

**Town of Mocksville  
Regular Board Meeting  
February 6, 2018**

The Town of Mocksville Board of Commissioners met for the Regular Board Meeting on Tuesday, February 6, 2018 at 6:00 p.m. in the Mocksville Town Hall.

<b>Present:</b>	Mayor, Will Marklin	<b>Absent:</b>	None
<b>Commissioners Present:</b>	Brian Williams Eric Southern Amy Vaughan-Jones Brent S.Ward Rob Taylor		

**Others Present:**

Marcus Abernethy, Town Manager  
Lynn Trivette, Town Clerk  
Al Benschhoff, Town Attorney  
Daniel Matthews, Police Major  
Tami Langdon, Community Development Coordinator  
Frank Carter, Fire Chief  
Rustin Harpe, Parks Director

Mayor, Will Marklin called the meeting to order welcoming everyone in attendance.

The Town of Mocksville Board paused for a moment of silence.  
Mayor, Will Marklin led the Pledge of Allegiance.

**Approval of Agenda**

*A motion was made by Commissioner, Amy Vaughan-Jones to move agenda item number, 12 “Proposal Review and Discussion Land Use/Comp Plan Update” before agenda item, “Budget Calendar or Special Event. The motion was seconded by Commissioner, Brent S. Ward and approved by a unanimous vote. 5-0*

*A motion was made by Commissioner, Rob Taylor to approve the agenda. The motion was seconded by Commissioner, Eric Southern and approved by a unanimous vote. 5-0*

**Approval of Minutes**

*A motion was made by Commissioner, Brent S. Ward to approve the minutes of the January 9, 2018 Regular Board Meeting and January 9, 2018 Executive Board Meeting. The motion was seconded by Commissioner, Brian Williams and approved by a unanimous vote. 5-0*

**PUBLIC COMMENT**

No one spoke.

**Adoption Budget Calendar**

Wednesday, March 14<sup>th</sup> and Thursday, March 15<sup>th</sup>, 2018 at 4:00pm with be the first two scheduled budget retreats.

*A motion was made by Commissioner, Brian Williams to adopt the 2018-2019 budget calendar. The motion was seconded by Commissioner, Rob Taylor and approved by a unanimous vote. 5-0*

**Adoption of Special Event / Parade Street Closure Ordinance**

NCDOT Requests that municipalities closing state right of ways in conjunction with NCGS 20-169 adopt street closure or event ordinances. The ordinance outlines the events that the Town actively participates in involving street closures. The Mocksville Christmas Parade is included, and the time is set for the afternoon 2pm – 4pm of the first Saturday in December.

We have met once Town staff with the Chamber, and we have other future meetings. One thing that we want to do is have other winter activities ongoing in conjunction with the parade.

Tami Langdon is going to do her best to coordinate this Christmas Parade which is a big undertaking and Town hall staff can collect parade applications.

We already have several staff working on this day, but we need to generate working volunteers, and we think that we could be successful in doing that by arranging a sponsorship program to generate interest from community groups. The Town could include logos on our marketing materials of any civic or community agency that could pledge to generate a certain number of working volunteers on the day of. A few groups interested in participating, (Dragonfly house, Rotary Club).

The day and time of the parade is up to the Board. We have explored the pros and cons of several days and times if you want to explore further.

The only con to holding the parade on the first Saturday in December is the concern that people will be tied up for two weekends in a row. We could hold the parade on the second Saturday at a time that would complement both the Advance Parade and the Mocksville Parade.

*A motion was made by Commissioner, Rob Taylor to adopt the special event/parade street closure ordinance as written. The motion was seconded by Commissioner, Eric Southern and approved by a unanimous vote. 5-0*

### **Proposal Review and Discussion: Land Use / Comprehension Plan Update**

Two proposals were given to the Board for an update to the land use plan, or also referred to as a comprehension plan. Town Manager recommends approving the proposal submitted by Foothills Planning and Design. Their cost is less than the other proposal submitted, and their quality of work will be all-inclusive or better.

Commissioner, Brian Williams recommends looking at a comprehensive plan not just the land use plan because a comprehensive plan should be a five year vision of what a community is to be in the future. The process of developing this plan should be a community-wide effort. All interest groups should play a part in outlining the vision. Specific goals and objectives should be developed along with a time frame for implementation. The contents of a comprehensive plan can vary from community to community, but in most cases, a plan should consist of land use existing and future, demographics existing and future, housing, infrastructure, education, recreation and thoroughfares. The difference is; Land Use Plan is a component of a Comprehensive Plan.

Comprehensive Plan = Land Use Plan = Community Master Plan = General Plan

*A motion was made by Commissioner; Brian Williams to have the Town Manager get three bids from other firms for a Comprehensive Plan with Benchmark Inc. being one of them. The motion was seconded by Commissioner, Brent S. Ward and approved by a unanimous vote.5-0*

### **Certificate of Sufficiency – Koontz Road**

The Certificate of Sufficiency has been filed by the Town Clerk. The Board needs to schedule the public hearing. Town Manager will deliver a staff report summarizing the Planning Board's discussion to be delivered before the public hearing.

Commissioner, Amy Vaughan-Jones feels the comprehension plan would help us make a better annexation decision and she would still like the Planning Board's recommendations. Why the hurry? She is all for economic development and wants everyone to be on the same page moving forward. Implementing the town's needs while making sure the services that are mandated to give our citizens and that the town has the ability, money, and structures in place to provide.

Commissioner, Brian Williams feels we don't have to annex the property, but understand that the project can continue. Brian does not want to stop development of the town. The Ordinance says it is zoned for multi-family housing and it's in our ETJ. If not annexed no tax dollars will be generated for the town. Move forward with the public hearing which will allow us to discuss more. The public hearing does not mean the decision is to annex but will allow us to discuss more information.

Compromised to have the public hearing at the April's meeting.

*A motion was made by Commissioner, Brian Williams to set the public hearing date for April 3, 2018. The motion was seconded by Commissioner, Brent S. Ward and approved by a unanimous vote. 5-0*

### **Certificate of Sufficiency – Gildan Drive**

No action taken.

**Resolution to Authorize the Abatement of a Nuisance and Removal of an Unsafe Structure:  
981 N. Main Street**

Property at 981 N. Main St, also known as the Old Gunter Store

The Town is proceeding under Town Code section 5-3.10, Condemnation, repair and Demolition of Unsafe Building AND under Chapter 5, Art 5, and Nuisances.

Section 5-3.10 says that the Town will follow and enforce GS sections 160A-426 through 160A-434. These sections are found in Chap 160A, Art 19, Part 5 Building Inspection (NOT Part 6, Minimum Housing).

Town Code Section 5-5.12 (G) (2) requires that the Town Board adopt a resolution to either (i) secure and close or (ii) demolish.

GS 160A-432(b) says that Town is to salvage and re-sell any usable materials to help defray the cost of demolition. That is supposed to help the property owner. In this case where the Town is not creating a lien, salvage is also an option.

I anticipate the project cost to fall in the informal bidding range, so we will be collecting bids in the coming weeks for the demolition and potential asbestos removal and come back at the next meeting to approve a budget amendment.

*A motion was made by Commissioner, Brent S. Ward to adopt the resolution to authorize the abatement at 981 North Main Street "Old Gunter Store. The motion was seconded by Commissioner, Rob Taylor and approved by a unanimous vote. 5-0*

**Resolution of Support NC State Parks Recreational Trails Program (RTP)**

Town Manager is working on grant applications to help fund a greenway extension project for the next fiscal year. Town Manager needs a motion to adopt this resolution of support from the NC State Parks RTP and schedule a public hearing for the next meeting. These two things strengthen our grant application. Town Manager is also working on a grant application to the PARTF.

Town Manager will discuss a greenway extension in depth at the budget retreat next month, and the discussion will be a much more extensive process, because of the terrain of the proposed trail. The trail, like many other trails, follow along through a flood plain and environmental conditions will make the extension more challenging and maybe more expensive than our first greenway construction.

*A motion was made by Commissioner, Brian Williams to adopt the resolution of support for the NC State Parks Recreational Trails Program and set the public hearing date for March 6, 2018. The motion was seconded by Commissioner, Amy Vaughan-Jones and approved by a unanimous vote. 5-0*

**Budget Amendment South Salisbury Street Utility Relocation Project and  
Award of Contract South Salisbury Street Utility Relocation Project**

Town Manager needs a motion to approve a budget amendment and award the bid to Lackey's Backhoe Service for the South Salisbury Street Utility Relocation Project. The project was formally bid, and they are the lowest responsible bidder. The project is being administered by Willis Engineers, and the project costs are reimbursed by NCDOT.

*A motion was made by Commissioner, Rob Taylor to approve the budget amendment for the South Salisbury Street Utility Relocation Project. The motion was seconded by Commissioner, Amy Vaughan-Jones and approved by a unanimous vote. 5-0*

*A motion was made by Commissioner, Rob Taylor to award the contract to Lackey's Backhoe Service for the South Salisbury Street Utility Relocation Project. The motion was seconded by Commissioner, Amy Vaughan-Jones and approved by a unanimous vote. 5-0*

**Gwyn Street Sewer Rehabilitation Project Agreement, Willis Engineers**

Gwyn Street has an immediate need to rehab failed sewer lines. The lines are partially collapsed. Willis Engineers has prepared an Engineering service agreement to provide the technical services and bidding administration.

*A motion was made by Commissioner, Eric Southern to approve the Gwyn Street Sewer Rehabilitation project agreement with Willis Engineers. The motion was seconded by Commissioner, Brian Williams and approved by a unanimous vote.*

5-0

### **Budget Amendment Avgol Non Wovens ED Incentive Agreement**

This budget amendment is needed to process a grant incentive payment to AvGol Non Wovens in accordance with an agreement that the Town and County jointly participated in with the company. Because of their plant expansion and job creation and development, they are now paying nearly \$80,000 more to our tax base annually. The agreement is for five years, and this is the first payment in the amount of 75% of that increase, so there is not a net cost to the Town.

*A motion was made by Commissioner, Amy Vaughan-Jones to approve the budget amendment for Avgol grant incentive and agreement made between the Town and County. The motion was seconded by Commissioner, Rob Taylor and approved by a unanimous vote.*

5-0

### **Discussion of Street Lighting – Maintenance Issues**

The town has had several issues with street light maintenance recently related to the long lead time between damaged fixtures being reported and those fixtures being replaced.

Town Manager has seen a significant improvement in recent weeks, but several work orders are still open. There are a few that have been damaged since the early fall.

Town Manager has had meetings with Duke Energy officials on this issue. Town Manager had one today that has him very optimistic. Duke Energy is restructuring their local lighting division. The town has been assigned a specific lighting technician that we can contact directly once we submit work order requests. Town Manager turned over to him several open work order requests, many of which he submitted over the weekend.

The biggest issues we have had are with the nonstandard fixtures. These are the decorative lamps along the side walk.

They are revisiting their ordering process. There is a long lead time between. The poles and the globes can take 1-3 months just to order them, and the bulbs can take 12 weeks or more. I'm trying to get them to order larger quantities

*A motion was made by Commissioner, Brent S. Ward to have the Town Manager send a letter of complaint to the State Utility Commission addressing Duke Energy's customer service toward our town which they are not providing to our satisfaction. The motion was seconded by Commissioner, Amy Vaughan-Jones and approved by a unanimous vote.5-0*

### **Monthly and Departmental Reports**

Manager's Report

Marcus Abernethy

Town Manager gave an update on the Mast Arm traffic signal Installation. DOT completed the survey work last month. That has been sent to their Raleigh office and their contractor. Evidently there is only one manufacturer in the US that fabricates these poles. From what the Town Manager heard earlier this week, it sounds like construction will not begin until late April or May. The meeting the Town Manager had today with Duke Energy was to continue the coordination because Duke Energy is going to have to work hand in hand with NCDOT. Duke Energy will have to remove overhead streetlights as the mast arms are being installed and the wooden poles are being removed. They will also be installing lighting fixtures to the mast arm fixtures.

They will also convert lighting in the square to LED.

The cost for the overhead LED lighting is \$54 per pole, and the cost to transition the on-street lamps is about \$120 per pole.

There are some additional curbing repairs that needs to take place on Depot Street once the warm weather gets here. Request poles to be painted again.

Chuck Willis is finishing up some design work for some storm water improvements to Church Street. The most practical action is to trench drainage ditches and piping underneath the driveways to convey the

storm water coming from the street. We will need to communicate this to the property owners before we proceed to make sure they are comfortable with what we are going to do.

ABC meeting went well and the town and Cooleemee discussed Board Members being 3-2 (Mocksville having 3) and also profit terms being 70/ 30 after the debt is paid back. Cooleemee's next meeting is February 19<sup>th</sup> and if their Board agrees then it is possible the terms will be on our March agenda.

Parks Department  
Police Department  
Fire Department  
Public Works Department  
CDC  
Water Plant  
Envirolink Report  
Willis Engineers Status Report

Rustin Harpe  
Todd Penley  
Frank Carter  
Mike West  
Tami Langdon  
Tom Johnson  
Heather Adams  
Chuck Willis

Budget Revenue Report  
Budget Expenditure Report  
Code Enforcement Report  
Building Permit Activity Report

Marcus Abernethy

### **Commissioner Comment Period**

Will Marklin -We need Tree Board recommendations, please. We don't have to discuss tonight but the US Flag Codes have been questioned recently and we might want to think about putting a policy in place.

Brent S. Ward – Thanks to town staff for all they do and the services they provide.

Brian Williams –

Amy Vaughan-Jones – Thank you Tami for taking on the responsibility of the Town's Christmas Parade. Thanks to all the staff for their services. Baseball season is starting and it looks so good having our parks being used and Rustin has done a great job keeping them in shape.

Eric Southern – Thanks to all staff and Tami for agreeing to take on the Town Christmas Parade.

Rob Taylor – Dragon Fly Open House Friday, March 2, 2018, at 10am.

### **Adjourn**

*A motion was made by Commissioner, Brian Williams to adjourn the February 6, 2018 Regular Board Meeting. The motion was seconded by Commissioner, Rob Taylor and approved by a unanimous vote. 5-0*

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William J. Marklin, Mayor

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Lynn Trivette, Town Clerk, NCCMC