

May 11, 2020

The City Council of the City of Rocky Mount met this day in regular session at 7:00 p.m. in the George W. Dudley City Council Chamber of the Frederick E. Turnage Municipal Building with Mayor C. Saunders "Sandy" Roberson, Jr. presiding.

The Mayor called the meeting to order and called on Councilmember Richard Joyner to offer prayer. Councilmember Joyner requested a moment of silence for COVID-19 victims who have lost their lives and offered prayer.

Councilmembers present: André D. Knight, Reuben C. Blackwell, IV, Richard Joyner, T. J. Walker*, Lige Daughtridge and W. B. Bullock.

**joining remotely*

NOTE: Following the meeting Councilmember Christine Carroll Miller notified the Mayor and Council, City Attorney and City Clerk that she was signed into the meeting remotely and was able to hear the meeting in its entirety, but realized when she attempted to vote and make a nomination to a City Board that she was not being heard.

Staff present: Rochelle Small-Toney, City Manager; Pamela O. Casey, City Clerk; Dorothy Brown Smith, Chief Communications and Marketing Consultant; Mark Adcox, Video Production Specialist; and Richard J. Rose, City Attorney.

Staff present for a portion of the meeting, as necessary: Jessie Nunery, Media Relations Specialist; George Robinson, Police Chief; Ken Hunter, Budget and Evaluation Manager; Kena Cofield-Hones, Human Resources Director and Security Officer, Retired Police Sergeant L. S. Parker, Jr.

The Mayor called the meeting to order and called on Councilmember Joyner to offer prayer. Councilmember Joyner requested a moment of silence for COVID-19 victims who have lost their lives and offered prayer.

APPROVAL OF MINUTES

The minutes of a regular scheduled meeting of the City Council held May 1, 2020 were approved as submitted to the City Council prior to the meeting.

COMMUNITY UPDATE BY CITY MANAGER

City Manager Rochelle Small-Toney provided the following community update. Ms. Small-Toney:

- Introduced Kena Cofield-Jones, the City's new Human Resources Director;
- Announced that starting June 1, applications for the Residential Façade Improvement Grant Program will be accepted. Adding that the program, administered through the Human Relations Department, will offer eligible homeowners in designated areas of the City the opportunity to beautify residential property façades. She said the program provides for a grant of up to \$5,000, and matching funds are not required and noted those interested should contact the Human Relations

Department at 252-972-1181 or visit rockymountnc.gov to find the list of eligibility standards and obtain an application.

- Encouraged citizens to fill out and send in their 2020 Census form and stated that the census will determine funding for housing programs, schools, hospitals, economic development and much more in our community. Added if there are questions citizens can contact one of the City's Census Outreach members at 252-972-1181 or visit 2020census.gov.
- Said that while the governor has lifted some restrictions during this pandemic, she would like to remind all to do as his executive order states and - if they can...stay home. She said the City of Rocky Mount elected officials and staff are working to ensure customers continue to receive excellent municipal services.
- Said as some businesses begin to reopen the City's Water Resources Department is encouraging building owners and managers to follow the advice of the American Water Works Association and encouraged commercial customers to flush their buildings' water system before reopening to the public. She said the shutting down of many commercial buildings across the City due to the coronavirus pandemic may have resulted in little or no water running through building pipes for an extended period which may cause discolored water or lower chloramine residual disinfectant which could cause harmful microorganisms to proliferate. She said the stagnant water should; therefore, be flushed out as fresh water is drawn into the system.
- Stated that per the City Council's direction, the moratorium on all utility disconnections will continue until further notice and late fees will not be assessed during this time. She added that if residents are struggling and need help with their bill, they can contact the Business Services Center.
- Reported that all Commissions, Committees and Board Meetings will continue to be canceled, as well as Neighborhood meetings, Citizens Academy and the Rocky Mount Area Youth Council Meetings.
- Said to stay informed of all the information regarding our City, the public is encouraged to visit the City's website at rockymountnc.gov or connect on Facebook, Twitter and Instagram.

POLICE WEEK/PEACE OFFICERS MEMORIAL DAY

The Mayor read a Proclamation proclaiming the week of May 10 through 16, 2020 as Police Week and May 15, 2020 as Peace Officers Memorial Day. Mayor Roberson presented the Proclamation to Police Chief George Robinson and joined him for a photograph.

Councilmember Blackwell made comments and expressed his appreciation of the Rocky Mount Police Department. He added that members of the Police Department recently purchased new bikes for some youth in his ward. He said, "this is the kind of Police Department we have." Mr. Blackwell added this type of behavior is the result of good leadership, training and ethics.

PETITIONS FROM THE PUBLIC

Mayor Roberson recognized Lewis Turner. Mr. Turner told the Council a young lady in his neighborhood recently asked him if grants were available through the City to assist her in obtaining a house

large enough to house homeless people. He stated he told her he would come to the Council to make inquiry.

The City Manager responded that she would ask City staff to provide Mr. Turner with information relative to grant programs.

No one else appeared and the Mayor closed the public petitions portion of the meeting.

CONSENT AGENDA

A. AWARD OF DUTY SIDEARM (recommended for approval):

The City Council received a recommendation for the award of duty sidearm to Corporal Darius Hudgins who retired from the Rocky Mount Police Department effective May 1, 2020 with thirty (30) years of dedicated service.

B. FY 2020 PROJECT ORDINANCE AMENDMENT:(recommended for adoption)

The City Council received the following Project Ordinance amendment which increases the Occupancy Tax Fund appropriation by \$500,000 to cover the transfer to the General Fund appropriated in the FY 2020 adopted annual operating budget:

Ordinance No. O-2020-17 entitled OCCUPANCY TAX PROJECT AMENDMENT - \$500,000

Motion was made by Councilmember Blackwell, seconded by Councilmember Joyner and unanimously carried that the Consent Agenda be approved inclusive of award of duty sidearm and adoption of the Project Ordinance amendment contained therein.

2020 PATRICK LEAHY BULLETPROOF VEST PARTERSHIP (BVP) GRANT

The City Council was informed that the Police Department is requesting authorization to apply for a grant (\$19,488) through the 2020 Patrick Leahy Bulletproof Vest Partnership (BVP), formerly known as the Bulletproof Vest Grant. The City Council was further informed that the deadline to apply for the grant is June 8, 2020, and there is a 50% required local match (\$9,744) and, if awarded, the grant would be used to replace 32 bulletproof vests.

Motion was made by Councilmember Daughtridge, seconded by Councilmember Joyner and unanimously carried that staff be authorized to submit the grant application on behalf of the City and that the Mayor and City Clerk be authorized to execute any required documentation, certifications and subsequent grant agreement on behalf of the City.

FIRE DEPARTMENT ASSISTANCE TO FIREFIGHTERS GRANT - COVID-19 SUPPLEMENTAL

The City Council was informed that the Fire Department is requesting authorization to apply for a \$63,535 grant through the Assistance to Firefighters Grant COVID-19 Supplemental (AFG-S). The Council was further informed that the grant program provides financial assistance directly to eligible fire departments for critical personal protective equipment and supplies needed to prevent, prepare for and respond to the COVID-19 public health

emergency; the grant request must be completed and submitted by May 15, 2020; and the City’s matching portion of the grant, if awarded, would be \$6,353.50.

Motion was made by Councilmember Knight, seconded by Councilmember Daughtridge and unanimously carried that staff be authorized to submit the grant application on behalf of the City and that the Mayor and City Clerk be authorized to execute any required documentation, certifications and subsequent grant agreement on behalf of the City.

FY 2020 INSTALLMENT PURCHASE CONTRACT FOR EQUIPMENT

The City Council received copies of the tabulation of proposals received on April 21, 2020 for financing a total of \$2,987,000 for the following equipment:

– 36-month term (\$1,479,000)	
• Train Station Cooling Tower	\$208,000
• Vermeer Vacuum Unit	\$ 91,000
• 50’ Fully Hydraulic Derrick	\$266,000
• Articulating Telescopic Aerial Device	\$142,000
• Articulating Telescopic Aerial Device with Material Handling	\$251,000
• Directional Boring System	\$178,000
• Dump Truck	\$ 91,000
• Street Sweeper	\$252,000
– 59-month term (\$1,508,000)	
• City Hall Elevator Replacement (3)	\$768,000
• Two (2) Screw Pumps at NC 97 Lift Station	\$624,000
• Two (2) Duplex Screw Pump Control Panels at NC 97 Lift Station	\$116,000
	\$2,987,000

The Council was advised that the most favorable rate was received from U.S. Bancorp Government Leasing and Finance, Inc. which proposes to finance purchase of the equipment at the fixed interest rate of 1.58% for the 36-month term and 1.793% for the 59-month term.

Motion was made by Councilmember Daughtridge, seconded by Councilmember Blackwell and unanimously carried that the proposal of U.S. Bancorp Government Leasing and Finance, Inc. be accepted and that **Resolution No. R-2020-13** entitled **RESOLUTION APPROVING A PROPOSAL FROM U.S. BANCORP GOVERNMENT LEASING AND FINANCE, INC. TO FINANCE THE ACQUISITION OF VEHICLES AND EQUIPMENT** be adopted.

This resolution authorizes the Mayor, Finance Director and the City Manager, or any one of them, to execute and deliver an installment financing agreement consistent with the U.S. Bancorp Government Leasing and Finance, Inc. proposal, to execute certificates and documents, and to take all such further action as may be considered necessary or desirable to carry out the financing of the equipment as contemplated by the U.S. Bancorp Government Leasing and Finance, Inc. and this resolution.

FY 2020 FEDERAL TRANSIT ADMINISTRATION'S CERTIFICATIONS AND ASSURANCES

The City Council was provided with FY 2020 Certifications and Assurances for Transit grant funding and advised that the certifications and assurances ensure the City will comply with all regulations for any amount of federal dollars allocated. It was recommended that Council approve the FY 2020 Certifications and Assurances.

Motion was made by Councilmember Knight, seconded by Councilmember Joyner and unanimously carried that the Certifications and Assurances be approved, and the Mayor, City Clerk and City Attorney be authorized to execute the same as appropriate on behalf of the City.

2021-2025 PROPOSED CAPITAL IMPROVEMENT PROGRAM (CIP)

The City Council was provided with the FY 2021 Proposed Capital Budget. It was explained that the CIP document is for planning purposes only and action on the funding of projects funded in the first year of the program (FY 2021) will be part of the review of the Proposed FY 2021 Annual Operating Budget, scheduled to commence May 28, 2020.

Budget and Evaluation Manager Ken Hunter presented an overview of the proposed CIP and he and City Manager Rochelle Small-Toney responded to questions from Councilmembers. Council was advised that the CIP is scheduled for discussion during budget review sessions. It was requested that the Council provide the City Manager with any questions or concerns relative to the CIP by close of business on Friday, May 15, 2020 in order for the Manager to share questions and responses with the full Council and identify common concerns.

Motion was made by Councilmember Blackwell, seconded by Councilmember Knight and unanimously carried that receipt of the 2021-2025 Capital Improvement Program (CIP) be acknowledged.

APPOINTMENTS

Councilmember Daughtridge nominated Fred "Trey" Wright, III to fill the unexpired Ward 5 vacancy on the Animal Care and Control Advisory Board.

Motion was made by Councilmember Joyner, seconded by Councilmember Daughtridge and unanimously carried that Fred "Trey" Wright, III be appointed to the Animal Care and Control Advisory Board. This unexpired term will expire June 30, 2022.

No action was taken to fill the remaining vacancies on the City's Boards, Commissions and Committees.

CLOSED SESSION (ADDED TO AGENDA IN OPEN MEETING)

A Closed Session was requested relative to matters concerning personnel and attorney-client privilege.

Motion was made by Councilmember Daughtridge, seconded by Councilmember Joyner and unanimously carried that the City Council

go into Closed Session at 7:58 p.m. The minutes of the Closed Session shall be filed as **ESM-552** at the end of **Minute Book 37** upon approval for release by the City Attorney.

OPEN SESSION

The Council returned to open session at 8:28 p.m.

BUSINESS SERVICES AND COLLECTIONS

City Manager Rochelle Small-Toney reported that the Business Services Center is being reorganized into a single centralized function for utility billing and collections, fees and loan payments and collections. She advised that the new department will be named Business Services and Collections and Latasha Hall, who has served as Business Services Center Manager since August 2013, is being promoted to Interim Director and will oversee the department. She added that the announcement of the new department will be made tomorrow.

The City Council was advised Ms. Hall will report to the City Manager and will work closely with the Finance Director. She added oversight then moves up to the Internal Auditor and City Manager. She added that she is releasing information relative to the scope of services for the department and does not know who might respond, but typically such type responses come from the UNC/SOG or private certified public accounting firms.

ADJOURNMENT

There being no further business, motion was made by Councilmember Blackwell, seconded by Councilmember Joyner and unanimously carried that the meeting adjourn at 8:34 p.m.


Pamela O. Casey
City Clerk