

Edenton Town Council Minutes
September 13, 2022

The Edenton Town Council met in regular session on Tuesday, September 13, 2022 at 6:00 p.m. in the Council Chambers. The following members were present: Mayor Pro Tem Elton Bond, Councilman Roger Coleman, Councilman Aaron Coston, Councilman Samuel Dixon, Councilman Hackney High and Councilman Craig Miller. Absent was Mayor Jimmy Stallings.

Mayor Pro Tem Elton Bond called the meeting to order.

All present stood and recited the Pledge of Allegiance. Councilman Coleman gave the invocation.

The following minutes were presented for approval: Special Meeting August 22, 2022, Closed Session August 22, 2022 and regular meeting August 9, 2022

Councilman Miller made a motion to approve the minutes as presented. Councilman Coleman seconded the motion. The motion carried unanimously.

Next on the agenda was committee reports.

The Administrative Committee had three items on the agenda.

Councilman High stated that the first item was the Certificate of Appropriateness (COA) Application Fees.

Councilman High explained that the current fee of \$25.00 for a COA application does not cover the administrative fees associated with the newspaper advertising for meetings. Staff has recommended increasing the Major Certificate of Appropriateness (COA) to \$50.00 for residential properties and \$100 for commercial properties. Additionally, Staff also recommends that the Minor COA increase to \$25.00 from \$0.

Councilman High made a motion to approve the fee increases as presented. Councilman Dixon seconded the motion. The motion carried unanimously.

Councilman High stated that the next item was the approval of the amended employment contract between the Town of Edenton and the Town Manager. It was agreed that the salary for the Town Manager would increase by \$5,000.00 annually; all other provisions in the contract will remain the same.

Councilman High made a motion to approve the amended employment contract for the Town Manager. Councilman Miller seconded the motion. The motion carried unanimously.

Councilman High stated that the last item was the approval of closed session minutes for August 9, 2022.

Councilman High made a motion to approve the closed session minutes. Councilman Miller seconded the motion. The motion carried unanimously.

The Public Works Committee had two items on the agenda.

Councilman Miller stated that the first item was the Town of Edenton Driveway Permit/Application.

Councilman Miller stated that this driveway permit/application would be for property owners to use when installing or replacing driveway aprons. There is currently no application being used, it is just a verbal agreement.

Councilman Miller made a motion to approve the driveway permit/application as presented.

Councilman Dixon seconded the motion. The motion carried unanimously.

Councilman Miller stated that the second item was the leaf truck RFP options.

Councilman Miller stated that Public Works Department is requesting the purchase of a 2022 Xtreme Vac Truck. The current leaf truck is past its useful life expectancy. Virginia Smith, Finance Director requested financing proposals from Atlantic Union, PNC, Southern Bank & Truist. Truist & Southern Bank submitted formal proposals.

Staff recommended that Council approve the Truist proposal with a 3.55% interest rate that will save the Town approximately \$1,118.42 in interest over a 10-year period.

It was noted that the LGC recommends debt service payments stay below 15% of the General Fund Budget, which amounts to \$987,842, and this loan would put the total debt service payments at \$528,276 or 8%, which is almost half the recommended rate.

Councilman Miller made a motion to approve the financing proposal with Truist. Councilman Dixon seconded the motion. The motion carried unanimously.

Next on the agenda was new business.

Corey Gooden, Town Manager stated that the first item was the natural gas utility easement request from Piedmont Natural Gas. He stated that Piedmont Natural Gas was requesting a utility easement be established between the Town of Edenton and Piedmont Natural Gas for an easement to be located on the northwest corner of the Colonial Park property within the greenspace in front of the Herringbone Restaurant located at the Corner of West Water and Dock St. The easement is needed for the natural gas service line for the Herringbone Restaurant. Staff worked with Piedmont Natural Gas to provide an accurate description of the easement location (on Town property) and a reversionary clause if the location is no longer a restaurant.

Councilman Dixon made a motion to approve the easement. Councilman Miller seconded the motion. The motion carried unanimously.

Corey Gooden, Town Manager stated that the second item was the encroachment agreement for Sunfish Park-Herringbone Restaurant. He noted that the Herringbone Restaurant was requesting that the Town of Edenton consider an encroachment agreement between the Town of Edenton and the Restaurant/Property Owner. The agreement would allow for an exterior deck, along the southern property line, to extend 5 feet past the restaurant's property line into the Colonial/Sunfish Park area. The deck would be built along the southern edge of the building and would roughly be ten (10) feet by

forty-two (42) feet in total size, of which five (5) feet would be over into the park area. The deck addition would encroach into an area formerly utilized for the building's electric utility area that is no longer used (abandoned & removed w/ new electric service) and the area where the kayaks are currently stored. In the proposed plans and agreement, the decking will include additional storage spaces (aka cubbies) for the Town of Edenton's Kayaks and a reversionary clause if the location is no longer a restaurant. It was noted that there will be minimum impact to park guests and the Town will gain more organized storage and use of the Town's Kayaks.

Joe Wach, co-owner of the Herringbone, discussed with the Town Council the work that has been done at the property to turn it into a restaurant and hopefully a destination for tourists. He stated that 25 jobs will be created and asked for consideration of the encroachment.

Councilman Dixon made a motion to approve the encroachment agreement. Councilman Miller seconded the motion. The motion carried unanimously.

Corey Gooden, Town Manager stated that the next five items could be reviewed and approved with one motion.

C. Resolution for Sewer Collection System Assets and Inventory Assessment (AIA) Project
Application – The Wooten Company

Corey Gooden, Town Manager stated that to continue the Town of Edenton Public Works momentum of identifying and addressing deficiencies within the Edenton wastewater collection and transport systems, the Town of Edenton intends to pursue funding assistance through the Asset and Inventory Assessment (AIA) program. Any funding obtained will be to support the infield and office activities to review the current assets and condition of the system and identify improvements by way of operational modifications or capital improvement projects. The final result of the project will provide Public Works Staff with an improved overview and evaluation of the current state of the utility, as well as, a roadmap on how to continue providing successful and reliable service to our customers.

D. Resolution for Sprayfield Land Acquisition and Preliminary Construction Project
Application – The Wooten Company

Corey Gooden, Town Manager stated that the Public Works Department intends to pursue funding for the future expansion of the Town's Wastewater Treatment Plant site(s). The sprayfield expansion is a conditional requirement of Town of Edenton's Sewer special order of consent (SOC) from the NCDEQ. This project will provide the funding needed to purchase property for the construction of a new wastewater sprayfield, design and construction of a force main to transfer treated wastewater to the new sprayfield, and construction of new wet wells to support future pump stations to transport wastewater from the existing wastewater treatment lagoon to the new sprayfield. The purchase of the new property is the primary component of this project and will dictate what is required for the new force main and pump station wet wells.

E. Resolution for Evaluation of Soil and Groundwater Conditions at Sprayfield Site Project
Application – The Wooten Company

Corey Gooden, Town Manager stated that the Public Works Department intends to pursue funding for the future expansion of the Town's Wastewater Treatment Plant. This project will provide investigations

of the soil and groundwater conditions at potential new sprayfield. The investigations will include evaluating soil types and properties and the groundwater conditions at each potential new sprayfield site. In addition to field investigations, this project will include the engineering analysis of each site and preparation of preliminary engineering report for the chosen new sprayfield.

F. Resolution for the Beaver Hill WTP Plant Expansion Project Application – Stroud & Son Engineering

Corey Gooden, Town Manager stated that the Town of Edenton is seeking funding to expand the Beaver Hill Water Treatment Plant. The expansion will consist of a third set of vessels, a bathroom, and lab. This expansion will increase the water treatment plant production cycles and give personnel a place to process and storage samples collected from the plant and distribution system. The expansion of the water treatment plant will result in more balanced production process and help reduce run times on site.

G. Resolution for the Construction of New Raw Water Well Site Project Application - Stroud & Son Engineering

Corey Gooden, Town Manager stated that the Town of Edenton is seeking funding to replace the Virginia Road well. After having the Virginia Road well cleaned and inspected (During the WTP Phase II project) it was determined that the well had exceeded its useful life. The well had developed a large longitudinal crack in the lower portion of the casing. This large crack allowed sand and other sediments to settle in the bottom of the well and this material was also pumped into the distribution system causing water quality issues. The upper casing showed smaller cracks and holes that were going to continue to grow. The lower section of the well was plugged to allow continued use for the Town. However, once the plug was installed the pumping volume was reduce by half. This project will replace Virginia Road well and install a new well to meet or exceed previous pumping volume.

Councilman High made a motion to approve the five new business items as presented. Councilman Miller seconded the motion. The motion carried unanimously.

Next on the agenda was items considered timely and important.

Councilman Coleman asked for an update from the Police Chief on the trial program of the tag reader program.

Corey Gooden, Town Manager stated that Captain Brown has been working with the vendor to identify locations for the install of the tag reader.

Councilman Coleman asked for a report from Chowan County regarding the relocation of the Confederate Monument.

Councilman High stated that information should be available to report at the next meeting of the Town Council.

Councilman Miller asked for an update on restarting the recycling program for the Town of Edenton.

Corey Gooden, Town Manager stated that he has been in touch with the State about options for recycling.

Councilman Miller expressed concern regarding the athletic achievement signs size and their locations.

It was discussed that was a project of the athletic department for Edenton-Chowan Schools and Corey Gooden, Town Manager stated that he would discuss the concerns with them.

Councilman High asked if staff could reach out to the high school to see if they still have an environmental club that could assist with the litter problems. He also asked if staff would invite someone from NCDOT to educate the responsibility between NCDOT, counties and municipalities on the litter issues.

Councilman High asked if staff could see why the grass is not being cut at the Post Office.

Corey Gooden, Town Manager stated that staff would make contact.

Councilman Dixon stated that the cannons at the waterfront are looking bad because of the buzzards that are hanging out at the waterfront.

Councilman Miller asked for an update on road resurfacing.

Corey Gooden, Town Manager stated that three roads would be paved for this Fall cycle of paving. Those road are Tyler Lane, Cypress Drive, West Freemason Street (100 Block).

Councilman Coston asked for an update on the neighborhood parks.

Dewayne Whealton, Assistant Town Manager/Planner stated that he had reached out regarding getting a comprehensive study completed on the town parks.

Councilman Coston asked about placing something on the website for citizens to put in concerns or complaints to the Town. He suggested placing a form on the website for citizens to use.

Councilman Coston asked about restricting public comments to citizens of Edenton.

Corey Gooden, Town Manager stated that he had been unable to research this concern.

Next on the agenda was public comment.

Mary Jo Sellers expressed her concerns about the new high school project, relocation of Boy Scout Hut, relocation of tennis courts and parking for Hicks Field.

Hal Murray, expressed is concerns with encroachment.

John Mitchener, spoke about political leadership.

Ms. Compte, thanked the Town Council for completing the study on the bicycle and pedestrian paths. She asked if a safety study has been conducted for the recommendations and asked what the next steps are for the implementation of the study.

Corey Gooden, Town Manager stated that staff would discuss how to conduct the public opinion session for the completed study.

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