

**Town of Benson
Benson Conference Center
Board of Commissioners
Regular Meeting
Tuesday, August 8, 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. Approval of the EDC Lunch Receipt
 - B. Consider approval of the July 27, 2017 BOC meeting minutes
- V. **Public Comment** (*Mayor Massengill*)
 - A. Individuals wishing to address the Board are asked to provide their name and address for the record.
- VI. **Department Reports**
 - A. Written Reports
 - B. Large Project Status Updates (*Matt Zapp and Town Staff*)
 1. \$20,000 NC Downtown Revitalization Project (100% Grant Funded)
 - a. Project scope and details due to the state on September 15, 2017
 - b. Considering fiber and/or WiFi service to the Downtown Historic District
 2. \$80,000 NC Emergency Repair- Backflow check valve project (100% Grant Funded)
 - a. Project scope and bid documents are in progress with area contractors
 - b. Installing backflow check valves to businesses that took sanitary sewer water during Hurricane Matthew
 3. \$3.1 million USDA Pump Station and sanitary sewer line upgrades (40-year USDA Loan)
 - a. Construction begins on August 21, 2017 with a total construction period of 240-days
 - b. The Hampton Inn pump station milestone is 120-days from August 21, 2017
 4. \$150,000 AIA sanitary sewer system assessment (85% Grant Funded)
 - a. Council action is needed to award contract administration services
 - b. The Town's contribution of \$22,500 is currently budgeted
 5. \$875,000 NC 16 Funds to perform sanitary sewer I & I repairs (100% Grant Funded)
 - a. Work can begin upon the completion of the AIA study (summer 2018).
 - b. Repairing sanitary lines and manholes in the Town's sanitary system.
 6. \$750,000 FEMA funding for the WWTP repairs (100% Reimbursement Grant)
 - a. Construction work is being bid and will begin with Council approval(s).
 - b. Repairing broken items at the plant that were damaged during Hurricane Matthew
 7. Golden Leaf Grant application of \$500,000 to repair storm water failures during Hurricane Matthew (Currently Unfunded)
 - a. Application is currently pending

- b. Hood lot, NAPA, Bostic Property, etc.
- 8. Golden Leaf Grant application of \$500,000 to replace the Public Works department building (Currently Unfunded)
 - a. Application is currently pending

VII. Old Business (*Mayor Massengill*)

VIII. New Business (*Mayor Massengill*)

- A. Consider the selection of The Wooten Company to provide contract administration services for the AIA grant process related to the Town's waste water system asset assessment. (*Matt Zapp*)
 - 1. A request for RFP's was released in June 2017.
 - 2. Respondent bids were due back to the Town of Benson by August 1, 2017.
 - a. Respondent bidders include: The Wooten Company
 - 3. Anticipated schedule of work Sept 2017 - June 2018.
- B. Consider approval of the June 2017 Financial Report (*Kim Pickett*)
 - 1. Final adjustments to the FY 2016/2017 year end books will occur after the Town's official audit.
- C. Consider awarding the FY 17/18 Town of Benson asphalt contract to St. Wooten Corp (*Tim Robbins*)
 - 1. Staff recommends acceptance of the Primary and Alternate-1A bids for a total of \$161,991.25
 - a. Full width replacement on South Market Street 100 block
 - b. Single lane resurface on West Church Street (US 301 to N Lincoln Street)
 - c. Full width replacement on West Church Street for the 500 and 600 blocks
 - d. No asphalt work to be completed on West Church Streets 700 block
- D. Consider approval to purchase a 2017 F150 4 X 4 truck for the WWTP (*Paul Allen*)
 - 1. The expense has been accounted for in the Water/ Sewer 2017-2018 Budget.
 - 2. Total cost not to exceed \$32,000 with Asheville Ford.
- E. Consider approval of BA #1 (*Kim Pickett*)
 - 1. Moving previously approved monies (from FY 2016-2017) from Fund Balance into this FY 2017-2018 operating budget to purchase the following:
 - a. Ford F150 4x4 Crew Cab (Previously approved May 9, 2017)
 - b. F-550 4x4 Dump Truck (Previously approved May 9, 2017)

IX. Town Manager Report (*Matt Zapp*)

- A. Upcoming events and/or meetings:
 - 1. August 10-13, 2017 at 7:00 PM- Regular BOC meeting at Town Hall
 - 2. August 24, 2017 at 7:00 PM- Regular BOC meeting at Town Hall
 - 3. September 4, 2017- Town Hall closed for Labor Day Holiday
 - 4. September 12, 2017 at 7:00 PM- Regular BOC meeting at Town Hall
 - 5. September 21-24, 2017- Mule Days 2017

X. Town Attorney (*Isaac Parker*)

XI. Board of Commissioners Report (*Commissioners*)

XII. Mayor Report (*Mayor Massengill*)

XIII. Information Only

XIV. Adjourn the Meeting (*Mayor Massengill*)