

Town of Benson
Benson Conference Center
Board of Commissioners
Regular Meeting
Tuesday, October 10, 2017
7:00 PM

A G E N D A

- I. **Call Meeting to Order** (*Mayor Massengill*)
- II. **Pledge of Allegiance** (*Mayor Massengill*)
- III. **Approval of the Agenda**
- IV. **Consent Agenda** (*Mayor Massengill*)
 - A. Consider September 8, 2017 BOC Minutes
 - B. Consider September 12, 2017 BOC Minutes
 - C. Proclamation 115-2017 Halloween Observance
- V. **Public Comment** (*Mayor Massengill*)
 - A. Individuals wishing to address the Board are asked to provide their name and address for the record.
 - B. Recognition of the Electric Dept for Public Power Week-Oct 2-6, 2017 (*Braston Newton*)
 - C. Recognition of the Benson Fire Dept for National Fire Prevention Week- Oct 8-14, 2017 (*Chief Johnson*)
- VI. **Department Reports**
 - A. Healthy Harvest 2017 Update (*Matt Smith*)
 1. Saturday October 28, 2017 from 9:00 AM until 1:00 PM
 2. Approximately \$5,000 in cash and product sponsorship has been raised.
 - B. Mule Days 2017- Event Recap and Analysis (*Matt Zapp and Staff*)
 1. Financial Analysis of Mule Days 2017
 - C. Media and Promotions Report (*Terry Hobgood and Tyler Douglas*)
 1. Mule Days related media and advertising statistics
 2. Presentation of the 2017 Load Management Promotional Video
 3. Presentation of the Public Works road patching video
 - D. Video Camera and Security Measures Update (*Chief Edwards & Kim Pickett*)
 1. RFP has been released to secure technical assistance and pricing.
 - E. Large Project Status Updates (*Matt Zapp*)
 1. \$20,000 NC Downtown Revitalization grant
 - a. Project scope and details were delivered to the state on September 15, 2017
 - b. The grant was awarded to the Town of Benson on September 25, 2017
 - c. The project is being designed and a contractor will likely be selected at the BOC meeting on Nov 14, 2017.
 2. \$80,000 NC Emergency repair grant (backflow check valve project)
 - a. Project scope and bid documents are in progress with area contractors
 3. \$3.1 million USDA Pump Station and sanitary sewer line upgrades
 - a. Construction officially began on Sept 20, 2017 with a total construction period of 240-days

- b. The Hampton Inn pump station milestone is 120-days from Sept 20, 2017
- 4. \$150,000 AIA sanitary sewer system assessment grant
 - a. Council action is formally needed on 10/26/17 to approve contract administration services with The Wooten Company
 - b. A local match of \$22,500 is included in the current FY 17/18 Water & Sewer budget
 - c. Total project cost is \$172,500
- 5. \$875,000 NC 16 Funds to perform sanitary sewer I & I repairs
 - a. Work can begin upon the completion of the AIA study (summer 2018).
- 6. \$750,000 FEMA funding for the WWTP repairs
 - a. Construction work is being bid and will begin with Council approval(s).
 - b. The WWTP concrete apron replacement of \$37,000 is scheduled for October 24 - November 1, 2017
- 7. Golden Leaf Grant application of \$562,000 to repair storm water failures during Hurricane Matthew
 - a. Application approved 10/5/17; awaiting formal announcement of funding.
 - b. Hood lot, NAPA, Bostic Property, etc.
 - c. Easements are being secured
- 8. Golden Leaf Grant application of \$500,000 to replace the Public Works department building
 - a. Application approved 10/5/17; awaiting formal announcement of funding.
- 9. Golden Leaf Funding of \$442,000 toward the Fire Truck Replacement purchase
 - a. Application approved 10/5/17; awaiting formal announcement of funding.
- 10. Golden Leaf Grant-Partnership with Johnston County
 - a. Letter of Intent to formally apply is currently pending.

F. Written Reports

VII. **Old Business** (*Mayor Massengill*)

- A. Consider the approval of MOU with Johnston County to provide additional sewer capacity (*Matt Zapp*)
 - 1. Provide an additional 250,000 gallons of sewer treatment to JoCo
 - 2. Lease up to 10,000 pounds of Nitrogen allocation to JoCo (as needed annually)
 - 3. Contract period of 60-months with annual off-ramps

VIII. **New Business** (*Mayor Massengill*)

- A. Road Closure Requests (*Matt Zapp & Chief Edwards*)
 - 1. East Parrish Drive- October 28th- 7:30 AM until 2:30 PM
 - a. Request made by Town staff as it relates to the Healthy Harvest Car Show
 - b. East Parrish Drive, between Lee and Elm Streets.
 - 2. SW and SE Railroad Streets- October 31st from 4:30 PM until 9:00 PM
 - a. Request made by Town staff as it relates to Trunk or Treat 2017
 - 1. Trunk or Treat to occur from 6:00 PM until 8:00 PM.
 - b. SW and SE Railroad Streets, between Parrish and Main Streets
 - 3. Gilbert Alley- November 3rd from 4:00 - 8:00 PM
 - a. Request made by William Neighbors of Neighbors & Associates

4. East Parrish Drive (Lee to Elm Streets)- Saturday November 4th 11:00 AM until 12:15 PM
 - a. Request made by Town staff as it relates to line-up of the Veterans' Day Parade
 - b. East Parrish Drive, between Lee and Elm Streets.

B. Consider the approval of BFA Sound System Project Ordinance (*Kim Pickett*)

1. A \$12,000 grant has been awarded to the Town of Benson/BFA for replacement of Lighting Equipment in the Auditorium.
2. BFA will match the grant at \$12,000
3. Two bids have been obtained for the work and Staff/Board of Directors of BFA have agreed to award the project to Tri-Tronics Audio Visual for \$23,435.57

C. Consider the approval of August 2017 Financials (*Kim Pickett*)

D. Consider approval of an educational contract for Finance Director Kimberly Pickett (*Matt Zapp*)

1. Provide up to \$10,000 over a three year period to obtain Masters in Public Administration
2. Obligation of employment 5 year post graduation
3. 100% payback to Town of Benson if breach of contract before 60-months

E. Consider approval of JCVB matching grant of \$9,360 (*Matt Smith*)

1. Matching grant for Parks & Recreation
2. Approval of Purchase Order for construction of an asphalt walkway through the park land and connect the Civic Center ball-fields; making ADA compliant
 - a. Total PO for \$18,720

F. Discussion related to Bat Removal at the Raynor House located in the Singing Grove (*Tim Robbins*)

1. Southern Wildlife Management cost estimate is \$8,125

IX. Town Manager Report (*Matt Zapp*)

A. Town related events and meeting reminders:

1. October 8-15, 2017- National Fire Prevention Week 2017
2. October 26, 2017 - Regular BOC Meeting 7 Pm
3. October 28, 2017- Healthy Harvest in Downtown Benson (9:00 AM until 1:00 PM)
4. October 31, 2017- Halloween 2017
 - a. Trick or Treat hours of 6 PM - 8:00 PM on October 31
 - b. Trunk or Treat on SW and SE Railroad Streets from 6:00 - 8:00 PM
5. November 4, 2017 - Veteran's Day Parade
 - a. 12:00 Noon on Main Street- "Celebration of Thanks" to follow in the Singing Grove
6. November 7, 2017 - Election Day
7. November 10, 2017 - Town Hall Closed for Veteran's Day Holiday
8. November 14, 2017 - Regular BOC Meeting 7pm

X. Town Attorney (*Isaac Parker*)

XI. Board of Commissioners Report (*Commissioners*)

XII. Mayor Report (*Mayor Massengill*)

XIII. Information Only

XIV. Closed Session Pursuant GS 143-318.11 (a) (5): to establish, or to instruct the public

body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

XV. Adjourn the Meeting (*Mayor Massengill*)