



August 28, 2023
Council Work Session Meeting

Mayor Bryan Hough
Mayor Pro-Tem Phyllis Harris
Councilman Ivory Craig
Councilman Jeff Meadows
Councilman David Moore
Councilwoman Christina Pawlish
Councilwoman Lauren Shoemaker
Marie M. Anders, City Attorney
Danny Jackson, Interim City Manager

CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL WORK SESSION
Location: Council Chambers



August 28, 2023
6:30 P.M.

CALL TO ORDER BY THE MAYOR

INVOCATION

SET THE AGENDA

CONSENT AGENDA

1. Approval of an Exemption from General Statutes relating to the hiring of Architects, Engineers, and Surveyors under the requirements of the Mini-Brooks Act for the design of a roof system for City owned property located at 111 Mountain Island Road. The buildings are also known as The Water Treatment Plant and Water Intake Building
2. Approval of Dutchman's Creek Bridge Capital Project Ordinance
3. Approval of a Resolution Declaring Surplus Property
4. Approval of minutes from the August 14, 2023 Council Meeting
5. Approval of the minutes from the August 14, 2023 Closed Session

AGENDA

1. Presentation from Better City *Jason Godfrey, Meng Guo and Kim Bonner*
2. Presentation of Salary Study *Becky Drozd*

CLOSED SESSION

1. Closed Session Pursuant to N.C.G.S 143-318.11 (a) (3 and 5)

ADJOURN



City of Mount Holly Action Agenda Item

To: Mayor and City Council From: Jeremy Moss, Building Maint	Date: August 17, 2023 Meeting Date: August 28 2023
Agenda Item to be considered:	
Exemption from General Statutes relating to the hiring of Architects, Engineers, and Surveyors under the requirements of the Mini-Brooks Act for the design of a roof system for City owned property located at 111 Mt Island Rd. The buildings are also known as The Water Treatment Plant and Water Intake Building.	
Will this require a public hearing? ☐ YES ☒ NO	
Background/Purpose of Request:	
The hiring of professional services performed by architects, engineers, surveyors, and alternative construction delivery method firms is governed by NCGS 143-64.31, often referred to as the Mini-Brooks Act. Under this requirement, local governments select an architect, engineer, or surveyor based primarily on the firm or individuals' qualifications, not the cost of the service or fees. This method of procurement is known as qualifications-based selection (QBS). However, under NCGS 143-64.32 a local government may exempt itself from the Mini-Brooks Act, which means it will not be required to use the QBS process and may select an architect, engineer, or surveyor through whatever method it chooses or award a contract without utilizing any process at all. However, an amount is capped at \$50,000, meaning that the estimated cost of the contract cannot exceed this amount. We are seeking consent to utilize REI Engineers, 1927 JN Pease Place, Suite 201 Charlotte, NC 28262. REI Engineers has been providing building enclosure engineering services since 1997 and comes with excellent qualifications. REI recently designed the roofing system at Arts on the Greenway Building.	
Fiscal Impact:	
Will Item affect current budget	☐ YES ☒ NO ☐ N/A
Reviewed by Finance Director	☒ YES ☐ NO ☐ N/A
Preaudit Certification required	☐ YES ☒ NO ☐ N/A
Capital Project Ordinance required	☐ YES ☒ NO ☐ N/A
Budget Transfer required	☐ YES ☒ NO ☐ N/A
Total City Dollars:	\$
Budget Code	
Reviewed by City Attorney	☐ YES ☐ NO ☒ N/A
Manager/Staff Recommendation:	
Staff recommends using the Mini-Brooks Act for an expedited selection process to choose REI Engineers as the engineering firm to design these new roofs.	
Result of City Council Decision:	
This was approved by City Council.	
Attachments:	



City of Mount Holly Action Agenda Item

To: Mayor and City Council	Date: August 18, 2023
From: Michelle Wood	Meeting Date: August 28, 2023
Agenda Item to be considered: Approval of a Capital Project Ordinance and Budget Amendment for Dutchman's Creek Pedestrian Bridge	
Will this require a public hearing? ☐ YES ☒ NO	
Background/Purpose of Request: Approve the Capital Project Ordinance and Budget Amendment for the Dutchman's Creek Pedestrian Bridge. Council elected to use ARPA funding for supplanting of salaries, therefore allowing funds to be used for Dutchman's Creek Pedestrian Bridge. A Capital Project Ordinance is required due to the project progress hitting different Fiscal Years.	
Fiscal Impact:	
Will Item affect current budget	☒ YES ☐ NO ☐ N/A
Reviewed by Finance Director	☒ YES ☐ NO ☐ N/A
Preaudit Certification required	☐ YES ☒ NO ☐ N/A
Capital Project Ordinance required	☒ YES ☐ NO ☐ N/A
Budget Transfer required	☒ YES ☐ NO ☐ N/A
Total City Dollars: 5,181,064	
Budget Code:	
Reviewed by City Attorney	☐ YES ☒ NO ☐ N/A
Manager/Staff Recommendation:	
Result of City Council Decision:	
Attachments: Capital Project Ordinance and Budget Amendment	

**CAPITAL PROJECT ORDINANCE FOR DUTCHMANS CREEK PEDESTRIAN
BRIDGE PROJECT**

BE IT ORDAINED by the Governing Board of the City of Mount Holly, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1. The project authorized is for Dutchman's Creek Pedestrian Bridge. The project will be funded through the General Fund Balance.

Section 2. The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3. The following amounts are appropriated for the project:

Construction	\$5,181,064
TOTAL	\$5,181,064

Section 4. The following revenues are anticipated to be available to complete this project:

General Fund Appropriated Fund Balance	\$5,181,064
TOTAL	\$5,181,064

Section 5. The Finance Officer is hereby directed to maintain within the capital project ordinance sufficient specific detailed accounting records to satisfy all financial reporting requirements.

Section 6. Copies of this capital project ordinance shall be furnished to the Finance Officer for direction in carrying out this project.

THIS ORDINANCE ADOPTED THIS THE 28TH DAY OF AUGUST 2023.

Bryan Hough, Mayor
City of Mount Holly

ATTEST:

Amy Miller, CMC
City Clerk





City of Mount Holly Action Agenda Item

To: Mayor and City Council	Date: 08/16/2023		
From: Tony Walker	Meeting Date: 08/28/2023		
Agenda Item to be considered: <i>Consent Agenda IT Surplus</i>			
Will this require a public hearing? ☐ YES ☒ NO			
Background/Purpose of Request:			
The Following attachment contains items that need to be considered surplus			
Fiscal Impact:			
Will Item affect current budget	☐ YES	☒ NO	☐ N/A
Reviewed by Finance Director	☐ YES	☒ NO	☐ N/A
Preaudit Certification required	☐ YES	☒ NO	☐ N/A
Capital Project Ordinance required	☐ YES	☒ NO	☐ N/A
Budget Transfer required	☐ YES	☒ NO	☐ N/A
Total City Dollars:			
Budget Code			
Reviewed by City Attorney	☐ YES	☒ NO	☐ N/A
Manager/Staff Recommendation: <i>Declared property surplus per the attachment</i>			
Result of City Council Decision: _____			
Attachments: <i>IT Surplus / Resolution</i>			

**RESOLUTION OF THE CITY OF MOUNT HOLLY, NORTH CAROLINA FOR
DECLARATION OF SURPLUS PROPERTY AND SALE OF PROPERTY VIA
PUBLIC OR ELECTRONIC AUCTION OR BY MEANS OF EXCHANGE OF
PROPERTY**

WHEREAS, G.S. 160A-267 authorizes the City Council to dispose of surplus property, and authorizes the sale of surplus property by means of private sale, public auction, electronic auction or exchange of property, and

WHEREAS, the City Manager has reviewed the attached list and declared the items surplus and unusable personal property; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Mount Holly does hereby authorize the City Manager to conduct a sale of the surplus and unusable City personal property by means of a private sale, public or electronic auction, or an exchange of property.

Adopted on this 28th day of August, 2023.

SIGNED:

Bryan Hough, Mayor

ATTEST:

Amy Miller, City Clerk

Sale Lot	Inv ID	Equipment Type	Brand	Model	Serial or IMEI
Lot 39	1358	Flip Phone	Kyocera	DuraXV Extreme E4810	15588001028825
	1359	Flip Phone	Kyocera	DuraXV Extreme E4810	15588001026449
	1360	Flip Phone	Kyocera	DuraXV Extreme E4810	15588001026415
	1361	Flip Phone	Kyocera	DuraXV Extreme E4810	15588001028924
	1362	Flip Phone	Kyocera	DuraXV Extreme E4810	15588001023735
	1438	Flip Phone	Kyocera	Cadence S2720	14864000806789
Lot 40	1363	Smart Phone	Apple	iPhone 5c (A1532)	358822053307935
	1364	Smart Phone	Apple	iPhone 5s (A1533)	356965064150976
	1365	Smart Phone	Apple	iPhone 5s (A1533)	356963065065210
	1366	Smart Phone	Apple	iPhone 5s (A1533)	356956064051554
	1367	Smart Phone	Apple	iPhone 5s (A1533)	356965064199361
Lot 41	1368	Smart Phone	Apple	iPhone SE 2016 (A1662)	358541072389860
	1369	Smart Phone	Apple	iPhone 6s (A1688)	356676084953469
	1370	Smart Phone	Apple	iPhone 6s (A1688)	356649086713454
Lot 42	1371	Smart Phone	Apple	iPhone 6s (A1688)	359485083810309
	1372	Smart Phone	Apple	iPhone 6s (A1688)	359486088494305
	1373	Smart Phone	Apple	iPhone 6s (A1688)	356676086649834
	1374	Smart Phone	Apple	iPhone 6s (A1688)	359483089827104
	1378	Smart Phone	Apple	iPhone 7 (A1660)	359467088267677
	1379	Smart Phone	Apple	iPhone 7 (A1660)	354911092250968
	1375	Smart Phone	Apple	iPhone SE 2020 (A2275)	356841118209599
Lot 43	1376	Smart Phone	Apple	iPhone XR (A1984)	356441108845625
	1377	Smart Phone	Apple	iPhone XR (A1984)	356439107386393
	1380	Flip Phone	Casio	C781H	131901010060
Lot 44	1381	Flip Phone	Casio	C781H	131801007895
	1382	Flip Phone	Casio	C781H	131901009418
	1383	Flip Phone	Casio	C781H	131101000930
	1384	Flip Phone	Casio	C781H	131901008884
	1385	Flip Phone	Casio	C781H	131901008150
	1386	Flip Phone	Casio	C781H	131901010040
	1387	Flip Phone	Casio	C781H	131901010184
	1388	Flip Phone	Casio	C781H	131901009073
	1389	Flip Phone	Casio	C781H	131601007239
	1390	Flip Phone	Casio	C781H	131601007249
	1391	Flip Phone	Casio	C781H	131901010045
	1392	Flip Phone	Casio	C781H	131801007901
	1393	Flip Phone	Casio	C781H	131901009075
	1394	Flip Phone	Casio	C781H	130700991832
	1395	Flip Phone	Casio	C781H	131901008064
	1396	Flip Phone	Casio	C781H	131901008972
	1397	Flip Phone	Casio	C781H	130600987476
	1398	Flip Phone	Casio	C781H	131901009067
	1399	Flip Phone	Casio	C781H	131901010067
Lot 45	1400	Flip Phone	Kyocera	DuraXV Plus E4520PTT	99000611936225
	1401	Flip Phone	Kyocera	DuraXV Plus E4520PTT	99000611945843
	1402	Flip Phone	Kyocera	DuraXV Plus E4520PTT	99000611590070
	1403	Flip Phone	Kyocera	DuraXV Plus E4520PTT	99000611590776
	1404	Flip Phone	Kyocera	DuraXV Plus E4520PTT	99000611937043
Lot 46	1405	Flip Phone	Kyocera	DuraXV LTE E4610	990006164434523
	1406	Flip Phone	Kyocera	DuraXV LTE E4610	990006158864388
	1407	Flip Phone	Kyocera	DuraXV LTE E4610	990006157540260
	1408	Flip Phone	Kyocera	DuraXV LTE E4610	990006161753271

Lot 47	1409	Flip Phone	Kyocera	DuraXV LTE E4610	990006164125998
	1410	Flip Phone	Kyocera	DuraXV LTE E4610	990006152399217
	1411	Flip Phone	Kyocera	DuraXV LTE E4610	990006159388908
	1412	Flip Phone	Motorola	Barrage V860	268435459402882000
	1413	Flip Phone	Motorola	Barrage V860	268435459402906000
	1414	Flip Phone	Motorola	Barrage V860	268435459402942000
	1415	Flip Phone	Motorola	Barrage V860	268435459402881000
	1416	Flip Phone	Motorola	Barrage V860	268435459402930000
	1417	Flip Phone	Motorola	Barrage V860	268435459402928000
	1418	Flip Phone	Motorola	Barrage V860	268435458115983000
Lot 48	1419	Flip Phone	Motorola	Barrage V860	268435459402891000
	1420	MDT	Verizon	Jetpack MiFi 6620L	990003324470943
	1421	MDT	Verizon	Jetpack MiFi 6620L	990003324361225
	1422	MDT	Verizon	Jetpack MiFi 6620L	990003324417720
	1423	MDT	Verizon	Jetpack MiFi 6620L	990003324498779
	1424	MDT	Verizon	Jetpack MiFi 6620L	990003324396395
	1425	MDT	Verizon	Jetpack MiFi 6620L	990003324389341
	1426	MDT	Verizon	Jetpack MiFi 6620L	990003324359708
	1427	MDT	Verizon	Jetpack MiFi 6620L	990003324395587
	1428	MDT	Verizon	Jetpack MiFi 6620L	990003324391503
Lot 49	1429	MDT	Verizon	Jetpack MiFi 6620L	990003324396627
	1430	MDT	Verizon	Jetpack MiFi 6620L	990003324393152
	1431	MDT	Verizon	Jetpack MiFi 7730L	990009320715934
	1432	MDT	Verizon	Jetpack MiFi 7730L	990006389852673
	1433	MDT	Verizon	Jetpack MiFi 7730L	990009320619433
	1434	MDT	Verizon	Jetpack MiFi 7730L	990006388734732
	1435	MDT	Verizon	Jetpack MiFi 7730L	990006384674676
	1436	MDT	Verizon	Jetpack MiFi 7730L	990006387243248
	1437	MDT	ellipsis	MHS900L	354147082345076
Lot 50	1438	VOIP Deskphone	Mitel	5224	08000F260944 AVACJ4720
	1439	VOIP Deskphone	Mitel	5212	08000F3249F2 AVAEB0016
	1440	VOIP Deskphone	Mitel	5212	08000F31B633 AVAEA8249
	1441	VOIP Deskphone	Mitel	5212	08000F31C0A1 AVAEB9397
	1442	VOIP Deskphone	Mitel	5224	08000F2EB0B3 AVADO9272
	1443	VOIP Deskphone	Mitel	5212	08000F35FECF AVAEQ7743
	1444	VOIP Deskphone	Mitel	5330	08000F2725AA AVACO7002
	1445	VOIP Deskphone	Mitel	5224	08000F2E94E6 AVADO6460
	1446	VOIP Deskphone	Mitel	5212	08000F324A3D AVAEA9978
	1447	VOIP Deskphone	Mitel	5212	08000F31B770 AVAEA6335
	1448	VOIP Deskphone	Mitel	5224	08000F2E93DA AVADO4815
	1449	VOIP Deskphone	Mitel	5212	08000F323EAC AVAEC6320
	1450	VOIP Deskphone	Mitel	5224	08000F2E9395 AVADO7846
	1451	VOIP Deskphone	Mitel	5212	08000F324A4E AVAEA9955
	1452	VOIP Deskphone	Mitel	5212	08000F33EBCF AVAEH1515
	1453	VOIP Deskphone	Mitel	5212	08000F31C4BE AVAEB9700
	1454	VOIP Deskphone	Mitel	6920	00085D62CF4D 2WKFW180325Y
	1455	VOIP Deskphone	Mitel	6920	08000FC32D67 2WKFW1812185
	1456	VOIP Deskphone	Mitel	6920	08000FC3327A 2WKFW181117N
	1457	VOIP Deskphone	Mitel	6920	00085D62D167 2WKFW180304C
	1458	VOIP Deskphone	Mitel	6920	08000FC330BC 2WKFW181218P
	1459	VOIP Deskphone	Mitel	6920	00085D62E242 2WKFW180325G
	1460	VOIP Deskphone	Mitel	6920	08000FC330B0 2WKFW181117C
	1461	VOIP Deskphone	Mitel	6920	00085D62E071 2WKFW180325V

Lot 51	1462	VOIP Deskphone	Mitel	6920	00085D62E039 2WKFW1803258
	1463	VOIP Deskphone	Mitel	6920	08000FC33171 2WKFW181113V
	1464	VOIP Deskphone	Mitel	6920	08000FC32E56 2WKFW1811170
	1465	VOIP Deskphone	Mitel	6920	00085D62E092 2WKFW1803261
	1466	VOIP Deskphone	Mitel	6920	00085D62DDEA 2WKFW1803260
	1467	VOIP Deskphone	Mitel	6920	00085D62CEBC 2WKFW1803262
	1468	VOIP Deskphone	Mitel	6920	08000FC33235 2WKFW181218U
	1469	VOIP Deskphone	Mitel	6920	00085D62D850 2WKFW18020S7
	1470	VOIP Deskphone	Mitel	6920	08000FC3323C 2WKFW181218F
	1471	VOIP Deskphone	Mitel	6920	00085D62E0DB 2WKFW180321V
	1472	VOIP Deskphone	Mitel	6920	08000FC33117 2WKFW181218K
	1473	VOIP Deskphone	Mitel	6920	00085D62443E 2WKFW172037Q
	1474	VOIP Deskphone	Mitel	6920	08000FC33146 2WKFW1811110
	1475	VOIP Deskphone	Mitel	6920	00085D62DDDD 2WKFW180325Q
	1476	VOIP Deskphone	Mitel	6920	08000FBBCE60 2WKFW1803267
	1489	VOIP Deskphone	Mitel	6920	08000FC32E08 2WKFW181113G
Lot 52	1477	VOIP Deskphone	Mitel	5340	08000F8EFA2 1WEFW143403R
	1478	VOIP Deskphone	Mitel	5212	08000F36EB56 AVAER8338
	1479	VOIP Deskphone	Mitel	5224	08000F2E95E0 AVADO7911
	1480	VOIP Deskphone	Mitel	5212	08000F31C6C7 AVAEB9124
	1481	VOIP Deskphone	Mitel	5340	08000F30C528 FSAAJ7176
Lot 53	1482	VOIP Deskphone	Mitel	Superset 4025	ASAAY0279
	1483	VOIP Deskphone	Mitel	Superset 4025	ASAAX8261
	1484	VOIP Deskphone	Mitel	Superset 4025	ASAAX8265
	1485	VOIP Deskphone	Mitel	Superset 4025	ASAAY0288
	1486	VOIP Deskphone	Mitel	Superset 4025	ASAC4128
	1487	VOIP Deskphone	Mitel	Superset 4025	ASAAX8262
	1488	VOIP Deskphone	Mitel	Superset 4025	AFAEM1659
	1490	VOIP Deskphone	Mitel	Superset 4025	ASAAX8267
	1491	VOIP Deskphone	Mitel	Superset 4025	ASAAX8288
	1492	VOIP Deskphone	Mitel	Superset 4025	ASAAX8268
Lot 54	1516	VOIP Deskphone	Mitel	Superset 4025	ASAAX8282
	1493	VOIP Accessory	Mitel	5448 PKM	AABHS9806
	1494	VOIP Deskphone	Mitel	5212	08000F324A57 AVAEA8750
	1495	VOIP Deskphone	Mitel	5224	08000F2E92DF AVADO7881
	1496	VOIP Deskphone	Mitel	5224 PKM MODULE	08000F2EA9D6 AVADO3336
	1497	VOIP Deskphone	Mitel	5224	08000F2E98EE AVADO8051
	1498	VOIP Deskphone	Mitel	5340	08000F30C559 FSAAJ7170
	1499	VOIP Deskphone	Mitel	6920	00085D627765 2WKFW17240T4
	1500	VOIP Deskphone	Mitel	5340e	08000F8EFA2 1WEFW143403R
	1501	VOIP Deskphone	Mitel	5340e	08000FBCB372 1WEFW17390QM
	1502	VOIP Deskphone	Mitel	5224	08000F2EA2D6 AVADO6260
	1503	VOIP Deskphone	Mitel	5224	08000F2EB157 AVADO8385
	1504	VOIP Deskphone	Mitel	5212	08000F322E43 AVAED0733
	1505	VOIP Deskphone	Mitel	5340	08000F30C4A2 FSAAJ7167
	1506	VOIP Deskphone	Mitel	5212	08000F36EB96 AVAER1559
	1507	VOIP Deskphone	Mitel	5224	08000F2E92D3 AVADO7627
	1508	VOIP Deskphone	Mitel	5224	08000F2EAC2B AVADO8098
	1509	VOIP Deskphone	Mitel	5304	08000F8999CE 1UBFW14180RH
	1510	VOIP Deskphone	Mitel	5212	08000F31DBC9 AVAED1165
	1511	VOIP Deskphone	Mitel	5224	08000F2EA498 AVADO1565
	1512	VOIP Deskphone	Mitel	5340	08000F30C486 FSAAJ7399
	1513	VOIP Deskphone	Mitel	5224	08000F2EA3AA AVADO1360

	1514	VOIP Deskphone	Mitel	5340	08000F30C515 FSAAJ7173
	1515	VOIP Deskphone	Mitel	5224	08000F2EAED1 AVADO1120
	1517	VOIP Deskphone	Mitel	5212	08000F31C8A3 AVAEA8813
	1518	VOIP Deskphone	Mitel	5224	08000F2EA9CC AVADO3490
	1519	Conference Unit	Mitel	5310	AABHX3537
	1520	VOIP Deskphone	Mitel	5340e	08000FBCB4AB 1WEFW17390QB
	1521	VOIP Deskphone	Mitel	5212	08000F3379CB AVAEG3354
	1522	VOIP Accessory	Mitel	5448 PKM Module	AABHW1254
	1523	VOIP Deskphone	Mitel	5224	08000F2EABE5 AVADO6186
	1524	VOIP Deskphone	Mitel	5212	08000F3351B6 AVAEF4163
Lot 55	1525	Desktop Computer	HP	Pro 3500 MT	MXL2380G87
	1526	Desktop Computer	HP	Pro 3500 MT	MXL33313JF
	1527	Desktop Computer	HP	Pro 3500 MT	MXL2380G9C
	1528	Desktop Computer	HP	Pro 3500 MT	MXL2380G8Y
	1529	Desktop Computer	HP/Compaq	6000 Pro SFF	MXL0301185
	1530	Desktop Computer	HP	Pro 3500 MT	MXL3031RCB
	1531	Desktop Computer	HP	Pro 3500 MT	MXL3031RDD
Lot 56	1532	Desktop Computer	HP	Pro 3500 MT	MXL2380G85
	1533	Laptop Computer	HP	ProBook 4520s	2CE0381D7G
	1534	Laptop Computer	HP	ProBook 6570b	5CB3230WQJ
	1535	Laptop Computer	HP	ProBook 6570b	5CB3230WMR
	1536	Laptop Computer	Compaq	6730b	CNU0163V2D
	1537	Laptop Computer	Acer	Aspire 3680-2022	LXAZLOY012652044A72500
	1538	Laptop Computer	HP	EliteBook 8570p	5CB3280L2H
	1539	Laptop Computer	HP	EliteBook 8570p	5CB3280L28
	1540	Laptop Computer	Compaq	6730B	CNU9125YKG
	1541	Laptop Computer	Compaq	ProBook 6570b	5CB3230WR0
	1542	Laptop Computer	HP	EliteBook 8570p	5CB3280L24
	1543	Laptop Computer	HP	EliteBook 8570p	5CB3280L26
	1544	Laptop Computer	Compaq	6730b	CNU9125YK5
	1545	Laptop Computer	HP	ProBook 6570b	5CB3230WQD
	1546	Laptop Computer	HP	ProBook 450 G1	2CE346273V
	1547	Laptop Computer	HP	EliteBook 8570p	5CB3280L2Z
	1548	Tablet Computer	Lenovo	X220	R9-NZT5N 12/05
	1549	Tablet Computer	Lenovo	X220	R9-NZT5W 12/05
	1572	Laptop Computer	HP	Mini 311	CNF00924V4
	1573	Laptop Computer	HP	Mini 311	CNF009262F
	1574	Laptop Computer	HP	Compaq 6710b	CNU80322PZ
	1575	Laptop Computer	HP	Compaq nx7400	CNU71107L1
	1576	Laptop Computer	HP	ProBook 450 G4	5CD7121RMC
	1577	Laptop Computer	HP	6730b	CNU01635ZB
	1554	Laptop Computer	HP	EliteBook 8560p	5CB14319XM
	1555	Laptop Computer	HP	6730b	CNU9125YKZ
	1556	Laptop Computer	Dell	Studio 1737	PP31L 08039
Lot 57	1550	Gateway/PBX	ADTRAN	Total Access 908e	4242908L1 SIM6E00ARA
	1551	Network Switch	Cisco	SG200-50	DNI213508LG
	1552	Network Gateway	Fortinet	FortiGate FG-60D	FGT60D4615063630
Lot 58	1553	Phone PBX	all Worx	6x	06X000ADD030A94
	1557	Battery Backup	APC	BACK-UPS Pro 1500	4B1603P24640
	1558	Battery Backup	CyberPower	CP1500AVRLCDa	CTHKS2001128
	1559	Battery Backup	APC	Back-UPS 750	4B1311P04916
	1560	Battery Backup	APC	Back-UPS 550	4B1147P29855
	1561	Battery Backup	APC	Back-UPS 550	3B1020X02885

Lot 59	1562	Battery Backup	APC	Back-UPS 350	4B1610P35855
	1563	LCD Monitor	Dell	Ultrasharp 1707FPc	CN-0CC352-64180-62G-037L
	1564	LCD Monitor	Acer	V226HQL	MMT0WAA00753704A6F2442
	1565	LCD Monitor	NEC	LCD195NXM-BK	81K05290NA
	1566	LCD Monitor	Acer	v193w	ETLC108147031060BD4237
	1567	LCD Monitor	Dell	Ultrasharp 1707FPc	CN-0CC352-6418062G-022L
	1568	LCD Monitor	ViewSonic	VA703B	Q85074962586
	1569	LCD Monitor	ViewSonic	VG1930WM-3	QC6073476479
	1570	LCD Monitor	Acer	v196w	MMLXZAA003337091EE4213
	1571	Television	Haier	28E2000	DH1TKYM0100HVF4U4371

CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL MEETING
MONDAY, August 14, 2023
COUNCIL CHAMBERS
7:00 PM

Call to Order

Mayor Hough called the meeting to order at 7:00 pm. The following were present:

Mayor Bryan Hough	Danny Jackson, Interim City Manager
Mayor Pro Tem Phyllis Harris	Brian DuPont, Assistant City Manager
Councilman Ivory Craig	Brian Reagan, Police Chief
Councilman Jeff Meadows	Ryan Baker, Fire Chief
Councilman David Moore	Greg Beal, Planning Director
Councilwoman Christina Pawlish	Tony Walker, Streets and Solid Waste Director
Councilwoman Lauren Shoemaker	Jonathan Wilson, Director of Utilities
Marie M. Anders, City Attorney	Mark Jusko, Recreation Supervisor
	Michelle Wood, Finance Director

Invocation

Councilman David Moore called for a moment of silence for the citizen that lost their life early in the morning in a tragic accident. After the moment of silence, he led Council, staff and attendees in prayer.

Pledge of Allegiance

Boy Scout Troop 59 led the Council, staff and attendees in the Pledge of Allegiance.

SET THE AGENDA

Mayor Hough commented that there are signup sheets for public comment and the public hearing. He advised that he will call for a 5 minute break after the presentation to allow any to leave that would like. With no changes to the agenda, Councilwoman Pawlish made a motion to approve the agenda as presented. Councilwoman Shoemaker seconded the motion. All Council Members voted in favor. Motion carried.

CONSENT AGENDA

1. Approval of Budget Amendments
 - Utilities/Enterprise Fund
 - Building Maintenance
2. Approval to apply for an Asset Inventory and Assessment Grant from NC DEQ for water and sewer
3. Approval of a temporary part-time Customer Service Clerk
4. Approval of placing a four-acre conservation easement on Parcel #213897, a City owned property
5. Approval of McAdams to perform the engineering and design services the Glendale Property Project
6. Approval of Minutes of the July 10, 2023 Council Meeting
7. Approval of Minutes of the July 10, 2023 Closed Session

Mayor Pro Tem Harris made a motion to approve the consent agenda. Councilman Moore seconded the motion. All Council Members present voted in favor. (Motion Carried)

PRESENTATIONS

1. Presentation of a Proclamation recognizing Sarah Elizabeth Rozzelle Nichols for her 90th Birthday
Mayor Hough and the City Council presented Sarah Elizabeth Rozzelle Nichols a resolution for her 90th birthday. She was present with family and friends to accept the resolution.
2. Swearing In of Fire Fighters Blake Davis, Quentin Hooker and Hunter Huffstetler
Mayor Hough administered the oath of office to fire fighters Blake Davis, Huter Huffstetler and Quentin Hooker. pinned by his father. Family members were present during the pinning ceremony.

3. Swearing In of Fire Captains Blake Buchanan, Robert Heussy and Grant Roberts
Mayor Hough administered the fire captain's oath of office to Captains Blake Buchanan, Robert Heussy and Grant Roberts. Family members were present during the pinning ceremony.

Mayor Hough called for a 5-minute break.

PUBLIC HEARING

1. Public hearing for a proposed text amendment to amend Section-3.21 of the Zoning Ordinance (Solid Waste Storage Equipment) to provide standards for screening requirements within the existing section
Mr. Lowe explained that the proposed ordinance amendment would better describe the needed screening requirements for dumpsters. The Planning Commission recommends that chain length fencing be spelled out and completely prohibited in the amendment.
At this time Councilwoman Pawlish made a motion to enter into public hearing for a proposed text amendment to amend Section-3.21 of the Zoning Ordinance (Solid Waste Storage Equipment) to provide standards for screening requirements within the existing section. Councilman Craig seconded the motion. All Council Members voted in favor. Motion carried
With no one signed up to speak, Councilman Meadows made a motion to come out of the public hearing. Councilwoman Pwalish seconded the motion. All Council Members voted in favor. Motion carried.
Councilwoman Shoemaker made a motion to approve the proposed text amendment to amend Section-3.21 of the Zoning Ordinance (Solid Waste Storage Equipment) to provide standards for screening requirements within the existing section. Councilman Meadows seconded the motion. All Council Members voted in favor. Motion carried
2. Public hearing for a proposed text amendment to amend Section-5.14-B-2 of the Zoning Ordinance (Residential Downtown-Dimension Requirements) to provide a minimum lot sizes for townhomes
Mr. Lowe advised that currently there are no standards listed for townhomes in the residential downtown (RD) zoning district. This proposed amendment would regulate the width of townhomes at 20 ft. within the RD zoning district. The Planning Commission recommends approval.
At this time, Councilwoman Shoemaker made a motion to enter into the public hearing for a proposed text amendment to amend Section-5.14-B-2 of the Zoning Ordinance (Residential Downtown-Dimension Requirements) to provide a minimum lot sizes for townhomes. Councilman Meadows seconded the motion. All Council Members voted in favor. Motion carried.
With no one signed up to speak, Councilman Moore made a motion to closed the public hearing. Councilwoman Pawlish seconded the motion. All Council Members voted in favor. Motion carried.
Councilwoman Shoemaker made a motion to approve the proposed text amendment to amend Section-5.14-B-2 of the Zoning Ordinance (Residential Downtown-Dimension Requirements) to provide a minimum lot sizes for townhomes. Councilman Moore seconded the motion. All Council Members voted in favor. Motion carried
3. Public hearing for a proposed text amendment to amend Section-10.5-C-10-a of the Zoning Ordinance (Street Tree Canopy) to update the language to ensure that street trees are provided via developments
Mr. Lowe advised that the proposed amend would change some simple wording that would ensure trees are planted along side of our roadways by Developers. The Planning Commission recommends approval.
Councilwoman Pawlish made a motion to enter into public hearing for a proposed text amendment to amend Section-10.5-C-10-a of the Zoning Ordinance (Street Tree Canopy) to update the language to ensure that street trees are provided via developments. Councilman Meadows seconded the motion. All Council Members voted in favor. Motion carried
With no one signed up to speak, Councilwoman Shoemaker made a motion to closed the public hearing. Mayor Pro Tem Harris seconded the motion. All Council Members voted in favor. Motion carried.

Councilwoman Shoemaker made a motion to approve the proposed text amendment to amend Section-10.5-C-10-a of the Zoning Ordinance (Street Tree Canopy) to update the language to ensure that street trees are provided via developments. Councilman Meadows seconded the motion. All Council Members voted in favor. Motion carried

4. Public hearing for a proposed text amendment to amend Appendixes: 1, 2, & 3 of the Subdivision Ordinance

Mr. Lowe advised that staff recommends the Council continue this public hearing at the September 11, 2023 Council Meeting. Ms. Anders advised that Council would need to open the public hearing and then make a motion to leave it open until the September 11, 2023 meeting. Council will vote to close the public hearing at next meeting.

Councilwoman Pawlish made a motion to enter into public hearing for a proposed text amendment to amend Appendixes: 1, 2, & 3 of the Subdivision Ordinance. Councilman Craig seconded the motion. All Council Members voted in favor. Motion carried

Mayor Pro Tem Harris made a motion to continue the public hearing at the September 11, 2023 Council Meeting. Councilman Moore seconded the motion. All Council Members voted in favor. Motion carried.

PUBLIC COMMENT – Three (3) Minute Limit

Stephanie McLaughlin, Chair of the Board of the Mount Holly Community Development Foundation came before Council to report on dates of upcoming events for the Foundation. She advised that the Gala and the Lantern Parade are both coming up in October and September 21st-23rd is the Plein Air Event. She commented that she has received lots of positive feedback from the signal box wrapping project. She added that it is a blessing to be part of the city.

NEW BUSINESS

1. Consideration and Approval of a Lease Renewal Agreement with Arts on the Greenway for the Massey Building

Mrs. Anders reported that the building located at 500 East Central has been leased to the Foundation for a number of years. The building has housed Arts on the Greenway since the Foundation took over the lease some years ago. Arts on the Greenway has obtained their nonprofit status and therefore the Foundation is asking that the lease be renewed to the Arts on the Greenway as an assignee of the lease agreement. Ms. Anders advised that under the lease agreement it gives the lessee the option to renew the lease for a maximum of 5 successive one-year periods. Councilman Meadows asked if an automatic yearly renewal option can be added to the lease so the renewal does not have to come back to Council each year for the next five years. Mrs. Anders advised that she would make the change and the change would not require readvertisement of the lease. Councilman Moore made a motion to approve the Lease Renewal Agreement with Arts on the Greenway for the Massey Building with the automatic renewal options stated by Councilman Meadows. Mayor Pro Tem Harris seconded the motion. All Council Members voted in favor. Motion carried.

2. Discussion of Land Use and Training Facility Concepts for the Fire Department

Deputy Chief Craig Spry came before the City Council to present the concepts for a Fire Department Training Facility. He advised that there is enough acreage at the city owned property located behind headquarters station on Killian Avenue to house the facility. He added that there are many positive factors related to a city owned training facility, one of which is it could lower the ISO rating. Councilman Meadows asked why it is important to have a low ISO rating. Deputy Chief Spry advised that the lower ISO ratings have a financial impact on the citizens homeowner's insurance rates. Deputy Chief Spry advised that staff is looking into different funding options. Councilman Meadows directed the Interim City Manager to contact the county for a potential partnership for funding this type facility.



City of Mount Holly Action Agenda Item

To: City Council From: Amy Miller, City Clerk	Date: August 23, 2023 Meeting Date: August 28, 2023																																				
Agenda Item to be considered: Approval of the Minutes from the August 14, 2023 Closed Sessions																																					
Will this require a public hearing? ☐ YES ☒ NO																																					
Background/Purpose of Request: As per the internal staff policy shared with Council, approval of closed session minutes will be part of the consent agenda. A copy of the minutes will be provided under a separate cover to Council as part of the closed session information packet.																																					
<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td colspan="4">Fiscal Impact:</td></tr><tr><td>Will Item affect current budget</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr><tr><td>Reviewed by Finance Director</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr><tr><td>Preaudit Certification required</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr><tr><td>Capital Project Ordinance required</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr><tr><td>Budget Transfer required</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr><tr><td>Total City Dollars:</td><td colspan="3">\$</td></tr><tr><td>Budget Code</td><td colspan="3"></td></tr><tr><td>Reviewed by City Attorney</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr></table>		Fiscal Impact:				Will Item affect current budget	☐ YES	☐ NO	☐ N/A	Reviewed by Finance Director	☐ YES	☐ NO	☐ N/A	Preaudit Certification required	☐ YES	☐ NO	☐ N/A	Capital Project Ordinance required	☐ YES	☐ NO	☐ N/A	Budget Transfer required	☐ YES	☐ NO	☐ N/A	Total City Dollars:	\$			Budget Code				Reviewed by City Attorney	☐ YES	☐ NO	☐ N/A
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Capital Project Ordinance required	☐ YES	☐ NO	☐ N/A																																		
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Total City Dollars:	\$																																				
Budget Code																																					
Reviewed by City Attorney	☐ YES	☐ NO	☐ N/A																																		
Manager/Staff Recommendation: Approval																																					
Result of City Council Decision:																																					
Attachments: 1. Minutes emailed with the closed session information																																					



City of Mount Holly Action Agenda Item

To: City Council	Date: 8-21-23
From: Brian DuPont	Meeting Date: 8-28-23
Agenda Item to be considered: Presentation from Better City	
Will this require a public hearing? ☐ YES ☒ NO	
Background/Purpose of Request : Our economic development consultant, Better City, will be available to provide an update.	
Fiscal Impact:	
Will Item affect current budget	☐ YES ☐ NO ☒ N/A
Reviewed by Finance Director	☐ YES ☐ NO ☒ N/A
Preaudit Certification required	☐ YES ☐ NO ☒ N/A
Capital Project Ordinance required	☐ YES ☐ NO ☒ N/A
Budget Transfer required	☐ YES ☐ NO ☒ N/A
Total City Dollars:	\$
Budget Code	
Reviewed by City Attorney	☐ YES ☐ NO ☒ N/A
Manager/Staff Recommendation:	
Result of City Council Decision:	
Attachments:	
1. Reports	



Economic Development

August 2023 Monthly Report

August Accomplishments

On-site Visit The Better City team returned to Mount Holly on August 10-11, 2023 to continue interviewing City Staff, City Councilmembers, Real Estate Stakeholders, City Managers and community stakeholders. Specifically, the Better City team interviewed the following leaders:

August 10 - 11

- Interview and 3 Hour Tour of Mount Holly residential, commercial and industrial development with Greg Beal
- Interview with Mayor Hough
- Interview with Sam Kline
- Interview with Billy Rick
- Interview with Ivory Craig
- Interview with Josh
- Interview with City Manager Danny Jackson and Asst City Manager Brian DuPont
- Interview with Mary Moffitt, tour of YMCA and discussion of YMCA renovation plans

Certain key themes, priorities and concerns discussed included focusing on locations to potentially develop and solicit developers for grocery stores within Mount Holly, development of the northern areas of the city of Mount Holly and how to best promote and market those development opportunities.

The Better City team will continue to interview key stakeholders in Mount Holly for the remainder of August virtually and face to face. Invitations to speak with stakeholders were sent to:

- Councilwoman Pawlish
- Councilman Meadows
- Staff Attorney Anders

Monthly Report- Mount Holly



- Bobby Black
- Joanna Cooper, Daimler
- Martha Wegner, Duke Energy
- Matt Hatton, Elevate Textiles
- Matt Nichols, Elevate Textiles
- John Bowyer, Elevate Textiles
- Mundise Mortimer, National Gypsum
- Lawrence M. Foxx, Wells Fargo

On-site Visit August 28 – 29

- Monthly Update in Work Session to City Council
- Jesse – archetype consulting group

A summary of key themes will be provided at the August Council work session. Additionally, the Better City team will provide key insights into the projects the team has been working on.

Other tasks and projects that will be provided to City Managers Danny Jackson and Brian DuPont include:

- **Project Management calendar and task list (Sent)**
- Business listing (in progress)
- **Grocery retailer research and analysis (Sent)**
- **Retail leakage analysis update (Sent)**
- **Evaluate Golden LEAF Foundation SITE Grant Opportunity (Sent)**

August /September Action Items:

- Prioritized list of projects / action items
 - Summary of interview notes / themes
 - Updated Retail Leakage Study
 - List of Businesses and Available Commercial Real Estate
 - Prosperity Index and Dashboard
 - Grocery Store Dashboard
 - Listing of available industrial real estate - Send to County Economic Development
- Monthly Report- Mount Holly



- Industry Cluster Analysis
- Develop relationships with local developers



Economic Development

July 2023 Monthly Report

July Accomplishments

On-site Visit The Better City team officially launched the economic development consulting initiative on July 12 - 13, 2023 by interviewing various members of the City Council, City Managers and community stake holders. Specifically, the Better City team interviewed the following leaders and stakeholders:

- Councilwoman Shoemaker
- Councilman Meadows
- Councilwoman Harris
- Councilman Moore
- City Summit
 - Stephanie Mc Laughlin
 - Phillip McGinnis
 - Mary Moffit
 - Leigh Brinkley
 - Wanda Campbell
- City Manager - Danny Jackson
- Assistant City Manager - Brian DuPont
- BOOMA
 - Jonathan Todd
 - Paige Sigmon
 - Emily Andress
 - Jeff

Certain key themes, priorities and concerns were commonly communicated. Themes included the following elements of the 2018 Strategic Plan:

- Connect the Downtown Core
- Improve Connections Throughout the City
- Enhance Gateways and First Impressions

A summary of key themes will be provided at the August Council work session.

Other Action Items:

- Project Management calendar and task list (in progress)
- Business listing (in progress)
- Grocery retailer research and analysis (in progress)
- Retail leakage analysis update (in progress)
- Evaluate Golden LEAF Foundation SITE Grant Opportunity (in progress)

Upcoming Month - August 2023:

Two visits scheduled:

August 10 - 11

- Interview and Tour with Greg Beal
- Interview with Mayor Hough
- Interview with Sam Kline
- Interview with Billy Rick
- Interview with Ivory Craig

August 28 - 29

- Monthly Update in Work Session
- Jesse – archetype consulting group

Action Items:

- Prioritized list of projects / action items
- Summary of interview notes / themes
- Updated Retail Leakage Study
- List of Businesses and Commercial Real Estate
- Prosperity Index and Dashboard
- Grocery Store Dashboard
- Listing of available industrial real estate
 - Send to County Economic Development
- Industry Cluster Analysis
- Develop relationships with local developers



City of Mount Holly Action Agenda Item

To: City Council From: Hannah Rayburn	Date: 8-21-2023 Meeting Date: 8-28-2023																																				
Agenda Item to be considered: Discussion of the salary study																																					
Will this require a public hearing? ☐ YES ☒ NO																																					
Background/Purpose of Request: It was requested by the Interim City Manager and Assistant City Manager that the salary study consultant, Becky Drozdz, come back for the third time to be present before Council to speak to the study.																																					
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