

**Town of Benson  
Benson Conference Center  
Board of Commissioners  
Regular Meeting  
Thursday, October 26, 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 October 10, 2017 BOC 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. 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
      - b. Bids are being solicited and a contractor will likely be selected at the BOC meeting on Nov 14, 2017.
    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 \$565,187 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 \$422,158 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.

**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
- B. 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

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

- A. Presentation of the FY2016-2017 Audit/ Rives and Associates, LLP (*Jay Sharpe*)
  - 1. Materials to be made available at the BOC meeting.
- B. Consider acceptance of three Golden Leaf Grants (*Matt Zapp*)
  - 1. Benson Public Works Facility and Grounds Improvement Grants \$500,000
  - 2. Benson Stormwater System Repair Grant \$565,187
  - 3. Benson Fire Truck replacement Grant \$422,000
- C. Consider the AIA Sanitary Sewer System Project Ordinance (*Kim Pickett*)
- D. Consider approval of Budget Amendment #3 (*Kim Pickett*)
  - 1. Budget Amendment #3 provides funding as it relates to the AIA Sewer Grant
- E. Consider acceptance of contract with The Wooten Company for AIA Grant Administration and Execution (*Matt Zapp*)
- F. Consider allocation of paving at the WWTP (*Matt Zapp*)
  - 1. Emergency repairs are needed on the asphalt roadway that leads to the WWTP; this repair is partially funded by the FEMA grant from Hurricane Matthew.
  - 2. Bids are still being received; we anticipate having a recommendation in hand at the BOC meeting.
  - 3. Approval will be needed on October 26, 2016 to perform paving in November 2017.
  - 4. Estimated cost of \$40,000
- G. Consider allocation of paving at McKinley Street (*Matt Zapp*)
  - 1. Repairs are needed on McKinley Street due to severe water and sewer road cuts

2. The Water/Sewer Fund 30 can and should pay for these repairs
3. ST Wooten can install the asphalt when completing Church Street
4. Estimated cost of \$25,000

H. Museum Board assessment and vote as it relates to the Raynor House (*Terry Hobgood*)

1. The Museum Board discussed the Raynor House on October 16, 2017
2. The Museum Board voted that they have no desire to preserve the Raynor House at the Grove considering its current condition.
3. Staff is looking for direction as to "next steps" in the preservation or removal of the building.

I. Consider the reappointment of Hampton Whittington to serve as Benson's Representative on the Johnston County Economic Development Board (*Matt Zapp*)

IX. **Town Manager Report** (*Matt Zapp*)

A. Town related events and meeting reminders:

1. October 31, 2017 - Halloween
  - a. Trick or Treat hours of 6 PM - 8:00 PM on October 31
2. November 4, 2017 - Veteran's Day Parade
3. November 7, 2017 - Election Day
4. November 10, 2017 - Town Hall Closed for Veteran's Day Holiday
5. November 14, 2017 - Regular BOC Meeting 7pm
6. November 23-24, 2017 - Town Hall Closed for Thanksgiving Holiday

B. H & H Stormwater Study Update

1. Memorandum from Jamie Guerrero of MRA
2. Presentation expected to the BOC on November 14, 2017

C. Willa Chase Subdivision Water Quality Update

1. Presentation expected to the BOC on November 14, 2017

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.**

**GS 143-318.11 (a) (6): to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.**

**XV. Adjourn the Meeting** (*Mayor Massengill*)