

June 26, 2017

The City Council of the City of Rocky Mount met this day in regular session at 4:00 p.m. in the George W. Dudley City Council Chamber of the Frederick E. Turnage Municipal Building with Mayor David W. Combs presiding.

Councilmembers present: André D. Knight, Lamont Wiggins, E. Lois Watkins, Tom Rogers, W. B. Bullock and Christine Carroll Miller.

Councilmember absent: Reuben C. Blackwell, IV.

Staff Present: Stephen W. Raper, Interim City Manager; Pamela O. Casey, City Clerk; Tasha Logan Ford, Assistant City Manager; Tameka Kenan-Norman, Public Affairs Manager; Archie Jones, Director of Human Relations; Jonathan Boone, Director of Public Works and Water Resources; Ken Hunter, Budget and Evaluation Manager; Kelvin Yarrell, Parks and Recreation Director; Elayne Henderson, Director of Human Resources; Melissa Alston, Accounting Specialist I; Kim Batts, Deputy City Clerk; and Richard J. Rose, City Attorney.

Also in attendance were the following Energy Resources Employees: Rich Worsinger; Rusty Owens; Darryl Strother; Randy Coggin; Lakesha Arrington; Doug Tant; Joshua Fore; Steve McBride; Jerry Hawkins; Benji Turner; Brandon Creech; Will Barnes; Russell House; Spencer Leonard; Cody Ricks; Brandon Jones; John Locke; Danny Cobb; Robert West; Sammy Moss; Brett Young; Steve LeGay; Casey Temple; Trevor Evans; Daniel Hicks; Cody Melvin; Bryan Hux; Ryan Thompson; Nick Peaden; Ben Barnes; Dennis Evans; Jason Friedrich; Kim Weaver; Amy Blanton; Joey Cascell; Omar Briceno; Lena Bullock; Matt Proctor; Tim Phelps; Jerry Sherrod; Terry Pittman; Elfreda Vick; Michael Winkler; Ronnie Joyner; James Mitchell; Allen Richardson; and Tim Coley.

Security Officer: Retired Police Sergeant Stoney Battle.

Mayor Combs opened the meeting and prayer was offered by Councilmember Tom Rogers.

#### **WELCOME**

The Mayor welcomed citizens and directed them to copies of the agenda near the entrance of the City Council Chamber.

#### **APPROVAL OF MINUTES**

The minutes of a regular meeting of the City Council held June 12, 2017 were approved as submitted to the City Council prior to the meeting.

#### **SPECIAL RECOGNITION/COUNCILMEMBER E. LOIS WATKINS**

The Mayor recognized and thanked Councilmember E. Lois Watkins for ten (10) years of service to the City of Rocky Mount. The Mayor presented Councilmember Watkins with a certificate of appreciation and a 10-year service pin and joined her for a photograph.

**AMERICAN PUBLIC POWER ASSOCIATION RELIABLE PUBLIC POWER PROVIDER (RP3) AWARDS**

The Mayor introduced Roy Jones, CEO of Electricities of North Carolina, Inc. Mr. Jones announced that the City of Rocky Mount was recently honored to receive the following American Public Power Association Reliable Public Power Provider (RP3) Awards:

**RP3 Award (Diamond Level)** - recognizes Public Power utilities that demonstrate proficiency in four key disciplines: reliability, safety, workforce development and system improvement. Criteria includes sound business practices and a utility-wide commitment to safe and reliable delivery of electricity (signifying 100% compliance with program requirements; 5<sup>th</sup> Diamond level designation and one of only two public power provider to receive Diamond level recognition five times)

Mr. Jones presented the award plaques to Director of Energy Resources Rich Worsinger; Utilities Operations Manager Rusty Owens; Energy Services Manager Kim Weaver; Electrical Distribution Superintendent Darryl Strother,; and Engineering Manager Michael Winkler.

The Mayor and Councilmember Knight joined Mr. Jones and Utility staff for a photograph.

The Mayor thanked all Public Utilities employees in attendance for their excellent service and asked them to stand to be recognized.

**APPRECIATION**

The Mayor expressed appreciation on behalf of Council and staff to Interim City Manager, Stephen W. Raper, for serving the City in the interim position since April 1, 2017.

**PETITIONS FROM THE PUBLIC**

**\*Brenda Cooper** from the South Rocky Mount Community Civic Organization expressed concern relative to a dangerous condition existing due to a loose roof on a warehouse in the community. She stated it gets worse with each storm.

Councilmember Wiggins reported that staff is working to remedy this matter.

**Daniel Edmondson** reported that he has petitioned for a re-zoning and was told he needed to come to a Council meeting today.

Councilmember Wiggins informed Mr. Edmondson that the matter will come before Council for consideration at the July 10, 2017 City Council meeting.

**Bronson Williams** of 611 Hargrove Street congratulated Interim City Manager Stephen W. Raper on nearing completion of his designation as interim manager. He commended the City Council on their decision to appoint Rochelle D. Small-Toney as City Manager.

**Nehemiah Smith** of 1620 East Virginia Street reiterated his complaint regarding a lack of diversity in the Fire Department and stated the fire department should look like the community it serves.

Councilmember Knight requested that the Mayor arrange a meeting with Mr. Smith; Human Relations Director, Archie Jones; Fire Chief, Mike Varnell; and the NAACP, if necessary, for discussions and

suggestions relative to steps that can be taken to bring about diversity in the Fire Department. He added that it would be good for the incoming City Manager to look into this matter.

Councilmember Watkins stated that she does not disagree with the recommendation, but recommended that the incoming City Manager be given an opportunity to address the matter and report her recommendations to Council before Council takes steps to become involved. Councilmember Rogers agreed stating he believes all would like the matter addressed, but it needs to be addressed deliberately and intentionally.

Councilmember Knight added that perhaps the Diversity, Equity and Inclusion Group could offer suggestions.

#### **CONSENT AGENDA**

##### **A. TEMPORARY STREET CLOSING: (recommended for approval)**

- Request from Daphne Trevathan on behalf of the Happy Hill Neighborhood Club for permission to close the 100 block of Star Street, 500 block of N. Harris Street and 500 block of N. Vyne Street (which surrounds Historic Bea Holman Park) from 2:00 p.m. to 6:00 p.m. on Sunday, July 2, 2017 for a July 4<sup>th</sup> Community Event

##### **B. FY 2016-2017 ORDINANCE AMENDMENTS: (recommended for adoption)**

- Budget Ordinance Amendments:
  - 1) **Ordinance No. O-2017-53** entitled **ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE FISCAL YEAR 2016-2017 FOR SUPPORTING COMMUNITY DEVELOPMENT ACTIVITIES** (appropriates funding to the General Fund - \$500,000);
  - 2) **Ordinance No. O-2017-54** entitled **ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE FISCAL YEAR 2016-2017 FOR HURRICANE MATTHEW REIMBURSEMENTS** (increases multiple funds to reflect reimbursements by insurance and public assistance through FEMA for expenses resulting from Hurricane Matthew - \$484,969);
  - 3) **Ordinance No. O-2017-55** entitled **ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE FISCAL YEAR 2016-2017 FOR CANTEEN ACCOUNT ADJUSTMENTS** (appropriates funds in the Canteen Fund to cover revenues collected and expenses tied to multiple accounts - \$5,100); and
  - 4) **Ordinance No. O-2017-56** entitled **ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE FISCAL YEAR 2016-2017 FOR SEWER REHABILITATION** (increases the Sewer Fund to accelerate sewer rehabilitation activities - \$250,000).
- Project Ordinance Amendments:
  - 1) **Ordinance No. O-2017-57** entitled **GRANT PROJECT ORDINANCE/CITY OF ROCKY MOUNT HOUSING GRANT PROJECT** (establishes funding for City of Rocky Mount (RMHME) - initial appropriation from multiple sources - \$675,000); and
  - 2) **Ordinance No. O-2017-58** entitled **OCCUPANCY TAX PROJECT AMENDMENT** (increases appropriations to fund scheduled transfer to the General Fund in FY 2017 adopted annual operating budget - \$480,000).

Motion was made by Councilmember Knight, seconded by Councilmember Rogers, and unanimously carried that the recommendations relative to the Consent Agenda items be approved inclusive of approval of the street closing and adoption of the Ordinances contained therein.

COMMITTEE OF THE WHOLE MINUTES

The City Council received the minutes from Committee of the Whole meetings held May 15, May 19 and June 12, 2017. The minutes are as follows:

**MINUTES OF A MEETING OF A SPECIAL CALLED COMMITTEE OF THE WHOLE HELD MONDAY, MAY 15, 2017 AT 5:30 P.M. IN THE COMMITTEE ROOM OF THE FREDERICK E. TURNAGE MUNICIPAL BUILDING:**

MEMBERS PRESENT:

- W. B. Bullock, Mayor Pro Tem
- Andre D. Knight
- Reuben C. Blackwell, IV
- Lamont Wiggins
- Lois Watkins
- Tom Rogers
- Chris Miller
- David W. Combs, Mayor

OPENING OF MEETING

Mayor Pro Tem W.B. Bullock called the meeting to order.

CLOSED SESSION

Motion was made by Councilmember Rogers, seconded by Councilmember Knight and unanimously carried that the City Council go into Closed Session at 5:35 p.m. for the purpose of discussion of a personnel matter. The minutes of the Closed Session shall be placed on file as **ESM-473** at the end of Minute Book 33 upon approval for release by the City Attorney.

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REGULAR SESSION/ADJOURN

The Committee of the Whole returned to open session at 7:02 p.m. and there being no further business, the Mayor Pro Tem adjourned the Committee meeting.

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**MINUTES OF A MEETING OF A SPECIAL CALLED COMMITTEE OF THE WHOLE HELD FRIDAY, MAY 19, 2017 AT 11:00 A.M. IN THE COMMITTEE ROOM OF THE FREDERICK E. TURNAGE MUNICIPAL BUILDING:**

MEMBERS PRESENT:

- W. B. Bullock, Mayor Pro Tem
- Andre D. Knight
- Reuben C. Blackwell, IV
- Lamont Wiggins
- Lois Watkins
- Tom Rogers
- Chris Miller
- David W. Combs, Mayor

OPENING OF MEETING

Mayor Pro Tem W.B. Bullock called the meeting to order.

CLOSED SESSION

Motion was made by Councilmember Wiggins, seconded by Councilmember Miller and unanimously carried that the City Council go into Closed Session at 11:03 a.m. for the purpose of discussion relative to a personnel matter. The minutes of the Closed Session shall be placed on file as **ESM-474** at the end of Minute Book 33 upon approval for release by the City Attorney.

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**OPEN SESSION**

The City Council returned to open session at 12:10 p.m.

**CITY MANAGER -APPOINTMENT**

Motion was made by Councilmember Knight, seconded by Councilmember Wiggins and unanimously carried to proceed by acclamation to appoint Rochelle D. Small-Toney to the position of City Manager for the City of Rocky Mount effective July 2, 2017, contingent upon further negotiations and conditions as discussed in closed session.

**ADJOURN**

There being no further business for the Committee of the Whole, the meeting adjourned at 12:19 p.m.

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**MINUTES OF A MEETING OF A REGULARLY SCHEDULED COMMITTEE OF THE WHOLE HELD MONDAY, JUNE 12, 2017 AT 5:00 P.M. IN THE COMMITTEE ROOM OF THE FREDERICK E. TURNAGE MUNICIPAL BUILDING:**

**MEMBERS PRESENT:**

W. B. Bullock, Mayor Pro Tem  
 Andre D. Knight  
 Reuben C. Blackwell, IV  
 Lamont Wiggins  
 Lois Watkins  
 Tom Rogers  
 Chris Miller  
 David W. Combs, Mayor

**STAFF PRESENT:**

Stephen W. Raper  
 Pamela O. Casey  
 Tasha Logan Ford  
 Thomas Moton, Jr.  
 Tameka Kenan-Norman  
 Amy Staton  
 Nicki Gurganus  
 Ken Graves  
 Brad Kerr  
 Bob League  
 Richard J. Rose

**OTHERS PRESENT:**

Mary Nash Rusher, Hunton & Williams, LLP  
 Oppie Jordan, Carolinas Gateway Partnership  
 John Dillard, CSX Transportation, Inc.  
 Eddie McFalls, NCDOT  
 Sandra Stepney, NCDOT  
 Travis Braswell, Mott MacDonald  
 Jason Orthner, NCDOT  
 Bobby Liverman, NCDOT  
 Brad Herring, Poyner Spruill  
 Nick Ellis, Poyner Spruill

**OPENING OF MEETING**

Mayor Pro Tem W.B. Bullock called the meeting to order and welcomed the City Council, staff members and others present. He stated Committee of the Whole Meetings are work sessions and Council does not normally accept questions from the floor. He called on the Interim City Manager to introduce the agenda items.

Interim City Manager, Stephen W. Raper, provided the Council with recommendations relative to amended fees and charges for review. He questioned the Council to contact him with any questions and noted both the recommendations relative to updates to various fees and charges, along with consideration of the budget ordinance will be on the agenda for the last meeting in June 2017.

Mr. Raper noted that today's meeting will consist of a closed session for economic development and attorney-client privilege and, if time allows, consideration of appointments to the City's Boards and Commission.

**CLOSED SESSION**

Motion was made by Councilmember Knight, seconded by Councilmember Watkins and unanimously carried that the City Council go into Closed Session at 5:04 p.m. for the purpose of discussions related to matters concerning economic development and attorney client privilege. The minutes of the Closed Session shall be placed on file as **ESM-478** at the end of Minute Book 33 upon approval for release by the City Attorney.

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**OPEN SESSION:**

The Committee of the Whole returned to open session at 6:52 p.m.

**BOARDS AND COMMISSIONS**

The City Council considered and, by consensus, agreed to meet immediately after the June 26, 2017 regularly scheduled meeting to consider appointments to the City's Boards and Commissions.

**CITY MANAGER/APPOINTMENT**

Motion was made by Councilmember Wiggins, seconded by Councilmember Knight and unanimously carried to appoint Rochelle D. Small-Toney to the position of City Manager for the City of Rocky Mount effective July 2, 2017 upon the terms and conditions outlined in the May 25, 2017 press release.

**INTERIM CITY MANAGER/APPOINTMENT**

Motion was made by Councilmember Wiggins, seconded by Councilmember Blackwell and unanimously carried to designate Stephen W. Raper as Interim City Manager for the City of Rocky Mount effective April 1, 2017 and until such time as the newly appointed City Manager takes office upon the terms and conditions outlined in the March 22, 2017 press release.

**ADJOURN**

There being no further business for the Committee of the Whole, the meeting adjourned at 6:55 p.m.

Motion was made by Councilmember Wiggins, seconded by Councilmember Watkins and unanimously carried that the minutes of the Committee of the Whole be approved.

**BUDGET ORDINANCE AMENDMENT/EVENT CENTER NMTC LEVERAGE LOAN PROCEEDS**

The City Council received an ordinance amending the FY 2016-2017 budget to appropriate funds in the General Fund to allocate proceeds from the NMTC Leverage Loan (\$16,649,800) for the Rocky Mount Event Center.

Motion was made by Councilmember Wiggins, seconded by Councilmember Rogers and unanimously carried that **Ordinance No. O-2017-59** entitled **ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE FISCAL YEAR 2016-2017 FOR EVENT CENTER NMTC LEVERAGE LOAN PROCESS** be adopted.

**FY 2017-2018 BUDGET ORDINANCE AND FEES & CHARGES**

Consideration was given to the FY 2017-2018 Budget Ordinance which establishes appropriations for FY 2017-2018 and sets the ad

valorem rate at \$0.66 per \$100 of taxable assessed value; and to recommendations for amendments to the following fees and charges:

1. Parks and Recreation:
  - Policy No. X.4.2 Cemetery Fees
  - Policy No. X.4.4 Parks & Recreation Facility Fees
  - Policy No. X.4.5 Special Recreation Services
2. Department of Public Works & Water Resources:
  - Policy No. X.8.3 Rollout Container Disposal and Exemption Fees
  - Policy No. X.8.4 Solid Waste Disposal Fees
  - Policy No. X.8.5 Solid Waste Transfer Station Tipping Fee
  - Policy No. X.8.9 Solid Waste Debris Trailer Fees
  - Policy No. X.9.1 Water & Sewer Miscellaneous Fees
  - Policy No. X.9.3 Water and Sewer Wholesale Rates
  - Policy No. X.9.8 FOG Enforcement Response Plan

Motion was made by Councilmember Rogers, seconded by Councilmember Wiggins and carried by a vote of 5-1 (Councilmember Bullock opposed) that **Ordinance No. O-2017-60** entitled **CITY OF ROCKY MOUNT 2017-18 BUDGET ORDINANCE**; that **Resolution No. R-2017-34** entitled **RESOLUTION AMENDING/ADOPTING CERTAIN ADMINISTRATIVE POLICIES FOR FEES AND CHARGES**; and that **Ordinance No. O-2017-61** entitled **ORDINANCE ADOPTING AMENDMENTS TO WATER AND SEWER RETAIL RATES** be adopted.

#### **FY 2018 CAPITAL PROJECT ORDINANCES/TAR RIVER TRANSIT**

Consideration was given to FY 2018 Capital Project Ordinances for Tar River Transit (TRT) operations - (\$5,119,437).

Motion was made by Councilmember Miller, seconded by Councilmember Rogers and unanimously carried that the following ordinances be adopted:

- a) **Ordinance No. O-2017-62** entitled **GRANT PROJECT ORDINANCE/FY 2018 URBAN TRANSIT CAPITAL PROJECT**;
- b) **Ordinance No. O-2017-63** entitled **GRANT PROJECT ORDINANCE/FY 2018 URBAN TRANSIT OPERATING PROJECT**;
- c) **Ordinance No. O-2017-64** entitled **GRANT PROJECT ORDINANCE/FY 2018 TRANSIT SYSTEM PLANNING PROJECT**;
- d) **Ordinance No. O-2017-65** entitled **GRANT PROJECT ORDINANCE/FY 2018 RURAL TRANSIT CAPITAL PROJECT**;
- e) **Ordinance No. O-2017-66** entitled **GRANT PROJECT ORDINANCE/FY 2018 RURAL TRANSIT OPERATING PROJECT**;
- f) **Ordinance No. O-2017-67** entitled **GRANT PROJECT ORDINANCE/FY 2018 RURAL TRANSIT SYSTEM FEEDER PROJECT**;
- g) **Ordinance No. O-2017-68** entitled **GRANT PROJECT ORDINANCE/FY 2018 RURAL MOBILITY MANAGEMENT GRANT**; and
- h) **Ordinance No. O-2017-69** entitled **GRANT PROJECT ORDINANCE/FY 2018 RURAL EVENING SERVICE GRANT**.

#### **BENEFITS CONTRACT/FY 2017-2018 FLEXIBLE SPENDING**

Assistant City Manager Thomas M. Moton, Jr. advised the Council that the City wishes to renew its contract with Gilsbar to manage its flexible spending account. He noted the plan document requires a review and signature; however, content of the plan has not changed and there is no budgetary impact of the review.

Motion was made by Councilmember Wiggins, seconded by Councilmember Miller and unanimously carried that the benefits contract with Gilsbar be approved for renewal, as recommended; and

that the Mayor and City Clerk be authorized to execute the appropriate documents on behalf of the City.

**MUNICIPAL AGREEMENT/"WELCOME TO ROCKY MOUNT" SIGNS**

Assistant City Manager Tasha Logan Ford provided the City Council with a municipal agreement with the North Carolina Department of Transportation (NCDOT) relative to the design, fabrication and installation of four (4) "Welcome to Rocky Mount" sign assemblies near the city limits on US 64 and US 301 at an estimated cost of \$40,000.

Motion was made by Councilmember Rogers, seconded by Councilmember Miller and unanimously carried that the municipal agreement (C-2017-25) with the North Carolina Department of Transportation (WBS Elements: 36249.3803) be approved and that the Mayor and City Clerk be authorized to execute the agreement on behalf of the City.

**THELONIUS S. MONK HISTORICAL MEMORIAL MARKER**

Assistant City Manager Thomas M. Moton, Jr. provided the City Council with a request from Councilmember Knight for support for the purchase, erection and maintenance of a decorative memorial marker at Monk Park honoring Thelonius Monk. He advised that the cost of the marker and mounting post is approximately \$2,500.

Motion was made by Councilmember Knight, seconded by Councilmember Watkins and unanimously carried the purchase, installation and maintenance of the marker be approved.

**TAXICAB LICENSE/NEW APPLICATION**

The City Council received a recommendation from the Chief of Police for the issuance of one (1) new taxi cab right to Zabdiel Uri Dewar.

Motion was made by Councilmember Wiggins, seconded by Councilmember Watkins and unanimously carried that a Taxi Permit be approved for issuance to Zabdiel Uri Dewar as recommended by the Chief of Police.

**HOUSING INCENTIVE FUNDS**

Assistant City Manager Tasha Logan Ford informed the City Council that \$150,000 is available for 2017 Housing Incentive Grants to local agencies. She reported the Committee received a proposal request from Joy Community Development CDC and the subcommittee's recommendation is to allocate \$75,000 to the Joy Community Development Corporation to be used towards renovation costs associated with new roofs and windows for units at 716-720 Starling Way.

Motion was made by Councilmember Knight, seconded by Councilmember Watkins and unanimously carried that the funding allocation outlined above be approved and that the Mayor and City Clerk be authorized to execute Memorandum of Agreement (C-2017-26) with the Joy Community Development Corporation (Joy CDC) on behalf of the City.



**ASSESSMENTS/HOUSING CODE ENFORCEMENT**

The City Council received the preliminary assessment roll prepared to recover costs incurred by the City in connection with Housing Code Enforcement on the following properties:

- a. 907 Branch Street
- b. 624/626 Dexter Street
- c. 1336 S. Franklin Street
- d. 723 S. Grace Street
- e. 411 Matthews Street
- f. 413/415 Matthews Street
- g. 631 W. Raleigh Street
- h. 615 E. Virginia Street

Motion was made by Councilmember Wiggins, seconded by Councilmember Rogers and unanimously carried that receipt of the preliminary assessment roll be acknowledged; that **Resolution No. R-2017-35** entitled **RESOLUTION OF DETERMINATION OF COST OF REPAIR/DEMOLITION OF SUBSTANDARD HOUSING AND STRUCTURES** and **Resolution No. R-2017-36** entitled **RESOLUTION OF PRELIMINARY ASSESSMENT ROLL** be adopted; and that a public hearing on the assessments be scheduled for August 14, 2017.

**DOWN EAST HOME CONSORTIUM/EXTENSION OF JOINT COOPERATIVE AGREEMENT**

Assistant City Manager Tasha Logan Ford advised the City Council that the current Down East HOME Consortium Agreement expires on June 30, 2017. She provided the City Council with an extension to the current agreement extending the current five-year Consolidated Plan until June 30, 2018.

Motion was made by Councilmember Watkins, seconded by Councilmember Rogers and unanimously carried that the Extension of the Down East Home Consortium Joint Cooperative Agreement be approved and that the Mayor and City Clerk be authorized to execute the agreement on behalf of the City. The Extension shall be on file in the office of the City Clerk with the agreement approved on June 9, 2014 and designated as **(C-2014-16)**.

**LEASE/809 S. WESLEYAN BOULEVARD (SUBSTATION 6 PROPERTY)**

The City Council was provided with a one-year lease (May 19, 2017 to May 19, 2018) with Phillip Smith for a portion of Substation 6 property at 809 S. Wesleyan Boulevard at \$1 per year to be used for garden space and billed annually on his utility bill. Council was advised that Mr. Smith's property at 1052 Arbor Lane is adjacent to the eastern end of the City's property and he has been gardening a small portion of the property for many years.

Motion was made by Councilmember Miller, seconded by Councilmember Wiggins and unanimously carried that the City Council approve the lease and authorize the Mayor and City Clerk to execute the Lease Agreement **(C-2017-27)** on behalf of the City.

**LIQUID LEACHATE AGREEMENT**

Assistant City Manager, Thomas M. Moton, Jr., provided the City Council with an agreement with Republic Services of North Carolina,

LLC (East Carolina Regional Landfill) for treatment of landfill leachate at the Wastewater Treatment Plant. He advised that the City proposed to accept and treat up to 36,000 gallons per day of liquid leachate collected at the East Carolina Regional Landfill in Bertie County. The City Council was advised the agreement provides the potential for added revenues in the region of \$500,000 annually.

Motion was made by Councilmember Miller, seconded by Councilmember Rogers and unanimously carried that the agreement with Republic Services of North Carolina, LLC (**C-2017-28**) be approved and that the Mayor and City Clerk be authorized to execute the agreement on behalf of the City.

**SERVICE AGREEMENT/SPORTS FACILITY ADVISORY (SFA)**

Assistant City Manager Tasha Logan Ford provided the City Council with a services agreement with Sports Facility Advisory (SFA) to work with the design build team to insure the furniture, fixtures and equipment (FF&E) for the Rocky Mount Downtown Community Facility are procured per the specifications, installed as designed and installed as per the construction schedule for an estimated fee of \$198,188.73. Ms. Ford advised that the funds are budgeted and available to cover the agreement costs.

Motion was made by Councilmember Wiggins, seconded by Councilmember Rogers and unanimously carried that the services agreement with Sports Facility Advisory (SFA)(**C-2017-29**) be approved and that the Mayor be authorized to execute the agreement on behalf of the City.

**MUNICIPAL AGREEMENT/PEDESTRIAN SAFETY IMPROVEMENTS - W. RALEIGH BOULEVARD FROM HAZELWOOD DRIVE TO RAVENWOOD DRIVE**

Assistant City Manager, Tasha Logan Ford, provided the City Council with a municipal agreement with the North Carolina Department of Transportation (NCDOT) relative to pedestrian safety improvements on W. Raleigh Boulevard from Hazelwood Drive to Ravenwood Drive. Ms. Ford advised the Council that construction costs are estimated at \$70,000 and the City will be reimbursed up to a maximum of \$70,000.

Motion was made by Councilmember Watkins, seconded by Councilmember Wiggins and unanimously carried that contract number (**C-2017-30**) with the North Carolina Department of Transportation (WBS Elements: 80040) be approved and that the Mayor and City Clerk be authorized to execute the municipal agreement on behalf of the City.

**ELECTRIC SERVICE AGREEMENT/TIDAL WAVE AUTO SPA ROCKY MOUNT**

The City Council received an electric service agreement with Tidal Wave Auto Spa Rocky Mount that outlines the terms and conditions for the sale of electric power to 1615 Benvenue Road.

Motion was made by Councilmember Miller, seconded by Councilmember Rogers and unanimously carried that the electric service agreement (**C-2017-31**) with Tidal Wave Auto Spa Rocky Mount

be approved and that the Mayor and City Clerk be authorized to execute the same on behalf of the City.

**CONTRACT EXTENSION/TREE TRIMMING AND TREE REMOVAL**

The City Council was advised that a contract for tree trimming and tree removal crew was awarded to Xylem Tree Experts in June 2016 and the company has offered to extend the contract for one year at the same cost (total cost not to exceed \$200,000).

Motion was made by Councilmember Rogers, seconded by Councilmember Miller and unanimously carried that the contract for tree trimming and tree removal with Xylem Tree Experts be extended one year and that the Mayor and City Clerk be authorized to execute the bid contract on behalf of the City. This contract extension will be placed on file in the office of the City Clerk with the original bid contract (BD-2016-16).

**CONTRACT EXTENSION/CUSTODIAL SERVICES-ADMINISTRATIVE COMPLEX AND WEAVER BUILDING**

The City Council was advised that a contract for custodial services for the Administrative Complex and Weaver Building was awarded to Royal Quality Maintenance, Incorporated at a total cost of \$201,052.80 for the contract period of July 2013 through June 2016; and in June 2016 the City Council approved extending the contract period for one (1) year from July 2016 through June 2017. The Council was advised that the company has again offered to extend the contract for another one-year period through June 2018 at the same cost (\$5,584.80 per month for a total annual cost of \$67,017.60).

Motion was made by Councilmember Rogers, seconded by Councilmember Miller and unanimously carried that the contract for custodial services for the Administrative Complex and Weaver Building with Royal Quality Maintenance, Incorporated be extended one year and that the Mayor and City Clerk be authorized to execute the bid contract on behalf of the City. This contract extension will be placed on file in the office of the City Clerk with the original bid contract (BD-2013-19).

**CONTRACT EXTENSION/WATER PURIFICATION CHEMICALS**

The City Council was advised that the City currently has a contract with various companies as the lowest responsive responsible bidders in 2016 and the following companies are offering to extend their contract prices for the following water purification chemicals at the contract award amounts noted for a total cost of \$307,123.20:

- a. Liquid Sulfur Dioxide - JCI Jones Chemicals Company @ unit price of \$1,500 per ton = \$25,500;
- b. Liquid Calcium Hydroxide - Polytec, Incorporated - @ unit price of \$0.1428 per pound = \$114,240;
- c. Calcium Thiosulfate (CAPTOR) - Water Guard Incorporated - @ unit price of \$5.12 per gallon = \$98,400;
- d. Corrosion Inhibitor (DC 22 L) - Sterling Water Technologies, LLC - @ unit price of \$0.7998 per pound = \$27,193.20; and
- e. Bulk Sodium Hypochlorite (Bleach) - Water Guard, Incorporated - @ unit price of \$0.597 per gallon = \$41,790

The information provided by the Purchasing Division in connection with the extension of these contracts shall be placed on file in the office of the City Clerk with contract number **BD-2016-19**.

Motion was made by Councilmember Rogers, seconded by Councilmember Miller and unanimously carried that the contracts with JCI Jones Chemicals Company, Polytec, Incorporated, Water Guard Incorporated and Sterling Water Technologies be extended as recommended and that the Mayor and City Clerk be authorized to execute the contracts on behalf of the City.

**BIDS/WATER PURIFICATION CHEMICALS 2017-2018**

The City Council received the tabulation of bids received for Water Purification Chemicals. Bids were received and opened on June 19, 2017 after all necessary legal procedures had been implemented and the bid tabulation is on file in the office of the City Clerk as **BD-2017-20**.

Motion was made by Councilmember Rogers, seconded by Councilmember Miller and unanimously carried that the bids be awarded to the following vendors for the amounts shown for twelve-month contracts at a total cost of \$643,125.50 and that the Mayor and City Clerk be authorized to execute the bid contracts on behalf of the City:

- 1) Liquid Ferric Sulfate - Pencoco, Incorporated - @ unit price \$1,111.67 per ton = \$277,917.50;
- 2) Liquid Chlorine - JCI Jones Chemicals Company - @ unit price of \$481 per ton = \$57,720;
- 3) Dry Caustic Soda - Brenntag Mid-South, Incorporated - @ unit price of \$517.40 per dry ton = \$258,700;
- 4) Hydrofluorosilic Acid - Univar USA, Incorporated - @ unit price of \$0.54 per pound = \$12,150; and
- 5) Dry Polymer - Sterling Water Technologies, LLC - @ unit price of \$1.8319 per pound = \$36,638.

**MAYOR PRO TEM (ADDED TO AGENDA IN OPEN SESSION)**

Motion was made by Councilmember Wiggins, seconded by Councilmember Rogers, and unanimously carried to confer on Mayor Pro Tem W. B. Bullock all powers and duties of the Mayor, including, without limitation, the power to administer oaths, during any period of time the Mayor is absent from the City.

**LEASE/PANTHER ISLAND (ADDED TO AGENDA IN OPEN SESSION)**

The Mayor requested that consideration be given to an offer of a lease agreement at \$1 per year for 25 years, with one additional automatic renewal unless terminated from Rocky Mount Dam, LLC to lease City-owned property located in the Tar River below the Rocky Mount Mills Dam known as Panther Island.

Motion was made by Councilmember Wiggins, seconded by Councilmember Knight unanimously carried that consideration of the lease be deferred until the July 10, 2017 meeting of the City Council.

**RECESS/COMMITTEE OF THE WHOLE**

The Mayor recessed the City Council meeting to a Committee of the Whole Meeting to occur in the Third Floor Committee Room for the consideration of Boards, Commission and Committee appointments.

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**COMMITTEE OF THE WHOLE MEETING****MEMBERS PRESENT:**

W. B. Bullock, Mayor Pro Tem  
 André D. Knight  
 Lamont Wiggins  
 E. Lois Watkins  
 Tom Rogers  
 Chris Miller  
 David W. Combs, Mayor

**STAFF PRESENT:**

Stephen W. Raper  
 Pamela O. Casey  
 Tameka Kenan-Norman  
 Kim Batts  
 Tameka Kenan-Norman  
 Richard J. Rose

**MEMBERS ABSENT:**

Reuben C. Blackwell, IV

**OPENING OF MEETING**

Mayor David W. Combs called the meeting to order.

**BOARDS, COMMISSIONS AND COMMITTEES/ANNUAL APPOINTMENTS**

The City Clerk provided the Council with attendance records of the members of the Boards and Commissions whose terms are expiring and who have expressed an interest in reappointment and personal history forms and resumes submitted by citizens interested in appointment.

The City Council made the following appointments and/or reappointments:

- Board of Adjustment (three-year terms expire June 30, 2020):
  - Mark Osterhout (Ward 6 for Ward 4)
  - Robert Davis (Ward 1)
  - William M. Jones (Ward 7)

***Motion by Councilmember Watkins, second by Councilmember Wiggins and unanimously carried.***

- Business Development Authority (three-year terms expire June 30, 2020):
  - Blake Tharin
  - George Deryckere

***Motion by Councilmember Wiggins, second by Councilmember Miller and unanimously carried.***

- Central City Revitalization Panel (three-year terms expire June 30, 2020)
  - Virginia Davis
  - Roslyn Haynes
  - Dennis Barnes
  - Tarrick Pittman
  - David Farris
  - Robert McBride (subject to receipt of personal history form)

***Motion by Councilmember Wiggins, second by Councilmember Rogers and unanimously carried.***

- Community Appeals Board (three-year terms expire June 30, 2020)
  - Troy Davis (Ward 1) (subject to receipt of personal history form)
  - Thelma E. Simmons (Ward 4)
  - Mark Frohman (Ward 7)

***Motion by Councilmember Wiggins, second by Councilmember Watkins and unanimously carried.***

- Historic Preservation Commission (four-year terms expire June 30, 2021):
  - Roslyn J. Haynes
  - James R. Baker, Jr.
  - Philip Viverette

***Motion by Councilmember Wiggins, second by Councilmember Rogers and unanimously carried.***

***Mayor Combs made the following reappointments to the Housing Authority:***

- Housing Authority (five-year terms expire June 30, 2022):
  - Kelly Hazelwood Shore
  - Paul S. Jaber
  - William Solomon, Sr.
- Human Relations Commission (four-year terms expire June 30, 2021):
  - Lucy L. Taylor (Mayor)
  - Cynthia A. Cobb (Ward 2)
  - William S. Sharpe (Ward 5)
  - Nehemiah Smith (Ward 1) (subject to receipt of personal history form)

***Motion by Councilmember Wiggins, second by Councilmember Miller and unanimously carried.***

- Martin Luther King, Jr. Commission (three year terms expire June 30, 2020):
  - Terry M. Williams
  - Michael Anthony Parker
  - Juanita Bynum
  - Thomas H. Hastye, III

***Motion by Councilmember Miller, second by Councilmember Wiggins and unanimously carried.***

- Mayor's Commission on Persons with Disabilities (two-year terms expire June 30, 2019):
  - Allen Mitchell
  - Lee E. Gaskins
  - Richard Arnow
  - Doris Williams

***Motion by Councilmember Watkins, second by Councilmember Miller and unanimously carried.***

- Planning Board (three-year terms expire June 30, 2020):
  - Matthew P. Sperati (Ward 6)
  - James Robert Davis (Ward 2)

***Motion by Councilmember Wiggins, second by Councilmember Rogers and unanimously carried.***

- Redevelopment Commission (five-year term expires June 30, 2022):
  - Jesse Lewis
  - Ron Price
  - Kay T. Thomas

***Motion by Councilmember Miller, second by Councilmember Watkins and unanimously carried.***

- Rocky Mount-Wilson Airport Authority (three-year term expires June 30, 2020):
  - Dan E. Herring, Jr.

***Motion by Councilmember Rogers, second by Councilmember Wiggins and unanimously carried.***

- Transportation Advisory Board (two-year term expires June 30, 2019):
  - Chris Miller
  - Lamont Wiggins
  - W.B. Bullock

***Motion by Councilmember Rogers, second by Councilmember Watkins and unanimously carried.***

- Tree Advisory Board (four-year term expires June 30, 2021):
  - Linda Bittner (Ward 2)

***Motion by Councilmember Wiggins, second by Councilmember Rogers and unanimously carried.***

- Utility Service Review Board (four-year term expires June 30, 2021):
  - Dennis Gunter (Ward 3)
  - Chantelle Mosley (Ward 5)

***Motion by Councilmember Wiggins, second by Councilmember Watkins and unanimously carried.***

#### **EXTERNAL BOARDS - City Appointments**

- Carolinas Gateway Partnership (three-year terms expire June 30, 2020):
  - David W. Combs
  - Chris Miller

***Motion by Councilmember Wiggins, second by Councilmember Rogers and unanimously carried.***

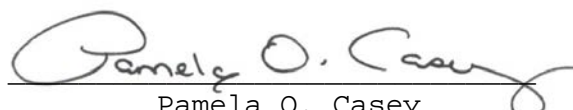
#### **ANIMAL SHELTER ADVISORY BOARD**

Mayor David W. Combs recommended that an Animal Shelter Advisory Board be established with an appointment from each Ward and perhaps to include a designated seat for a veterinarian and the Police Chief.

**COMMITTEE RECOMMENDATION. Staff to develop a draft ordinance for review by Council.**

#### **ADJOURNMENT**

There being no further business, the Mayor adjourned the Committee of the Whole meeting at 5:26 p.m.

  
 Pamela O. Casey  
 City Clerk