

Edenton Town Council Minutes
August 11, 2020

The Edenton Town Council met in regular session on Tuesday, August 11, 2020 at 6:00 p.m. in the Council Chambers. The following members were present: Mayor Jimmy Stallings, Councilman Elton Bond, Councilman Roger Coleman, Councilman Samuel Dixon, Councilman Hackney High, Councilman Craig Miller and Councilman Roscoe Poole.

Mayor Jimmy Stallings called the meeting to order.

All present stood and recited the Pledge of Allegiance.

Councilman Roscoe Poole, Jr. gave the invocation.

Next on the agenda was committee reports.

The Administrative Committee had four items on the agenda.

Councilman High stated that the first item was a recommendation that Council approve the grant agreement with NC Division of Aviation for the Airport Layout Plan Update as presented.

Councilman High made a motion to approve the grant agreement as presented. Councilman Bond seconded the motion. The motion carried unanimously.

Councilman High stated that the second item was a recommendation that Council approve the work authorization for aviation engineering services for the ALP Update as presented.

Councilman High made a motion to approve the work authorization for aviation engineering services for ALP update as presented. Councilman Miller seconded the motion. The motion carried unanimously.

Councilman High stated that the third item was a recommendation that Council approve work authorization for final design for Parallel Taxiway Project as presented.

Councilman High made a motion to approve the work authorization for the final design for Parallel Taxiway Project as presented. Councilman Bond seconded the motion. The motion carried unanimously.

Councilman High stated that the last item was a recommendation that Council approve amendment to docking agreement for the Liber-Tea (Mark Thesier) as presented.

Councilman High made a motion to approve the amendment to the docking agreement for the Liber-Tea. Councilman Miller seconded the motion.

Captain Mark Thesier was present to give the Council an update on his plans for the Liber-Tea and another boat he wants to purchase and add to his fleet.

The motion carried unanimously.

The Public Works Committee had two items on the agenda.

Councilman Miller stated that the first item was a recommendation that Council approve the Stormwater Assessment Phase II with SEPI as presented.

Councilman Miller made a motion to approve the Stormwater Assessment Phase II with SEPI as presented. Councilman Bond seconded the motion. The motion carried unanimously.

Councilman Miller stated that the second item was a recommendation that Council approve the engineering services agreement for the water system capital asset management grant as presented.

Councilman Miller made a motion to approve the engineering services agreement for the water system capital asset management grant as presented. Councilman Bond seconded the motion. The motion carried unanimously.

The Finance Committee had four items on the agenda.

Councilman Dixon stated that the first item was a recommendation that Council approve Grant Agreement with the Governor's Crime Commission for Replacement of Rifles as presented.

Councilman Dixon made a motion to approve the grant agreement for the Governor's Crime Commission. Councilman Bond seconded the motion. The motion carried unanimously.

Councilman Dixon stated that the second item was a recommendation that Council approve budget amendments for the Electric Fund and the Airport Fund as presented.

Councilman Dixon made a motion to approve the budget amendments as presented. Councilman Miller seconded the motion. The motion carried unanimously.

Councilman Dixon stated that the third item was a recommendation that Council approve the reclassification of budget line items in the water and sewer funds special programs departmental budget as presented.

Councilman Dixon made a motion to approve the reclassification of the budget line items in the water and sewer funds special programs departmental budget as presented. Councilman Bond seconded the motion. The motion carried unanimously.

Councilman Dixon stated that the last item was a recommendation that Council approve the reallocation of funds with the Small Capital Project Ordinance for the Water System Capital Asset Management Grant as presented.

Councilman Dixon made a motion to approve the reallocation of funds with the Small Capital Project Ordinance for the Water System Capital Asset Management Grant as presented. Councilman Coleman seconded the motion. The motion carried unanimously.

Next on the agenda was unfinished business.

Mayor Stallings stated that the item was a resolution authorizing upset bid process for the sale of 133 East Gale Street.

Elizabeth Bryant was present via Zoom to review this item with the Town Council.

Ms. Bryant stated that a bid has been received for \$16,500. If Council wants to accept this bid and authorize the upset bid process, then staff will see if more bids come in.

Councilman High made a motion to approve the upset bid process for 133 East Gale Street. Councilman Miller seconded the motion. The motion carried unanimously.

Next on the agenda was new business.

Ms. Knighton stated that the first item was a resolution approving the financing agreement with BB&T for street repairs and paving.

Ms. Knighton stated that the LGC approved the Town's application to finance the repair and resurfacing of streets, per Phase II of the Town's Street Resurfacing Plan. The next step in the process is for the Town Council to review and approve the Financing Agreement with B.B.&T/Truist. The proposal is for the Town to borrow \$907,900 for twelve years at 2.61%. Our annual debt service payment will be \$89,099.

Councilman High made a motion to approve the financing agreement. Councilman Miller seconded the motion. The motion carried unanimously.

Ms. Knighton stated that the second item was the bid award for Barnhill Contracting for street repairs and paving. She stated that the Town Council is asked to award the bid for the repair and repaving work to Barnhill Contracting. The bid award to Barnhill is for \$659,150. A change order after the contract is awarded will be done to add the additional streets. She stated that she will come back to Council requesting the approval of the change order for Barnhill to add the resurfacing of additional streets.

Councilman Miller made a motion to award the street paving bid award to Barnhill Contracting. Councilman Bond seconded the motion. The motion carried unanimously.

Ms. Knighton stated that the third item was a budget amendment for the small capital projects fund, Homeland Security Reimbursement.

Ms. Knighton stated that the Town is eligible to be reimbursed by Homeland Security for \$9,995 for the purchase of equipment to expand the Town's camera system. This camera system will not be a fixed system; it can be moved to problem areas.

Councilman High made a motion to approve the budget amendment. Councilman Bond seconded the motion. The motion carried unanimously.

Ms. Knighton stated that the last item on the agenda was the Interlocal Agreement for the management of the CARES ACT funding.

Ms. Knighton stated that the NC General Assembly passed legislation requiring counties to allocate at least 25% of the funds allocated to municipalities to be used for necessary expenditures incurred due to the public health emergency per the Federal Government's CARES Act. Chowan is eligible to receive \$747,462; the Town is eligible to receive \$186,866. The Town must submit a plan to the County by August 25th outlining the Town's plans for the funds. The County in turn must submit our plan and their plan to the State by September 1st. The Town can amend the plan after September 1 but funds must be spent by December 31st. Funds cannot be used to replace revenue lost i.e, funds to replace losses in sales tax, revenue or uncollected utility bills.

Ms. Knighton stated that she plans to present the Town's plan at the August 24th Committee Meeting. Expenses identified include various equipment expenses made for employees who are eligible to work from home (lap tops); the upgrades made to the "overflow room" for Council Chambers, PPEs for employees, cleaning and disinfection supplies for all departments; credit card fees the Town has incurred since Town Hall closed for walk-in collections; legal fees for advising staff and council on conduct of meetings due to COVID and other such expenses.

Ms. Knighton stated that there are hopes that funds for possible grant programs. One would be grant from the Town to Emergency Aid, a 501 c3 non-profit, to administer grants to utility customers who need assistance repaying utility bills accumulated during Governor Cooper's Executive Order. Another idea is to follow the County's lead and fund grant to the Edenton Chowan Partnership, also a 501-c3 to administer grants to businesses within the town who suffered losses due to COVID. The third idea is, if we can find a way to make it work within the US Treasury Department Guidance and the NC Pandemic Recovery Office guidance, a way to help fund our non-profits that have been hard hit by COVID and were not eligible for PPP.

Next on the agenda was Items Considered Timely and Important.

Councilman Miller thanked the Electric Department and Public Works Department for their hard work preparing for the storm.

Mayor Stallings thanked Councilman Bond for managing the last meeting for him while he was away.

Ms. Knighton stated that there will be a Town Hall employee stationed at the old West Town Bank drive thru on West Eden Street to make utility payments.

Councilman Miller asked for an update on the shopping center/grocery store interest.

Ms. Knighton stated that there are two grocers that are interested in Edenton and are scheduled for visits.

Councilman Miller asked for an update on the water sports center at Colonial Park.

Councilman Dixon stated that it is being worked on.

Next on the agenda was public comment.

Ms. Knighton stated that she had not receive any written comments prior to 5:00 p.m. and there was no one waiting in the overflow room for public comment.

Next on the agenda was closed session per NCGS 143-318-11(a)(6) to conduct performance evaluation of Town Manager.

Councilman High made a motion to enter into closed session. Councilman Miller seconded the motion. The motion carried unanimously.

The Town Council returned from closed session and the Mayor reported that the performance evaluation of the Town Manager was conducted with a merit raise of 3.5% to be awarded.

Councilman Dixon made a motion to approve the performance evaluation and merit raise of 3.5%. Councilman Bond seconded the motion. The motion carried unanimously.

There being no further items on the agenda, the meeting was adjourned.