City of Mount Holly
Mount Holly City Council Work Session Meeting
Monday, November 23, 2009
Council Chambers
6:00 pm

Call to Order
Mayor Robert Whitt called the meeting to order at 6:03 pm. The following were present:

Mayor Robert Whitt	Eric Davis, City Manager
Mayor Pro-Tem David Moore	Jamie Guffey, Assistant City Manager
Councilman Jerry Bishop	Danny Jackson, Assistant City Manager
Councilman Frank McLean	David Belk, Chief of Police
Councilman Perry Toomey	James Friday, Director of Utilities
Councilman Bennie Brookshire	Dale Oplinger, Fire Chief
Councilwoman Carolyn Breyare	Tina Pritchard, Director of Parks & Recreation
Kemp Michael, City Attorney	Mike Santmire, Streets & Solid Waste Director
Brooke Lopez, Attorney, Kemp Michaels' office	

Invocation
Mayor Whitt led the Council, staff and attendees in prayer.

Set the Agenda
Mayor Whitt asked for any changes to the November 23, 2009 work session agenda. With no changes from the Council , Mayor Whitt added 6a, Lee Beatty Request to Address the Council. With no additional changes to the agenda, Mayor Pro Tem Moore made a motion to approve the agenda as amended. Councilman McLean seconded the motion. With all Council members present, all voted in favor. The motion passed unanimously.

1. Presentation of the Audit Report

Mr. Collis reported that this is unqualified opinion and feels it is fair and accurately stated. He advised that there was one (1) budget violation finding, which consisted of a small overage in unpaid payroll in the 911 system. Mr. Collis reported that the City's unreserved fund balance is approximately $1 million. He advised that the amount of taxes collected is up this year compared to that of last year. He further advised that sales tax revenue is up $100,000 from last year. He advised that page 39 is the break down of revenues. Mayor Whitt asked what the fund balance is this year compared to last. Mr. Collis replied that it went from 22% last year to 18% this year. Ideally for City's of similar size the fund balance would average between 22%--30%. Councilwoman Breyare advised that she would like for Staff to notify the Council when this percentage drops. Mr. Davis advised that it is difficult to give an accurate estimate until all the information is acquired at the time of the audit. Mr. Collis continued advising Council that tax collections are down approximately ½ percent this year. He advised that part of this has to do with vehicle tax collections, which is collected by the County. He advised that there were no violations in the water and sewer fund and touched on the Police Separation Allowance. Mayor Whitt thanked Mr. Collis for getting the audit to Council in a timely matter. Mr. Davis advised that Staff can give Council the fund balance number throughout the year with the reminder that there s still spending left throughout the year.

2. Award of the Proposal for the Recycling Collection and the Ninety-Five (95) Gallon Recycling Containers

Mr. Santmire reported that at the last meeting Council was given the information on the 95 gallon recycling containers. At that time Council agreed that the 95 gallon containers were the way to go. Since that time bids have been received for recycling collection. Waste Management came in with the low bid of $3.09 per container for biweekly pickup. Mayor Pro Tem Moore made a motion to accept the bid from Waste Management for biweekly pickup. Councilman Bishop seconded the motion. All Council Members were present and voted on favor. (Motion carried)

3. Approval of the Parks and Recreation Commission Recommendation for the Recreation Master Plan

Mr. Jusko reported that the Recreation Commission saw presentations from all four (4) bidders and are recommending that Site Solutions out of Charlotte be accepted for approval for Recreation Master Plan. He advised that Site Solutions conducted the Master Plan for Belmont. Mr. Jusko reported that there is $25,000 budgeted for this project. Mayor Pro Tem Moore advised that the grant potential increased with the Recreation Master Plan. Councilman Bishop made a motion to accept the proposal from Site Solutions and let the City Manger and City Attorney negotiate the contract. Councilwoman Breyare seconded the motion. All Council Members were present and voted in favor. (Motion carried)

4. Consideration and Approval of Changes/Additions to Tuck Park Phase II PARTF Grant

Mr. Davis advised that the City has been made aware that at least two (2) parking spaces adjacent to the skate park will need to be paved. The Construction Committee met to discuss paving the entire parking lot or just paved what is required. He advised that the City has received a cost estimate for $22,000 to pave the entire parking area. Mr. Davis advised that Staff's recommendation as well as the recommendation of the Construction Committee. Mr. Davis advised that as a second part to this issue, Staff needs approval to move approximately $20,000 from contingency to cover cost associated with amendments made to the original plan. These changes consist of the irrigation, regarding and reseeding as well as lighting at the ball fields. Mayor Whitt entertained the first of two (2) motions, move money from contingency. Councilman Toomey made the motion to move the funds from contingency to cover the costs of the amendments made to the original contract. Councilman Brookshire seconded the motion. At this time, Councilman Bishop suggested that the Construction Committee look into getting completely rid of the parking area at the skate park for the sake of safety. Mayor Whitt called fo a vote on the motion on the floor. All Council Members were present and voted in favor. (Motion carried) The second motion was made by Councilman Bishop to pave the required two (2) parking spaces at the skate park. Councilman Toomey seconded the motion. All Council Members were present and voted in favor. (Motion carried)

5. Discussion/Update on Long Range Plans

Mayor Whitt advised that he is going to move this item between 9 and 10.

6. Update on Greenway Easements

Mr. Michael reported that he sent an email to Clarant today and he is working on finishing up a draft to send to A&E.

6A. A Request from Dr. Lee Beatty to Address the Council

Mr. Beatty invited Council to attend a meeting on December 8th at 7:00 at the First Baptist Church with the Daughters of the American Revolution. He advised that the Community Foundation while working with the Daughters of the American Revolution are hoping to have some information recorded in the national archives and help with the formation of a Historical Society or a Museum for the City of Mount Holly. He advised that the first step is to get people interested in the idea.

At this time, Mayor Whitt called a short recess.

The meeting reconvened at 7:47 p.m.

7. Call for a Public Hearing on a Text Amendment to the Commercial Vehicle Ordinance

Mr. Beal reported that at the last meeting, Council directed Staff to look into amending the Commercial Vehicle Ordinance to include buses. He advised that Staff is requesting Council agree to hold a public hearing on the proposed ordinance. Councilman McLean made a motion to call for a public hearing on a text amendment to the Commercial Vehicle Ordinance. Mayor Pro Tem Moore seconded the motion. All Council Members were present and voted in favor. (Motion carried)

8. Discussion of Police Department Substation at Tuck Park

Chief Belk advised that at the last meeting he was directed to check into the costs associated with placing a full time Police Officer at Tuck Park. He advised that it will cost approximately $30,000 to up fit an office at the park. He advised that providing Police visibility in the area would be a definite benefit but the costs associated with this project is not feasible at this time. He advised that with the Greenways coming on line that it would be a great idea to plan for within the next few years. Council agreed that this project is not affordable at this time. Councilman Bishop suggested that the School Resource Officer be placed at the Tuck Park during the summer months and when school is out for an extended amount of time.

9. Discussion of Paper Water Billing Method to Include a Monthly Update to the Citizens of Mount Holly *Jamie Guffey*

Mr. Guffey reported that at the last meeting Council directed Staff to look further into paper utility billing for the purpose on including a monthly update to our citizens. He advised that this can be done with no cost difference. However there are some problems with second notices. Therefore to correct this problem Staff could do away with second notices and include overdue amount on the next bill with a 15 days cut off notice for the unpaid balance. Councilman Bishop suggested that Staff check with some other City's and see how many send out second notices and then bring the information back to Council.

At this time, Mr. Michael advised that a motion will need to be made to purchase the 95 gallon roll out recycling containers. He further advised that this will keep everything legal in regard to advertising the piggyback bid. Councilman Bishop made a motion to approve the piggyback bid for the 95 gallon recycling containers for the same price that Otto Environmental Systems bid to Salt Lake County Utah. Councilman Toomey seconded the motion. All Council Members were present and voted in favor of the motion. (Motion carried)

9A. Discussion/Update on Long Range Plans

Mayor Whitt advised that he wanted to remind Council that as part of the 2008-2009 process, Staff passed out a Capital Improvement Plan (CIP) that was adopted by Council as part of the budget process. He further advised that during the budget process last year Staff asked Council for revisions to the CIP and at the time, Council did not choose to make any revisions. Mayor Whitt advised that he just wants to make Council aware that there are some expensive items included in the CIP and this is where Staff is going to work from during budget time until they are directed differently. Councilman Bishop reported that he recently visited the Catawba Heights Fire Department and was very displeased in which terrible shape it is in. He advised that he would like to see improvements made to the Catawba Heights Fire Station this year. Mr. Bishop asked Mr. Oplinger if he was aware of all these deficiencies. Mr. Oplinger replied that improvements to the Catawba Heights Fire Station have been cut from budgets in the past. Mr. Bishop advised that he has made a list of improvements that need to be made and would like an update on the list at the next meeting.

10. Discussion of Cancellation of the December 28th Work Session

Councilman Toomey made a motion to cancel the December 28th work session meeting. Councilman Brookshire seconded the motion. All Council Members were present and voted in favor of the motion. (Motion carried)

11. Committee Reports

Councilman McLean reported that the City of Concord is dropping out of the Centralina COG.

Councilman Toomey asked about the improvements to the intersection at Spring Street, Walnut Avenue and Dogwood Drive. Mr. Davis replied that the City choose the cheapest option of repair for that area at this time. He advised that Council can add this as a priority during the budget process if they so wish. Councilman Toomey requested that each Council Member go to the intersection to see what it is like.

Councilwoman Breyare invited everyone out to the Annual Tree Lightening Ceremony on Sunday, November 29th at 5":00 p.m. and to Mount Hollydays on Friday, December 11th.

Councilman Toomey advised that the Sole Patrol Dinner is scheduled for tomorrow at Tuck Park.

Councilman Bishop shared his concern in regard to the option of the citizens to purchase an extra roll out trash container. He advised that citizens with excessive amounts of trash have the option to purchase an extra roll out trash container and pay an extra $10 per month for pickup. He further advised that a citizen that takes part in this program complained to him that they were told the extra roll out container belongs to the City even though they purchased it. Councilman Bishop requested that a report from Mr. Santmire in this regard be placed on the next meeting agenda.

12. Closed Session

Closed Session *(pursuant to North Carolina General Statutes 143-318.11 (a)(3)*

At this time, Mayor Pro Tem Moore made a motion to enter into closed session. Councilman McLean seconded the motion. All Council members present voted in favor. (Motion carried)

Mayor Pro Tem Moore made a motion to come out of closed session. Councilwoman Breyare seconded the motion. All Council members voted in favor. **(Motion carried)**

Mayor Whitt advised that no action was taken during closed session.

13. Adjourn

With no additional items for discussion, Mayor Whitt entertained a motion to adjourn. Councilman McLean made the motion to adjourn the November 23, 2009 Work Session Meeting. Mayor Pro Tem Moore seconded the motion. All members voted in favor. **(Motion carried)**

The meeting adjourned at 10:05 p.m.