

September 24, 2018

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, Reuben C. Blackwell, IV, Richard Joyner, Lois Watkins, Tom Rogers, W. B. Bullock and Christine Carroll Miller.

Staff Present: Natasha Hampton Clayton, Assistant City Manager and Acting City Manager; Pamela O. Casey, City Clerk; Chris Beschler, Assistant City Manager; Tameka Kenan-Norman, Chief Communications and Marketing Officer; Willie Williams, Interim Police Chief; Rich Worsinger, Director of Energy Resources; Amy Staton, Director of Finance; Mark Adcox, Video Production Specialist; Nicki Gurganus, Accounting Manager; JoSeth Bocook, Interim Director of Development Services; Archie Jones, Director of Human Relations; Elayne Henderson, Director of Human Resources; Kim Batts, Deputy City Clerk; Tanika Cooper, Executive Secretary, City Manager's Office; and Richard J. Rose, City Attorney.

Also in attendance were the following **Energy Resources Employees:** Amy Blanton; Michael Winkler; Bradley Walters; Darryl Strother; Joey Cascell; Jerry Sherrod; Steve McBride; Will Barnes; Cody Ricks; Danny Cobb; Steve LeGay; Daniel Hicks; Cody Melvin; Nick Delbridge; Miguel Salazar; Joey Joyner; Luis Limon; Shayne Aldridge; Spencer Pierce; Terrance Lawrence; Nick Peaden; Ben Barnes; Dennis Evans; Phillip Wells; Artie Anderson; Phillip Collins; Charles Parker; Erin Scott; Garland Clark; Jeff Judkins; Kesha Arrington; Mike Vick; Rob Pate; Phillip Smith; Ryan Thompson; Scott Armstrong; Trey Wiggins; William Brown; Andy Hicks; Zachary Clayton; Trevor Evans; Brett Young; Michael Proctor; Tim Coley; Bryan Knox; Terry Johnson; Sammy Moss; Chris Winders; Omar Briceno; Randy Coggin; John Flowers; Marshall Langley; Louis Brown; John Fore; Ronnie Joyner; Joe Bell; Ronald Lee; and Rusty Owens (part time).

Security Officer: Police Sergeant Edwin Collins.

The Mayor opened the meeting and called on Councilmember Tom Rogers to offer prayer.

WELCOME

Mayor Combs 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 regularly scheduled meeting of the City Council held September 10, 2018 were approved as submitted to the City Council prior to the meeting.

UPDATE - PARKING OF COMMERCIAL VEHICLES AND TRAILERS IN RESIDENTIAL AREAS

By consensus, item 18 on the agenda, Update Relative to Parking of Commercial Vehicle and Trailers in Residential Areas, was removed from the agenda.

2018 AMERICAN PUBLIC GAS ASSOCIATION (APGA) AWARDS

The Mayor introduced Bert Kalisch, President and CEO of the American Public Gas Association. Mr. Kalisch told the City Council the Gold designation is the most prestigious award in APGA's system operation achievement recognition and Rocky Mount is the only recipient of the award this year. He added the City is one of only two gas utilities in the nation to receive this award at the Gold level two times. He said this speaks loudly and gives a strong indication of the level of the City's rank among the 1,000 public gas utilities.

Mr. Kalisch reported that the City is also receiving the Public Gas System Achievement award. He stated this award is given to a utility that has made substantial contributions to the community, other utilities and the goals of the APGA and only one utility yearly receives this achievement award. Mr. Kalisch presented the Energy Resources Department with the following awards:

Gold System Operational Achievement Recognition (SOAR) Award - recognizes Natural Gas utilities that demonstrate excellence in the four operational areas of worker safety, workforce development, system integrity and system improvement; and

Public Gas System Achievement Award - recognizes Public Natural Gas member whose performance is widely recognized in the public natural gas industry and has made substantial contributions to the community, other utilities and the goals of APGA; recognizes a gas system that has expressed a willingness to exchange ideas and technology with others to ensure the gas industry will be the safest and most knowledgeable of all utilities

Mr. Kalisch presented the award plaques to Director of Energy Resources Rich Worsinger and other members of the Gas Department (listed above). He noted the outstanding contributions of Energy Resources Director Rich Worsinger to the APGA along with contributions of Bradley Walters, Rusty Owens and former employee Kim Weaver.

The Mayor thanked Energy Resources employees for their excellent service.

The Mayor joined Mr. Kalisch and Gas Department staff for photographs.

PUBLIC POWER AND PUBLIC NATURAL GAS WEEK

The Mayor recognized Energy Resources Director Rich Worsinger and Public Power and Public Natural Gas employees. He stated the City was very fortunate during the recent hurricane and is lucky to have a publicly controlled utility able to respond quickly to outages. He congratulated the department on the great work they do on an ongoing basis.

Energy Resources Director Rich Worsinger stated the City recently sent crews to Laurinburg and shared with the City Council an email from

the Laurinburg Utilities Director thanking Energy Resources staff for their assistance.

The Mayor congratulated the Department of Energy Resources on receiving the awards and he and Assistant City Manager/Acting City Manager Natasha Hampton-Clayton joined Mr. Worsinger and staff members for a photograph.

PRESENTATION/MOUNT ZION FIRST BAPTIST CHURCH

The Mayor welcomed members of Mount Zion First Baptist Church and congratulated them on the 20th anniversary of the Sweet Hour of Prayer and Praise Missionary Circle. The Mayor presented members, Ann Williams; Geraldine H. Hill; Fred Belfield, Jr.; Ann Edge; Evelyn Shaw Wilson; Joseph Johnson; Ernestine Belfield, and David Hill with a certificate commemorating the anniversary and he, along with Councilmembers, Knight, Blackwell and Watkins, joined the members of the Missionary Circle for a photograph.

PETITIONS FROM THE PUBLIC

The Mayor outlined the guidelines for petitions from the public and requested that citizens wishing to speak complete a speaker request form. He noted this is an opportunity to raise a question or present a request to Council; that comments should be directed to the Council as a whole and not to individual Councilmembers or City staff; and, in most cases, Councilmembers will not respond to public comments, but may refer a matter to the City Manager or staff for follow-up. He requested that comments be made from the podium in a civil, non-argumentative and respectful manner and added that personal attacks that have the potential to disrupt the meeting will not be tolerated.

Mayor Combs opened the meeting for petitions from the public and recognized the following individuals:

Stacey Graham:

- stated the last time she came to a Council meeting she talked about a correlation between violent crime and animal abuse and urged Council to move forward with the formation of the Animal Care and Control Advisory Board

Ellen Matthews:

- stated she is here to support the formation of the Animal Care and Control Advisory Board;
- added she would like the Animal Control Division to be more accessible to the public (more hours during the week and weekend hours) to allow more time for adoptions and for citizens to visit; and
- suggested some animal events be held at the Event Center

Brenda Cooper:

- reiterated concerns about the roof of a warehouse on South Church Street posing a danger to the community, especially during storms

Samuel Battle:

- stated he would like to see boxing added to the list of activities provided for the youth of Rocky Mount; and
- added there needs to be term limits for Councilmembers

CONSENT AGENDA

A. TEMPORARY STREET CLOSING (recommended for approval):

- Request by Pastor Mack E. Battle, on behalf of East End Baptist Church, for permission to close the 928 Block of East Highland Avenue from 2:00 p.m. to 6:00 p.m. on Saturday, October 13, 2018 to celebrate the Church's 92nd anniversary

B. FISCAL YEAR 2017-2018 TAX SETTLEMENT (recommended for adoption)

- Resolution No. R-2018-48 entitled RESOLUTION APPROVING SETTLEMENT OF FY 2017-2018 TAXES DUE AND COLLECTED (authorizes Collector of Revenue to collect taxes for FY commencing July 1, 2018).

C. AD VALOREM TAX RELEASES (recommended for approval):

SCHEDULE A - acknowledge receipt of report of the following taxes under \$100 approved for release and/or refund by the City Manager:

<u>YEAR</u>	<u>BILL NO.</u>	<u>NAME/ADDRESS</u>	<u>TAX</u>	<u>COMMENT</u>
<u>EDGECOMBE COUNTY</u>				
2018	24663	WHITAKER, MARY ROSE M PITTMAN, ROBIN DANIELS AVE LOT 15 BATTLEBORO, NC 27809	88.85	CITY ELDERLY EXEMPTION
		TOTAL RELEASE:	88.85	

SCHEDULE B - approve release and/or refund of the following taxes over \$100:

<u>YEAR</u>	<u>BILL NO.</u>	<u>NAME/ADDRESS</u>	<u>TAX</u>	<u>COMMENT</u>
<u>EDGECOMBE COUNTY</u>				
2018	332	CANON FINANCIAL SERVICES, INC 158 GAITHER DR, STE 200 P O BOX 5008 MT LAUREL, NJ 08054	251.90	CITY LISTED IN ERROR
		TOTAL RELEASE:	251.90	

The Finance Director responded to questions from Councilmembers relative to tax collection.

Motion was made by Councilmember Knight, seconded by Councilmember Joyner and unanimously carried that the recommendations relative to the Consent Agenda items be approved inclusive of approval of the temporary street closing, tax releases and adoption of the resolution.

COMMITTEE OF THE WHOLE MINUTES

The City Council received the minutes from a regular Committee of the Whole Meeting held September 10, 2018 as follows:

MINUTES OF A MEETING OF A REGULAR RE-SCHEDULED COMMITTEE OF THE WHOLE HELD MONDAY, SEPTEMBER 10, 2018, AT 4:00 P.M. IN THE COMMITTEE ROOM OF THE FREDERICK E. TURNAGE MUNICIPAL BUILDING

MEMBERS PRESENT:

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

STAFF PRESENT:

Rochelle D. Small-Toney
 Pamela O. Casey
 Chris Beschler
 Tameka Kenan-Norman
 Brad Kerr
 Steve Yetman

Reuben C. Blackwell, IV
Richard Joyner*
Tom Rogers
W. B. Bullock
Chris Miller
David W Combs, Mayor

Jonathan Boone
Amy Staton
Kim Batts
Tanika Cooper
Richard J. Rose

MEMBERS ABSENT:

Reuben C. Blackwell, IV
Richard Joyner

OTHERS PRESENT:

Moira Mis O'Polka, Corbin Design
Jeff Frank, Corbin Design
Charles Penny
Dave Irej, President, TCCP
Lannie Shuff, Immediate Past President TCCP

OPENING OF MEETING

Mayor Pro Tem E. Lois Watkins called the meeting to order and welcomed all present.

Mayor Pro Tem Watkins explained the guidelines for Committee of the Whole Meetings and called on City Manager Rochelle D. Small-Toney to introduce the agenda items.

The City Manager thanked the City Council for approving the change in time for the Committee of the Whole meeting in order to start an hour early.

She called on Brad Kerr, Director of Engineering, to provide an update relative to Wayfinding Analysis and Design Concepts.

WAYFINDING ANALYSIS AND DESIGN CONCEPTS - Brad Kerr

Director of Engineering Brad Kerr thanked the Council for the opportunity to provide additional information relative to the wayfinding process. He stated receiving concurrence or direction from the Council to move forward with the proposed recommendations for sign design and the districting plan in order to transition into the System Design phase of the Wayfinding project would be helpful following today's presentation.

He provided a PowerPoint presentation overview of the wayfinding recommendations included four proposed destination districts to be used as the basis for the system design as well as two conceptual design alternatives for the wayfinding system signs as follows:

- Vehicular circulation plan and districting
 - Four (4) district are recommended as a basis for wayfinding: Downtown, Mills, Sports Complex and Gateway District (these would direct visitors to the districts with destinations being identified within the districts)
 - Would direct first time and infrequent visitors to locations for shopping, dining and recreational activities
 - The destinations would be public destinations (not individual business locations)
 - Signage would be adaptable
- Downtown and Event Center routing plan
- Images and sign array for Concepts 1 and 2 were shown
- Return on Investment was discussed

Mr. Kerr responded to questions from the Councilmembers.

Councilmember Miller stated she approves of boasting the Downtown but does not want to disadvantage businesses not located within the Downtown.

Mr. Kerr introduced Corbin Design Group consultants, Jeff Frank and Moira Mis O'Polka.

Councilmember Knight voiced concern with all four recommended districts being on the west side of the City and no district identified on the east side. Mr. Kerr and Mr. Frank noted that districts can be added when an area has enough destinations and activities.

Councilmember Knight replied he is unable to approve a recommendation which only identifies districts on the west side of the City.

Mr. Kerr and Mr. Frank further explained the wayfinding districts and reported that districts can be added. Mr. Knight indicated he would like to see signage on the east side of the City at the same time as it is installed west side. He recommended a fifth district (perhaps named the African American Cultural District) be added on the east side of the City. Councilmember Bullock added that Oakwood is a well-known destination on the east side of the City.

Mr. Kerr told the Council the signage would begin at Highway 64 and bring visitors into the districts further directing them to destinations. He added the signage is not a final design, but a preliminary analysis.

He showed two conceptual designs with modules that can be modified.

Discussion continued. Mr. Kerr stated staff recommends approval of the four districts with destination signage.

*Councilmember Joyner arrived.

City Manager Rochelle D. Small-Toney clarified that the request from Council is for a fifth free standing design district and Councilmember Knight concurred suggesting the fifth district be placed near Atlantic Avenue, East Grand and East Raleigh Boulevard.

The Engineering Director reported staff will look at available options and report back to the Council. He added the Douglas Block District has been a consideration.

Councilmember Rogers noted he has always considered Highway 43 as a major roadway coming into the City from the east and Mr. Kerr responded it has not been identified as a major route for visitors to the Event Center.

Councilmember Watkins suggested the motto "the center of it all" be added to the signage.

In response to an inquiry, Mr. Kerr noted that interstate signs will follow state highway standards and placement of signs will be a part of the upcoming phases once Council has approved the concept.

COMMITTEE RECOMMENDATION. *By consensus the City Council gave approval for staff to proceed towards system design with the condition that a fifth district be added on the east side of the City at the same time as the four recommended districts; that Concept Number One be selected for design of signage; and that Council receive further information as to the masterplan at the October Committee of the Whole meeting.*

MEMORANDUM OF UNDERSTANDING - TWIN COUNTY HALL OF FAME (TWIN COUNTY COMMUNITY PRIDE) AND ROCKY MOUNT EVENT CENTER - Charles Penny

City Manager Rochelle D. Small-Toney provided the City Council with a Memorandum of Understanding between the City and Twin County Community Pride, Inc. (TCCP) for the installation of the Twin County Hall of Fame portraits in the Rocky Mount Event Center (RMEC). The City Manager called on Charles Penny with CW Penny Consulting, LLC to further explain the terms of the agreement and answer questions.

Mr. Penny explained that the agreement has been shared with and approved by the Board of the Twin County Community Pride. He introduced Dave Irey, President of the TCCP, and Immediate Past President, Lannie Shuff, who expressed approval of the Memorandum of Understanding. Mr. Penny outlined the major terms of the Memorandum of Understanding to be:

- Term of agreement is for a five-year period from November 1, 2018 through November 1, 2023
- City will:
 - Provide space for TCCP's portraits to be housed at the RMEC in the pre-function area;
 - Provide a secure environment for TCCP's portraits in the RMEC;
 - Provide reasonable access for visitors to see TCCP's portraits in the RMEC;
 - Not charge admission to see TCCP's portraits;
 - Ensure TCCP's portraits are displayed in a professional manner;
 - Take every reasonable means to ensure TCCP's portraits are not damaged due to any negligence on the City's part;
 - Notify the TCCP Board of Directors of any issues with the conditions of the portraits;
 - Maintain liability insurance on its facility; and
 - The Rocky Mount City Council, at its discretion, will determine the amount of assistance it wishes to provide to TCCP for the event at the RMEC on a year to year basis.
- Twin County Community Pride, Inc. will:
 - Provide RMEC's architect approved digital portraits to be displayed in the pre-function area of the RMEC;
 - Be responsible for installation costs of the TCCP portraits by a professional contractor to ensure the portraits are displayed securely at the highest degree of museum quality;
 - Provide annual financial support to cover the costs of the new TCCP portraits installed at the RMEC;
 - Provide property insurance on the portrait collection and provide a copy of the Certificate of Insurance;
 - Cover the costs for the annual Induction and Banquet event and other events;
 - Apply for the non-profit subsidy provided in accordance with the guidelines established by the City;
 - Vacate the current TCCP location at the Helen P. Gay Train Station within sixty (60) days, subject to the terms in Section II, paragraph 11 of the agreement;
 - Store any of TCCP's artifacts, files and memorabilia at a location away from the Train Station and the RMEC;
 - Provide TCCP portraits by induction year to ensure the appropriate display of the artwork at the RMEC; and
 - Enter into a contract to have TCCP portraits made and installed at the RMEC, upon securing appropriate grant/grants funding.

In addition, the TCCP may provide docents to assist guests as they visit the TCCP portrait collection during major events and high traffic times.

The agreement can be terminated with a 12-month notice, subject to mutual agreement by the parties.

Mr. Penny advised the 128 portraits would be displayed in the pre-function area near the banquet rooms and there is room for additional portraits for five or six years. Councilmember Rogers stated it is important that the portraits are prominently displayed. Mr. Penny added the new format will look nice and the size and quality can be read easily.

Councilmember Miller stated that the TCCP would incur cost for all artifacts currently displayed at the Train Station to be placed in storage and for the cost of new renderings of the portraits (placement on portrait size aluminum-type medium) to be displayed in the Event

Center. She agreed that the TCCP has outgrown the Train Station, but due to the increased expense she does not believe the agreement benefits the TCCP.

Councilmember Rogers stated the TCCP has done a great job recognizing contributions by individuals from the two counties and expressed a desire for the City to engage with the TCCP and have proactive discussions relative to a long-term solution for display of the TCCP artifacts.

Councilmember Knight added there has been conversation about displaying other exhibits throughout the Event Center.

COMMITTEE RECOMMENDATION. Motion was made by Councilmember Rogers, seconded by Councilmember Joyner, and unanimously carried that the Memorandum of Agreement be recommended for approval and added to the agenda for today's regular scheduled City Council Meeting for consideration.

BOARDS AND COMMISSIONS - Pam Casey

City Clerk Pam Casey provided the Council with personal history forms received since the Boards and Commissions Booklet was provided to them.

Mayor Pro Tem Lois Watkins stated there has been discussion among Councilmembers noting a desire for a review of the appointment process for Boards and Commissions. She noted some members of the Council feel there is a disconnect between the Boards and Commissions and the Council and that Council is not receiving information from the Boards and/or Commissions. She added some Boards/Commissions have staff assigned and others do not and requested this item be deferred to allow more time for discussion and consideration of the appointment process.

The Mayor responded that some Boards/Commissions need additional discussion and consideration due to more strict requirements, but some appointments can more easily be made. He said there has at times been challenges with identifying individuals to serve on some of the Boards which require certain skills and criteria such as the CCRP.

Councilmember Miller questioned if it is the intent to delay appointments to all Boards/Commissions or just to some. She said she is aware of the intent behind delaying appointments to the CCRP. She added that each Councilmember has had an opportunity through the years to make appointments to the CCRP with full Council approval. She added that what is happening is individuals have served on the panel for many years who have wanted to see the Downtown grow and now that the Downtown is growing and property is being purchased some Councilmembers feel the Board needs to be reorganized.

The Mayor Pro Tem stated that based on her communication with Council the request is due to some members receiving meeting requests from Downtown merchants, stakeholders and others who feel the lines of communication need to be open with Councilmembers and not about diminishing power of the current board.

Mayor Combs indicated it is important to look at Council's goals when making appointments to Boards/Commissions. He suggested reviewing each Board and working to make some appointments now and continuing discussion for those needing further conversation.

Councilmember Rogers asked the City Manager if there has been Council oversight of Boards/Commissions in other places she has served. The Manager responded she has seen a much tighter process where Council conducts interviews and there is a requirement for reporting to the Council to establish a direct connection between the Boards/Commission and the Councilmembers to ensure they are working towards Council's goals and objectives.

Mayor Pro Tem Watkins recommended that staff review the process for appointments to Boards/Commissions.

Discussion continued.

Councilmember Bullock stated that in the past Council has received notice of meetings and can choose to attend should they wish. The City Attorney provided information relative to the open meetings law.

The Mayor Pro Tem suggested the Clerk's Office and City Manager's office provide research as to the process in other cities and a review of the process and how it lines up with the goals and mission of the City Council.

COMMITTEE RECOMMENDATION. *Motion was made by Councilmember Knight, seconded by Councilmember Rogers, and unanimously carried that the Clerk's Office and Manager's Office review the appointment process and make recommendations for how to improve communication between the Council and the Boards/Commissions and that appointments be deferred until the October 8, 2018 Committee of the Whole meeting.*

CLOSED SESSION. The City Manager requested a Closed Session for matters concerning attorney client privilege and personnel.

COMMITTEE RECOMMENDATION. *Motion was made by Councilmember Knight, seconded by Councilmember Joyner and unanimously carried that the City Council go into Closed Session at 5:32 p.m.*

The minutes of the Closed Session shall be placed on file as **ESM-502** at the end of **Minute Book 34** upon approval for release by the City Attorney.

REGULAR SESSION/ADJOURN. The Mayor Pro Tem convened the Committee in regular session at 6:57 p.m. and, there being no further business for the Committee of the Whole, by consensus, the meeting adjourned.

A printed copy of the PowerPoint presentation is on file in the office of the City Clerk

Motion was made by Councilmember Knight, seconded by Councilmember Blackwell and unanimously carried that the minutes and recommendations be corrected to add a 6th design district and approved, as amended.

2018-2019 CAPE FEAR TUTORING REIMBURSEMENT CONTRACT/AFTERSCHOOL AND SUMMER PROGRAMS

The City Council was provided with a reimbursement contract with Cape Fear Tutoring, Inc. for the 2018-2019 afterschool and summer programs. The Council was advised that Cape Fear Tutoring, Inc. is a non-profit organization administered at the Federal level by the Food and Nutrition Service, an agency of the U. S. Department of Agriculture, that provides subsidized funding for healthy snacks served to eligible children at participating centers and day cares and the contract allows for reimbursement to the City in an estimated amount of \$13,857, based on attendance numbers.

Motion was made by Councilmember Watkins, seconded by Councilmember Rogers and unanimously carried that the reimbursement contract with Cape Fear Tutoring, Inc. be approved and that the Mayor and/or the appropriate agent(s) be authorized to execute the contract (**C-2018-26**) on behalf of the City.

AMENDMENT/WATER TANK LICENSE AGREEMENT

Assistant City Manager Chris Beschler advised the City Council that

the City has lease agreements with several cellular providers that maintain and operate cellular antennae on city-owned water tanks. He noted the agreement for Suncom Wireless for use of the Airport Road Water Tank dates back to 1999 and provided for the installation of antennae on the water tank and a ground lease for the equipment required to operate the equipment. He reported that a request has recently been received from Suncom to install an emergency backup generator to support the equipment and installation will require an additional ground space area of 5' x 9' (35 square feet).

The City Council was provided with an amendment to the existing lease agreement and advised that in exchange for increasing the ground space to accommodate the emergency backup generator, the monthly lease will be increased by \$150 per month and will be effective from November 1, 2018 through November 30, 2025.

Motion was made by Councilmember Rogers, seconded by Councilmember Joyner and unanimously carried that the Mayor and City Clerk be authorized to execute the Third Amendment to Water Tower License Agreement on behalf of the City and that same be placed on file with the **Second Amendment to Water Tower License Agreement (Contract No. C-1999-62 Airport Road)**.

DEMOLITION ORDINANCE

The City Council received an ordinance ordering the Community Code Inspector to proceed with demolition of the following substandard property:

- 4144 Sunset Avenue

Motion was made by Councilmember Joyner, seconded by Councilmember Watkins and unanimously carried that **Ordinance No. O-2018-85** entitled **ORDINANCE ORDERING THE COMMUNITY CODE INSPECTOR TO PROCEED TO DEMOLISH CERTAIN DILAPIDATED STRUCTURES PURSUANT TO THE HOUSING CODE OF THE CITY OF ROCKY MOUNT** be adopted.

2018 NORTH CAROLINA SCIENCE MUSEUMS GRANT

The City Council was advised that in July 2017 the City received notification it has been awarded a two-year grant from the North Carolina Museums Grant Program in the amount of \$60,000. Assistant City Manager Natasha Hampton-Clayton told the Council this grant is the former North Carolina Science Grassroots state allocation and funds awarded are to aid the City in fees associated with renting traveling exhibitions in the Children's Museum.

Motion was made by Councilmember Miller, seconded by Councilmember Blackwell and unanimously carried that the grant be accepted and that the Mayor, Finance Director and City Clerk be authorized to execute grant agreement and any required documentation on behalf of the City; and that the following budget ordinance be adopted:

- **Ordinance No. O-2018-86** entitled **ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE FISCAL YEAR 2018-2019 FOR NORTH CAROLINA MUSEUM GRANT (\$60,000)**.

GRANT APPLICATION/ROCKY MOUNT SENIOR CENTER

The City Council received a request from the Senior Center for approval of an application to the Upper Coastal Plain Area Agency on Aging for Senior Center general purpose funding in the amount of \$14,257. Council was advised that, if awarded, the funds would be used for:

- A new treadmill;
- A new strength functional trainer; and
- Staff costs to allow programs such as an Older Adult Prom, Chair Aerobics and Yoga to be offered at low to no cost

The Council was advised that the grant requires a local match of \$3,556 (25%).

Motion was made by Councilmember Blackwell, seconded by Councilmember Watkins and unanimously carried that the grant application be approved; that the Mayor and City Clerk be authorized to execute same and any subsequent documents including grant agreement on behalf of the City; that staff be authorized to submit the application to the Upper Coastal Plain Area Agency on Aging; and that the following budget ordinance be adopted:

- **Ordinance No. O-2018-87** entitled **ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE FISCAL YEAR 2018-2019 FOR SENIOR CENTER GENERAL PURPOSE GRANT (\$14,257)**.

ROCKY MOUNT TRANSIT/GRANT AGREEMENTS

The City Council was advised that the City has been approved by the North Carolina Department of Transportation for the following FY 2019 grants:

1. Demonstration Program Grant - funds a portion of operating expenses incurred by Tar River Transit's Rural General Public Transportation Program - \$270,846 (State - \$135,423/local match - \$135,423);
2. 5317 New Freedom Program Grant - funds salary expenses for a Mobility Manager position - \$35,000 (Federal - \$28,000; State - \$3,500; local match - \$3,500).

Motion was made by Councilmember Joyner, seconded by Councilmember Miller and unanimously carried that the grant agreements with the North Carolina Department of Transportation be approved; and that the Mayor and City Clerk be authorized to execute the grant agreements and required certifications on behalf of the City.

CHANGE ORDER NO. 4/DOWNTOWN COMMUNITY FACILITY CONTRACT - BARNHILL/HOLT BROTHERS

The City Council was provided with Change Order No. 4 on a contract with Barnhill/Holt Brothers relative to the Rocky Mount Event Center relative to an amendment to the CMTS construction management contract. The Council was advised the change order is not an increase to the project budget and that funds will be reallocated within the existing budget to cover the changes.

Motion was made by Councilmember Joyner, seconded by Councilmember Knight and unanimously carried that the change order be approved and that the City Manager or the Mayor and City Clerk, as appropriate, be authorized to execute the same on behalf of the City, if required.

The Change Order will be filed with the original contract (**C-2016-31**) and Change Orders No. 1, 2 and 3 with Barnhill/Holt Brothers in the City Clerk's Office.

Councilmember Watkins requested an update relative to minority hiring at the Event Center.

BIDS/WATER PURIFICATION CHEMICALS 2018-2019/LIQUID CALCIUM HYDROXIDE

The City Council received the tabulation of bids received for Water Purification Chemicals 2018-2019. Bids were received and opened on July 3, 2018 after all necessary legal procedures had been implemented and were evaluated with the Director of Public Works & Water Resources. The bid for liquid calcium hydroxide required further evaluation. Based on the bid evaluation and staff recommendation it is recommended that the contract be awarded to Polytec, Incorporated for a unit price of \$0.1428 per pound at a total price of \$99,960. The bid tabulation for liquid calcium hydroxide will be placed on file in the office of the City Clerk with the bid for other 2018-2019 Water Purification Chemicals as **BD-2018-21**.

Motion was made by Councilmember Blackwell, seconded by Councilmember Joyner and unanimously carried that the bid be awarded as recommended and that the Mayor and City Clerk be authorized to execute the bid contract on behalf of the City for:

Item #3 - Liquid Calcium Hydroxide - unit price of \$0.1428 per pound = \$99,960

BIDS/ROCKY MOUNT EVENT CENTER DIGITAL SIGNAGE SYSTEM

The City Council received copies of the tabulation of bids received for the Rocky Mount Event Center digital signage system. Bids were received and opened on September 14, 2018 after all necessary legal procedures had been implemented and the bid tabulation is on file in the office of the City Clerk as **BD-2018-30**.

Motion was made by Councilmember Blackwell, seconded by Councilmember Rogers and unanimously carried that the bids for the Rocky Mount Event Center digital signage system in the total amount of \$89,430 be awarded to Reach Media Network and that the Purchasing Division be authorized to issue a purchase order for the equipment in accordance with the Council's award.

APPOINTMENTS

By consensus, the City Council made the following appointments:

- Transportation Advisory Committee - Councilmember Tom Rogers; and
- Gateway Technology Center - Councilmember Richard Joyner.

COMMENTS

The Mayor thanked Assistant City Manager Natasha Hampton-Clayton for acting as City Manager in the absence of the Manager.

CLOSED SESSION (ATTORNEY-CLIENT)

The City Attorney requested a Closed Session to discuss a matter concerning attorney-client privilege.

Motion was made by Councilmember Knight, seconded by Councilmember Joyner and unanimously carried that the City Council go into a Closed

Session at 4:45 p.m. The minutes of the Closed Session shall be filed as **ESM-504** at the end of **Minute Book 34** upon approval for release by the City Attorney.

REGULAR SESSION

The Mayor convened the City Council meeting in regular session at 4:57 p.m.

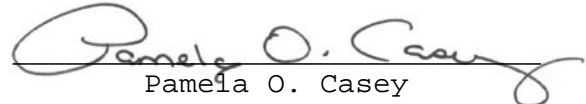
CLOSED SESSION (PERSONNEL MATTER ADDED TO AGENDA IN OPEN MEETING)

The Mayor requested a Closed Session to for a personnel matter to be added to the agenda.

Motion was made by Councilmember Blackwell, seconded by Councilmember Knight and unanimously carried that the City Council go into a Closed Session at 4:59 p.m. The minutes of the Closed Session shall be filed as **ESM-504a** at the end of **Minute Book 34** upon approval for release by the City Attorney.

ADJOURNMENT

The Mayor convened the meeting in regular session at 6:35 p.m. and there being no further business, the City Council meeting adjourned.


Pamela O. Casey
City Clerk