

The Washington City Council met in a regular session on Monday, November 14, 2016 at 5:30pm in the City Council Chambers at the Municipal Building. Present were: Mac Hodges, Mayor; Virginia Finnerty, Mayor Pro tem; Doug Mercer, Councilmember; Richard Brooks, Councilmember; Larry Beeman, Councilmember and William Pitt, Councilmember. Also present: Bobby Roberson, City Manager; Franz Holscher, City Attorney and Cynthia S. Bennett, City Clerk.

Mayor Hodges called the meeting to order and Councilmember Pitt delivered the invocation.

APPROVAL OF MINUTES:

By motion of Councilmember Mercer, seconded by Councilmember Beeman, Council approved the minutes of October 10, 2016 as presented.

APPROVAL/AMENDMENTS TO AGENDA:

Mayor Hodges reviewed the requested amendment to the agenda:

- Add: Under Other Items from Mayor/Council – Discussion: Hurricane Matthew - impact on our electric system.

By motion of Mayor Pro tem Finnerty, seconded by Councilmember Brooks, Council approved the agenda as amended.

RECOGNITION:

BRENT HAMILTON – ASSOCIATES DEGREE IN FIRE PROTECTION



Mayor Hodges poses for a photo with Fire Chief, Robbie Rose; Brent Hamilton and Police & Fire Services Director, Stacy Drakeford

CONSENT AGENDA:

By motion of Councilmember Brooks seconded by Councilmember Beeman, Council approved the consent agenda as presented.

- A. Approve – Application by Washington Fire Department for the 2016 FEMA Assistance to Firefighters Grant
- B. Approve – Purchase and Purchase Order for Phillips Cardiac Heartsmart Monitor from Southeastern Emergency Equipment
- C. Adopt - Resolution Designation of Applicant’s Agent for Hurricane Matthew

RESOLUTION DESIGNATION OF APPLICANT'S AGENT	
North Carolina Division of Emergency Management	
Organization Name (Specify exact Organization)	Division Number: FEMA-4225-20-02
City or Municipality	
Applicant's State Chapter Agency for Single Audit purposes (If Chapter Agency is not assigned, please indicate):	
Applicant's Fiscal Year (FY) Start	
Applicant's Federal Employer's Identification Number	Month: July Day: 1
Applicant's Federal Information Processing Standards (FIPS) Number	
PRIMARY AGENT	SECONDARY AGENT
Agent's Name: Matt Rauschenbach	Agent's Name: Robbie Rose
Organization: City of Washington	Organization: City of Washington
Official Position: Chief Financial Officer	Official Position: Fire Chief
Mailing Address: P.O. Box 1888	Mailing Address: 410 North Market Street
City, State, Zip: Washington, NC 27889	City, State, Zip: Washington, NC 27889
Daytime Telephone: (252) 975-8312	Daytime Telephone: (252) 948-9400
Facsimile Number: (252) 948-1985	Facsimile Number: (252) 948-0085
Pager or Cellular Number: (252) 945-4050	Pager or Cellular Number: (252) 943-9466
<small>BE IT RESOLVED BY the governing body of the Organization, a public entity duly organized under the laws of the State of North Carolina, that the above-named Primary and Secondary Agents are hereby authorized to execute and file applications for federal and/or state assistance on behalf of the Organization for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-281 as amended or as otherwise available. BE IT FURTHER RESOLVED that the above-named agents are authorized to represent and act for the Organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all purposes pertaining to such disaster assistance required by the grant agreements and the emergency printed on the reverse side hereof. BE IT FURTHER RESOLVED THAT the above-named agents are authorized to act on a non-revocable, PASSED AND APPROVED this 14th day of November, A.D. 2016.</small>	
GOVERNING BODY	CERTIFYING OFFICIAL
Name and Title: Jay M. Hodges, Mayor	Name: Cynthia S. Bennett
Name and Title: [Signature]	Official Position: City Clerk
Name and Title: [Signature]	Daytime Telephone: (252) 975-9318
CERTIFICATION	
I, Cynthia S. Bennett, City Clerk, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the governing body of the City of Washington (Organization) on the 14th day of November, 2016.	
Date: 11/14/16	Signature: Cynthia S. Bennett

D. Adopt - Budget Ordinance Amendment – Hurricane Matthew

**AN ORDINANCE TO AMEND THE BUDGET ORDINANCE
OF THE CITY OF WASHINGTON, N.C.
FOR THE FISCAL YEAR 2016-2017**

BE IT ORDAINED by the City Council of the City of Washington, North Carolina:

Section 1. That the Estimated Revenues in the General Fund be increased in the amount of \$226,557 in the account FEMA Funds-Hurricane, account number 10-00-3350-0013.

Section 2. That account number 10-00-4400-5730, Hurricane Matthew Expenses, Miscellaneous Non-Departmental portion of the General Fund appropriations budget be increased in the amount of \$226,557 to cover hurricane expenses.

Section 3. That the Estimated Revenues in the Water Fund be increased in the amount of \$8,106 in the account FEMA Funds-Hurricane, account number 30-90-3350-0013.

Section 4. That account number 30-90-6610-5730, Hurricane Matthew Expenses, Miscellaneous Non-Departmental portion of the Water Fund appropriations budget be increased in the amount of \$8,106 to cover hurricane expenses.

Section 5. That the Estimated Revenues in the Sewer Fund be increased in the amount of \$62,559 in the account FEMA Funds-Hurricane, account number 32-90-3350-0013.

Section 6. That account number 32-90-6610-5730, Hurricane Matthew Expenses, Miscellaneous Non-Departmental portion of the Sewer Fund appropriations budget be increased in the amount of \$62,559 to cover hurricane expenses.

Section 7. That the Estimated Revenues in the Electric Fund be increased in the amount of \$14,877 in the account FEMA Funds-Hurricane, account number 35-90-3350-0013.

Section 8. That account number 35-90-6610-5730, Hurricane Matthew Expenses, Miscellaneous Non-Departmental portion of the Electric Fund appropriations budget be increased in the amount of \$14,877 to cover hurricane expenses.

Section 9. That the Estimated Revenues in the Storm Water Fund be increased in the amount of \$2,328 in the account FEMA Funds-Hurricane, account number 34-90-3350-0013.

Section 10. That account number 34-90-4710-5730, Hurricane Matthew Expenses, line item portion of the Storm Water Fund appropriations budget be increased in the amount of \$2,328 to cover hurricane expenses.

Section 11. That the Estimated Revenues in the Airport Fund be increased in the amount of \$252 in the account FEMA Funds-Hurricane, account number 37-90-3350-0013.

Section 12. That account number 37-90-4530-5730, Hurricane Matthew Expenses, line item portion of the Airport Fund appropriations budget be increased in the amount of \$252 to cover hurricane expenses.

Section 13. That the Estimated Revenues in the Solid Waste Fund be increased in the amount of \$62,550 in the account FEMA Funds-Hurricane, account number 38-90-3350-0013.

Section 14. That account number 38-90-4710-5730, Hurricane Matthew Expenses, line item portion of the Solid Waste Fund appropriations budget be increased in the amount of \$62,550 to cover hurricane expenses.

Section 15. That the Estimated Revenues in the Cemetery Fund be increased in the amount of \$575 in the account FEMA Funds-Hurricane, account number 39-90-3350-0013.

Section 16. That account number 39-90-4740-5730, Hurricane Matthew Expenses, line item portion of the Cemetery Fund appropriations budget be increased in the amount of \$575 to cover hurricane expenses.

Section 17. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 18. This ordinance shall become effective upon its adoption.

Adopted this the 14th day of November 14, 2016.

Attest:

Cynthia S. Bennett
City Clerk

Mac Hodges
Mayor

COMMENTS FROM THE PUBLIC:

Charles Daniels stated the flooding is getting worse in Iron Creek. The streets at Ore Court are cracking and water is seeping up from the ground. During the last flood event water reached their mailbox. Residents of Ore Court are asking the City for help. Mr. Daniels said the City has done everything they can to keep flooding to a minimum, but it's to a place now where if something happens to one of the elderly people in their cul-de-sac, there's no way to get to them due to the flooding. The residents feel like the City has left them to fight on their own. Phase I has drainage on their streets, but Phase II and III does not have drainage on their streets. When they bought houses in that area of Iron Creek they were told they didn't need flood insurance, but their homes flood all the time.

Shelia Sveta stated she lives in Macswoods at 409 Camelia Drive. She discussed two vacant houses in Macswoods {*house located on the corner of Beech Tree and Dogwood Trail (owned by Gillespie) has been vacant for 20+ years. The second home in question is located at 100 Beech Tree Road and Camelia Drive (owned by Hodges) was built in the 1980's and was never occupied*}. Ms. Sveta noted that they were finally able to get the grass cut at one of the locations. On August 8th a petition was submitted with 35 signatures to have the two structures removed.

Mr. Roberson noted we are currently trying to track down the owners of the Gillespie property so staff can send out the letters to the owner. Mayor Hodges noted staff has a list of approximately 50+ structures that are deemed "substandard housing structures" *sixteen (16) structures are listed as a number one priority. The City's goal is to address ten (10) structures by the end of the fiscal year.* Councilmember Mercer stated that he knows of a private individual that is interested in purchasing the two properties question.

SCHEDULED PUBLIC APPEARANCES:

RICHARD YOUNG & JIM SMITH –

REQUEST FOR STOP SIGN ON EAST MAIN/BONNER STREET

Jim Smith speaking on behalf of Richard Young is requesting a stop sign at East Main and Bonner Street. They would also like a no left turn signal on Bonner Street going north. Richard Young reiterated the request for a stop sign at this location. Dr. Young described an accident that occurred at that location several years ago that involved William Pitt that forced Mr. Pitt's car into the wall at the Episcopal Church.

Mayor Hodges asked for Richard Young and Jim Smith to meet with Stacy Drakeford and Frankie Buck to discuss some solutions for this request.

LINDA WITCHELL – FLOODING ON 12TH STREET

Linda Witchell stated she lives at 114 East 12th Street. She explained that her flood insurance will not allow her to elevate her HVAC system. For 11 years after Hurricane Floyd she had no damage, including the flood in October 2005 when her neighbor across the street was evacuated by boat – she had no damage to her house. Since 2010, the stormwater improvements have increased her damages exponentially. She has had four flood insurance claims in six years (2010-2016) while only having two claims in the prior twenty years. She is asking for help with flooding when it doesn't rain at all. Ms. Witchell noted that water spurts up under her house with the force of a fire hydrant, overwhelming her 50gpm pump and sometimes drowning her furnace. She continued by saying this sometimes happens after floods when the streets are clear and the pumps have stopped and she has no perimeter flooding. She feels there are unmapped flood drains on her property and she's asking permission for the Public Works

Department to find the pipes, follow them to the right-of-way, dig a hole, break the pipe and add cement. She said the drain at the corner of Bonner and E. 12th has a three foot tree growing out of it and that the drains have not been cleaned in years. She said the City has the best people in the Public Works Department as they go above and beyond on a daily basis. She suggested upgraded technology to assist in viewing the storm drains/pipes.

Ms. Witchell also addressed the junkyard located at 13th and Bonner. She discussed the noise, odors, stormwater runoff, toxic sand and bright lights.

Councilmember Mercer added that this area has flooded since the early 1950's. It was suggested that the City place her property on the FEMA list to be elevated or the FEMA list to purchase the house to get her out of the flood zone. Ms. Witchell stated her house has not been flooded and she doesn't qualify as she has not had flood water in her house. She needs her HVAC system relocated from under her house.

PUBLIC HEARING – ZONING: NONE

PUBLIC HEARING – OTHER: 6:00pm

ADOPT – ORDINANCE TO CONDEMN AS UNSAFE THE STRUCTURE LOCATED AT 523 NORTH GLADDEN STREET AND AWARD THE DEMOLITION CONTRACT

Mayor Hodges opened the public hearing. John Rodman asked Council to adopt the condemnation ordinance and award the demolition contract for the property located at 523 North Gladden Street.

Complaint: 7/15/16

Notice of Hearing: 7/15/16

Hearing: 8/05/16

Order to Correct: 8/10/16

Time expired: 10/10/16

Notice of Council hearing: 11/03/16

Bids Submitted:

St. Clair Trucking \$6,300

Dudley Landscaping \$6,400

**If the structure is removed or demolished by the City, the City shall sell the usable materials of the building. The amounts incurred by the City in connection with the demolition shall be a lien against the real property upon which the cost was incurred.*

Mayor Hodges called for comments from public. Geraldine Walker came forward and asked Council to demolish the house located at 523 Gladden Street. There being no additional comments from the public, Mayor Hodges closed the public hearing.

By motion of Councilmember Brooks, seconded by Councilmember Beeman, Council adopted the ordinance condemning the structure located at 523 North Gladden Street as unsafe and to demolish and remove the structure. Council awarded the demolition contract to the lowest responsible bidder, St. Clair Trucking, in the amount of six thousand three hundred dollars (\$6,300).

AN ORDINANCE FINDING THAT THE BUILDING DESCRIBED HEREIN IN THE CITY OF WASHINGTON IS CONDEMNED AS UNSAFE AND DIRECTING THAT IT BE DEMOLISHED

WHEREAS, the City Council of the City of Washington finds that the structure having an address of 523 North Gladden Street, Washington, North Carolina and being owned by Mary Elisa Keech and Spouse, Geraldine Wilder and Spouse, Lewis T. Ligon Jr. and Spouse, and Angela Wilder and Spouse is condemned as, among other things, unsafe pursuant to North Carolina General Statute § 160A-426 and that all applicable statutory provisions have been complied with as a condition of the adoption of this Ordinance.

WHEREAS, the structure located on said property should be demolished and removed as directed by the Senior Building Official for, among other things, the reasons stated by the Senior Building Official in his August 10, 2016 Order to Remedy Defective Condition and Findings of Fact that was served on the property owner(s).

WHEREAS, the owner(s) of the structure have been given a reasonable opportunity to bring the structure into compliance with the applicable standards of the City Code as well as State statute in accordance with North Carolina General Statute § 160A-426 as well as pursuant to the Order issued by the Senior Building Official in said Notice of Decision.

WHEREAS, said owner (s) have failed to comply with said Order.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Washington as follows:

Section 1. The Senior Building Official is hereby authorized and directed to proceed to demolish and remove the above described structure located at 523 North Gladden Street in accordance with applicable provisions of the City Code and North Carolina General Statute § 160A-426 et seq.

Section 2. The cost of the demolition and removal of the structure shall constitute a lien against the real property upon which the cost was incurred as provided in North Carolina General Statute § 160A-432.

Section 3. This Ordinance shall be recorded in the Office of the Register of Deeds of Beaufort County, North Carolina.

This Ordinance shall become effective on this date of adoption November 14, 2016.



Cynthia S. Bennett, City Clerk


Jay MacDonald Hodges, Mayor

CATHERINE GLOVER – RETIRE NC REQUEST FOR SUPPORT

(memo) *On behalf of the members of the Retire NC committee I would like to request the financial support of the City of Washington for the Retire NC certification efforts.*

Retire NC is a certification program for communities wishing to attract retirees. The program is coordinated through Visit NC and the Economic Development Partnership of North Carolina.

A steering committee was created following a community meeting in June that indicated there was interest in pursuing the certification. The steering committee has been working since that time to determine if Retire NC was the right approach for Washington and Beaufort County and laying out a plan to achieve the certification and operate the program once certification is received.

This committee has developed an action plan that will be implemented upon certification. This plan includes marketing efforts to respond to inquiries, attract retirees to Washington and Beaufort County, and coordinate their visit when they arrive.

There are two key components that need funding: certification and marketing. The total anticipated project budget is \$25,000. Of that, \$10,000 is needed for the five-year certification. The remainder of the funds will be used for marketing expenses, printing, design, advertising, website, etc.

The committee is seeking financial assistance from partners, including the City of Washington, for this effort. Contributors to the effort thus far are: Washington Tourism Development Authority, Washington Harbor District Alliance, Washington-Beaufort County Chamber of Commerce, Beaufort County. Each has committed \$2,000. Additional commitments of support have been received from Vidant and Tideland EMC. Ongoing efforts to garner support include presentations to civic organizations and stakeholders and individual meetings with partners.

Your assistance and consideration of supporting the efforts to become a certified retirement community are greatly appreciated.

Steering Committee Members

Catherine Glover, WBC Chamber of Commerce

Rebecca Clark, Harbor District Alliance

Lynn Wingate, Washington Tourism

Heidi Smith, Tideland EMC

Nikki Klapp, First South Bank

Carol Nash, Beacon Street Development

Debra Torrence, Arts of the Pamlico

Beth Byrd, Washington Tourism

Pam Shadle, Vidant

Lawrence Howard, Cypress Landing

Justin Hime, Beacon Street Development

Catherine Glover and Rebecca Clark presented the following request to Council. For more than six months the steering committee has been working towards the Retire NC Certification, through the Economic Development Partnership of North Carolina. They are in the final stages of the application process and need to secure the pieces of funding for this effort. Retire NC Certification would help put Washington and Beaufort County “on the map” as a potential retirement destination for thousands of people seeking retirement in the next few years. Once certified, Washington will be joining the ranks of Edenton, Tarboro and New Bern as certified retirement destinations, meaning Washington offers the amenities and quality of life retirees are looking for. Thus far, Beaufort County, Washington Harbor District Alliance, Washington Tourism Development Authority and Washington/Beaufort Co. Chamber of Commerce have agreed to contribute financially to this economic development initiative. Tonight, they are seeking financial support from the City. A contribution of \$2,000 will give them the funds needed to apply for and obtain certification status. An ongoing effort is underway to seek additional funds for the marketing piece of the program. This is a one-time request for \$2,000 and the certification is good for five years.

Mayor Pro tem Finnerty noted this concept fits right in with helping Washington grow and she would make a motion to support this request. Councilmember Beeman seconded the motion. Councilmember Mercer noted that in order for a motion to pass under scheduled public appearances will require a 4-1 vote. Discussion continued.

Rebecca Clark discussed that if the city agrees to the \$2000 contribution it equates to \$400 per year over the five year period. A one day trip visitor to Washington generates an \$80 economic impact. If that visitor stays overnight, that increases to \$144 per person.

Council continued discussion regarding the application process, steering committee, marketing plan, etc. Ms. Glover noted the application is due by January 31, 2017 and notification of certification would occur in six-seven weeks. Councilmember Pitt noted representation was needed from the City. Mayor Pro tem Finnerty noted she will volunteer to serve on the steering committee to represent the City.

Ms. Glover discussed she will keep a database to track the number of people who came by the Chamber due to Washington being a Retire NC town. Money can be refunded from the State if the program fails.

Councilmember Mercer noted this is an un-budgeted expenditure.

By motion of Mayor Pro tem Finnerty, seconded by Councilmember Beeman, Council approved the \$2,000 funding request for Retire NC. Motion carried 4- 1 with Councilmember Mercer opposing.

Mr. Roberson will present a budget ordinance amendment to cover this expense.

CORRESPONDENCE AND SPECIAL REPORTS:

MEMO – SAVE THE POOL FUNDRAISER UPDATE (accepted as presented)

Memo from Kristi Roberson, Parks and Recreation Director

We are continuing to sell t-shirts and tiles. We have currently raised \$28,578.25.

The following fundraisers are scheduled:

<i>Oct 1-Nov 18</i>	<i>Save the Pool – 50/50 Raffle</i>
<i>November 18</i>	<i>Save the Pool - Golf Tournament</i>
<i>November 7</i>	<i>Save the Pool – Pizza Inn (10% of the proceeds and 100% of our tips)</i>
<i>November 19</i>	<i>Save the Pool – Comedy for a Cause (Sponsored by Arts of the Pamlico)</i>
<i>December 16</i>	<i>Save the Pool – Swim with Santa</i>

Councilmember Pitt inquired when work would begin on the Dectron unit. Ms. Roberson noted a date has not been set, but the last quote was well below the estimated budget amount.

MEMO – EXTRA-TERRITORIAL JURISDICTION REDUCTION

The City Manager and John Rodman summarized the request by noting staff has been asked to investigate the procedure for possible reduction of the Extraterritorial Jurisdiction (ETJ) in the Washington area as requested. The areas for the proposed reduction in ET J limits are indicated on the maps included in the "report". Staff recommendation is that the ET J relinquishment be limited to these areas. The adjustment will more accurately reflect the potential future growth patterns and utility service areas of the City of Washington.

In researching this, it was determined that there is a procedure that is driven by the North Carolina General Statutes, and that the following schedule is being suggested for Council consideration:

- 1) Present report to City Council
- 2) Planning Board Public Hearing
- 3) City Council Public Hearing/Adopt Resolution
- 4) Establish effective Date for Offer to Relinquish

The North Carolina General Statute essentially provides for a sixty-day period during which the City would maintain zoning jurisdiction over the area or until the regulation of the area is adopted by the County, not to exceed 60 days.

A consensus is needed to allow staff to proceed with the investigation of a possible reduction in the City's ETJ and approve the schedule as submitted.

Staff will study four (4) areas to see if a reduction of an ET J area is warranted.

Area #1 - Whichards Beach and Sand Hole Road Area

This area under review for reduction contains 3,082 acres and has a total value \$54,165,761. It contains 436 parcels of property with 190 of those being vacant property. The study area contains 424 residential parcels with an estimated population of 1,018, not counting the individual campers at Twin Lakes Campground. Seventy five (75%) percent of the zoning classification is RA-20 (Residential Agricultural).

Area #2 - US Hwy 17 N and Market Street Ext. Area

This area under review for reduction contains 1,165 acres and has a total value of \$4,836,541. It contains 46 parcels of property with 23 of those being vacant property. The study area contains 20 residential parcels with an estimated population of 48. Ninety five (95%) percent of the zoning classification is RA-20 (Residential Agricultural).

Area #3 - Cherry Road and Corsica Road to CBH Lodge Road Area

This area under review for reduction contains 1,257 acres and has a total value of \$16,380,898. It contains 190 parcels of property with 74 of those being vacant property. The study area contains 95 residential parcels with an estimated population of 228. One hundred (100%) percent of the zoning classification is RA-20 (Residential Agricultural).

Area #4 - Asbury Church Road and Mimosa Shores Road Area

This area under review for reduction contains 637 acres and has a total value of \$26,147,759. It contains 188 parcels of property with 66 of those being vacant property. The study area contains 60 residential parcels with an estimated population of 144, not including the total mobile homes in Ash-Ma-Tau trailer park and Mimosa Mobile Manor. Eight percent (80%) percent of the zoning classification is RA-20 (Residential Agricultural) with ten (10%) percent classified as Mobile Home Park and ten (10%) classified as B-2 (General Business).

Councilmembers expressed concern with reducing the ETJ as it would remove the zoning designations. They also inquired what would be the benefit for the reduction. Mr. Rodman explained the reduction will save the City time and money especially with flooding and inspections as the City receives no tax dollars from these residents. If Council chose to move forward with the process, a public hearing would be held for the property owners in those areas in order to have their voice heard on the matter.

A motion was made by Councilmember Mercer, seconded by Councilmember Brooks to leave the ETJ as is. Motion carried 4-1 with Mayor Pro tem Finnerty opposing.

**MEMO – ASSET INVENTORY & ASSESSMENT GRANT APPLICATION RE-SUBMITTAL
(accepted as presented)**



September 30, 2016

Ms. Amy Simes, P.E.
Senior Program Manager
NCDEQ Division of Water Infrastructure
8th Floor, Archdale Building
512 North Salisbury Street
Raleigh, NC 27604

SUBJECT: Asset Inventory & Assessment Grant Application
April 2016 Re-Submittal for Fall 2016 Re-Consideration
Washington, North Carolina

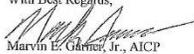
Dear Ms. Simes:

Attached are one (1) original and one (1) copy of the Asset Inventory & Assessment Grant Application for the City of Washington Wastewater System. This is a re-submittal of the application filed with, and scored by, NCDEQ-DWI on April 29, 2016. After discussion with you, we retrieved these documents from your office and replaced the narrative with updated pages. The narrative has been modified in accordance with my conversation with you in hopes of having a positive impact on the application scoring by NCDEQ-DWI.

The original narrative discussed a rate increase planned for July 1, 2016. That planned increase took effect July 1, 2016. The revised narrative contains a discussion reflective of the recent rate increase including impacts to original rate information illustrated on page 2 of the common application form and LGC 108C page 2. The current water/sewer fee schedule for FY 2016/17 is provided as supporting documentation on Compact Disk.

Enclosed with each bound application is a Compact Disk that includes a digital copy of the entire application, including supporting documents that are referenced in the Narrative portion of the application. Also enclosed in each application is the executed Authorizing Resolution to Apply for State Grant Assistance.

Should you have any questions, please feel free to contact our office at 252-752-4135. Thank you for your consideration.

With Best Regards,

Marvin E. Garner, Jr., AICP
Vice-President

Enclosures
Cc: Bobby Roberson, City Manager
Frankie Buck, Public Works Director w/ enclosure
Matt Rauschenbach, Chief Financial Officer/Assistant City Manager
Adam Waters, Water Resources Superintendent
File w/ enclosure

MEMO – NCDOT – DIVISION OF AVIATION AIRPORT IMPROVEMENTS (accepted as presented)



PAT McCRORY
Governor
NICHOLAS J. TENNYSON
Secretary

October 12, 2016

The Honorable Archie Jennings, Mayor
City of Washington
P. O. Box 1988
Washington, NC 27889

Dear The Honorable Jennings:

On behalf of Governor Pat McCrory, Transportation Secretary Nicholas Tennyson, and the NC Board of Transportation, please be advised that FAA *Non-Primary Entitlement* funds have been allocated under the State Block Grant Program for Federal Fiscal Year (FFY) 2016 for the Warren Field. Please note, these funds are intended for airside safety needs first, at which point other needs can be considered. Furthermore, this award must be fully expended no later than June 1, 2020 or any unspent funds will be taken down.

The specific funding allocation is noted below:

Award ID	Description	Federal Funds	Local Funds
36237.38.NPE.16	Airport Improvements	\$150,000	\$16,667

The NCDOT-Division of Aviation is excited to partner with you and we appreciate your commitment and contribution to our state's aviation system. Please work closely with your Airport Project Manager for grant execution.

Sincerely,

Bobby L. Walston, P.E.
Director of Aviation

BLW/vh

cc: Governor Pat McCrory
Nicholas J. Tennyson, Secretary NCDOT
Keith Weatherly, Deputy Secretary for Transit
Richard Burr, United States Senate
Thom Tillis, United States Senate
G.K. Butterfield, United States Congress
Hugh Overholt, BOT Representative
John D. Lannon, BOT At-Large Member
Aaron Berry, Airport Manager

Nothing Compares

State of North Carolina | Department of Transportation | Division of Aviation

**REPORTS FROM BOARDS, COMMISSIONS AND COMMITTEES:
HUMAN RELATIONS COUNCIL (accepted as presented)**



HUMAN RELATIONS COUNCIL

Human Relations Council (HRC) report for the month of October
Monday, November 14, 2016 City Council Meeting

MISSION STATEMENT

- To promote social and economic equality in the community, working with Local Government and other resources
- To appreciate the cultural and ethnic diversity of the citizens of Washington and Beaufort County
- To encourage citizens to live and work together in harmony and mutual respect

SCHEDULED PUBLIC APPEARANCES: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

Discussion – Unexcused absence: Chairperson Wright addressed the absenteeism of Board member Hammonds. It was noted that due to her business endeavors a conflict has developed with her attending meetings. Board member Hammonds missed three (3) consecutive un-excused absences and three (3) consecutive excused absences for a total of six (6) consecutive absences.

By consensus, the Board agreed to remove Board member Hammonds from the Human Relations Council and expressed their gratitude for her attendance and participation when time permitted.

Brainstorm – Future project: Board member Griffin spoke on the subject of race relations in the City of Washington and requested input from Board members. Board member Griffin voiced he would like to explore this issue before we are confronted with a situation like Ferguson.

Discussion/Concerns:

Board member O'Pharrow inquired where the City stands on the Law Enforcement side. Captain Chrismon stated racial profiling is not tolerated and that respect is shown to everyone. All officers are being trained to address individuals with physical and/or psychological problems.

Training includes:

- Does this individual require any assistance and not just law enforcement?
- Weigh out the situation before intervention.
- Response is now with quality of life.
- Individual feeling response was unjust or not adequate – person can go directly to Director Drakeford if not resolved.
- Review Board for use of force report.

Brainstorming discussion/suggestions:

- Venue (neutral)
- Transportation
- School bus accessibility
- Sponsoring an event idea for all
- Kids' activity
- Kids' coming together with a common goal (i.e. track, scout, etc.)
- Unity Day at the Park

- Citizens actually engaging
- Neighbors being neighbors ~ looking out for each other
- Breakfast before church with area churches coming together "Take the party on the Road"

OTHER BUSINESS:

FYI – All FYI items and reminders were discussed inclusive of the July 12, 2016 report submitted to City Council and the financial report.

OPEN DISCUSSION:

- Captain William Chrismon shared his experience and spoke on the importance of cataloging and taking pictures of everything in your home. He expressed his heartfelt appreciation for the assistance offered to him and his family in the recovery from the loss of their home.

APPOINTMENT:

APPOINTMENT – LIBRARY BOARD OF TRUSTEES

By motion of Councilmember Pitt, seconded by Councilmember Brooks, Council appointed Barbara Grimes to the Library Board of Trustees to fill the un-expired term of Joe Phipps with a term to expire June 30, 2019.

APPOINTMENT – WASHINGTON ELECTRIC UTILITIES ADVISORY BOARD

By motion of Councilmember Beeman, seconded by Councilmember Brooks, Council appointed Vann Knight to the Electric Utilities Advisory Board to fill a vacant inside position, term to expire June 30, 2019.

By motion of Councilmember Beeman, seconded by Councilmember Brooks, Council appointed Pat Griffin to the Electric Utilities Advisory Board to fill a vacant inside position, term to expire June 30, 2017.

By motion of Councilmember Beeman, seconded by Councilmember Brooks, Council appointed Jack Mitchell to the Electric Utilities Advisory Board to fill a vacant position representing Washington Park, term to expire June 30, 2017.

OLD BUSINESS:

APPROVE – PURCHASE ORDER TO MILLER SUPPLY CO. FOR AMR WATER METERS

Frankie Buck explained Miller Supply Co. is the sole source supplier of the City's standard AMR water meters. \$100,000 are budgeted for these expenditures. The purchase order is for the large diameter meters.

By motion of Councilmember Mercer, seconded by Councilmember Beeman, Council approved the \$92,529 purchase order to Miller Supply Co. for AMR water meters.

AWARD – BID TO ATLANTIC POWER SYSTEMS OF NC TO REPLACE GENERATOR AT THE COMMUNICATIONS CENTER

Jeff Clark explained staff put this item out for bid and had two responses: one from Gregory Poole for \$33,245.00 and the other from Atlantic Power Systems of NC for \$33,000.00. Atlantic Power Systems was the low bid with an additional cost of \$4,395.00 to install the unit for a total replacement cost of \$37,395.00.

This request is to replace the unit that failed during Hurricane Matthew as the repair cost for this unit was \$28,960.00.

Discussion was held regarding bids. Mr. Clark noted we may be getting most of the money from insurance to replace the generator.

By motion of Councilmember Mercer, seconded by Councilmember Beeman, Council awarded the bid to Atlantic Power Systems of NC, to replace the generator at the Communications Center.

APPROVE – PURCHASE ORDER TO FEYER FORD FOR FORD F350 CAB AND CHASSIS - REPLACEMENT FOR VEHICLE #601

Councilmembers discussed the bids for this vehicle noting the close proximity to servicing the vehicle outweighs the \$150 difference in bids and suggested awarding the bid to Lee Chevrolet. Councilmember Mercer discussed the purchase of the vehicle and the bid was not included for the body. Mr. Clark noted the total price for the vehicle will not exceed the budgeted \$55,000.

BID TABULATION

Bid for: #601 Elec. Dept Work Truck
Opened: 10:00 AM, Friday
October 28, 2016

<u>Item</u>	<u>Description</u>	<u>Piedmont Truck (State)</u>	<u>Feyer Ford</u>	<u>Lee Chevrolet</u>	<u>Sheriffs Assoc.</u>	<u>Pechales</u>	<u>Washington Dodge</u>
1	2017 Cab and Chassis Truck, Diesel, Crew Cab, 4 X 4, F350 or comparable, automatic	\$40,180.00	\$39,974.50	\$40,159.00	\$53,425.00	\$40,735	no bid

Recommendation: Purchase from Feyer Ford.

Signed: Michael Whaley

By motion of Mayor Pro tem Finnerty, seconded by Councilmember Brooks, Council approved the purchase order to purchase a Ford F350 Cab and Chassis from Lee Chevrolet in the amount of \$40,159 (awarded to Lee Chevrolet due to the close proximity and time saved for preventive maintenance and service to vehicle). This vehicle will replace vehicle #601 for the Electric Department.

APPROVE – PURCHASE ORDERS TO TECH PRODUCTS, INC. AND MCLEAN ENGINEERING FOR ELECTRIC SYSTEM GIS MAPPING PROJECT

BACKGROUND AND FINDINGS: \$169,000 is included in the FY 2017 budget for phase 1 of the GIS mapping project and \$15,000 for maintenance of the data base. Budget was based on quotes from Booth & Associates.

Councilmember Mercer commended staff on saving \$48,000.

By motion of Councilmember Beeman, seconded by Councilmember Mercer, Council approved purchase orders to McClean Engineering in the amount of \$96,157 and Tech Products, Inc. in the amount of \$24,490 for the GIS Mapping Project of our electric system.

NEW BUSINESS:

ADOPT – RESOLUTION AUTHORIZING MAYOR TO EXECUTE NCDOT DIVISION OF AVIATION GRANT FOR RUNWAY 5-23 REHABILITATION

BACKGROUND AND FINDINGS: Appropriation of funds for this grant were included in the adopted FY 2017 Airport Fund budget.

By motion of Councilmember Mercer, seconded by Councilman Beeman, adopted a resolution authorizing the Mayor to execute the NC DOA Runway 5-23 Pavement Rehabilitation Grant.

RESOLUTION

A motion was made by Doug Mercer, Councilman and seconded by Larry Beeman, Councilman for the adoption of the following Resolution, and upon being put to a vote was duly accepted:

WHEREAS, a Grant in the amount of \$164,074 has been approved by the Department based on total estimated cost of \$182,305; and

WHEREAS, an amount equal to or greater than ten percent (10%) of the total estimated project cost has been appropriated by the Sponsor for this Project.

NOW THEREFORE, BE AND IT IS RESOLVED THAT THE Mayor of the Sponsor be and he hereby is authorized and empowered to enter into a Grant Agreement with the Department, thereby binding the Sponsor to the fulfillment of its obligation incurred under this Grant Agreement or any mutually agreed upon modification thereof.

Cynthia S. Bennett, City Clerk of the City of Washington do hereby certify that the above is a true and correct copy of an excerpt from the minutes of the Washington City Council of a meeting

duly and regularly held on the 14th day of November, 20 16.

This, the 15th day of November, 20 16.



Signed: Cynthia S. Bennett
Title: City Clerk
of the: City of Washington

ANY OTHER ITEMS FROM CITY MANAGER:

DISCUSSION – DATE FOR PUBLIC HEARING – 15TH STREET PROJECT

Council set the date of the special meeting for December 8, 2016 at 6:00pm in the City Council Chambers. Staff will advertise the meeting and notify property owners of the meeting.

Mr. Roberson noted NCDOT has removed the median from the 15th Street highway improvement plan near the Rich Co. as well as near Piston & Ring.

DISCUSSION – NOVEMBER & DECEMBER 2017 MEETING DATES

Councilmembers will review their calendar and confirm the November/December 2017 meeting dates with the City Manager next month.

ANY OTHER BUSINESS FROM THE MAYOR OR OTHER MEMBERS OF COUNCIL: NONE
DISCUSSION –NCLM UPDATES

Councilmember Pitt provided updates from the recent NCLM Annual Conference held in Raleigh which included the listed Advocacy Goals. He also noted that he was reappointed to the NCLM Board as District 2 Director.



2017-18 Municipal Advocacy Goals

- Seek opportunities to support the passage of the federal e-fairness legislation.
- Seek legislation to allow room occupancy tax revenues to be used to fund municipal service and infrastructure costs in order to support travel and tourism.
- Seek legislation to provide municipalities with additional locally-controlled revenue options.
- Support legislation which defends the fiscal integrity of the Local Government Employees' Retirement System and its defined benefit structure, promotes reasonable pension reforms that are prospective in nature, and meets the needs of local employees, employers, and retirees.
- Seek legislation to alter the current statutes governing distribution of local sales taxes by requiring a one-year delay in implementation when a county or the legislature changes its method of distributing sales tax revenue.
- Seek legislation eliminating municipalities' repayment of water- and sewer- growth related fees that have been previously collected, and providing municipalities with the authority to assess the level of fees and charges necessary for continued growth and economic development in the future.
- Support legislation that will provide sufficient funding at the state level for incentive programs such as a competitive film incentive program, robust state historic preservation tax credits, and the Main Street Solutions fund necessary to grow jobs and the economy.
- Oppose legislation that interferes with local management or ownership of local assets.
- Support municipal authority over municipal personnel issues.
- Support legislation that provides for municipal elections to be determined by local municipal authority.
- Support legislation to revise the tier method of measuring levels of economic distress to focus on the causes of distress and taking sub-county data into account.
- Support legislation to bolster the state's mental health and intellectual/developmental disabilities (IDD) treatment resources, including resources and solutions to lessen the strain on sworn law enforcement officers when providing custody of individuals in crisis.
- Seek legislative and administrative changes to the STIP process that give local priorities increased weight in the allocation of transportation funds.
- Seek legislation to increase state-level funding for municipal infrastructure needs.
- Support legislation that recognizes that management of a public utility is best determined by the local owning entity due to their consideration of financing, engineering, and regulatory responsibilities.

DISCUSSION –IMPACTS OF HURRICANE MATTHEW ON ELECTRIC SYSTEM

Councilmember Mercer expressed concern regarding the City's primary delivery is from a line from Chocowinity across the river on a tower that is 25+ years old. It's time for Council to work through the Washington Electric Utilities Advisory Board (WEUAB) to begin evaluating if we need a second delivery point on this side of the river. During this storm we determined a need for a fixed generator at the pumping station. In the past, we have pulled a portable generator there and used that piece of equipment to run the pumping station during a storm. Due to a problem at another location, we did not have that generator available during this storm. There was a period of 25-30 hours that the pumps did not operate. He requested that the WEUAB discuss the potential for putting a generator at the pumping station and review the cost for the upcoming budget year.

CLOSED SESSION: UNDER NCGS §143-318.11 (A) (3) ATTORNEY CLIENT PRIVILEGE AND (A) (5) POTENTIAL LAND ACQUISITION {PROPERTY BOUND BY 2ND, 3RD, VAN NORDEN AND HWY 17} NCGS § 143-318.11(A) (1) DISCLOSURE OF CONFIDENTIAL INFORMATION, NCGS § 143-318.10(E) PUBLIC RECORDS ACT

By motion of Councilmember Pitt, seconded by Councilmember Brooks, Council agreed to go into closed session at 7:10pm under NCGS§143-318.11 (A)(3) Attorney Client Privilege and (A)(5) Potential Land Acquisition {Property bound by 2nd, 3rd, Van Norden and Hwy 17} and NCGS § 143-318.11(A)(1) Disclosure of Confidential Information, NCGS § 143-318.10(E) Public Records Act .

By motion of Councilmember Brooks, seconded by Mayor Pro tem Finnerty, Council agreed to come out of closed session at 7:55 pm.

ADJOURN:

By motion of Councilmember Pitt, seconded by Councilmember Beeman, Council adjourned the meeting at 8:00pm until Monday, December 12, 2016 at 5:30 pm, in the Council Chambers.

Cynthia S. Bennett, MMC
City Clerk