

**Recommendations: No action needed.**



Item # 7

## Request for Council Action

To: Mayor and City Council

From: Catherine Renbarger, City Manager

### **Action Requested: Presentation**

Fire Department Officers for the 2015-2016 year will be given the oath of office. Officers for the 2015-2016 year are:

Jason Lowrance	Assistant Chief
Bruce Hartsoe	Assistant Chief
Kevin Little	Captain
Brian Helms	Captain
Eddie Chapman	Lieutenant
Ray Ball	Lieutenant
Mike Hathaway	Lieutenant

**Recommendations: Officers will be given the oath of office.**



Item # 9A

## Request for Council Action

To: Mayor and City Council

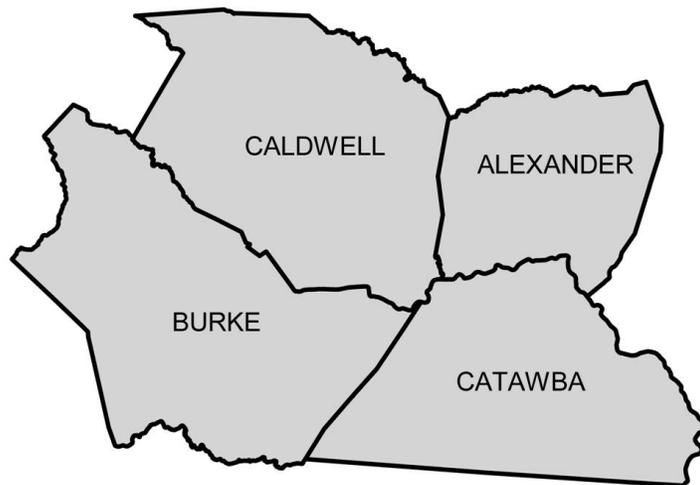
From: Catherine Renbarger, City Manager

### **Action Requested: Adopting Amended Greater Hickory Metropolitan Planning Organization Memorandum of Understanding**

The Greater Hickory Metropolitan Planning Organization (MPO) has presented a memorandum of understanding, which was amended May 2015. The major changes to this document are the addition of participation by Taylorsville and NC Department of Transportation. This Memorandum of Understanding provides cooperative, comprehensive, and continuing transportation planning services for Alexander, Burke, Caldwell and Catawba Counties any many municipalities within the four counties.

**Recommendations: Approve as presented.**

# Greater Hickory Metropolitan Planning Organization



## Memorandum of Understanding

February, 2003  
Amended March 2009  
Amended September 2013  
**Amended May 2015**

AMENDED MEMORANDUM OF UNDERSTANDING  
FOR  
COOPERATIVE, COMPREHENSIVE, AND CONTINUING TRANSPORTATION PLANNING

AMONG

THE COUNTY OF ALEXANDER, TOWN OF BROOKFORD, COUNTY OF BURKE, TOWN OF CAJAH'S MOUNTAIN, TOWN OF TAYLORSVILLE, COUNTY OF CALDWELL, COUNTY OF CATAWBA, TOWN OF CATAWBA, VILLAGE OF CEDAR ROCK, CITY OF CLAREMONT, TOWN OF CONNELLY SPRINGS, CITY OF CONOVER, TOWN OF DREXEL, TOWN OF GAMEWELL, TOWN OF GLEN ALPINE, TOWN OF GRANITE FALLS, CITY OF HICKORY, TOWN OF HILDEBRAN, TOWN OF HUDSON, CITY OF LENOIR, TOWN OF LONG VIEW, TOWN OF MAIDEN, CITY OF MORGANTON, CITY OF NEWTON, TOWN OF RHODISS, TOWN OF RUTHERFORD COLLEGE, TOWN OF SAWMILLS AND TOWN OF VALDESE, THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION IN COOPERATION WITH THE UNITED STATES DEPARTMENT OF TRANSPORTATION

WITNESSETH THAT:

THAT WHEREAS, the above parties entered into a Memorandum of Understanding for Cooperative, Comprehensive, and Continuing Transportation Planning, last amended in September 2013, regarding the Greater Hickory MPO;

Whereas, each MPO is required to develop a Metropolitan Transportation Plan in cooperation with NCDOT and in accordance with 23 U.S.C., Section 134, any subsequent amendments to that statute, and any implementing regulations; and a Comprehensive Transportation Plan as per Chapter 136, Article 3A, Section 136-66.2(a) of the General Statutes of North Carolina; and

WHEREAS, the transportation plan, once adopted shall serve as the basis for future transportation improvements within the MPO; and

WHEREAS, it is the desire of these parties that all prior Memoranda of Understanding between the parties be superseded and replaced by this Memorandum of Understanding.

**NOW THEREFORE BE IT RESOLVED** by the Greater Hickory MPO that the following Memorandum of Understanding (MOU) is made:

**SECTION I.** It is hereby agreed that the COUNTY OF ALEXANDER, TOWN OF BROOKFORD, COUNTY OF BURKE, TOWN OF CAJAH'S MOUNTAIN, COUNTY OF CALDWELL, COUNTY OF CATAWBA, TOWN OF CATAWBA, VILLAGE OF CEDAR ROCK, CITY OF CLAREMONT, TOWN OF CONNELLY SPRINGS, CITY OF CONOVER, TOWN OF DREXEL, TOWN OF GAMEWELL, TOWN OF GLEN ALPINE, TOWN OF GRANITE FALLS, CITY OF HICKORY, TOWN OF HILDEBRAN, TOWN OF HUDSON, CITY OF LENOIR, TOWN OF LONG VIEW, TOWN OF MAIDEN, CITY OF MORGANTON, CITY OF NEWTON, TOWN OF RHODISS, TOWN OF RUTHERFORD COLLEGE, TOWN OF SAWMILLS, TOWN of TAYLORSVILLE, TOWN OF VALDESE AND THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION in cooperation with THE UNITED STATES DEPARTMENT OF TRANSPORTATION, will participate in a continuing transportation planning process with responsibilities and undertakings as related in the following paragraphs:

- A. The area involved - the Greater Hickory Transportation Study Planning Area - will consist of the Hickory Urbanized Area as defined by the United States Department of Commerce, Bureau of the Census, in addition to that area beyond the existing urbanized area boundary in Alexander, Burke, Caldwell and Catawba Counties. This area is hereinafter referred to as the Greater Hickory MPO Metropolitan Planning Area.
- B. The continuing transportation planning process will be cooperative one and all planning discussions will be reflective of and responsible to the comprehensive plans for growth and development within the Metropolitan Planning Area.
- C. The continuing transportation planning process will be conducted in accordance with the intent, procedures, and programs of Title VI of the Civil Rights Act of 1964, as amended.
- D. The Urbanized Area Boundary and Metropolitan Planning Area shall be periodically reviewed and revised in light of new development and basic data projections.
- E. The Greater Hickory Metropolitan Planning Organization Board Established.

A Greater Hickory Metropolitan Planning Organization Board [hereinafter referred to as “Board” or “the Board”] is hereby established with the responsibility for cooperative transportation planning decision making for the Greater Hickory MPO. The Board shall have the responsibility for keeping the policy boards of the participating local governments informed of the status and requirements of the transportation planning process; for assisting in the dissemination and clarification of the decisions and policies of the policy boards; and for providing opportunities for citizen participation in the transportation planning process.

The Board, in cooperation with the State, and in cooperation with publicly owned operators of public transportation services, shall be responsible for carrying out the urban transportation planning process as required by Federal and State transportation planning requirements and shall develop the planning work program, Metropolitan Transportation Plan, and Transportation Improvement Program.

This Board shall be the forum for cooperative decision-making by elected officials of the member General Purpose Local Governments. However, this shall not limit the Board’s local responsibility for (1) ensuring that the transportation planning process and the plans and improvement projects which emerge from that process are consistent with the policies and desires of local government; nor, (2) serving as a forum for the resolution of conflicts which arise during the course of developing the Metropolitan Transportation Plan, the Comprehensive Transportation Plan and the Transportation Improvement Program.

- G. The Board is hereby established with the responsibility for coordinating transportation policy decisions of member local governments within the Metropolitan Planning Area and will consist of the Chief Elected Official or a single representative appointed by, and from, the member local government from the following Boards of General Purpose Local Government, public transportation as well as a member of the North Carolina Board of Transportation:
  - 1. Alexander County Commissioners
  - 2. Brookford Board of Aldermen
  - 3. Burke County Commissioners
  - 4. Cahah’s Mountain Town Council

5. Caldwell County Commissioners
6. Catawba County Commissioners
7. Catawba Town Council
8. Cedar Rock Village Council
9. Claremont City Council
10. Connelly Springs Board of Aldermen
11. Conover City Council
12. Drexel Board of Aldermen
13. Gamewell Town Council
14. Glen Alpine Town Council
15. Granite Falls Town Council
16. Hickory Board of Aldermen (2 Members)
17. Hildebran Town Council
18. Hudson Town Commissioners
19. Lenoir City Council
20. Long View Board of Aldermen
21. Maiden Town Council
22. Morganton City Council
23. Newton City Council
24. Rhodhiss Town Commissioners
25. Rutherford College Town Council
26. Sawmills Town Council
27. Taylorsville Town Council
28. Valdese Town Council
29. North Carolina Board of Transportation
30. Western Piedmont Transit Authority Official

Each of the above member agencies may also appoint an alternate, in accordance with the rules contained within the GHMPO Bylaws.

H. The duties and responsibilities of the Board are as follow:

1. The Board in cooperation with the State, and in cooperation with publicly owned operators of public transportation services, shall be responsible for carrying out the Federal and State transportation planning process and shall develop the planning work programs, Metropolitan and Comprehensive Transportation Plans, and Transportation Improvement Program.
2. The Board shall be the forum for cooperative decision-making by elected officials of General Purpose Local Government. The Board shall have responsibility for (1) ensuring that the transportation planning process and the plans and improvement projects which emerge from that process are consistent with the policies and desires of local government; and (2) serving as a forum for the resolution of conflicts which arise during the course of developing the Transportation Plan and the Transportation Improvement Programs.
3. The Board shall establish goals and objectives for the transportation planning process reflective of and responsive to comprehensive plans for growth and development in the Metropolitan Planning Area adopted by Boards of General Purpose Local Government.
4. The Board shall review and approve the Planning Work Program, Transportation Plan and Transportation Improvement Program as necessary.

5. The Board as required, shall review, approve, and endorse amendments to the Planning Work Program, the Transportation Plan and the Transportation Improvement Program.
6. The Board shall be responsible for adopting and amending the Metropolitan and Comprehensive Transportation Plans (CTP). Revisions to the CTP must be jointly approved by the MPO and NCDOT.
7. The Board shall have the responsibility for keeping the Boards of General Purpose Local Government informed of the status and requirements of the transportation planning process; assisting in the dissemination and clarification of the decisions, inclinations, and policies of these Boards; and ensuring meaningful citizen participation in the transportation planning process.
8. The Board shall review, approve and endorse changes to the Federal Functional Classification System and Urbanized Boundary, in conformance with Federal regulations.
9. The Board shall review, approve, and endorse a Prospectus for transportation planning which defines work tasks and responsibilities for the various agencies participating in the transportation planning process; and
10. The Board shall review and approve related air quality planning in conformance with Federal regulations.
11. The Board shall review and approve energy conservation planning and energy contingency planning for the transportation system in conformance with Federal regulations.
12. The Board is responsible for conducting public involvement and technical analyses to determine the preliminary alignments for transportation projects (both road and transit) included in the Metropolitan Transportation Plan. These alignments will be used by local jurisdictions through their land development ordinances for right-of-way protection purposes. Once the Board has adopted an official thoroughfare alignment, the alignment can only be modified by:
  - a. Official Board action; or
  - b. Action of the GHMPOs Technical Coordinating Committee (TCC), (which is described in Section I.O of this Memorandum of Understanding) under the following criteria:
    - i) The TCC finds the proposed alignment to be technically reasonable; and,
    - ii) The proposed alignment enters and exits the affected property at the officially approved location and angle or curvature.

The Board adopts the alignment for right-of-way purposes even if the alternatives are produced through a State or locally funded environmental study process.

13. Each General Purpose Local Government on the Board will assist in the transportation planning process by providing planning assistance, data and inventories in accordance with the Prospectus. Additionally, the local government shall coordinate zoning and subdivision approval within its jurisdiction in accordance with the adopted Transportation Plan.
14. The Board is responsible for the distribution of funds distributed to GHMPO's under the provisions of MAP-21 and any subsequent re-authorizations.

15. The Board shall adopt a set of Bylaws for the Board and the TCC. Amendments to either set of Bylaws shall occur by a  $\frac{3}{4}$  vote of the GHMPO.
  16. The Board shall maintain a centralized information repository including but not limited to the Metropolitan Transportation Plan including the Comprehensive Transportation Plan; the Planning Work Program (PWP); air quality conformity analysis; Board and TCC Bylaws and membership lists; copies of all draft and final environmental studies, public hearing maps, roadway corridor official maps, and noise reports on projects within the GHMPO boundaries; copies of adopted transportation project alignments; the Transportation Improvement Program (TIP) (local and state); and any other appropriate archival information. The GHMPO shall endeavor through the affected local governments and appropriate technological means to make this information easily available to local governments, citizens, and individuals involved in land development and real estate transactions.
  17. The Board shall have the primary responsibility for citizen input into the continuing transportation planning process. During transportation plan reevaluation, citizen involvement in the planning process shall be encouraged for reanalysis of goals and objectives and plan formation.
  18. Any other duties identified as necessary to further facilitate the transportation planning process.
- I. The Board shall consist of both voting and non-voting members.

Voting membership of the Board will consist of representatives of the following General Purpose Local Government units and the North Carolina Board of Transportation as of September 24, 2014, which shall have the indicated number of votes:

<u>Unit</u>	<u>number of votes</u>
1. Alexander County	1
2. Town of Brookford	1
3. Burke County	1
4. Town of Cahah's Mountain	1
5. Caldwell County	1
6. Catawba County	1
7. Town of Catawba	1
8. Village of Cedar Rock	1
9. City of Claremont	1
10. Town of Connelly Springs	1
11. City of Conover	1
12. Town of Drexel	1
13. Town of Gamewell	1
14. Town of Glen Alpine	1
15. Town of Granite Falls	1
16. City of Hickory	2
17. Town of Hildebran	1
18. Town of Hudson	1
19. City of Lenoir	1
20. Town of Long View	1
21. Town of Maiden	1
22. City of Morganton	1

23. City of Newton	1
24. Town of Rhodhiss	1
25. Town of Rutherford College	1
26. Town of Sawmills	1
27. <b>Town of Taylorsville</b>	<b>1</b>
28. Town of Valdese	1
29. N.C. Board of Transportation (NCBOT)	1
30. <b>Western Piedmont Transit Authority</b>	<b>1</b>
<b>Total</b>	<b>31</b>

Members will vote on matters pursuant to the authority granted by their respective governmental bodies.

Non-voting membership – One representative from each of the following bodies will serve as a non-voting member:

- FHWA – Division Administrator (or designee)

Other local, State, or Federal agencies impacting transportation in the Planning Area, can become non-voting members upon invitation by the Board.

The Board shall have a Chair and Vice-Chair and shall meet in accordance with the rules contained within the GHMPO Bylaws.

#### J. Board Voting Policy

1. The Board and the Technical Coordinating Committee (TCC), as well as any established sub-committees are responsible for carrying out the provisions on North Carolina G.S. Chapter 143, Article 33C regarding open meetings, and Chapter 132 regarding public records. A quorum is required for transaction of all business, including conducting meetings or hearings, participating in deliberations, or voting upon or otherwise transacting public business. A quorum consists of 51% of the members of the TAC or TCC, plus as many additional members as may be required to ensure that 51% of possible votes are present. An alternate may be appointed to attend meetings should the member not be able to attend. Alternates should be identified by name on the meeting attendance log. Vacant seats will not count against the quorum. Electronic meetings and voting are allowed as long as proper public notice is given and meeting materials are available to the public upon request. Any member who does not attend two consecutive TCC/TAC meetings will not be included as part of the membership needed to obtain a quorum after the second meeting. Membership, however, is immediately reinstated by the presence of the most recently appointed member (or his alternate) at any future meeting.
2. When any project is on a road that does not carry an I, US, or NC route designation, and is totally contained within a single municipality's corporate limits or extraterritorial planning jurisdiction, its location shall be determined only with the consent of that municipality.
3. The GHMPO cannot override the position of any individual local municipality on a project for a road that does not carry an I, US, or NC route designation when any portion of the project is within that municipality's corporate limits or extraterritorial planning jurisdiction except by  $\frac{3}{4}$  majority vote of all votes eligible to be cast.

- K. The Transportation Improvement Program (TIP) shall be adopted in accordance with adoption schedules for the State Transportation Improvement Program (STIP). The TIP shall include all information

typically contained in the STIP, including, but not limited to route number, project I.D. number, project limits, project description, proposed implementation schedule, funding source, and projected cost. The TIP is intended to represent local priorities for transportation improvements. Once it is adopted, any discrepancies between the TIP and the STIP will be negotiated through established State and Federal processes.

- L. The Board shall develop a list of projects for transportation improvements in conjunction with the NCDOT prioritization process as codified in NCGS § 136-18.42. This entails preparing a list of projects for staff to evaluate against NCDOT's quantitative measures, then choosing a subset of projects. The subset of projects chosen will be assigned points by the Board based on locally and regionally developed criteria and submitted to NCDOT and the GHMPO Board to compete for available funding in the STIP and TIP, respectively.
- M. The Board may establish subcommittees and advisory groups through its bylaws or through a vote at a regularly scheduled meeting. The subcommittees may consist of existing members of the Board, the Technical Coordinating Committee, and other officials and citizens as appropriate to achieve the objectives of the subcommittee.
- N. The GHMPO will coordinate transit planning and programming within the Planning Area. The duties and responsibilities of the Board with regard to transit planning and programming are as follows:
  - 1. Establish policies for distribution of Federal Transit Administration funds that are provided directly to the Metropolitan Planning Organization. These policies will be reviewed and approved annually by the Board.
  - 2. Develop and approve a list of prioritized projects for transit improvements.
  - 3. Program transit improvements in the Transportation Improvement Program (TIP).
  - 4. In developing transit plans, programs, and funding formulas, the Board shall consider the following factors: Federal Transit Administration funding formulas, State Maintenance Assistance Program formulas, and population served by the transit system, ridership, and present and future demand for transit service.
- O. A Technical Coordinating Committee, hereinafter referred to as the TCC, shall be established with the responsibility of general review, guidance, and coordination of the transportation planning process for the Metropolitan Planning Area and with the responsibility for making recommendations to the respective local and State governmental agencies and the GHMPO Board regarding any necessary actions relating to the continuing transportation planning process. The TCC shall be responsible for development, review, and recommendation for approval of the Prospectus, Planning Work Program (PWP), Transportation Improvement Program, Federal Functional Classification System and Urbanized Area Boundary, revisions to the Metropolitan Transportation Plan, planning citizen participation, and documentation reports on the transportation study.

Membership of the TCC shall include technical representation from all local and state governmental agencies directly related to and concerned with the transportation planning process for the planning area. GHMPO Board approval of TCC membership changes shall be required.

TCC Membership:

1. Alexander County
2. Town of Brookford
3. Burke County
4. Town of Cahah's Mountain
5. Caldwell County
6. Catawba County
7. Town of Catawba Town
8. Village of Cedar Rock
9. City of Claremont
10. Town of Connelly Springs
11. City of Conover
12. Town of Drexel
13. Town of Gamewell
14. Town of Glen Alpine
15. Town of Granite Falls
16. City of Hickory – 2 Representatives
17. Town of Hildebran
18. Town of Hudson
19. City of Lenoir
20. Town of Long View
21. Town of Maiden
22. City of Morganton
23. City of Newton
24. Town of Rhodhiss
25. Town of Rutherford College
26. Town of Sawmills
27. Town of Taylorsville
28. Town of Valdese
29. NCDOT – Transportation Planning Branch
30. NCDOT - Division 11 Engineer, or his/her designated representative
31. NCDOT - Division 12 Engineer, or his/her designated representative
32. NCDOT - Division 13 Engineer, or his/her designated representative
33. NCDOT – Public Transportation Division (non-voting)
34. Western Piedmont Regional Transit Authority (Greenway Transit)
35. Area Traffic Engineer, Division of Highways, Traffic Engineering Branch, NCDOT
36. Director of Planning, Western Piedmont Council of Governments
37. Alexander County Chamber of Commerce
38. Burke County Chamber of Commerce
39. Caldwell County Chamber of Commerce
40. Catawba County Chamber of Commerce
41. FHWA, MPO Contact (non-voting)

Representatives of the municipalities shall be the chief administrative officers (managers/administrator/clerks), planning directors or their designees. Other entities may be represented by their chief administrative officers or their designees. Each TCC member shall have one vote.

Other local agencies, organizations, and individuals, upon filing a request with the TCC Secretary, will be informed of the time, date, and location of all meetings of the TCC and may attend meetings.

Notification will also be furnished to any private transportation operator, upon receipt of a request.

The TCC shall meet in accordance with schedules set forth in the TCC Bylaws. The Chairperson may cancel a regular meeting if there is insufficient business on the TCC's tentative agenda.

The Board and the Technical Coordinating Committee (TCC), as well as any established sub-committees are responsible for carrying out the provisions on North Carolina G.S. Chapter 143, Article 33C regarding open meetings, and Chapter 132 regarding public records. A quorum is required for transaction of all business, including conducting meetings or hearings, participating in deliberations, or voting upon or otherwise transacting public business. A quorum consists of 51% of the members of the TAC or TCC, plus as many additional members as may be required to ensure that 51% of possible votes are present. An alternate may be appointed to attend meetings should the member not be able to attend. Alternates should be identified by name on the meeting attendance log. Vacant seats will not count against the quorum. Electronic meetings and voting are allowed as long as proper public notice is given and meeting materials are available to the public upon request. Any member who does not attend two consecutive TCC/TAC meetings will not be included as part of the membership needed to obtain a quorum after the second meeting. Membership, however, is immediately reinstated by the presence of the most recently appointed member (or his alternate) at any future meeting.

P. Administrative coordination for the GHMPO and for the TCC will be performed by the Western Piedmont Council of Governments Planning Director, who shall report to the Chair of the GHMPO. Administrative support shall be furnished by the Western Piedmont Council of Governments' planning staff. The Planning Director shall supervise additional GHMPO staff as necessary and approved in the annual work program. The Planning Director will serve as the Secretary for the GHMPO and TCC with the responsibility for such functions as follows:

1. Arranging meetings and agendas
2. Maintaining minutes and records
3. Maintaining Policy Manual
4. Preparing a Prospectus and Planning Work Program (PWP)
5. Assembling and publishing the Transportation Improvement Program
6. Serving as custodian of the Metropolitan and Comprehensive Transportation Plans
7. Collecting from local governments, certified and sealed minutes and resolutions that document transportation plan revisions and submitting these for mutual adoption by the North Carolina Department of Transportation annually or more often if deemed necessary by the GHMPO or local governments involved
8. Monitoring the transportation planning process to ensure its execution is in accordance with goals and objectives
9. Performing other coordinating functions as assigned by the GHMPO from time to time
10. Taking lead responsibility for structuring public involvement in the transportation planning process
11. Preparing the **quarterly** PL Expenditure Report

The Planning Director shall be hired by the Western Piedmont Council of Governments.

Q. All transportation and related Federal Aid planning grant funds available to promote the cooperative transportation planning process will be expended in accordance with the Planning Work Program

adopted by GHMPO. As part of the development of the Planning Work program, the MPO shall review the process for sharing the funding of MPO activities and establish funding responsibility for each local government.

Administration of funding in support of the transportation planning process on behalf of the GHMPO will be conducted by Western Piedmont Council of Governments, the lead planning agency, which will execute appropriate agreements with funding agencies as provided by the Planning Work Program.

**SECTION II.** Subscribing agencies to this Memorandum of Understanding may terminate their participation in the continuing transportation planning process by giving 30 calendar days written notice to the GHMPO Chairperson prior to the date of termination. When annexation occurs and member municipality boundaries extend beyond the adopted urbanized area boundary, the new boundaries will automatically become part of the urbanized area and will be so designated on the Transportation Plan within 60 calendar days of the annexation. After two (2) years from the date of adoption of this document, the terms of this agreement will be evaluated by the participating members. It is further agreed that these agencies will assist in the transportation planning process by providing planning assistance, data, and inventories in accordance with the Prospectus. Additionally, these agencies shall coordinate zoning and subdivision approval in accordance with the adopted Transportation Plan.

**SECTION III.** In witness whereof, the Secretary of Transportation on behalf of the North Carolina Department of Transportation has signed this Memorandum of Understanding and the other parties have adopted this Memorandum of Understanding.

DEPARTMENT OF TRANSPORTATION

By \_\_\_\_\_  
Secretary of Transportation



## Request for Council Action

To: Mayor and City Council

From: Catherine Renbarger, City Manager

Action Requested: Adopt Resolution 5-15 Dedicating Claremont Fire Station Seven in Honor of Gary W. Sigmon.

Former Chief Gary Sigmon served the Claremont community for more than 30 years and continues to be a part of the Fire Department today. He was instrumental in the building of the current fire station. This resolution honors Chief Sigmon by naming the station the Gary W. Sigmon station and ensures that his legacy will forever be remembered.

A formal ceremony will be held at the Fire Department once lettering on the outside of the Fire Department has been installed. We will have a preliminary image of the station with the proposed lettering at the August Council meeting for your review.

**Recommendations: Approve Resolution 5-15**



**CITY OF CLAREMONT  
NORTH CAROLINA**

**RESOLUTION # 05-15**

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**A RESOLUTION DEDICATING CLAREMONT FIRE STATION SEVEN IN  
HONOR OF FORMER CHIEF GARY W. SIGMON**

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**WHEREAS**, former Fire Chief Gary Sigmon is a member of the Claremont Fire Department with over 30 years of service; and

**WHEREAS**, Chief Sigmon began his service as a volunteer firefighter, became a lieutenant and a captain, and then became fire chief in 1993, a position he held until his retirement in 2013; and

**WHEREAS**, Chief Sigmon led the department through many important milestones, including the purchase of the first ladder truck, and was active in seeking out grants to benefit the City; and

**WHEREAS**, Chief Sigmon had a positive impact on the entire Claremont community, in particular through his efforts with fire prevention, education, and outreach programs; and

**WHEREAS**, Chief Sigmon was also a leader throughout Catawba County, serving as an active member of the Catawba County Fire Fighters Association; and

**WHEREAS**, the City of Claremont wishes to ensure that the legacy of Chief Sigmon will forever be remembered in the Claremont community; and

**WHEREAS**, Chief Sigmon was instrumental in the building of Claremont Fire Station Seven.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Claremont hereby dedicates Claremont Fire Station Seven as the Gary W. Sigmon Station.

Adopted this 3<sup>rd</sup> day of August 2015.

\_\_\_\_\_  
Shawn R. Brown, Mayor

ATTEST:

\_\_\_\_\_  
Wendy Helms  
City Clerk





**CITY OF CLAREMONT  
NORTH CAROLINA**

Resolution 04-15

**RESOLUTION PASSED BY THE CITY COUNCIL OF THE  
CITY OF CLAREMONT, NORTH CAROLINA**

The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_ and upon being put to a vote was carried unanimously on the 3rd day of August, 2015:

THAT WHEREAS, it is recognized that the proper movement of travel within and through the Hickory urbanized area is highly desirable element of a comprehensive plan for the orderly growth and development of the area, and;

WHEREAS, there are a number of governmental jurisdictions within the Hickory urbanized area which have been authorized with implementation and regulatory responsibilities for transportation by North Carolina General Statutes, and;

WHEREAS, it is desirable that coordinated, comprehensive and cooperative transportation planning processes be maintained in the Hickory urbanized area to ensure that the transportation system is maintained on an efficient and economical basis commensurate with the public health, safety and welfare, and;

WHEREAS, a revised Memorandum of Understanding between the Town of Brookford, Town of Cahaj's Mountain, Town of Catawba, Village of Cedar Rock, City of Claremont, City of Conover, Town of Connelly Springs, Town of Drexel, Town of Gamewell, Town of Glen Alpine, Town of Granite Falls, City of Hickory, Town of Hildebran, Town of Hudson, City of Lenoir, Town of Long View, Town of Maiden, City of Morganton, City of Newton, Town of Rhodhiss, Town of Rutherford College, Town of Sawmills, Town of Taylorsville, Town of Valdese, Alexander County, Burke County, Caldwell County, Catawba County and the North Carolina Department of Transportation has been prepared that sets forth the responsibilities and working arrangements for maintaining a continuing, comprehensive and cooperative transportation planning process, and;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CLAREMONT, NORTH CAROLINA:

That the Memorandum of Understanding between the Town of Brookford, Town of Cahaj's Mountain, Town of Catawba, Village of Cedar Rock, City of Claremont, City of Conover, Town of Connelly Springs, Town of Drexel, Town of Gamewell, Town of Glen Alpine, Town of Granite Falls, City of Hickory, Town of Hildebran, Town of Hudson, City of Lenoir, Town of Long View, Town of Maiden, City of Morganton, City of Newton, Town of Rhodhiss, Town of Rutherford College, Town of Sawmills, Town of Taylorsville, Town of Valdese, Alexander County, Burke County, Caldwell County, Catawba County and the North Carolina Department of Transportation, be approved and that the Mayor and City Clerk are hereby directed to execute the Memorandum of Understanding.

I, Wendy Helms, Clerk of the Claremont, North Carolina, do hereby certify that the above is true and correct copy of excerpts from the minutes of the City Council of said Claremont

WITNESS my hand and the official seal of the City of Claremont this the 3rd day of August, 2015.

ATTEST

(Seal)

\_\_\_\_\_  
Wendy L. Helms, City Clerk



## Request for Council Action

To: Mayor and City Council

From: Catherine Renbarger, City Manager

Action Requested: Amend the FY2015-2016 Budget

At the July 7, 2014 Council meeting, Councilmember Lowrance made a motion to appropriate \$30,000 for equipment for the new fire truck. However, no action was taken. This item amends the FY2015-2016 budget appropriating \$30,000 from fund balance into the fire department's small capital line item for equipment for the new truck.

It is anticipated that the City will receive over \$30,000 in revenue from the surplus of Fire Engine 71. At that time, an action will be brought before Council recommending \$30,000 of the revenue from the surplus sale be allocated back into fund balance. The remainder could be reserved for the fire department.

**Recommendations: Adopt Ordinance 03-15**



City Council of the City of Claremont

Catawba County, North Carolina

Ordinance No. 03-15

AN ORDINANCE OF THE CITY OF CLAREMONT AMENDING CLAREMONT  
MUNICIPAL BUDGET FOR FISCAL YEAR 2016

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

**General Fund**

<u>Revenues</u>	<u>Increase</u>	<u>Decrease</u>
Fund Balance 10.2990.0000		\$30,000
Appropriated Fund Balance 10.3990.000	\$30,000	
<hr/>		
Appropriated Fund Balance 10.3990.000		\$30,000
Small Capital 10.5300.7300	\$30,000	

INTRODUCED at the regular meeting of the City Council of the City of Claremont on  
August 3, 2015.

ADOPTED at the regular meeting of the City Council of the City of Claremont on  
July 7, 2014.

\_\_\_\_\_  
Shawn R. Brown, Mayor

ATTEST:

\_\_\_\_\_  
Wendy Helms, City Clerk

APPROVED AS TO FORM:

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

# Claremont July 2015 Dashboard Report

Police Dept.			Fire Dept.			Financials		
	Month	YTD		Month	YTD		% In	% Out
Calls Answered	716	4514	Calls for Service	17	195	General Fund	1%	17%
Citations Served	219	933	Working Fires	5	31	Water/Sewer Fund	6%	4%
Warnings	78	463	Training Hours	75	1568			
Number of Arrests	13	52	Prevention Programs	10	3296	<b>Rescue Squad</b>		
Accidents	7	40	False Alarms	4	17		Month	YTD
Warrants	12	78	EMS Calls	4	47	Calls for Service		432
Open Cases	5	36				Training Hours		313
Other Activities & Announcements			Other Activities & Announcements			Other Activities & Announcements		
			Delivery of E71, State Fire Conference August, 4 new members.					
Public Works			Utility Dept.			Planning & Zoning Dept.		
	Month	YTD		Month	YTD		Month	YTD
Vehicles Serviced	9	65	Water Turned Off	12	77	Zoning Permits	3	30
Recycling %- June 2015			Water Taps	1	13	Residential Permits	2	6
Solid Waste Tonnage	27.24	167.65	Water Purchased		47,877,831	Commercial Permits	1	4
Street Lights Replaced	4	53	Water Sold		40,877,831	Enforcement Cases	2	46
Work Orders	26	250	McLin WWTP Avg.	147,000	418,200	Planning Board Work	6	11
Sewer Line Jetted	1002+8	8,683	North WWTP Avg.	73,000	213,400	Safety Permits	0	6
Other Activities & Announcements			Other Activities & Announcements			Other Activities & Announcements		
completed interviews for the supervisor position in public works						Interim Planner is available while new Planner is on maternity leave. Continued to follow up on existing and new code enforcement cases. Reviewed 6 new ordinance text amendments with Planning Board.		



Item # 12

## Request for Council Action

To: Mayor and City Council

From: Catherine Renbarger, City Manager

### **Action Requested: Closed Session**

Council will call for a Closed Session to discuss Economic Development.  
G.S. 143-318.11(4)

**Recommendations: Motion needed to go into closed session.**