

Edenton Town Council Minutes
September 27, 2021

The Edenton Town Council met in on Monday, September 27, 2021 at 6:00 p.m. in the Council Chambers for committee meetings. 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.

The Administrative Committee was first on the agenda with three items.

Councilman High stated that the first item was to amend the classification schedule to include Water System Technician position.

Councilman High stated that the Public Works department is requesting that the new job description and position – Water System Technician - be created and incorporated into the Town Pay Grade Classification Schedule. The job would be part of the Water Treatment Plant Division and would be classified in Pay Grade 12. This position will focus mainly on water meters and the water distribution system. He stated that this position will not increase head count. It would reclassify an existing position.

This item was recommended for approval at the next regular meeting.

Councilman High stated that the second item was a Human Relations Commission update.

Councilman High stated that the Administrative Committee wanted to make sure that the full Council was as educated as Human Relations Commission was as to the history behind the monument. The Administrative Committee requested that the history regarding the date and the location the monument was originally erected, the dates and locations when the monument has been moved, and information around its dedication or rededications be provided to the Town Council. This historical information was gathered and shared with the Town Council.

Councilman High noted that the Town Council would review all items and report back in October/November.

Councilman High stated that the last item was the professional services agreement for the pavement and lighting rehabilitation for Runway 1-19, Amendment #1.

The Administrative Committee was requested to review and recommend approval of the amendment to Work Authorization for Professional Services (engineering design) for the Runway 1-19 Small Capital Project for the airport. The amendment has been pre-audited and stamped on the Agreement. The State (NC Division of Aviation) approved the agreement and has authorized an increase in grant funding for this project.

This item was recommended for approval at the next regular meeting.

The Utilities Committee had two items on the agenda.

Councilman Bond stated that the first item was the 2021 Disaster Service Agreement(s) For Emergency Restoration & Rehabilitation of Electric Power Lines.

Corey Gooden, Town Manager stated that the Electric Department is requesting that Town Council approve the three (3) disaster service agreements procured by Electricities on behalf of their members. Approving all three agreements will allow the Town to use which ever contractor is available, if their services are needed to repair electric power lines damaged during a natural or man-made disaster.

This item was recommended for approval at the next regular meeting.

Councilman Bond stated that the second item was the 2021 Tree Trimming Agreement (s) For Electric Distribution System.

Corey Gooden, Town Manager stated that the Electric Department is requesting Council approve the three (3) tree trimming service agreements procured by Electricities on behalf of their members. Approving all three at once will allow the Town to use which ever contractor is available, if their services are needed.

This item was recommended for approval at the next regular meeting.

The Finance Committee had three items on the agenda.

Councilman Dixon stated that the first item was a budget amendment for the capital project ordinance for Daedalus Yachts building reuse grant.

Councilman Dixon stated that the Town Council will need to approve the budget amendment removing the \$25,000 local match from this project. The State removed the requirements for cash match for Tier I counties for the Building Reuse Program.

This item was recommended for approval at the next regular meeting.

Councilman Dixon stated that the second item was a budget amendment for the airport fund, facilities rental fee.

Councilman Dixon stated that the Airport recently hosted a production crew recording a television commercial for a tire manufacturer. This group rented/used the certain offices and grounds facilities for roughly one week for production staff and vehicles. The amendment adds \$5,000 in revenue to the Airport Fund. The commercial was produced for Toyo Tires. Colony Tire is Toyo Tires largest distributor and the commercial will spotlight Colony Tire trucks along with other large industrial vehicles.

This item was recommended for approval at the next regular meeting.

Councilman Dixon stated that the last item was the budget amendment for the capital project ordinance for the pavement and lighting rehabilitation for Runway 1-19.

Councilman Dixon stated that the Town Council needed to approve the budget amendment for the Runway 1-19 Pavement and Lighting Rehab Capital Project Ordinance. This will allow the Town to pay for the additional engineering and design services required by the NC Division of Aviation.

This item was recommended for approval at the next regular meeting.

The Public Works Committee had one item on the agenda.

Councilman Miller stated that the item for review was the request for qualifications approval for the Engineering Services Phase II I&I.

Councilman Miller stated that the Town recently received notification from the NC Division of Water Infrastructure that the Town's application for funding Phase II of the Inflow and Infiltration Sanitary Sewer Abatement Project was approved. The first step is to solicit proposals for engineering study required by the State. Staff prepared and sent out Request for Qualifications (RFQ) to multiple engineering firms. Two proposals were received from firms including (1) The Wooten Company, and (2) SEPI Engineering (Partnered with Highfill Infrastructure Engineering). Both candidates are very well suited to perform the engineering work but after careful consideration and evaluation, staff recommends the Wooten Company be selected to perform this work. Wooten Company's familiarity with the Phase I I&I project put Wooten slightly ahead of SEPI/Highfill.

This item was recommended for approval at the next regular meeting.

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