

City Council Minutes

Regular Meeting

9 September 2013

PRESENT

Mayor James D. O'Geary, Presiding; and Council Members Sara M. Coffey, Michael C. Inscoc, Brenda Peace-Jenkins, Garry D. Daeke, Vernon L. Brown, and George M. Daye.

ABSENT

Council Members James C. Kearney, Sr. and D. Michael Rainey

STAFF PRESENT

City Manager Ray Griffin, City Attorney John H. Zollicoffer, Jr., City Clerk Esther J. McCrackin, Assistant City Manager Frank Frazier, Finance Director Kathy Brafford, Athletic Director Steve Osborne, Fire Chief Danny Wilkerson, Assistant Fire Chief, Steve Cordell, Interim Police Chief Marcus Barrow, Human Resources Director Cathy Brown and Code Compliance Director Corey Williams

CALL TO ORDER

The 9 September 2013 Regular Meeting of the Henderson City Council was called to order by Mayor James D. O'Geary at 6:02 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.

INVOCATION AND PLEDGE OF ALLEGIANCE

Council Member Brenda Peace-Jenkins led those in attendance in a prayer and the Pledge of Allegiance.

Mayor O'Geary welcomed everyone.

ADJUSTMENTS TO/APPROVAL OF AGENDA

Mayor O'Geary asked if there were any adjustments to the Agenda. City Attorney John Zollicoffer, Jr., asked that a second Attorney-Client Matter be added to the Closed Session. Council Member Peace-Jenkins moved to accept the Agenda as adjusted. Motion seconded by Council Member Coffey and unanimously approved.

APPROVAL OF MINUTES

Mayor O'Geary asked for any corrections to and/or approval of the minutes. Council Member Peace-Jenkins moved the approval of the 24 August 2013 Short Regular and 24 August 2013 Work Session minutes as presented. Motion seconded by Council Member Daye and unanimously approved.

PRESENTATIONS AND RECOGNITIONS

Ms. Pat Curl, representing the American Cancer Society distributed materials and gave a brief overview of an event on October 26th which will provide free skin, oral, head and neck cancer screenings, along with various speakers. Vendors will also be present. Ms. Curl said this is the third part of a study that will look at what has been learned about cancer and what has been done to prevent it. The first part of the study looked at the correlation between use of tobacco products and cancer; the second part looked at the relationship between obesity and the food consumed, and cancer. She encouraged participation and explained how to register for the event.

The Mayor thanked Ms. Curl for the information and Council Member Peace-Jenkins emphasized the importance of passing on this information to citizens.

At this time, Mayor O'Geary gave time to Mr. Stuart Litvin, Economic Development Director to do a brief presentation. Mr. Litvin distributed "rack" cards to the Council and informed the group that the cards have been and will be distributed at trade shows and events. He gave tribute to both Maria Parham Hospital and Duke Energy for assistance in creating and publishing the cards.

Mayor O'Geary then asked Mr. Terry L. Leyen to come forward. Mayor O'Geary said after eleven years of service, it is hard to say good-bye to such a great supporter of the City. Before presenting a Resolution and Clock, the Mayor said Mr. Leyen will be missed and remembered for years to come. After making the presentations, Mr. Leyen introduced his family, and said good-bye to each individual Council Member and staff member present.

PUBLIC COMMENT PERIOD ON AGENDA ITEMS

The City Clerk advised the Mayor and Council Members that no citizen wished to speak to Council on agenda matters.

NEW BUSINESS

Authorizing Bid Award for 2” Water Mains and Services Replacement to H.G. Reynolds Company, Inc.; and Revising Budget for Above Mentioned Project. (*Reference: CAF 13-65; Resolution 13-28; Ordinance 13-36*)

City Manager Griffin asked Engineering Director Peter Sokalski to explain this project.

Mr. Sokalski summarized the process which began in 2011 when the application process for a loan/grant from NCDENR was submitted. The application was approved in July 2012 in the amount of \$1,726,000 with 0% interest for 20 years. Council approved acceptance of this loan in August 2012. The project was bid and then re-bid with H. G. Reynolds Company, Inc. submitting the lowest bid at \$1,732,940. Mr. Sokalski then explained two options for the project. One option (Option B) allows the City to have an additional 10% increase in funds without having to go through the approval process a second time which would be contingent on the State receiving funds from the Federal government and cannot be processed until November 2013. The other option changes the project by reducing the work on various streets. Council was provided a table showing the different costs for the different options.

Council Member Inscoe asked for the age of the 2” line in the Meadow Lane/Parker Lane area. Mr. Sokalski said he was unsure of the age. City Attorney Zollicoffer, Jr. said he thought probably 1961 or 1962 as it was installed about the time he was building a house in that area.

Mr. Inscoe also asked if the additional principal amount would be covered by revenue. Mr. Griffin said he did not feel there would be any negative impact on the FY15 budget.

Mr. Griffin added approval of this item would allow the Mayor to sign agreements for Option B if it becomes available.

Council Member Inscoe asked if any necessary additional costs would be brought before Council. Mr. Griffin said yes.

There were no further questions. Mayor O’Geary then asked for the pleasure of Council.

Council Member Coffey moved the approval of Resolution 13-28, *Authorizing Bid Award for 2” Water Mains and Services Replacement to H.G. Reynolds Company, Inc.*; and Ordinance 13-36, FY 14 Budget Amendment #11, *Revising Budget for Above Mentioned Project*. Motion

seconded by Council Member Inscoe and APPROVED by the following vote: YES: Coffey, Inscoe, Peace-Jenkins, Daeke, Brown and Daye. NO: None. ABSTAIN: None. ABSENT: Kearney and Rainey. (*See Resolution Book 3, p. 157; Ordinance Book 8, p.591*)

Supporting Kerr-Tar Regional Council of Governments 205j Environmental Planning Grant Application. (*CAF 13-99; Resolution 13-66*)

City Manager Griffin asked Ms. Diane Cox, Executive Director of the Kerr-Tar Regional Council of Governments (COG) to explain this request.

(Clerk's Note: Council Member Inscoe asked to be excused from voting on this Resolution and the next Resolution as he is a consultant for the COG. He was excused by both the Mayor and Council.)

Ms. Cox explained the COG is asking for support to apply for a grant similar to one it received in 2012. That grant allowed the COG to determine the nature, extent and cause of water pollution problems and develop solutions for selected water quality projects. She said the 2013 205j Grant will be used to continue with projects such as developing resources for elected officials, developers and citizens regarding water quality concerns. The plan includes developing opportunities between the COG and local government staff for creating regional initiatives.

Council Member Daeke asked how many individuals were served with the existing grant. Ms. Cox said they have done six (6) seminars in the five-county area, some of which were more popular than others but she said they probably averaged 25 per session.

There were no further questions. Mayor O'Geary then asked for the pleasure of Council.

Council Member Daeke moved the approval of Resolution 13-66, *Supporting Kerr-Tar Regional Council of Governments 205j Environmental Planning Grant Application*. Motion seconded by Council Member Daye and APPROVED by the following vote: YES: Coffey, Peace-Jenkins, Daeke, Brown and Daye. NO: None. ABSTAIN: Inscoe. ABSENT: Kearney and Rainey. (*See Resolution Book 3, p 233*)

Awarding a Contract with Kerr-Tar Regional Council of Governments (COG) for the Development of a Comprehensive Recreation and Parks and Greenway Master Plan. (*CAF 13-95; Resolution 13-64*)

(Clerk's Note: Council Member Inscoe asked to be excused from voting on this Resolution as he is a consultant for the COG. He was excused by both the Mayor and Council.)

City Manager stated due to extenuating circumstances, Recreation and Parks Director Alan Gill is unable to attend this evening; however, Athletic Director Steve Osborne and Ms. Cox from the COG are both present and will present the pertinent material together. Mr. Griffin said funds

were approved in the FY14 Budget. He added this is a City/County project and will be approved going forward by both Council and County Commissioners.

Ms. Cox said before bringing back recommendations for a Master Plan, the COG will meet with the Recreation and Parks Director and the staff. They will perform an inventory and look at current services. They will also hold public forums and conduct surveys to determine the wishes of the public.

Mr. Osborne added how important it is to have a Master Plan in place. He said one of the first questions asked when applying for grants is to look at a master plan.

City Manager Griffin added a Master Plan for Recreation and Parks is analogous to the plan McGill set in place for the Reclamation Facility.

Council Member Daeke asked what percentage of returned surveys would be considered acceptable. Ms. Cox said they would like to see 100% but 20% would be acceptable.

Council Member Peace-Jenkins encouraged Council to stress the importance of the survey so there would be a good return.

With no further questions, Mayor O'Geary asked for Council's pleasure.

Council Member Daeke moved the approval of Resolution 13-64, *Awarding a Contract with Kerr-Tar Regional Council of Governments (COG) for the Development of a Comprehensive Recreation and Parks and Greenway Master Plan*. Motion seconded by Council Member Coffey and APPROVED by the following vote: YES: Peace-Jenkins, Daeke, Brown, Daye and Coffey. NO: None. ABSTAIN: Incoe. ABSENT: Kearney and Rainey. (See Resolution Book 3, p 229)

CONSENT AGENDA

The City Clerk read the Consent Agenda, summarized as follows:

Remanding Ordinance 13-42 to the Planning Board Providing for Limited Enforcement in the Extra-Territorial Jurisdiction Area (ETJ), Pursuant to Section 40 of the City Charter. (Reference: CAF 13-82-B) Due to the lack of staffing and funding, the City is asking the Planning Board to refine and define City enforcement within the ETJ. (Ordinance will be approved at the next Council Meeting)

Adjusting the Budget to Reflect Available Funding for Youth Services Budget, FY14 Budget Amendment #8. (Reference: CAF 13-93: Ordinance 13-51) This Amendment effectively allows the division to reorganize staffing to meet the needs as outlined in the Vance County Juvenile Crime Prevention Council's annual plan pursuant to the FY15 Budget allocations. (See Ordinance Book 9, p. 23)

Closing Out the 2012 BJA Bulletproof Vests Grant FY14 Budget Amendment #10. (Reference: CAF 13-103; Ordinance 13-58) Grant funds have been received from the NCLM to offset a portion of the City's grant match and funds from the U.S. Department of Justice have been received. This action officially closed out this project. (See Ordinance Book 9, p 37)

Accepting the 2013 BJA Grant in the Amount of \$15,586.00 and Establishing the 2013 BJA Grant Project Budget, FY14 Budget Amendment #9. (Reference: CAF 13-69-A; Resolution 13-49-A, Ordinance 13-55) Portions of this grant will be used to replace two old camera units with two new In-Car Mobile Camera Audio/Video Recorders. (See Resolution Book 3, p 199-A, Ordinance Book 9, p 31)

Mayor O'Geary asked if anyone wished to remove an item from the Consent Agenda. There were no requests. Mayor O'Geary asked for a motion to approve the consent Agenda

Council Member Inscoe moved the approval of the Consent Agenda as presented. Motion seconded by Council Member Coffey and APPROVED by the following vote: YES: Peace-Jenkins, Daeke, Brown, Daye, Coffey and Inscoe. NO: None. ABSTAIN: None. ABSENT: Kearney and Rainey.

PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS

City Clerk McCrackin advised no citizen wished to address City Council.

REPORTS

a) Mayor/Mayor Pro-Tem (No Report)

b) City Manager - Mr. Griffin had several items (listed below); all of which show how City staff take pride and show a desire to perform at a high level.

- i. The State Report regarding FY13 Henderson Water Reclamation Facility Operations was stellar. He asked Assistant City Manager Frank Frazier to express his pleasure to Director Tom Spain and the staff for an ingenious job of keeping that "ancient" plant functioning so well;
- ii. Mr. Griffin thanked the Fire Department for an excellent job of keeping citizens and firefighters safe in 2013;
- iii. The Kerr Lake Regional Water Department was recognized in the NCRWA magazine for winning the 2013 Water Taste Test. They will now compete in the National Rural Water Taste Test in February in Washington, DC.

Lastly, Mr. Griffin said the relationship established by Former Police Chief Sidwell with other State and Federal agencies is to be commended. He said the recently publicized arrests of the Money Gang by *The Daily Dispatch* are a result of the Police Department

personnel continuing this partnership continued relationships by the existing staff and leadership. He thanked Interim Police Chief Barrow for an excellent job.

c) City Attorney (No Report)

d) City Clerk – Ms. McCrackin reminded Council of the Crime Stoppers Banquet October 4th and also the Community Watch Forum on September 26th.

Council Member Daeke reminded those present of the upcoming Ducky Derby on 21 September and encouraged everyone to attend and to “purchase a duck.” He thanked the Fire and Police Departments for their help and said it should be a fun event.

There were no other comments. Mayor O’Geary asked if Council was prepared to convene into Closed Session.

CLOSED SESSION

Council Member Daeke moved for Council to convene in closed session pursuant to G.S. §143-318.11(a)(3) for two Attorney-Client Privilege Matters. Motion seconded by Council Member Daye and unanimously approved.

Council Member Brown moved for Council to convene in open session. Motion seconded by Council Member Daye and unanimously approved.

(Clerk’s Note: Council Member Peace-Jenkins left the Closed Session at approximately 7:45p.m. and did not rejoin the meeting)

WORK SESSION

Police Chief Recruitment Focus Group. (CM 13-20)

Mr. Griffin said the City will be working with the MAPS Group via a contract with the League of Municipalities to recruit and select a new Police Chief and introduced Ms. Becky Veazey, well known to Council, who will facilitate the process. Ms. Veazey began by asking her co-worker, Valiria Willis to introduce herself. Council Members introduced themselves to Ms. Willis and Ms. Veazey then explained what an Assessment Center is and how the process works.

Briefly, an Assessment Center is a means of gathering relevant information, under standardized conditions, about an individual’s capabilities to perform a specific job. After obtaining information from various Focus Groups pertinent to the position (Police Chief), exercises are then specifically designed to determine if the candidates have the necessary skills and abilities to perform the job. A candidate’s race/gender has no influence on the assessment ratings. After providing guidelines for the process Ms. Veazey asked for questions.

There was a brief discussion regarding who had been invited to the Open Forum to be held on Tuesday, 10 September. The City Clerk was asked to contact WIZS in the morning to ask if they would air this meeting on their public notices spot.

Next, Ms. Veazey asked Council to give input on what knowledge, skills and abilities they would like to have in the next Police Chief. She was careful to say there will be no perfect candidate. After completing a list of desired traits (see Attachment A) , Ms. Veazey asked Council to mark their top priorities and she then summarized the discussion by stating which traits obtained the most marks. The priorities with the most marks were:

- Connect with and become a part of the community
- Friendly command presence (smiles, firm hand shake)
- Does not hold a grudge - can disagree and maintain relationship
- Well versed in law enforcement
- Work well with community— people person
- Trained in dealing with low income and all nationalities — has sensitivity training

With no further discussion, Mayor O’Geary asked if Council was prepared to adjourn.

ADJOURNMENT

Council Member Inscoe moved for adjournment. Motion seconded by Council Member Daeke, and was unanimously approved. The meeting adjourned 7:50 p.m.

James D. O’Geary
Mayor

ATTEST:

Esther J. McCrackin
City Clerk

**City of Henderson Police Chief Recruitment Focus Group
City Council**

What are the knowledge, skills, abilities and characteristics needed for the next Police Chief?

1. Well versed in law enforcement
2. Work well with community— people person
3. Management skills: staff, individual, department
4. Recognizes importance of staff development — develop staff skills, individual focus
5. Trained in dealing with low income and all nationalities — has sensitivity training
6. Can enforce and show empathy at same time
7. Keeps citizens informed on important issues
8. Accessible — open door policy
9. Able to manage budget and assets of a large department
10. Good moral character
11. Does not hold a grudge - can disagree and maintain relationship
12. Good team player — creates and manages collaborative partnership
13. Able to extrovert effectively
14. Good listener
15. Connect with and become a part of the community
16. Problem-solver
17. Friendly command presence (smiles, firm hand shake)