



AGENDA

Henderson City Council Work Session
Monday, 22 August 2011 Immediately Following Regular Session
R. G. (Chick) Young, Jr. Council Chambers, Municipal Building
134 Rose Avenue
Henderson, North Carolina

Mayor and City Council Members

Mayor James D. O'Geary, Presiding

Councilmember James C. Kearney, Sr.
Councilmember Sara M. Coffey
Councilmember Michael C. Inscoe
Councilmember D. Michael Rainey

Councilmember Brenda G. Peace—Jenkins
Councilmember Garry D. Daeke
Councilmember Lonnie Davis, Jr.
Councilmember George M. Daye

City Officials

A. Ray Griffin, Jr., City Manager
John H. Zollicoffer, Jr., City Attorney
Esther J. McCrackin, City Clerk

I. CALL TO ORDER

II. ROLL CALL

III. ADJUSTMENTS TO AND/OR APPROVAL OF THE AGENDA

IV. REGULAR WORK SESSION

- a) Consideration of Ordinance 11—03, Authorizing FY 12 Budget Amendment #10, to Close Out the City Hall Renovation Project Budget. (CAF 11—09) [See Notebook Tab # 11]
 - Ordinance 11—03.
- b) Consideration of Ordinance 11—23, Creating an Availability Charge for any Habitable Structure in the City for Failure to Connect to Available Water and Sewer. (CAF 11—A—17) [See Notebook Tab # 12]
 - Ordinance 11—23

c) Consideration of CM 11—15, Industry Drive Water Main Extension Update. *[See Notebook Tab # 13]*

- *CM 11—15*

VI. ADJOURNMENT

City Council Minutes
Work Session
22 August 2011

PRESENT

Mayor James D. O'Geary, Presiding; and Council Members James C. Kearney, Sr., Sara M. Coffey, Michael Inscoe, D. Michael Rainey, Brenda G. Peace—Jenkins, Garry Daeke and George M. Daye.

ABSENT

Council Member Lonnie Davis, Jr.

STAFF PRESENT

City Manager Ray Griffin, City Clerk Esther J. McCrackin, Assistant City Manager Frank Frazier, Finance Director Sandra Wilkerson, Engineering Director Peter Sokalski, and Attorney Michael Satterwhite, representing City Attorney John Zollicoffer, Jr.

CALL TO ORDER

The 22 August 2011 Work Session of the Henderson City Council was called to order by Mayor James D. O'Geary at 6:53 p.m. in the R. G. "Chick" Young, Jr. Council Chambers, Municipal Building, 134 Rose Avenue, Henderson, NC.

ROLL CALL

The City Clerk called the roll and advised Mayor O'Geary a quorum was present.

ADJUSTMENTS TO/APPROVAL OF AGENDA

Mayor O'Geary asked for any corrections to and/or approval of the agenda. Three items were added to the agenda: 1) *Update on Water Grant 2" line and Radio Read Meters*; 2) *Update on Spring Street Sewer Project* and 3) *Harriet Street Water Installation*. With those changes Council Member Rainey moved the approval of the agenda. Motion was seconded by Council Member Peace-Jenkins and unanimously approved.

WORK SESSION ITEMS

Authorizing FY 12 Budget Amendment #10, Close Out City Hall Renovation Project Budget. *(Reference CAF 11—09; Ordinance 11—03)*

City Manager Griffin asked Finance Director Wilkerson to come forward. Ms. Wilkerson stated this action will close out the renovation of City Hall. She extended kudos to Assistant City Manager Frank Frazier for bringing the project in under budget (total funds available were \$665,659 and total cost was \$665,272.67) and stated the remaining \$86.33 will be placed in the General Fund.

There was no discussion and it will be brought forward to the next regular Council meeting.

Creating an Availability Charge for any Habitable Structure in the City for Failure to Connect to Available Water and Sewer. *(Reference: CAF 11-A-17; Ordinance 11—23)*

City Manager Griffin stated this has been discussed at a previous work session and that Council requested more information. Assistant City Manager Frank Frazier stated approximately 85 residents within City limits have been identified as not connected to City sewer. When there is a septic problem residents will often apply for a tap and hook onto the system.

Council Member Daeke asked how the City knows there is a septic problem. Mr. Frazier replied normally neighbors call the health department or City if there is a problem. Council Member Kearney stated a permit is needed to repair a septic system and suggested a liaison between the health department and the City. Mr. Frazier stated the health department often calls the City to ask if sewer is available in the area of a specific problem. Mr. Kearney felt it would be a good idea to periodically coordinate with the health department on problems.

Mr. Kearney questioned the wording on the Ordinance regarding “*occupant.*” Following a discussion it was determined that the City Manager should speak with the City Attorney for advice on using owner/resident versus owner/tenant in the document.

Council Member Inscoe asked if a list could be obtained from the Council of Governments of rental properties and suggested grants be looked for to assist residents to hook onto the City system.

It was the consensus of Council for the City Manager to meet with the City Attorney and to bring information back to Council at a future meeting.

Industry Drive Water Main Extension Update. *(Reference CM 11—15)*

City Manager Griffin asked Assistant City Manager Frank Frazier and Engineering Director Peter Sokalski to brief Council.

Assistant City Manager Frazier stated a four month extension has been requested from the State to provide time needed to review and properly address the items of concern regarding the Drought Bill and SEPA Environmental assessment.

Further details will be brought before Council at a future meeting.

ADD ON ITEMS

Water Grant 2" Line and Radio Read Meters

City Manager Griffin asked Assistant City Manager Frank Frazier and Engineering Director Peter Sokalski to again come forward to brief Council.

Assistant City Manager Frazier and Mr. Sokalski stated a loan program recently came to their attention from the North Carolina Department of Environment and Natural Resources (NCDENR) which the City could possibly benefit from. Because the filing deadline is September 30, it is being brought before Council to provide a little information and more details will be provided at future Council meetings. A list was distributed to Council Members of City streets with 2" galvanized watermains and Mr. Frazier stated part of the process would be to prioritize the needs for replacement of these watermains. Mr. Sokalski stated after talking with State representatives it was doubtful that the City's application would qualify for the Disadvantaged portion and that the Green projects section would be with no associated loan forgiveness. A copy of the qualifications and application requirements were also distributed.

Council Member Inscoe commented this is a good beginning as there are many improvements needed in the coming years. He asked that one column be added to the Watermains List to show the estimated costs per foot so Council would have a general idea of the total cost. Mr. Frazier stated that could be done as the project moves forward. Council Member Coffey asked if the costs would reflect today's costs. Mr. Frazier stated yes. He also stated the project would be bid out with design specifications at the appropriate time and that the distributed list needs to be updated.

Assistant City Manager Frazier also stated that if Council concurs, application needs to be made in a timely manner.

Council Member Rainey asked who on staff looks for grants. City Manager Griffin stated the Special Projects Coordinator position has been frozen for some time and without that position, each Department Head understands the importance of grants and does a very good job of finding desirable grants. Council Member Coffey asked how grants are found and if there was anything Council could do to help find grants. Mr. Griffin stated notifications come from agencies, via mail and emails from state and federal agencies and that internet is also a good source.

Mr. Frazier stated this is a good project and if the application is accepted the City will make the best use of the loan dollars.

It was the consensus to bring a proposal to the next meeting.

Spring Street Update

Assistant City Manager Frazier stated the design is in the process along with the necessary permits which will be brought before Council at the next meeting.

Harriet Street Update

Assistant City Manager Frazier stated payment has been received and the installation is complete. The next step is repaving and decommissioning of the old line.

Council Member Inscoe inquired about the markings on Dabney Drive and Oxford Road. Mr. Frazier stated those were DOT markings and said he would check to see if those marked locations are for DOT planned improvements.

Mr. Frazier will report back to Council.

Mayor O'Geary asked if there was any other business before adjournment. There was nothing further discussed.

ADJOURNMENT

Council Member Inscoe moved for adjournment. Motion seconded by Council Member Daeke and unanimously approved. The meeting adjourned at 7:30 p.m.

James D. O'Geary
Mayor

ATTEST:

Esther J. McCrackin
City Clerk