

Minutes
of the
Spring Hope Board of Commissioners Meeting
April 13, 2009
7:00 pm

Members present: Mayor Buddy Gwaltney, Commissioners Marion Clark, Bill Newkirk, Stanley Hawley, Clyde Best and Lee Bissett.

Also present: John Holpe, Town Manager; Betsy Boykin, Town Clerk; Mark Edwards, Town Attorney; Ken Murchison, Spring Hope Enterprise; Amanda Clark, Nashville Graphic.

Mayor Gwaltney called the meeting to order and the invocation was given by Commissioner Best.

Commissioner Best made a motion to approve the minutes of the Regular Meeting of March 9, 2009, seconded by Commissioner Newkirk and it passed unanimously.

There was no one for the Public Forum.

Julia Johnson, with the USDA, Rural Development was present regarding a Letter of Conditions USDA Grant and Loan to match the Rural Center Grant of \$ 485,000 for improvements to the Wastewater Treatment Plant. Commissioner Best made a motion to give the Mayor and Town Clerk permission to sign the Resolution of the Letter of Conditions. Commissioner Bissett seconded the motion and it passed unanimously.

C.T. Clayton, Engineer, stated that there were nine bidders for the bid opening on March 24, 2009 at 2:00 pm at the Town Hall for the Chlorine Contact Chamber Project. The following is a list of the bidders for this project which was the Base Bid for one chamber:

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|---|------------|
| 1. Empire Construction Inc.----- | \$ 101,600 |
| 2. Laughlin Sutton Construction Co----- | \$ 168,370 |
| 3. T.A. Loving Company----- | \$ 147,950 |
| 4. H. G. Reynolds, Company----- | \$ 146,467 |
| 5. Ormond Utilities, LLC----- | \$ 102,450 |
| 6. Enviro-Tech----- | \$ 116,325 |
| 7. R. D. Braswell Construction Co----- | \$ 97,360 |
| 8. Eberhart Construction----- | \$ 133,652 |
| 9. Water & Waste Systems Construction Co----- | \$ 138,825 |

C. T. Clayton recommended that the contract be awarded by the Base Bid to the low bidder, R. D. Braswell Construction Company for the total of \$ 97,360.

Commissioner Best made a motion to accept the Base Bid of \$ 97,360 to R. D. Braswell Construction Company. Commissioner Bissett seconded the motion and it passed unanimously.

Commissioner Bissett made a motion to adopt the Town of Spring Hope Pipe Installation Policy as amended by the Town Attorney to be added to the Code of Ordinances: Chapter VII. Sec. 23A to read "Any lot owner who desires to dig, excavate or otherwise create a drainage ditch or install a drainage pipe for a lot with a single-family, two-family, townhouse or multifamily dwelling or any vacant lot for which the Town's Zoning Ordinance allows a single-family, two-family, townhouse or multifamily dwelling shall request from the Town a letter of recommendation from an engineer designated by the Town Manager". Commissioner Hawley seconded the motion and it passed unanimously.

John Holpe, Town Manager stated that there were two companies that had equipment on the water tank. He stated that in the past the rates were \$ 25 and \$ 100 a month. Commissioner Newkirk requested to check with other towns and see what they were getting for rental equipment on a water tower. This item was tabled until the next meeting.

Nash County Emergency Services, Director Brian Brantley had requested permission to install some radio equipment at the water tank located on West Branch Street. John Holpe, Town Manager stated that he had talk to Brian and had written a letter to Time Warner Cable and sent a copy of the inspection report on the water tank from Utility Services concerning the OSHA violations. Commissioner Best made a motion to give Nash County Emergency Service permission to place a 10' x 10' building on the south side of the property to accommodate a fire transmitter as well as 3 radio receivers for the County EMS Sheriff and Police Radio Channels. Commissioner Bissett seconded the motion and it passed unanimously. Also this equipment that will be located on the tank will be a 2' x 2' microwave dish and a 20' antenna for the fire transmitter and receivers including the necessary coax cabling that will terminate in the proposed building. This project will be to improve paging, mobile and handheld radio coverage for all emergency responders in the County. The town attorney was asked to check to see if we needed a liability agreement with the county for this project.

John Holpe, Town Manager stated that he and Kevin Varnell with Stocks Engineering attended a meeting in Raleigh at the Rural Center on March 10, 2009 regarding Economic Infrastructure Programs. Items discussed at this meeting included the Economic Infrastructure Program for Job Creation and the Clean Water Partners Infrastructure Program for Critical Needs. Mr.Holpe reviewed the highlights of the attached meeting outlined with the Board of Commissioners.

John Holpe, Town Manager stated that he will be on vacation from May 14th thru May 20th. Due to another conflict, he was asking the board's permission to postpone the Regular Meeting of May 11th to May 12th. The board was in agreement. A Budget Meeting will be held at 6:00 pm and the Regular Meeting at 7:00pm.

John Holpe, Town Manager went over the financial statement for month ending March 31, 2009.

Tim Denton, Police Chief gave the monthly report. He stated that he had gotten two applications for officers to be reviewed. They attended an in- service training session in March. Officer Whitley had passed out literature to the Day Cares about on going drug investigations, Sgt. Proctor had attended school. He stated that the next Community Watch Program will be on the 3rd Tuesday in April.

Commissioner Newkirk made a motion to close the regular meeting and go into a closed session regarding legal advice from the town attorney, seconded by Commissioner Hawley and it passed unanimously.

After some discussion, Commission Best made a motion to go out of closed session and go back to the regular meeting, seconded by Commissioner Bissett and it passed unanimously.

Commissioner Hawley made a motion to table a budget amendment concerning the New Town Hall closeout, seconded by Commissioner Bissett and it passed unanimously.

Commissioner Hawley and Commissioner Clark stated that they were receiving complaints concerning potholes on Hopkins Avenue and other streets. John Holpe, Town Manager stated that he would plan to get them repaired.

There being no further business, Commissioner Bissett made a motion to adjourn, seconded by Commissioner Hawley and it passed unanimously.

Minutes
of the
Budget Retreat Meeting
Spring Hope Board of Commissioners
April 25, 2009
8:30 am

Members present: Mayor Buddy Gwaltney, Commissioners Marion Clark, Clyde Best, and Bill Newkirk. Commissioners Stanley Hawley and Lee Bissett were absent.

The meeting was called to order and John Holpe, Town Manager gave the invocation.

Also attending: John Holpe, Town Manager; Betsy Boykin, Town Clerk; Sandra Morris, Water Clerk/Tax Collector; Michele Collins, Assistant Water & Sewer Clerk; Tim Denton, Police Chief; Ken Murchison, Spring Hope Enterprise; Amanda Clark, Nashville Graphic.

John Holpe, Town Manager named the projects to be discussed. They were as follows:

1. Rebuilding of North Poplar Street
2. Bojangles
3. CDBG Neighborhood Revitalization Grant
4. Safe Routes to School Planning Grant
5. Safe Routes to School Infrastructure Grant
6. Clean Water Management Trust Fund Grant for Sewer Rehab. Work
7. Rural Center-USDA Grant & Loan to do Improvements to the WWTP
8. Stimulus Program Round 2 for Water Improvements
9. Discussion of Drainage Work at Town Hall
10. Susan Ennis, Management and Personnel Systems(MAPS)will present and review the Proposed Pay and Classification Plan
11. Presentation & Discussion of the Budget by the Town Manager

Regarding Rebuilding of North Poplar Street, this project will not be started until July.

Bojangles:

The owners of the property are trying to decide on a Master Plan for the 82 acre May Farms Development. There are three of them involved in the designing process. They want to plan the entire development before they start on Bojangles.

CDBG Grant:

This is the grant for West Franklin and North Poplar Street. The project will involve housing rehab., new water and sewer lines and street paving. The local option part will replace 900 ft of 2" water line on Montgomery Street with 6: line and will pave 450 feet of Montgomery Street.

Safe Routes to School Planning Grant:

Department of Transportation should be giving our Planning consultant the go ahead soon. Once the plan starts, we can address the issue of on which side of McLean Street to place the sidewalk

Safe Routes to School Infrastructure Grant:

It will probably be near the end of this calendar year before the town will know anything about this grant. There will be a \$ 15,000 local match to install 7,000 linear feet of sidewalk and to install traffic control devices and bicycles routes.

Clean Water Management Trust Fund Grant for Sewer Rehab Work:

This project should be completed in July. The local match was \$ 100,000.

Rural Center-USDA Grant & Loan to do Improvements to the WWTP:

As soon as the town receives the word from USDA, we will select an engineer to design the improvements to the plant and then begin the work. An activated sludge system will replace the trickling filter system. The Rural Center Grant was \$ 485,000 and the town will matched it with a \$ 193,000 grant and \$ 283,000 loan from the USDA Rural Development Center.

Stimulus Program Round 2 for Water Improvements:

The Town is awaiting word for the 2nd Round for Water Improvements under this program. Possible Projects include:

1. Computerized meter reading
2. New Water Wells
3. New Pumps and Generators at Lift Stations
4. Addition sewer collection system rehab work

John Holpe, Town Manager stated that he went to a meeting in Washington, NC on April 22nd regarding Community Development Block Grant Infrastructure Program. He stated that there would be Two Pools of Funds for Infrastructure for the 21st Century/Tier 1 Communities. Commissioner Best made a motion to authorize Kevin Varnell with Stocks Engineering to proceed with the application. Commissioner Newkirk seconded the motion and it passed unanimously.

At the same meeting, Small Business and Entrepreneurial Assistance Grant was discussed. John Holpe, Town Manager stated that Johnny Kennedy with K-5 Sewing Manufacturing Plant was talking about expanding his business. This would be a \$ 25,000 Grant with no local match. Commissioner Newkirk made a motion to proceed with this grant application for K-5 Sewing. Commissioner Best seconded the motion and it passed unanimously.

Drainage Work at Town Hall:

John Holpe, Town Manager stated that at the April 13th, Board of Commissioners meeting, the Board was in agreement to pay Heaton Construction Co the \$ 18,850 for the drainage work they had done behind the Chamber of Commerce building and to close-out the project. The Board was in agreement to have Smith Construction do the additional drainage improvement work for \$9,875. Since the April meeting new issues have arisen. Russell Pearlman with the Wooten Company is saying that we owe Heaton Construction Company \$ 19,548 instead of \$18,850. The amount Wooten Company gave to correct the work was \$ 24,340. Heaton spent \$18,850 which leaves \$ 5,490, Russell subtracted the \$ 5,490 from the \$ 25,038, which is the amount that was retained. The final payment to Heaton would be \$ 19,548 instead of \$ 18,850 which is \$ 698.00 more. We now owe

Heaton Construction Company -	\$ 698
Wooten Company-----	\$ 3,925
Smith Construction Company---	\$ 9,875

Total due to closeout-----\$ 14,498

Commissioner Best made a motion for a budget amendment of \$ 14,498 to close out the town hall project. Commissioner Clark seconded the motion and it passed unanimously.

Susan Ennis with the MAPS Group gave an overview of the Pay Classification Plan. This plan is a revised job description, a revised Personnel Policy, and a look at a re-organization of some of the functions. She had three cost options for implementation.

1. Baseline Cost Option 1
2. Baseline Cost Option 2
3. Baseline cost plus increase for other employees Option 3

She recommended that the town adopt Option # 3.

The Board needed more time to look at this plan.

The town manager presented the Proposed Budget for Fiscal Year 2009-2010 and went over it with the Board.

There will be a budget meeting at 6:00 pm, before our Regular Meeting of May 12th at 7:00 pm

Commissioner Best made a motion to adjourn, seconded by Commissioner Clark and it passed unanimously.