

**Town of Mocksville
Regular Board Meeting
November 1, 2022**

The Town of Mocksville Board of Commissioners met for the Regular Board Meeting on Tuesday, November 1, 2022 at 6:00 p.m. in the Mocksville Town Hall building located at 171 S. Clement Street.

Present:	Mayor, Will Marklin	Absent: Rob Taylor
Commissioners Present:	Jenny Stevenson Carl Lambert Johnny Frye Justin Draughn	

Others Present:

Ken Gamble, Town Manager
Lynn Trivette, Town Clerk
Al Benschhoff, Town Attorney
Brian Moore, Public Services Director
Bryson Collins, Fire Department
Wade Stewart, Lead Parks and Grounds Director
Tami Langdon, Community Development

Mayor Marklin called the meeting to order.

The Town of Mocksville Board paused for a moment of silence.

Mayor Marklin led the Pledge of Allegiance.

Adoption of Agenda

A motion was made by Commissioner Frye to adopt the agenda as written. The motion was seconded by Commissioner Lambert which carried by a unanimous vote 4-0.

Citizen Comments

Mayor reads; Under GS section 160A-81.1, the Board shall provide one period for public comment per month. Public comments are a valued part of the Board meeting but we also have to handle monthly business items. If your public comment is not heard this month we provide the same opportunity at each month's Board meeting. Public comments are limited to 3 minutes per comment. The Mayor asks that groups appoint spokespersons for groups supporting the same position, especially when the number of people wishing to attend the meeting exceeds the capacity of Town Hall. When the comments become repetitive and no longer provide new information then discussion for this meeting may be stopped. As a reminder, the comment period is not a question and answer session. As always, the Mayor shall provide for the maintenance of order and decorum in the conduct of the comment period.

No one spoke.

Communications

Davie Respect Presentation – Julia Burazer addressed the Board. Davie Respect Initiative is a program created to encourage and highlight respect projects or ideas initiated by young adults to make a difference in Davie County. Kaylee Lewis and Savannah Ivey are two ladies that won a \$1,000 each for their Davie Respect projects and they addressed the Board giving their testimonies about the program and their projects.

Habitat for Humanity Presentation – Tammy Taylor, Jessie Elmore and Dwayne Thompson addressed the Board. Habitat for Humanity brings people together to build homes, community and hope. We started in 1994 and served 24 families doing 17 construction homes, 2 rehabs and 5 critical repairs. Homeowners purchase the cost to build and Habitat-Davie holds the mortgage and equity. The average building cost was \$60,000 now it is \$100,000. We plan to build 2 new construction homes in 2023. We are planning to open a ReStore and Ministry office in the community. We really need commitment from the community so shop, donate and volunteer.

Infrastructure Projects Presentation – Chuck Willis addressed the Board and presented the up and coming capital projects. The agreements for Willis Engineers and Capital Project Ordinances for each project are agenda items this evening. All of these projects are grant funded.

North Elevated Tank project: The Engineer shall provide design, regulatory assistance, bidding services and construction assistance for the North Elevated Tank project as defined herein. The Project generally consists of a new 500,000 gallon elevated storage tank, improvements to the Madison Road Booster Pump Station, and approximately 200 feet of 12-inch water line and all associated appurtenances.

Southpoint Pump Station project: The Engineer shall provide design, regulatory assistance, bidding services and construction assistance for the Southpoint Pump Station and Force Main project as defined herein. The Project generally consists of a new 250 gpm pump station, approximately 3,500 feet of 6-inch force main and all associated appurtenances.

Water Asset Inventory Assessment project:

Asset Inventory Field Program

1. Field verify missing information from the Town's water system maintenance maps. The Town utilizes a comprehensive mapping system based on historical mapping data and plans, but a number of components cannot be confirmed using existing resources. The Town wishes to confirm the physical location and material for some of these facilities. The majority of the work would include locating buried water lines utilizing a variety of techniques including ground penetrating radar and vacuum excavation. This work would be carried out by the Engineer and his Subsurface Utility Engineer (SUE) as a subcontractor.

2. The Town has historically experienced difficulty in isolating portions of the water distribution system for emergency repairs. The Town therefore would undertake a valve testing and condition assessment program. The Engineer will provide assistance to the Town in mapping and assessing the operability of critical valves necessary for isolation. Based on the finding of this field work

recommendations may be presented for a valve replacement program.

3. Conduct thorough inspections of the Town's elevated storage tanks including wash out and paint testing to better understand the condition of these tanks and plan for their future renovation.

GIS Mapping Update

1. The Town staff currently utilize the Town of Mocksville Water and Sewer Maintenance Maps (Second Edition) which has been deployed in the field for two years. During this time, staff have annotated these maps with various corrections and additions. It is therefore appropriate to update the mapping to a Third Edition, reflecting these changes.

2. Although the Maintenance Maps books are extremely useful for the field staff, they do not include all of the attributes contained within the GIS system. The Town therefore wishes to deploy this mapping electronically to the field. This will include the use of tablets and other field devices. The cost of the equipment will not be included in the AIA Grant, but installation and testing of the software will be.

Distribution System Modeling and Analysis

1. The Town undertook a distribution model utilizing EPANET software during its previous AIA efforts. That model was limited to pipelines 10-inches and larger. The model should be updated to reflect changes in the system and expanded to include smaller diameter pipelines.

2. Perform additional testing in the field to simulate normal and high flow events to various areas of the Town particularly on the northern service area.

3. Conduct additional scenarios including service provided to the Town from Davie County to simulate operation when the Town's Water Treatment Plant is removed from service.

Treatment System Condition Assessment and Planning

1. Conduct additional Condition Assessment of the existing raw water and treatment facilities to determine any improvements needed to ensure adequate operation for the remainder of the Water Treatment Plant life.

2. Develop a plan for orderly demolition of the Water Treatment Plant facilities.

Metering and Billing

1. Conduct a feasibility analysis of the Town utilizing Advanced Meter Infrastructure (AMI) to replace the antiquated metering system it currently uses.

2. Evaluate alternative billing systems to better capture data from an AMI system and streamline the billing process.

Asset Management Plan

1. Revise and update the Town's Capital Improvement Plan.

2. Utilize the services of qualified municipal advisor to update the Town's rate model, evaluate options for Impact Fees and language to be included in an Interlocal Agreement. Initial work and rate making was undertaken by Davie County as part of the joint Town / County Water Treatment Plant project. The rate model should be updated to reflect current conditions.

3. Incorporate all of the findings of the Asset Inventory and Assessment and the financial analysis into an updated Asset Management Plan.

Wastewater Asset Inventory Assessment project:

Asset Inventory Field Program

1. Undertake a comprehensive condition assessment of the existing collection system by conducting smoke testing throughout the Town to identify deficiencies that can readily be corrected to reduce infiltration and inflow. Lightly clean and video inspect critical collection sewers to verify their condition and capacity. Conduct manhole inspections of each manhole utilizing visual observations and a pole mounted camera. These inspections will be conducted by an outside subcontractor.
2. Undertake limited field surveying to confirm the size and slope of critical sewer lines. This information will be used as part of the updated collection system model.

GIS Mapping Update

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2. Although the Maintenance Maps books are extremely useful for the field staff, they do not include all of the attributes contained within the GIS system. The Town therefore wishes to deploy this mapping electronically to the field. This will include the use of tablets and other field devices. The cost of the equipment will not be included in the AIA Grant, but installation and testing of the software will be.

Flow Monitoring and Capacity Analysis

1. Update the Town's spreadsheet-based collection system model utilizing updated system information and flow monitoring.
2. Identify key locations and conduct a short-term flow monitoring study to confirm flow values to be used in the model and potentially locate sources of excess infiltration and inflow.
3. Simulate the addition of key future facilities to assess the collection system's capability to provide service.

Pumping and Treatment System Condition Assessment

1. Conduct a Condition Assessment of the existing wastewater pumping stations and update the inventory of the existing assets.
2. Conduct a Condition Assessment of the existing Wastewater Treatment Plant to reflect the renovation project concluded there in 2021.
3. Develop a plan for orderly renovation of the facilities to ensure their long-term capability to meet the Town's needs.

Asset Management Plan

1. Revise and update the Town's Capital Improvement Plan.
2. Utilize the services of qualified municipal advisor to update the Town's rate model, evaluate options for Impact Fees and language to be included in an Interlocal Agreement. Initial work and rate making was undertaken by Davie County as part of the joint Town / County Water Treatment Plant project. The rate model should be updated to reflect current conditions.

3. Incorporate all of the findings of the Asset Inventory and Assessment and the financial analysis into an updated Asset Management Plan.

Public Hearing Requested for Annexation for County Parcel I40000065 Abattoir Properties for Potential Development

Mayor continued the public hearing for comments.

Carl Carney spoke in favor of and addressed the Board. We are willing to pay for improvements on Hospital Street from where it exits on our property back towards Hwy 64. This would give us the access we need and had intended to fix since it was on our property. If needed, we can change our exit and entry point to Hwy 64 and avoid Hospital Street. That road has gotten worse since we purchased the property. The property has limited options. We think this is a positive proposal. Young people need housing and the rent is around \$1,100 to \$1,200 a month which is affordable. This project is estimated over ten million.

Town Manager Gamble addressed the Board.

The petitions for voluntary annexation were presented on August 2, 2022. The Board approved a Certificate of Sufficiency on September 6, 2022 and set a public hearing for October 4, 2022. This public hearing was continued to November 1, 2022. Both properties border Hospital Street (Parcel Maps Attached). Parcel I4000006501 borders both Hospital Street and Hwy 64. The requests for annexation are being made to access Town water and sewer services for a planned seventy-two (72) unit multi-family development.

Carolyn Anderson spoke on behalf of Turnberry Development against the annexation.

Mayor closed the public hearing. 7:06pm

The Board discussed the poor conditions of Hospital Street and whether or not annexation was needed since access to the planned multi-family development is possible at Hwy 64 instead of Hospital Street.

A motion was made by Commissioner Stevenson to deny the annexation. The motion was seconded by Commissioner Frye which carried by a vote of 3-1 with Commissioner Lambert voting in favor of.

Public Hearing Requested for Annexation for County Parcel I4000006501 32 Red LLC for Potential Development

Mayor continued the public hearing for comments. No one spoke in favor of or against.

A motion was made by Commissioner Draughn to approve the annexation County parcel I400000650; 2.093 acreage US Hwy 64 West for potential development. The motion was seconded by Commissioner Lambert which carried by a unanimous vote 4-0.

Consent Agenda

A motion was made by Commissioner Lambert to adopt the consent agenda as presented. The motion was seconded by Commissioner Stevenson which carried by a unanimous vote of 4-0. Items approved were: (A) October 4, 2022 Regular Board Meeting (B) Monthly Financials and (C) Tax Releases.

Consider Personnel Manual Annual Updates

Human Resources Quance addressed the Board and presented the yearly amendments for the Town's Personnel Policy and Procedures Manual.

A motion was made by Commissioner Stevenson to approve the yearly personnel policy amendments. The motion was seconded by Commissioner Draughn which carried by a unanimous vote 4-0.

Consider Adopting Resolution Supporting Operation Green Light for Active Military Service Members in Transition to Civilian Life (Veteran Status)

A motion was made by Commissioner Lambert to adopt the resolution supporting operation green light for active military service members in transition to civilian life (Veteran Status). The motion was seconded by Commissioner Frye which carried by a unanimous vote 4-0.

Consider Subgrantor Agreement with Davie County for State ARPA Earmark

The State Legislature awarded Davie County \$8M in ARPA funding in SL 2022-74. A portion of the funding is intended to assist the Town of Mocksville in increasing elevated water storage capacity with a 500,000 gallon tank and making improvements to the Southpoint pump station and force main to support increased sewer flow. The amount of grants are \$3,060,000 (North Elevated Tank) and \$1,640,000 (Southpoint Pump Station and Force Main).

A motion was made by Commissioner Draughn to approve the subgrantor agreement with Davie County for State ARPA Earmark. The motion was seconded by Commissioner Frye which carried by a unanimous vote 4-0.

Consider Capital Project Ordinance North Elevated Tank

Town Clerk/Finance Director Trivette addressed the Board presenting the Capital Project Ordinance for the North Elevated Tank in the amount of \$3,406,200. All grant funds.

A motion was made by Commissioner Draughn to adopt the capital project ordinance in the amount of \$3,406,200 for the North Elevated Tank. The motion was seconded by Commissioner Frye which carried by a unanimous vote 4-0.

Consider Capital Project Ordinance Southpoint Pump Station and Force Main

Town Clerk/Finance Director Trivette addressed the Board presenting the Capital Project Ordinance for the Southpoint Pump Station and Force Main in the amount of \$1,640,000. All grant funds.

A motion was made by Commissioner Draughn to adopt the capital project ordinance in the amount of \$1,640,000 for the Southpoint Pump Station and Force Main. The motion was seconded by Commissioner Frye which carried by a unanimous vote 4-0.

Consider Capital Project Ordinance Wastewater AIA Funding

Town Clerk/Finance Director Trivette addressed the Board presenting the Capital Project Ordinance for the Wastewater Asset Inventory Assessment in the amount of \$200,000. All grant funds.

A motion was made by Commissioner Stevenson to adopt the capital project ordinance in the amount of \$200,000 for the Asset Inventory Assessment. The motion was seconded by Commissioner Lambert which carried by a unanimous vote 4-0.

Consider Capital Project Ordinance Water AIA Funding

Town Clerk/Finance Director Trivette addressed the Board presenting the Capital Project Ordinance for the Water Asset Inventory Assessment in the amount of \$200,000. All grant funds.

A motion was made by Commissioner Lambert to adopt the capital project ordinance in the amount of \$200,000 for the Asset Inventory Assessment. The motion was seconded by Commissioner Frye which carried by a unanimous vote 4-0.

Consider Willis Engineers Services Agreement for North Elevated Tank

Chuck Willis addressed the Board presenting his service agreement for the North Elevated Tank project.

A motion was made by Commissioner Draughn to approve the service agreement between the town and Willis Engineers for the North Elevated Tank project. The motion was seconded by Commissioner Lambert which carried by a unanimous vote 4-0.

Consider Willis Engineers Services Agreement for Southpoint Pump Station and Force Main

Chuck Willis addressed the Board presenting his service agreement for the Southpoint Pump Station and Force Main project.

A motion was made by Commissioner Draughn to approve the service agreement between the town and Willis Engineers for the Southpoint Pump Station and Force Main project. The motion was seconded by Commissioner Stevenson which carried by a unanimous vote 4-0.

Consider Willis Engineers Services Agreement for Water AIA Funding

Chuck Willis addressed the Board presenting his service agreement for the water Asset Inventory Assessment funding project.

A motion was made by Commissioner Draughn to approve the service agreement between the town and Willis Engineers for the water Asset Inventory Assessment funding project. The motion was seconded by Commissioner Lambert which carried by a unanimous vote 4-0.

Consider Willis Engineers Services Agreement for Wastewater AIA Funding

Chuck Willis addressed the Board presenting his service agreement for the wastewater Asset Inventory Assessment funding project.

A motion was made by Commissioner Draughn to approve the service agreement between the town and Willis Engineers for the wastewater Asset Inventory Assessment funding project. The motion was seconded by Commissioner Lambert which carried by a unanimous vote 4-0.

Consider Resolution for Selling Property by Upset Bid “278 N. Main Street”

Town Manager Ken Gamble addressed the Board. There were three interested parties in the PD building and they had multiple showings of the building but only two of those submitted bids with the required 5% deposit. The highest bid that was submitted in the amount of \$350,000 was from Davin Brown, Brian Basham and Alex McGuire. If the Board is open to accept this offer this would start the upset bid process where the Town Clerk would advertise and once published the offer can be upset in a 10 day window.

Note: Any person may, within 10 days from the publication hereof, increase the bid by submitting in writing to the Town Clerk at Town Hall (located at 171 S. Clement Street), an offer increasing the amount of the bid being considered by not less than 10% of the first one thousand dollars (\$1,000.00) and 5% of the remainder of that offer. The next bid must be no less than \$367,550.00. The increased bid must also be accompanied by a deposit equal to 5% of the total bid. The Town Board of Commissioners may at any time reject any and all offers.

Town Attorney Al Benshoff addressed the Board. The terms and conditions of the sale are:

- (a) The Board of Commissioners must approve the final highest responsible offer.
- (b) The Town and the high bidder shall enter into a contract for the sale of the property no later than thirty days from the date the Board of Commissioners approves an offer. Before the sale is closed, which it may do within thirty (30) days after the final upset bid period has passed.
- (c) The buyer shall pay all closing costs, including the cost of preparing the deed and closing statement and the cost to subdivide Davie County Parcel I4130D0006 (also identified as 807 AC N. Main Street).
- (d) The terms of the sale are cash at the time of closing.
- (e) The Town will reserve to itself the future rights-of-way to an extension of Horn Street to Ken Dwiggin Drive and an easement to any Town owned utilities including but not limited to water, sanitary sewer and storm water.

The Town reserves the right to withdraw the property from sale at any time before the final high bid is accepted, and the right to reject all bids at any time, specifically including the initial offer.

A motion was made by Commissioner Lambert to adopt the resolution to accept an offer to sell real property in the amount of \$350,000 property located at 278 N. Main Street; Davie County parcel I4130D0005 and adjoining parking lot being a portion of Davie County parcel I4130D0006 identified as 807 AC N. Main Street. The terms and conditions would be a part of the sale. Town Clerk is to advertise to start the upset bid process. The motion was seconded by Commissioner Stevenson which carried by a unanimous vote 4-0.

Communication from Town Staff

Town Attorney Benshoff: Today is All Saints Day to remember our ancestors and love ones that have passed away.

Town Manager Ken Gamble: Shout out to Brian’s crew. On October 7 they had a big water main break on the North side of I-40 and that is what lead us to implement additional ways to communicate emergency situations to the customers. They worked some long hours during this time. It is not only this but they are out putting up Christmas lights, always on call, always ready and I just appreciate Brian and all his staff and what they do for the town. Shout out to Tami for a great Halloween event. Everyone was wondering about the weather and if the event would take place but Tami said rain or shine the event will take place.

Not just Halloween but all events. If something goes wrong her phone is ringing off the hook so sometimes we forget all the time, energy, planning and planning again that takes place so thanks Tami for all of your hard work for all events. Shout out to Chris and his staff for taking the time to do some trim work maintenance at the right-of-way on Main Street. Not everyone trims their area and I asked for this to be done as an extra task. They are making it look really good. Main Street is the corridor into the town and it's how people judges us when they come in. They also worked extra on the sign going toward Farmington. It's not always fun to ask or do those extra duties but it makes the town look good and they do such a fantastic job on the park and the extra jobs. Thank you all and you make the town successful. It's not what I am doing but what you are doing.

Communication from Mayor and Town Board

Commissioner Lambert: N/A

Commissioner Taylor: N/A

Commissioner Stevenson: Just thank everyone for their hard work.

Commissioner Frye: N/A

Commissioner Draughn: N/A

Mayor Marklin: I heard great comments on the Halloween event and the candy provided by the Tourism. Thank you for the town picnic it was great.

Motion to enter closed session per NC GS 143-318.11 (a) (3) (6), to preserve the attorney-client privilege, and to discuss personnel matter.

A motion was made by Commissioner Frye to enter closed session. The motion was seconded by Commissioner Draughn which carried by a unanimous vote 4-0.

A motion was made by Commissioner Lambert to re-enter open session. The motion was seconded by Commissioner Frye which carried by a unanimous vote 4-0.

A motion was made by Commissioner Stevenson to increase the Town Manager Ken Gamble's salary 5% effective next payroll and to amend his contract under the retirement section in reference to contribution-based benefit cap. The motion was seconded by Commissioner Lambert and approved by a unanimous vote 4-0.

Adjourn

A motion was made by Commissioner Lambert to adjourn the November 1, 2022 Regular Board Meeting. The motion was seconded by Commissioner Stevenson which carried by a unanimous vote 4-0.

The attached documents are incorporated herewith and are hereby made a part of these minutes.



Lynn Trivette, Town Clerk MMC, NCCMC



William J. Marklin, Mayor