



## **AGENDA**

**Henderson City Council Work Session**  
**Monday, 28 November 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 Approval of 1) Ordinance 11—46 Modifying City of Henderson's Code of Ordinances, Chapter 4, Relative to Elmwood Cemetery, and 2) Ordinance 11—66, Creating Chapter 4A to the City Code Relating to All Other Cemeteries in City Limits. *(CAF 11—98)*  
*[See Notebook Tab #8]*
- Ordinance 11—46
  - Ordinance 11—66
- b)* Consideration of Approval of Resolution 11—108, Authorizing Mayor to Sign on Behalf of the City, A Supplemental Agreement Relative to the Beckford Drive Widening Project. *(CAF 11-144)* *[See Notebook Tab #9]*
- Resolution 11—108

- c) Consideration of Resolution 11—113, Officially Changing the Names of Hillcrest Street, Ashmont Drive and Barclay Road; and Ordinance 11—71, Modifying Chapter 7, Division 2 Stop Intersections to Change Street Names. *(CAF 11-148) [See Notebook Tab #10]*
  - Resolution 11—113
  - Ordinance 11—71
  
- d) Consideration of Resolution 11—111, Awarding Design Contract with McGill Associates Relative to Engineering Services Needed in Conjunction with Improvements at the Henderson Water Reclamation Facility; and Ordinance 11—62, FY12 Budget Amendment #25, An Amendment to the CIP Sewer Fund Henderson Water Reclamation Facility Improvements Project. *(CAF 11—C—134) [See Notebook Tab #11]*
  - Resolution 11—111
  - Ordinance 11—62
  
- e) Update on Spring Street Sewer Project; Harriet Street Resurfacing Project; and Street Sweeper Truck. *(CM 11—19) [See Notebook Tab #12]*
  
- f) Industry Drive Water Main Extension Update. CM 11—A—15 *[See Notebook Tab #13]*

## V. ADJOURNMENT

**City Council Minutes**  
**Work Session**  
**28 November 2011**

---

**PRESENT**

Mayor James D. O'Geary, Presiding; and Council Members James C. Kearney, Sr., Sara M. Coffey, Michael Inscoc, 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, Engineering Director Peter Sokalski and Henderson Water Reclamation Facility Director Tom Spain.

**CALL TO ORDER**

The 28 November 2011 Work Session of the Henderson City Council was called to order by Mayor James D. O'Geary at 8:05 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. Council Member Peace-Jenkins moved the approval of the agenda. Motion was seconded by Council Member Rainey and unanimously approved.

## WORK SESSION ITEMS

**Modifying City of Henderson's Code of Ordinances, Chapter 4, Relative to Elmwood Cemetery, and 2) Creating Chapter 4A to the City Code Relating to All Other Cemeteries in City Limits.** (*Reference: CAF 11—98; Ordinance 11—46 and 11—66*)

City Manager Griffin stated Assistant City Manager, Frank Frazier will present information on each Work Session item.

Mr. Frazier stated in an effort to keep Elmwood Cemetery neat and clean, along with working with the contractors for maintenance, the City ordinances were reviewed and the suggested changes are being presented this evening. Mr. Frazier said meetings were held with the local funeral directors who indicated they were in favor of the suggested changes. The Public Services department now utilizes a grave digging permit to insure the burial location is properly identified and that a proper deed is obtained. Mr. Frazier stated the fees are being removed from the ordinances and will be maintained on a separate fee schedule.

Council Member Rainey asked if Elmwood plots are purchased from the City. Mr. Frazier said yes. Mr. Rainey then asked if there is a charge for opening and closing a grave. Mr. Frazier responded that the funeral homes are responsible for this and payment goes to the funeral home.

Council Member Coffey asked who owns Blacknall Cemetery. After a brief discussion, Mr. Griffin stated the City Attorney researched ownership and found there is no way to obtain a clear title to Blacknall Cemetery. Because of the disrepair of the cemetery over the years, the City has taken on the grass cutting.

Council Member Kearney asked if the current fees are changing. Mr. Griffin said no.

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

**Authorizing Mayor to Sign on Behalf of the City, A Supplemental Agreement Relative to the Beckford Drive Widening Project.** (*Reference: CAF 11—144; Resolution 11—108*)

Assistant City Manager Frazier said this project began in 2008 and the process of obtaining the right of way/easements has been ongoing. Finally, finally, the design is completed for this project. Due to the timeframe that has elapsed, a supplemental agreement is needed to extend the completion deadline to 31 December 2012.

Council Member Daeke asked for verification that the project cost is approximately \$250,000. Mr. Frazier confirmed.

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

**Officially Changing the Names of Hillcrest Street, Ashmont Drive and Barclay Road, and Modifying Chapter 7, Division 2, Stop Intersections to Change Street Names.** *(CAF 11—113; Resolution 11-113; Ordinance 11—71)*

Assistant City Manager Frazier said Hillcrest Street was platted and recorded with 911 as such; however, citizens receive mail as Hillcrest Drive which is the name they would like to keep according to a letter and petition received by Mr. Frazier. Ashmont Drive and Barclay Road are part of the Carey Chapel Subdivision. They were platted by the developer but the 911 database reflects the addresses as Ashmont Lane and Barclay Lane (which has yet to be developed). To be consistent with E-911 and the official Powell Bill map, Council is being asked to approve these three street name changes.

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

**Awarding Design Contract with McGill Associates Relative to Engineering Services Needed in Conjunction with Improvements at the Henderson Water Reclamation Facility; FY12 Budget Amendment #25, An Amendment to the CIP Sewer Fund Henderson Water Reclamation Facility Improvements Project.** *(Reference: CAF 11—C--134; Resolution 11—111; Ordinance 11—62)*

Assistant City Manager Frazier reminded Council that this issue has been discussed several times in the past. Since the last meeting Mr. Frazier contacted each Council Member and has tried to include all the information Council Members requested in this presentation. He stated McGill Associates came prepared with a short PowerPoint presentation which Council agreed to view. In a nutshell, Mr. Andy Levengood began with the overall Capital Improvement Plan (CIP) as background. He then reviewed the proposal showing flow charts indicating equipment/building currently obsolete, and what equipment/buildings could be utilized with the proposed design. Mr. Levengood also reviewed the process for keeping the plant operating during conversion.

Mr. Denny Martin, also from McGill, then discussed the financials of the project stating their (McGill's) goal is to obtain additional grants to help offset the project costs. Mr. Martin reminded Council that the loan currently approved is the best to be found and opened the floor for questions.

*(Council Member Coffey left the meeting at 8:35 p.m. and returned at 8:40 p.m. Council Member Kearney left the meeting at 8:43 p.m. and returned at 8:45 p.m.)*

Mr. Inscoe had the majority of questions and the end result was a request to McGill Associates to prepare a detailed cost analysis of the project to be received on 5 December 2011 for Council to review prior to the 12 December Regular Meeting. A special called meeting will be scheduled to review the information prior to the 12 December regular meeting.

There was no further discussion and this item will be presented at the next regular work session.

**Update on Spring Street Sewer Project; Harriet Street Resurfacing Project; and Street Sweeper Truck.** (*Reference: CM 11—19*)

Assistant City Manager Frank Frazier said the City has been waiting for a permit confirmation from CSX before beginning work under the railroad track on Spring Street. A verbal confirmation was received earlier today, so work will now move forward.

Quotes were to be submitted by 23 November 2011 for the Harriet Street overlay project and provided the quotes are reasonable, work should begin soon.

Lastly, Mr. Frazier said the street sweeper is in need of repairs and out of commission at this time. Staff believe an overhaul of the sweeper will keep it in service another five (5) years.

Council Member Coffey said staff is doing an excellent job with picking up leaves.

Council Member Daeke asked if there was some way of keeping leaves out of street gutters and off the streets.

City Manager Griffin said leaves are a perennial problem. Some cities require leaves to be bagged; others enforce a fine if piles of leaves are placed in the street. If Council desires, Mr. Griffin said staff could explore how other cities control this problem and suggested Council review possibilities after leaf season so citizens would have time to adjust to any new policy before next Fall.

Council Member Coffey felt bagging was the answer. Council Member Rainey said some streets do not have curbs and Council Member Kearney asked if the City would pick up leaves if they are on the property owners' side of the sidewalk.

Council Member Inscoe stated he receives more calls about leaves in storm drains than taxes. Council Member Daeke mentioned grass and weeds growing in the street and gutters. Mr. Inscoe suggested taking a shovel to these areas stating it would be easier to keep the street clean (less stress on the street cleaner) once these are removed.

This item will be brought to a future Council meeting.

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

Assistant City Manager Frazier said the grant for this project expires 31 December 2011. There seems to be little desire for annexation on the part of the Industry Drive businesses. Mr. Frazier has met with representatives several times with no action.

Council Member Kearney asked if a cost benefit analysis would be helpful. Mr. Griffin stated the businesses create jobs but there is no way of knowing if employees live within city limits and/or if they spend dollars within the city.

After a brief discussion, it was the consensus of Council that if Industry Drive businesses want to be annexed, they should pay the costs.

This item will be brought to a future Council meeting.

Mayor O'Geary asked if there was any other business before adjournment. There was no further discussion.

**ADJOURNMENT**

Council Member Daeke moved for adjournment. Motion seconded by Council Member Peace-Jenkins and unanimously approved. The meeting adjourned at 9:27 p.m.

---

James D. O'Geary  
Mayor

***ATTEST:***

---

Esther J. McCrackin  
City Clerk