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Regular Meeting
Monday, February 1, 2021
6:30 PM
Council Chambers
Meeting Agenda

Call Meeting To Order:

1. Mayor Michael

Invocation:

2. Mayor Michael

Approval Of Minutes:

3. Consider Approval of the January 19, 2021 Regular and Closed Meeting Minutes

Agenda Adjustments:

Unannounced Delegations:

Administrative Reports:

4. Request for Change to Contract 2, Phase 2 to Utilize Unspent Project Funds

Municipal Calendar:

5. Municipal Calendar

Consent Agenda:

6. Ordinance 21-04 - To Appropriate CARES Funding in the Department of Public Housing and Insurance Proceeds in the General Fund
7. Ordinance 21-05 - To Amend the Assistance to Fire Fighters Grant Budget
8. Confirmation of the ADDC Board of Directors
9. Proclamation - National Future Leaders of America-Phi Beta Lambda Week

New Business:

10. Consider Amending City Policy to Allow for Remote Public Participation for Quasi-Judicial Proceedings
11. Montgomery Avenue Road Improvements
12. Consider a Closed Session Pursuant to N.C.G.S. 143-318.11(a) (3) - Legal

Adjournment:

13. Adjourn to Tuesday, February 9th at 4:00 p.m. for Strategic Planning Session

Print

Title – Mayor Michael

Description:

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
No Attachments Available	

APPROVALS:

Date/Time:	Approval:	Department:	
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Print

Title – Mayor Michael

Description:

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
No Attachments Available	

APPROVALS:

Date/Time:	Approval:	Department:	
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Print

Title – Consider Approval of the January 19, 2021 Regular and Closed Meeting Minutes

Description:

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
<input type="checkbox"/> January_19_2021_REGULAR.docx	January 19, 2021 Regular

APPROVALS:

Date/Time:	Approval:	Department:	
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REGULAR MEETING CITY COUNCIL

January 19, 2021

The City Council of the City of Albemarle met in a regular session on Tuesday, January 19, 2021 at 6:30 p.m. in the Council Chambers of City Hall. Mayor Ronnie Michael presided, and the following members were present, to-wit: Mayor Pro Tempore Martha Sue Hall and Councilmembers Bill Aldridge, Martha E. Hughes, Dexter Townsend, Chris Whitley, Benton Dry, and Shirley D. Lowder.

Mayor Michael called the meeting to order.

The Mayor called a motion to approve the regular and closed minutes from the January 4, 2021 Council meeting. Councilmember Dry noted that in the regular minutes under the New Business item discussing traffic issues on Montgomery Avenue, a street was not noted correctly. The street should be Ridge Street not Ridge Road.

Upon a motion by Councilmember Townsend, seconded by Councilmember Dry, unanimously carried, the January 4, 2021 regular meeting minutes as corrected and closed meeting minutes as submitted were approved.

PUBLIC HEARING

Ordinance 21-02 – Amending Multiple Sections to Title IX: Planning and Development Regulations

City Council set a public hearing to consider adopting amendments to City Ordinance Chapters 91 and 92. This ordinance includes amendments to residential dimensional lot requirements, allowed uses, zoning districts, and subdivision standards of Title IX: Planning and Development Regulations.

Planning and Development Services Director Kevin Robinson provided a summary of the ordinance amendments to Council. He used a handout and a PowerPoint presentation to describe the changes. Generally, the amendments to Chapters 91 and 92 of the City's Code of Ordinances include:

- Reorganization, correction of organizational errors, and pagination changes throughout both chapters;
- Changing the threshold for Major subdivision to more than 5 lots;
- Adding alleyway regulations for residential (R4 and townhome/small lot options);
- Removing conflicting minimum size and setback, add lot averaging, remove lot width and depth, add buildable width/depth;
- Changing to cluster: housing type, districts, dimensional reductions, open space, sidewalks and remove Conditional Use Permit requirement;
- Adding definitions for Accessory Dwelling Unit (ADU), Single Family Attached, and pool;

- Adding buildable lot requirement to Section 92.012 for non-conforming lots and changing 92.013 to include front and rear yard setback exception;
- Removing the 10 foot setback for Recreational Vehicles (RVs);
- Adding subsection for Zoning Districts;
- Providing a new R-15 District;
- Changing R-10, R-8, R-6, and R-4 zoning;
- Replaced Area Yard and Height Requirements table; and
- Added R-15 and R-4 into bufferyard regulations.

Councilmember Bill Aldridge entered the meeting.

Mr. Robinson noted that the Planning and Zoning Board and City Council were both given a presentation of these proposed amendments in December. At its January 7th meeting, the Planning and Zoning Board unanimously voted that Council finds action to adopt TA21-01 with the following conditions:

- 1) Include specification of use in section §92.022 (c) Reestablished use after discontinuance of 180 days.
- 2) Include abbreviation of ADU in the definition of "Dwelling, Accessory Dwelling Unit"
- 3) Include Watercraft definition in §92.008 and storage standards similar to that of Recreational Vehicles and Campers §92.024

Staff has included three recommendations in the packets presented to Council.

The Mayor asked for clarification on part G "Accessory Dwelling Units", where for single family homes whether a basement or attic would be impacted by the ordinance change in terms of setting up an electric service account. Council in the recent past had approved any dwelling as part of a single family home to be commercial, and therefore require a second account for electric service. Mr. Robinson replied that with this current ordinance change and the amended definition, Planning wanted to expand family usage in a single family home as associate to the main structure rather than separate. Council and Mr. Robinson discussed the matter further.

The Mayor called for any members of the public to come forward to provide their comments. No one from the public came forward to speak. No members of the public came forward.

Upon a motion by Councilmember Hall, seconded by Councilmember Hughes, unanimously carried, the public hearing was closed.

The Mayor called Public Utilities Director Judy Redwine to come in front of Council to provide input on the proposed changes in definition in the "Accessory Dwelling Unit" section which could impact utilities account setup processes. Ms. Redwine was asked if Council approved the ordinance change as per Planning's request, would Public Utilities be ok with a space like a basement or attic to be considered a residence rather than commercial space for purposes of creating a second account? Ms. Redwine replied that she would need to consider the impact of the proposed change

further and address it with Council at a later time. Council debated whether to consider removing part D changes in its consideration of the larger ordinance, or whether to approve it with the current changes and if needed further amend that part later on. With agreement from Mr. Robinson, Council agreed that they would be willing to move forward with approving the entire ordinance and address any further amendments to these chapters of the Code of Ordinances later on as needed.

Upon a motion by Councilmember Whitley, seconded by Councilmember Dry, Council approved Ordinance 21-02 as currently amended with the understanding that part G can be addressed and further amended later on, with a vote of 5 Councilmembers for the motion, and 1 Council member against the motion. Mayor Pro Tem Hall voted against the motion.

[Ordinance 21-02 - Amending Multiple Sections to Title IX: Planning and Development Regulations]

Ordinance 21-03 – To Reclassify Properties Zoned R8 to R6 Urban Residential

City Council set a public hearing to consider a request for a City-initiated Map Amendment to change all currently zoned R-8A/Multi-Family District parcels to the newly-created R-6/Urban Residential District.

Mr. Robinson presented the proposed ordinance to Council. At its January 7th, 2021 meeting, the City of Albemarle Planning and Zoning Board unanimously recommended with an 8-0 vote that City Council finds the action to amend all presently zoned R-8A parcels to the newly-created R-6 district with the adopted Consistency Statement.

With the change in zoning from R-8 to R-6, the City calculated that over 400 existing properties would be affected by the zoning change. However, all legally existing uses on these properties would be “grandfathered” in and would not have to meet the new requirements involved with the zoning change.

The Mayor asked if this ordinance and the zoning change was consistent with the 2028 Land Use Plan. Mr. Robinson stated that it is consistent.

Councilmember Shirley Lowder entered the meeting.

Mayor Pro Tem Hall asked about the public input period, the methods used to provide public notice, and whether there was any public response. Mr. Robinson stated that the public hearing was advertised in Stanly News & Press and confirmed that the 3-page list of addresses Council received in their packet were mailed notice of the hearing and zoning change to those not living inside the Stanly News and Press publication area. He is not sure how they found out about the hearing/zoning change, but 3 people called about it and spoke with Planning staff. Mayor Pro Tem Hall asked if those people

were concerned about the proposed zoning change. Mr. Robinson replied that as far as he is aware his team answered their questions satisfactorily.

The Mayor called for any members of the public to come forward to provide their comments. No members of the public came forward.

Upon a motion by Councilmember Hall, seconded by Councilmember Townsend, unanimously carried, the public hearing was closed.

Upon a motion by Councilmember Hall, seconded by Councilmember Hughes, unanimously carried, Council approved Ordinance 21-03 reclassifying R-8 zoned properties to R-6 zoned properties with the following Consistency Statement:

The Albemarle City Council finds the action to amend all presently zoned R-8A parcels to the newly created R-6 district to be consistent with the adopted 2028 Land Use Plan. Council finds the urban residential district zoning on these parcels to be reasonable and in the public interest.

[Ordinance 21-03 - To Reclassify Properties Zoned R8 to R6 Urban Residential]

ANNOUNCED DELEGATIONS

Debbie Bennett, Stanly County Health Department – To Discuss a Health Department Survey

Ms. Debbie Bennett came in front of Council to discuss the Stanly County Health Department's 2021 County Health Assessment Survey, which will be available for completion between January 14 - February 17, 2021.

The Stanly County Health Department is required to conduct a county-wide health assessment every 3 years. The Health Department is due in 2021 to engage in this process again. All County residents 15 years and older are encouraged to complete the health survey. Residents can go to the Health Department or the general County websites to access and complete the survey.

Why is completing the health survey important? The results will tell the Health Department what residents think are important health and community issues. Among health issues raised in the surveys, 3 are picked from the results and the Health Department devotes much of its resources to addressing those 3 issues. Also the results of the survey are posted on the Health Department's website as public information to be used by municipalities, the County and nonprofits to access funding or to create reports.

The report is co-authored by Atrium Stanly and the Stanly County Health Department.

The Mayor requested that when the report is released the City of Albemarle post it on social media and its own website.

Council thanked Ms. Bennett for her presentation.

ADMINISTRATIVE REPORTS

Purchasing Policy Update

The City's Purchasing Policy was adopted by City Council on April 1, 2019. At that time, Council authorized the City Manager to make future changes as needed. Over the past several months a committee has worked on updates to the policy. This updated policy includes a Delegation of Authority for Contracts chart that can be used as an easy reference for determining who is authorized to sign and approve contracts. This was developed based on current fiscal policies, past practices, and trends, and State law.

Purchasing Coordinator Linda Lewis came in front of Council to provide an overview of the updates. She summarized the main changes in the policy, among which the biggest is the creation of a chart for delegated authority to sign contracts and agreements. This was not addressed in the earlier version of the policy, and would impact lease agreements, settlement agreements, financial commitment agreements, and the like.

Mayor Pro Tem Hall commented that Council saw this policy 2 years ago; why is it coming in front of Council again? Ms. Lewis replied that procedural issues have arisen recently related to authorization to sign contracts and agreements, and so this policy update now addresses that.

Upon a motion by Councilmember Hall, seconded by Councilmember Whitley, unanimously carried, Council approved the changes to the Purchasing Policy.

Departmental Monthly Reports

The Mayor and Council received December 2020 monthly departmental reports prior to the meeting. The Mayor asked if any Council members had any questions or comments about the reports.

Mayor Pro Tem Hall had the following comments/questions:

- Economic Development:
 - Per Chambers Engineering verbal report to City Council the permitting process for the Albemarle Business Center site was to be done in 30 days but the report now says 60 days. Economic Development Director Keith Tunnell replied that the 60-day timeframe was placed in the report to give some leeway in the timing of receipt of the permit in case it went beyond January. The City Manager advised this was the timeline provided during a recent meeting with Mr. Chambers.
 - Has the Tour of Homes assessment been done yet? Not yet.
 - Has the Director had a conversation with Dawn Allen yet? Yes.

- On the last page, “Midtown Sundries” should be changed to “Second Street Sundries.”
- Fire Department:
 - Has Priority 2 – bathroom project been started yet? No it has not.
 - In the recent past the fire station location study has been put off. Per the City Manager, in the Fire Department Information Update agenda item information provided to Council in the meeting packet, the reason why it hasn’t been done is due to other Fire needs being a priority at this point. Are there any plans for the station on Third Street? Chief Brewton replied via phone that there are no plans currently for that fire station.
- Human Resources:
 - For the Fire Department personnel listed who resigned, why is one name listed but the other not? HR Director Dana Chaney replied that it was an error, and she confirmed that both fire personnel did resign in December 2020.
- Public Housing:
 - Is the door project done? Per Public Housing Department Director Lee Staton via phone, the project is more than halfway done, with all interior doors completed ahead of schedule. The entire project is slated for a March or April completion timeframe. The report notes that there were minor deficiencies found – what were they? Mr. Staton replied that when hanging doors, the hinges weren’t cured properly, as an example. Stogner has returned to fix these problems.
- One of the reports mentioned the Charters of Freedom and so an update on project permits was requested. The City Manager replied the last he was advised they were still waiting on permits. Councilmember Hall said she was made aware the permits have been issued.

Information – Fire Department Update

In the past twelve months within AFD (Dec. 2019 – Dec. 2020)

- Retirees: 1
- Resignations: 6
- Current Openings: 4

We have 8 candidates in the recruiting/hiring process currently. Next step is written test and oral interview. Process should be complete by end of January and we would be ready to issue offer letters.

As far as the station location study, we have no plans to conduct a study. Chief Brewton has met with staff to receive input and evaluate Departmental needs. The priorities were discussed in the recent Fall Strategic Planning Session. The priority of three additional fire fighters positions was reviewed. It was also noted that apparatus upgrades would be a focus, with the refurbishment of the current ladder truck and the purchase of new Engine. The current fiscal year budget provides for renovations to the bathroom and kitchen, as renovation and expansion of the current Station #2 is something that can be done in conjunction with the other described priorities. A new Station #2 would constrain the Department from addressing the personnel and apparatus needs and there is expansion space and capability at the current location. Chief Brewton has no immediate need for the old building on North Third Street as they address the more basic and current needs.

Information – Status of Environmental Permits for Albemarle Business Center (ABC)

Chambers Engineering advised they anticipate permits being approved in 60 days.

CONSENT AGENDA

The Mayor asked if Council wanted to move any items on the consent agenda.

Consider Agreement for Use of City Parking Lot

Mr. Larry McGuire would like to utilize the City parking lot at the corner of 1st Street and West Main Street as a location for a paper shredding event. It is the City's understanding the event will be free and open to the public and will be held Saturday, March 13th from 8:30 am until 1:30 pm. The parking lot is not one of the scheduled properties on the City's facility reservation schedule and is therefore being brought to Council for consideration. Council received a draft agreement prior to the meeting to review and consider.

Ordinance 21-01 – To Establish a Project Budget

This is a project budget ordinance for Streetscape and Wayfinding. Money is budgeted in operations for the current fiscal year and this ordinance will transfer funds to a project budget as the work will not be completed prior to the close of the fiscal year.

[Ordinance 21-01 – To Establish a Project Budget for Streetscape and Wayfinding]

Upon a motion by Councilmember Hall, seconded by Councilmember Whitley, unanimously carried, Council approved the following:

- A City parking lot use agreement with Mr. Larry McGuire for a shredding event on Saturday, March 13, 2021; and
- Ordinance 21-01 to amend the budget to create a project budget for streetscape and wayfinding.

UNFINISHED BUSINESS

Consider Appointments to Boards and Commissions

Council considered appointments for the following vacant seats on the City of Albemarle Planning and Zoning Board and the City of Albemarle Historic Resources Commission. Applications were provided to Council prior to the meeting.

- Historic Resources Commission - Currently two seats to be filled. One is vacant and the other is the seat of Sheila Simpson who has an expired term.
- Planning & Zoning – There is a vacancy with the 3rd alternate position.

Upon a motion by Councilmember Hall, seconded by Councilmember Hughes, unanimously carried, Council appointed John Williams to the vacant seat on the Historic Resources Commission.

Councilmember Townsend noted that he knows of a candidate for the Planning and Zoning Board, and will work with that person to complete a volunteer application in order to be considered at the next Council meeting.

Mayor Pro Tem Hall asked about attendance on the Planning and Zoning Board and Historic Resources Commission, and wondered if absences of members on those two public bodies was related to COVID19. Mr. Robinson replied that attendance on both bodies averages around 75-80%, with very good attendance on the Planning/Zoning Board and a little less so on the Historic Resources Commission. For both bodies quorum is occurring regularly, however.

Mayor Pro Tem Hall then asked about training resources for new board/commission members. Mr. Robinson replied that for new members appointed in fall 2020 Planning is holding off on training for now, but new members on both bodies are given the regulatory/background documents initially, such as the HRC Guidelines or the City of Albemarle Code of Ordinances planning and zoning sections for the Planning/Zoning Board. He also noted that Senior Planner Ellie Sheild also mentors new members.

There was no further discussion or Council action on this item.

NEW BUSINESS

Discussion of Downtown Properties

This item was requested to be placed on the agenda for discussion by a member of Council. Council received on their desks prior to their meeting a downtown business contact list provided by the Director of Economic Development. Mayor Pro Tem Hall noted that she had requested this agenda item largely to ask for this contact list and was glad to see it tonight. She hoped to see that both tenants and owners in the location of south and north of Dr. MLK Jr. Drive from First to Fourth Streets were included on the list.

COMMENTS

The Mayor began by announcing that two Council strategic budget planning sessions would occur in February. One would be on February 9th, the other on February 16th. Both sessions would begin at 4:00 pm and would be hosted in the Stanly County Senior Center in Albemarle.

The Mayor noted that there was an update on the Charters of Freedom project and asked if Mayor Pro Tem Hall would like to provide that update. Mayor Pro Tem Hall announced that an Open House/Information Session about the Charters of Freedom was held earlier today. Members of the Charters of Freedom team, including Jennifer McMillan, and the marketing and education staff members were in attendance handing out information booklets and answering questions from the public. She handed out booklets to members of Council. She was pleased that a number of City employees came out to the session.

As part of the project, she noted that the opportunity to purchase personalized paving bricks is currently ongoing. Personalized brick pavers are not required but are being offered if anyone in the City or County wishes to do so. The Mayor asked staff to post information about how to purchase personalized brick pavers on social media.

Also of note, the Charters of Freedom education contact is working with Stanly County Schools members to provide information related to the Charters of Freedom to 3rd and 4th graders in the district as part of their education mission.

Councilmember Whitley:

- He gave an update on 115/117 West South Street properties formerly owned by Pinnacle Bank and recently acquired by the City. Ms. Cathleen Turner from the nonprofit preservation group Preservation NC came out to view the property today, along with some Council members and staff. Although there is a lot of water and moisture inside the building, Ms. Turner is excited about the opportunity to preserve this building. She gathered information at this visit to turn over to another appraiser from the Raleigh office to come to formally evaluate the building later on this month. Preservation NC could aid in obtaining tax credits, locate a developer who would want to take on developing the property along with restrictive covenants, and directly transfer the property out to a developer rather than have to bid the process out if they decide to take on the property.

Councilmember Townsend:

- He thanked Public Works and Administration for putting the word out on the change in recycling schedule starting next month on social media platforms. He asked if the City or WM was placing any placards or notices at households. The Mayor replied that stickers and tags were being placed at homes, since his own home received this notice recently.
- He expressed regret that he could not attend last Friday's City Employee MLK Jr. Day of Service, but he heard it was a great time, and he thanked all City staff who participated.

Councilmember Aldridge:

- He noted that he is seeing more trash than ever these days, pointing out Highway 24/27 and the NE Connector as problem areas. He called on the public to not litter and to help do their part in keeping the City clean and trash free.

Councilmember Whitley:

- He concurred with Councilmember Aldridge's plea about trash pickup, stating that he just picked up a lot of garbage on the bypass last week. He suggested that perhaps Council in its upcoming strategic planning sessions could look at coming up with a long-term sustainable effort for litter pickup.

Mayor Pro Tem Hall:

- Re: recycling schedule changes, is WM tagging households this week? Per the City Manager the recycling changes have been noted on the City website and social media for a few weeks, and flyers are being handed out now.
- Earlier this week she received an inquiry from a resident about stakes in their yard for potential gas line work and communicated that to the City Manager. From that, the City found out that PNG would be doing work in the area soon. Is there a way that we can track this? Planning and Development Services Director Kevin Robinson replied stating that Planning received an email about PNG work at the same time earlier this week. If PNG works in right-of-way areas then homeowner contact would not be necessary, but PNG should be doing that if they plan to work on residents' properties. Mayo Pro Tem Hall noted that she is concerned there seems to be a communication issue between the gas company and residents.
- She asked for an updated community survey completion count since the survey response period is now closed. Assistant City Manager Nyki Hardy announced that 1,500 surveys were completed out of 8,000 notices sent out. That response rate is better than was expected.
- The recently reported potholes on CB Crook Drive are still there.
- She noted that per the email she sent to Council last week, for the NCLM municipalities' policy goals setting process, the Council members who responded largely marked similar goal priorities, with many goals having 4 or more responses out of the 6 members who provided their sheets. She has voted on them electronically and we are now waiting for NCLM to announce the final goals that will be moved over to the General Assembly as municipalities' priorities for this fiscal year.

Councilmember Dry:

- He thanked Councilmember Whitley for bringing up Preservation NC as a resource to aid the City in the building assessment and development process for the newly acquired property on West South Street.

CLOSED SESSION

Upon a motion by Councilmember Aldridge, seconded by Councilmember Dry, unanimously carried, Council approved moving into closed session pursuant to N.C.G.S. 143-318.11(a)(3) consultation with the City Attorney, N.C.G.S. 143-318.11(a)(4) Economic Development and N.C.G.S. 143-318.11(a)(6) Personnel.

RETURN TO OPEN SESSION

Upon a motion by Councilmember Dry, seconded by Councilmember Whitley, unanimously carried, Council returned to open session.

The Mayor stated that a closed session was held pursuant to N.C.G.S. 143-318.11(a)(3) consultation with the City Attorney, N.C.G.S. 143-318.11(a)(4) Economic Development and N.C.G.S. 143-318.11(a)(6) Personnel. There was nothing to report.

Upon a motion by Councilmember Dry, seconded by Councilmember Whitley, unanimously carried, the meeting was adjourned to Monday, February 1, 2021 at 6:30 p.m. in City Council Chambers.

Print

Title – Request for Change to Contract 2, Phase 2 to Utilize Unspent Project Funds

Description:

LKC Engineering will be available to answer any questions on the RFC (request for change) Phase II at LCWWTP for the amount of \$198,321.29. This covers (1) new storm water pump, stainless steel 480 volt soft-start starters, change main power feed to 480 volt with neutral from existing transformer including new aerial feed to existing drop pole. Currently WWTP is operating with one storm water pump which is approximately 60 years old. Second pump is out of service and is inoperable due to age and condition. The storm water pump has been used on multiple occasions over the past few years to pump excess rainfall away from the WWTP building.

State Revolving Loan Funds were received for a 2018 Wastewater Rehabilitation project. The funds included \$5,793,770 in 20 years @ 0% loan funds and \$500,000 Grant totaling of \$6,293,770. The project is substantially complete and came under budget. Approximately \$296,500 remains in the project as available funds to complete this needed work.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
<input type="checkbox"/> RFC (Request For Change)To Contract 2 Phase 2 Amount.pdf	RFC (Request For Change)

APPROVALS:

Date/Time:	Approval:	Department:	
1/27/2021 10:44 AM	Approved	City Clerk	
1/27/2021 10:45 AM	Approved	Administration	



General Contractor
P. O. Box 929 ----- Monroe, NC 28111-0929

Office No. (704) 283-7551 Fax No. (704) 289-8217

Request For Change (RFC) To Contract Amount

RFC # 7a PROJECT 2018 WWTP Improvements, Contract 2 DATE 12/31/2020

Attn: Rob McIntyre
Eng./Owner: LKC Engineering, pllc
Address: 140 Aqua Shed Court
City: Aberdeen, NC 28315
Owner: City of Albemarle

Description of Charge: BASE BID: FURNISH AND INSTALL NEW S.S. 480 V. SOFT-START STARTERS AND NEMA 4 DISCONNECTS PER SCHNEIDER ELECTRIC QUOTE Q-2017529. FURNISH AND INSTALL ALL NEW PUMP AND 460 volt MOTOR. STARTUP & TRAINING INCLUDED. (NOTE: 2nd EXISTING PUMP WILL BE NON-OPERABLE)
ALTERNATE ADDS ARE LISTED IN DETAIL BELOW.
EXISTING MAIN POWER TO BE CHANGED TO 480 V. WITH NEUTRAL BY OWNER FROM EXISTING TRANSFORMER INCLUDING NEW AERIAL TO EXISTING DROP POLE. BONDED CONNECTION ON TO NEW DISCONNECTS BY ELECTRICAL SUBCONTRACTOR.

Reason for Charge: OWNER REQUEST

IN ADDITION TO THE ABOVE DELLINGER, INC. REQUEST THAT 395 DAY (s) BE ADDED TO OUR CONTRACT.

NOTES:

- 1. NO EXTRA ENGINEERING FEES OR LIQUIDATED DAMAGES ARE INCLUDED WITHIN THIS PROPOSAL.
 - 2. NO EXTENDED WARRANTY IS INCLUDED FOR ANY OTHER PREVIOUSLY COMPLETED AND OPERATING PORTION OF WORK.
- ADD ALTERNATES
- A. ADD 2nd ALL PUMP & MOTOR. MUST BE ORDERED AT SAME TIME AS BASE BID. ADD \$ 102,531.41 TO BELOW PRICE.
 - B. ADD NON-WITNESSED BOWL TEST FOR BOTH PUMPS. (ADDS 10 DAYS TO DELIVERY) ADD \$ 7,456.83 TO BELOW PRICE.

Change Order Amount

\$198,321.29

This RFC is valid for 10 days, at which time reevaluation of cost and time may be necessary.

Request for Change to Contract Amount Accepted by Owner
By: _____ Date: _____
Signature
Title

DELLINGER, INC.
By: _____ Date: _____
Signature
Title



General Contractor
P.O. Box 929 --- Monroe, NC 28111-0929

Office No. (704) 283-7551 Fax No. (703)-289-8217

COST DETAILS

JOB NO: P1230 REQUEST FOR CHANGE # 7a
 PROJECT: 2018 WWTP Improvements, Contract 2 DATE: 12/31/2020
 OWNER: City of Albemarle

LABOR

<u>SEE ATTACHED</u>					\$0.00	
<u>PROJECT MANAGER</u>	Rate	\$ 519.20	x	10	Days	\$5,192.00

	SUBTOTAL					\$5,192.00
	TAX, INS., BENEFITS		31.62%			\$1,641.71
	SUBTOTAL - LABOR					<u>\$6,833.71</u>

EQUIPMENT - Below or see attached list

<u>SEE ATTACHED</u>						\$0.00
<u>FUEL</u>	Rate	\$ 128.00	x	0	Days	\$0.00
<u>CONSUMABLES</u>						\$0.00
	SUBTOTAL - EQUIPMENT					<u>\$0.00</u>

MATERIAL

<u>STARTERS & DISCONNECTS (2 each in STN. STL.)</u>						\$38,400.00
<u>NEW PUMP & 460 volt MOTOR</u>						\$87,500.00

	SUBTOTAL					\$125,900.00
	SALES TAX		7.00%			\$8,813.00
	SUBTOTAL - MATERIAL					<u>\$134,713.00</u>

SUBCONTRACTOR

<u>ELECTRICAL WORK BY BROWING ELECTRIC (QUOTE ATTACHED)</u>						23,480.00
<u>SqD STARTUP and TRAINING</u>						8,500.00

	SUBTOTAL - SUBCONTRACTS					<u>31,980.00</u>

JOB OVERHEAD

OUT OF TOWN EXPENSES	\$124.00 PER DAY					0.00
FIELD OFFICE RENT	\$0.00 PER DAY					0.00
UTILITIES (SANITARY FACILITIES, TELEPHONE, POWER)	\$19.00 PER DAY					0.00
	SUBTOTAL - JOB OVERHEAD					<u>\$0.00</u>

PRORATED AND OTHER COST

MOBILIZATION						0.00
SAFETY 2% OF LABOR						0.00
PERMITS & FEES						0.00
	SUBTOTAL - OTHER COSTS					<u>\$0.00</u>

SUB TOTAL	<u>\$141,546.71</u>
MARK UP 15 %	\$21,232.01
	<u>\$162,778.72</u>
SUBCONTRACTS	\$31,980.00
MARK UP 5%	\$1,599.00
SUBTOTAL	<u>\$196,357.72</u>
BOND 1 %	\$1,963.58
TOTAL	<u>\$198,321.29</u>



General Contractor
P.O. Box 929 ---- Monroe, NC 28111-0929

Office No. (704) 283-7551 Fax No. (703-289-8217

COST DETAILS

JOB NO: P1230
PROJECT: 2018 WWTP Improvements, Contract 2

REQUEST FOR CHANGE # 7a
DATE: 12/31/2020
OWNER: City of Albemarle

ADD ALTERNATES

A. ALL NEW PUMP AND MOTOR

UNDERWOOD	\$82,500.00
7.00% SALES TAX	<u>\$5,775.00</u>
	\$88,275.00
15% OH & P	<u>\$13,241.25</u>
	\$101,516.25
1% BOND	<u>\$1,015.16</u>
TOTAL	\$102,531.41

B. NON-WITNESS BOWL TEST

2ea x \$3,000.00	\$6,000.00
7.00% SALES TAX	<u>\$420.00</u>
	\$6,420.00
15% OH & P	<u>\$963.00</u>
	\$7,383.00
1% BOND	<u>\$73.83</u>
TOTAL	\$7,456.83

ID	Task Name	Duration	Start	Finish	Predecessors	December	January	February	March	April	May	June	July	August
1	COMPLETE PROJECT	144 days	12/31/20	7/23/21		13	10	7	4	1	9	6	3	1
2	PRELIMINARY	10 days	12/31/20	1/14/21										
3	PROPOSAL	1 day	12/31/20	12/31/20										
4	OWNER ACCEPTANCE	10 days	12/31/20	1/14/21										
5	SUBMITTALS	25 days	1/15/21	2/18/21										
6	STARTERS/DISCONNECT	25 days	1/15/21	2/18/21										
7	PUMP MOTORS	10 days	1/15/21	1/28/21										
8	PUMP	10 days	1/15/21	1/28/21										
9	ENGINEER APPROVAL	20 days	1/29/21	2/25/21										
10	STARTERS/DISCONNECT	5 days	2/19/21	2/25/21										
11	PUMP MOTORS	2 days	1/29/21	2/1/21										
12	PUMP	2 days	1/29/21	2/1/21										
13	DELIVERY	61 days	4/14/21	7/8/21										
14	STARTERS/DISCONNECT	1 day	6/7/21	6/7/21	10FS+70 d									
15	PUMP MOTORS	1 day	4/14/21	4/14/21	11FS+50 d									
16	PUMP	1 day	6/9/21	6/9/21	12FS+90 d									
17	NON-WITNESS BOWL TEST	1 day	7/8/21	7/8/21	12FS+110									
18	WORK ONSITE	33 days	6/8/21	7/23/21										
19	INSTALL PUMPS	10 days	7/9/21	7/22/21	17									
20	REPLACE DISCONNECTS & STARTERS	5 days	6/8/21	6/14/21	14									
21	NEW OWNER 480 SERVICE	3 days	6/9/21	6/11/21	20FS-4 day									
22	STARTUP PUMPS	1 day	7/23/21	7/23/21	19									

DeJinger, Inc.
Project Manager: David Grubbs
Superintendent:

Critical Progress: Solid black bar
 Critical Task: Hatched bar
 Task Progress: Dotted bar
 Baseline: Solid grey bar
 Baseline Milestone: Diamond symbol
 Milestone: Diamond symbol
 Summary: Solid black bar
 Rolled Up Critical: Solid black bar
 Rolled Up Critical Progress: Dotted bar
 Rolled Up Task: Solid black bar
 Manual Task: Solid black bar
 Duration-only: Dotted bar
 Manual Summary Rollup: Diamond symbol
 Manual Summary: Diamond symbol
 Start-only: Solid black bar
 Finish-only: Solid black bar
 External Tasks: Dotted bar
 External Milestone: Diamond symbol
 Rolled Up Critical: Diamond symbol



Charles R. Underwood, Inc.
2000 Boone Trail Rd.
Sanford, NC 27330
919.775.2463

December 31, 2020

Mr. Shaun Whitley
Town of Albemarle
WWTP

RE: Stormwater Pumps – Rev 03

Mr. Whitley,

I am pleased to provide you with this revised proposal (Rev 03) to replace your Fairbanks Morse propeller style stormwater pumps. After teardown and inspection of one of the two units, it was found to be in poor condition with enough components needing replacement such that a complete, new pump is the most economical and sensible option. We have still included new motors in our pricing, as we have been told Albemarle is going to change voltage from 220V to 480V as part of this repair project. We propose the following:

Provide (1) new hydraulically duplicate replacement pump by Underwood Pump

- Provide (1) new hydraulically duplicate Underwood Pump assembly:
 - Cast Iron Bowl
 - SS fasteners
 - SS keyed bowl shaft
 - Bronze Propeller
 - Bronze bowl bearings and tube adapter bearing
 - Fusion bonded Scotchkote bowl interior coating
 - Epoxy coated bowl exterior
 - NSF Compliant coatings
- Provide new 20" flanged discharge head:
 - Epoxy coated ID & OD
 - NSF Compliant coatings
 - Oil reservoir with 120V solenoid and oil piping
- Provide new column pipe sections:
 - Flanged 20" column
 - Epoxy coated ID & OD
 - NSF Compliant coatings
- Provide enclosed lineshaft construction inner-column:
 - Epoxy coated enclosing tubes
 - Bronze tube bearings, grooved for oil lubrication
 - Bronze tube tension assembly
 - Carbon steel threaded and coupled shafting

Provide (1) new 460V motor by US motors

- Provide new US motor:
 - 460 Volt, 60 HP, 890 RPM
 - Inverter Duty
 - N/C thermostats
 - Space Heaters

Submittals and O&Ms for pump and motor

Installation

- Assemble pump.
- Transport new pump to plant for reinstallation.
- Provide field crew and crane to install new pump and motor.
- Connect to discharge piping, add oil, startup and test run.
- Provide startup report

Total Price: \$87,500.00 Plus Tax

Adders

1. For a second pump, add \$82,500.00 to the above price.
2. For non-witnessed factory performance test of bowl assembly:
 - Add \$3,000.00 per pump (add 2 weeks to bowl delivery time).

Current Lead Times

- Pump: Submittals: 2 weeks ARO, Delivery: 18 weeks after approvals
- Motor: Submittals: 2 weeks ARO, Delivery: 10 weeks after approvals

***Note: All pricing includes freight but is plus tax.**

As always, we appreciate the opportunity to work with you on this and future projects. Should you have any questions regarding this proposal, please contact us.

Best regards,

Charles R. Underwood Inc.



Zach C. Hinnant, PE
GM

Starters and Disconnects:	\$ 37,200.00
Add Stainless Steel Enclosures:	\$ 1,200.00
1-day Startup:	\$ 2,500.00
Training:	\$ 6,000.00

Proposal Name: Albemarle WWTP

Quote Name: WWQG-Albemarle RVSS

Proposal Number: P-200922-1858446

Quote Number: Q-2017529

Quote Date: October 09, 2020

Through Addenda Number: 0

Sales Representative: Timothy Smith

Conditions of Sale

This Quotation is subject to Coordinated Project Terms. See <https://www.schneider-electric.us/en/download/document/0100PL0043>

Quote is valid for 30 days. Quoted lead times are approximate and subject to change.

Schneider Electric reserves the right to amend, withdraw or otherwise alter this submission without penalty or charge as a result of any event beyond its control arising from or due to the current Covid-19 epidemic or events subsequent to this epidemic / pandemic including changes in laws, regulations, by laws or direction from a competent authority.

Clarifications and Exceptions

Schneider Electric reserves the right to amend, withdraw or otherwise alter this submission without penalty or charge as a result of any event beyond its control arising from or due to the current Covid-19 epidemic or events subsequent to this epidemic / pandemic including changes in laws, regulations, by laws or direction from a competent authority.

Seq #	Qty	Product Description
1	2	<p>Designation : DSC ATS 48 N4XSS Product Details: DRIVES SYSTEM CENTER</p> <p>CUSTOM ENCLOSED 60HP 460V N4X ATS48 SSRVS</p> <p>Consisting of: Altistart 48 Solid State Reduced Voltage Starter 60HP, 460V, 3-Ph, 60Hz, 88A Rated Full Load Current with Bypass:77 FLA Rated for Standard Duty Operation Electronic Cards with Protective Coating Ambient Temperature Range: -10°C to +40°C Altitude Not to Exceed 3,300 Feet (Above Mean Sea Level) Meets UL508A Enclosure Construction: Type 4X Stainless Steel (304) Conduit Entry Top or Bottom Enclosure Ventilation & Thermal Management: Non-Ventilated Enclosure Heater w/Thermostat Disconnect Means: Industrial Duty Disconnect Flange Mounted Operator with Lockout/Tagout Provisions Power Options include: Incoming Main Circuit Breaker with Input Fuses Integrated Full Voltage Bypass (FVNR) IEC Rated Contactors w/ Mechanical & Electrical Interlocking with Shorting (Run Bypass) Contactor Line Input Contactor Bypass Contactor Adjustable Trip Overload Relay Supplementary Surge Protection: Secondary Surge Arrester UL1449 Type 1 Output Power Modification: No Output Option Selected Control Options Include: Door-On-Door LCD Keypad IEC Control Relays Fused Control Power Transformer Operator Controls: 30mm Hand-Off-Auto Selector Switch SSRVS/Bypass Selector Switch Reset Pushbutton Pilot Lights Options: 30mm LED Run Pilot Light-Grn Trip Pilot Light-Yel Overload Trip Pilot Light-Yel Stopped Pilot Light-Red Auxiliary Contacts: 1 N.O./ 1 N.C., 1 N.O. SSRVS Run 1 N.O./ 1 N.C., 1 N.O. SSRVS Trip Communication & I/O Options: Integrated Modbus Protocol RJ45 RS485 Port Standard Controller I/O 4 Logic Inputs, 1 Logic Output 1 Analog Output, 3 Relay Outputs Door Mounted Meters: Elapsed Time Meter Includes the Following Standard Features: Customer safety Interlocks/Run Permissive Wired to Customer Terminal Strip Wire Identification Markers White Component Mounting Plate Auto Start Relay w/115 Volt Control Interface (Dry Contact Closure Required) Remote / Automatic Bypass Sequencing using Auto Start Relay when Auto Mode</p>

and Bypass Modes are Selected
Unit I.D. Engraved Nameplate
(60HP SSRVS)
Application Specific Options:
Adjustable Restart Delay Timer
Motor Space Heater (115VAC 500va)

Shipment is Estimated at 12 to 14 Weeks AFTER Approval of DSC Prepared Approval Drawings.
Approval Drawing Lead Time Estimated at 4-5 Weeks After Receipt of Order.
SPD Shipment Authorization is Required for:
a) committed shipment date within range of quoted lead times.
b) any order with immediate release (no approval drawing)
c) request for expedited shipment less than quoted lead times.

DSC BOM Prepared by: MST 10/01/2020
Pricing is Authorized Distributor NET COST
Price Determination Category: 22075
Line Code: 1107 Custom
Ref. SEA Q-2017529 Charlotte

Seq #	Qty	Product Description
2	1	<p>Designation : Soft Start Startup</p> <p>Product Details: 1 - SRVSTRTUPVSDSTD-Startup Services - Straight Time Schneider Electric will perform the Scope of Work per Schneider Electric document 1910DB1302-120213 "Scopes of Work for Electrical Acceptance Testing." Work will be performed during Straight Time (any scheduled 8 hour period between 06:00 and 18:00 hours Monday thru Friday).</p> <p>It is estimated that the service will be performed using one technician with all equipment and tests performed in immediate succession, unless otherwise specified.</p> <p>If equipment is not available or prepared to be tested in the number of days specified, additional travel and expense charges may apply. For each hour that SE Services is delayed at the job site due to the unavailability of the equipment for any reason, a charge at the applicable T&M rates will be added to the invoice.</p> <p>Startup scope of work includes Schneider Electric technician supervision during energization of equipment. Quote price is based on energization during final day of inspection and testing. If additional trips are required in order to provide energization supervision, additional travel, expense and labor charges will apply. To schedule date for start of work, call: 1-888-SQUARED (1-888-778-2733).</p> <p>Schneider Electric services must be contacted prior to 3 weeks from the required date of service to avoid additional charges. Reference SE Terms and Conditions of Sale for Proposal Based Projects 0100PL0043R12/12 dated 12/2012.</p>

Formal test report(s) will be provided upon completion of the startup service.

Trip summary:

Round Trip Distance: Up to 150 Miles
Technician will make 1 trip to the job site per day of service (total of trips)
Equipment to be started up and included in this complimentary warranty is listed below.
Sel Rev: (20160224/20160224)
Tra Rev: 10/1/2020 6:29:30 PM/ 10/1/2020

Following user entered devices included in startup:

Qty 2 Soft Starts

30 month complimentary extended warranty. Schneider Electric Services is pleased to offer a complimentary 30 month warranty extension above and beyond our standard warranty and any purchased extended warranties.

For details on 30 month complimentary warranty please reference document 8800DB0101R05/18 Service Guide for AC Drives and Softstarters.

Std equipment warranty is 18 months from date of shipment or 12 months from issuance of a substantial completion letter by the customer subject to Schneider Electric Terms and Conditions of Sale for Proposal Based Projects 0100PL0043R12/12 dated 12/2012.

The 30 month warranty extension only applies to equipment that is successfully started up, invoiced by SE, and paid in full by the customer.

If startup with SE Services is not completed and paid in full, the bonus 30 month warranty will be invalid, but the standard warranty and any purchased extended warranties will still be in effect.

1 - SRVRECRSTVFD30MO-30 MONTH BONUS STARTUP WARRANTY DRIVES

Schneider Electric Services is pleased to offer a complimentary 30 month warranty extension above and beyond our standard warranty and any purchased extended warranties.

For details on 30 month complimentary warranty please reference document 8800DB0101R05/18 Service Guide for AC Drives and Softstarters.

Std equipment warranty is 18 months from date of shipment or 12 months from issuance of a substantial completion letter by the customer subject to Schneider Electric Terms and Conditions of Sale for Proposal Based Projects 0100PL0043R12/12 dated 12/2012.

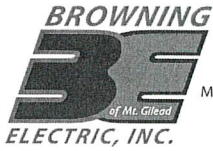
The 30 month warranty extension only applies to equipment that is successfully started up, invoiced by SE, and paid in full by the customer.

If startup with SE Services is not completed and paid in full, the bonus 30 month warranty will be invalid, but the standard warranty and any purchased extended warranties will still be in effect.

Seq #	Qty	Product Description
3	1	Designation : Soft Start Training Product Details: 1 - SRVTTRLVMVFD-1 Day of Drives Training Without Video Taping Maximum Number of Participants 8

Seq #	Qty	Product Description
4	2	Designation : Product Details: H364DS-UL LISTED DEVICE

Seq #	Qty	Product Description
5	6	Designation : Product Details: FRSR110-Class RK5 110A 600V Fuse (25414-00450)



PO Box 699
Mt. Gilead, NC 27306

Estimate

Date
10/29/2020

Name / Address
Dellinger, Inc. 2631 Old Charlotte Highway Monroe, NC 28110

Project

Description	Total
ALBEMARLE STORM WATER	
-UNWIRE MOTOR 1 AND STARTER (TRIP 1)	
-RUN NEW 200 AMP SERVICE RISER UP POWER POLE 480 VOLT	
-UNWIRE MOTOR 2 (TRIP 2) AND CHANGE BOTH MOTORS OVER TO NEW 480 VOLT SERVICE	
-MOUNT (2) 200 AMP DISCONNECTS	
-MOUNT (2) MOTOR STARTERS	
-NEW WIRE AND FLEX TO MOTORS	
-WIRE IN EXISTING FLOATS TO STARTERS	
-REMOVE AND HAUL AWAY EXISTING STARTERS	
LABOR AND MATERIAL	23,480.00
EXCLUDED:	
-MAIN DISCONNECTS	
-MOTOR STARTERS	
-PERMIT FEES	

Total	\$23,480.00
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Print

Title – Municipal Calendar

Description:

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
<input type="checkbox"/> Municipal_Calendar_2021_Feb_1_2021.docx	Municipal Calendar

APPROVALS:

Date/Time:	Approval:	Department:	

CITY OF ALBEMARLE
MUNICIPAL CALENDAR – 2021

February 2021



- 1 Regular Meeting City Council – 6:30 pm
- 4 Planning/Zoning Board – 6:30 pm
- 8 ADDC Board of Directors – 12 Noon
- Historic Resources Commission – 6 pm
- Parks and Recreation Advisory Board – 6 pm at the Niven Center
- 9 Winter Strategic Planning Session – 4 pm @ Stanly County Senior Center
- 15 Regular Meeting City Council – 6:30 pm
- 16 Winter Strategic Planning Session – 4 pm @ Stanly County Senior Center
- 18 Tree Commission – 12 Noon
- 23 Stanly County COG Quarterly Meeting – 6:30 pm; COA hosting

March 2021



- 1 Regular Meeting City Council – 6:30 pm
- 4 Planning/Zoning Board – 6:30 pm
- 8 ADDC Board of Directors – 12 Noon
- Historic Resources Commission – 6 pm
- 15 Regular Meeting City Council – 6:30 pm
- 18 Rocky River RPO TAC meeting – 6 pm
- 27 18th Annual Outdoorsman’s Bonanza – @ Market Station (if done in person)

March 2021 cont'd



30 Stanly County COG Liaison Meeting (Oakboro) – 6:30 pm

April 2021



- 1 Planning/Zoning Board – 6:30 pm
- 2 City Holiday – Good Friday
- 5 Regular Meeting City Council – 6:30 pm
- 12 ADDC Board of Directors – 12 Noon
- Historic Resources Commission – 6 pm
- 19 Regular Meeting City Council – 6:30 pm
- 21-23 NCLM CityVision Conference (Annual Conference)

May 2021



- 3 Regular Meeting City Council – 6:30 pm
- 6 Planning/Zoning Board – 6:30 pm
- 10 ADDC Board of Directors – 12 Noon
- Historic Resources Commission – 6 pm
- 17 Regular Meeting City Council – 6:30 pm
- 18-19 Tentative – Budget Workshop Sessions
- 25 Stanly County COG Liaison Meeting (Badin) – 6:30 pm
- 31 City Holiday – Memorial Day

□

Print

Title – Ordinance 21-04 - To Appropriate CARES Funding in the Department of Public Housing and Insurance Proceeds in the General Fund

Description:

This amends the current year operating budget to reflect CARES Act money coming in for Public Housing and Section 8. It also amends the Police budget for insurance proceeds received for expenditures for auto repair.

Public Housing CARES ACT Funding has been expended on:

- Unpaid Rent due to COVID
- Cleaning Supplies
- Vacant Unit Turnaround Services
- Exterminations
- Exterior/Grounds (fencing, poles & chains)
- Purchase Order for Security Cameras -submitted week of January 25, 2021

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> 21-04.docx	21-04

APPROVALS:			
Date/Time:	Approval:	Department:	

ORDINANCE 21-04

AN ORDINANCE TO AMEND FISCAL YEAR 2020-2021 BUDGET

WHEREAS, the Council of the City of Albemarle did on the 1st day of June, 2020 adopt a City Budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021; and

WHEREAS, it is appropriate to amend the expense and revenue accounts in the funds listed for the reason stated;

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Albemarle, North Carolina, that in accordance with the authority contained in G.S. 159-15, the following are hereby amended as shown and that the total amounts are herewith appropriated for the purpose shown.

Account Title	Amount	From	To
<u>Revenues</u>			
Pub Housing Other Income-CARES	-54,622	- 0 -	-54,622
Sec 8 CARES Federal Funds	-67,522	-2,679	-70,201
Gen Fund – Other Local Revenue	- 5,471	-2,383,334	-2,388,805
 <u>Expenditures</u>			
Public Housing Operating Subsidy	54,622	- 0 -	54,622
Section 8 Cares Act Expenditures	67,522	- 0 -	67,522
Public Safety	5,471	9,707,954	9,713,425

Reason: To appropriate CARES Act funds to Public Housing and Section 8 and to appropriate Insurance Funds for repairs to Police vehicles.

This ordinance was introduced and signed by Councilmember _____, a member of the City of Albemarle, North Carolina

Member of Council

This ordinance was introduced and passed its reading at the meeting of Council held on February 1, 2021, was adopted and ordered published as by law provided.

Dated: _____, 2021

Mayor

Attest: _____
City Clerk

Print

Title – Ordinance 21-05 - To Amend the Assistance to Fire Fighters Grant Budget

Description:

To amend the Assistance to Firefighters Grant for SCBA equipment. The Fire Department needed maintenance tools & stand alone accessories for telemetry use on the packs. Since this was not part of the Grant, funds will be transferred from the Fire Department operations budget to the Grant for final payment.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> ORDINANCE_21_05_SCBA_amended.docx	Amendment 21-05

APPROVALS:			
Date/Time:	Approval:	Department:	

ORDINANCE 21-05

AN ORDINANCE TO AMEND Assistance to Firefighters Grant for SCBA Equipment

WHEREAS, the Council of the City of Albemarle did on the 1st day of June, 2020, adopt a Grant Project budget ordinance pursuant to the Assistance to Firefighters grant as provided by G.S. 159-13.2;

WHEREAS, it is appropriate to amend the Revenue and Expenditure accounts in the funds for the reason stated;

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Albemarle, North Carolina, that in accordance with the authority contained in G.S. 159-13.2, the following are hereby amended as shown and that the total amounts are herewith appropriated for the purpose shown.

	Account Title	Amount	From	To
Revenue				
	Transfer from General Fund	-\$10,005	-\$14,571	-\$24,576
Expenditure				
	SCBA Equipment	\$10,005	\$306,000	\$316,005

REASON: To appropriate funds transferred from Fire Operations budget to the Grant Budget to purchase equipment relating to the SCBA Equipment.

This ordinance was introduced and signed by Councilmember _____, a member of the City of Albemarle, North Carolina

Member of Council

This ordinance was introduced and passed its reading at the meeting of the Council held on February 1, 2021 and was adopted and ordered published as by law provided.

Dated: _____, 2021

Mayor

Attest: _____, Clerk

Print

Title – Confirmation of the ADDC Board of Directors

Description:

All future vacancies and recommendations for appointment will come to the City Council. The ADDC Board is authorized to have between 11 - 13 members. The Mayor, City Manager, Director of Economic Development, Chamber Director are *ex-officio* members and are counted toward the total membership.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> ADDCC Board of Directors.pdf	ADDCC Board Roster

APPROVALS:			
Date/Time:	Approval:	Department:	



**ADDC Board of Directors
Members & Meeting Schedule
July 2020-June 2021**

ADDC Board of Directors - July 1, 2020 - June 30, 2021

1	Melanie	Holles	Board Chair 7/1/19/Chair-Organization Committee	*	704-995-7764	mholles@stanlycountylibrary.org	7/1/18-6/30/21
2	Emily	James	Vice Chair	*	404-697-2881	ejames@stanlyymca.org	7/1/19-6/30/21
3	Pam	Poplin	Treasurer	*	704-991-8012	pam.poplin@pnfp.com	7/1/19-6/30/22
4	Edna	Lipe-Harkey	Downtown resident; volunteer		704-322-8530	elharkey3@carolina.rr.com	2/10/20-6/30/24
5	Paul	Jenkins	The Gathering		704-322-1366	paul@thegatheringnow.com	7/1/19-6/30/22
6	Heather	Britt	Promotions Chair/Music on Main Instructor		704-244-3153	heatherlsbritt@gmail.com	7/1/19-6/30/22
7	Salem	Taylor	Design Chair/United Way of Stanly Co.		704-438-2631	staylor@unitedwaystanly.org	7/1/19-6/30/22
8	Dr. Scott	Bullard	Board member/Pfeiffer Pres.		704-463-3030	scott.bullard@pfeiffer.edu	7/1/20-6/30/23
9	Dr. Reese	Linnell	Director, SCC Small Bus. Center		704-991-0182	rlinnell9468@stanly.edu	1/11/21-6/30/24
9	Sandy	Selvy-Mullis	Chamber of Commerce-Ex Officio		704-982-8116	sandy@stanlychamber.org	ex-officio
10	Michael	Ferris	City Manager-Ex Officio		704-984-9410	mferris@ci.albemarle.nc.us	ex-officio
11	Keith	Tunnell	Eco Dev Director-Ex Officio		704-984-9419	ktunnell@ci.albemarle.nc.us	ex-officio
12	Ronnie	Michael	Mayor-City of Albemarle-Ex Officio		704-984-9407	grmichael@ci.albemarle.nc.us	ex-officio

(rotates to board chair 7/1/21-6/30/24)

* Executive Committee Members



ADDC Board of Directors - Meeting Schedule

2020-21 Fiscal Year

Second Mondays monthly at noon

- July 13, 2020
- August 10, 2020
- September 14, 2020
- October 12, 2020
- November 9, 2020
- (no December meeting)
- January 11, 2020
- February 8, 2020
- March 8, 2020
- April 12, 2020
- May 10, 2020
- June 14, 2020

Print

Title – Proclamation - National Future Leaders of America-Phi Beta Lambda Week

Description:

This item was requested to be placed on the agenda by Mayor Pro Tem Hall in honor of National Future Business Leaders of America-Phi Beta Lambda Week, which will be celebrated from February 8-12, 2021. Please note that all Council members are encouraged to sign and City Clerk Cindy Stone will have a hard copy ready for signature at the meeting.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> Proclamation_FLA-PBLW_Feb_1_2021.docx	Proclamation FLA-PBLW

APPROVALS:			
Date/Time:	Approval:	Department:	



PROCLAMATION

National FBLA-PBL Week – February 8-12, 2021 (Future Business Leaders of America-Phi Beta Lambda)

WHEREAS, Phi Beta Lambda and Future Business Leaders of America develop competent, aggressive business leadership;

WHEREAS, PBL and FBLA strengthen the confidence of students in themselves and their work;

WHEREAS, PBL and FBLA encourage members in the development of individual projects which contribute to the improvement of home, business, and community;

WHEREAS, PBL and FBLA develop character, prepare students for useful citizenship, and foster patriotism;

WHEREAS, PBL and FBLA encourage efficient money management;

WHEREAS, PBL and FBLA encourage scholarship and promote school loyalty;

WHEREAS, PBL and FBLA assist students in the establishment of occupational goals;

WHEREAS, PBL and FBLA facilitate the transition from school to work;

BE IT RESOLVED that Albemarle, North Carolina, participate in the national designation of Phi Beta Lambda/Future Business Leaders of America Week February 8-12, 2021. In doing so, the City Council members applaud the aforementioned goals and recognize the continued contributions and successes of the Phi Beta Lambda chapters at Stanly Community College and Pfeiffer University. Particular recognition is given to Allison Smith for serving as a state PBL officer this year. The Council members applaud the PBL chapters on their awards at the 2020 state and national PBL competitions, especially to Stanly Community College for being named a state and national Gold Seal Chapter as well as winning First Place in the state for its Local Chapter Annual Business Report and First in the State and Third in the Nation for its Parliamentary Procedure team. Special recognition is also given to Mr. Lee Pickler,

SCC graduate and owner of ScanOnline, who was selected as the state PBL Business Person of the Year for 2020 and one of two recognized at the national level. The Council members also wish all current PBL students success as they prepare for participation in the 2021 State Leadership Conference and Competitive Events. These chapters have conducted programs and projects that have highlighted and have brought recognition to their respective campuses, Albemarle, and Stanly County. Most importantly, they have provided the opportunity for leadership development that has resulted in outstanding citizens and business leaders. The Albemarle City Council congratulate Phi Beta Lambda and the secondary division, Future Business Leaders of America, and are pleased to salute them publicly during this week of national emphasis.

Ronnie Michael
Mayor

Martha Sue Hall
Mayor Pro-Tem

Bill Aldridge
Councilmember

Benton Dry
Councilmember

Martha E. Hughes
Councilmember

Shirley Lowder
Councilmember

Dexter G. Townsend
Councilmember

Christopher Whitley
Councilmember

Print

Title – Consider Amending City Policy to Allow for Remote Public Participation for Quasi-Judicial Proceedings

Description:

Staff has received requests from applicants to call in to quasi-judicial public hearings. Earlier in 2020, state laws were prohibitive of this but have since been amended to permit this form of participation. Amending the City's current policy to allow staff the leeway to verify the identity of call in applicants would help to expedite our quasi-judicial process. Allowing remote participation also will be very helpful in the time of COVID for applicants, property owners, and other interested parties who reside out of town or have schedule conflicts with City hearings.

Please note the revisions as drafted allow for public participation via electronic means in quasi-judicial matters. It still precludes board members from doing so. If Council would like to make this change so that board members participating in the meeting electronically can also participate in quasi-judicial matters, this additional change would need to be added. The change can be made for the Mayor and City Council only or all boards and commissions.

A draft of the revised policy is attached for your consideration if Council would like to proceed with the changes.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

Staff recommends this as a practical way to move some of our hearings and approvals along more expeditiously. The City attorney can provide some more background on the legality of such a policy change.

ATTACHMENTS:

Name:	Description:
<input type="checkbox"/> Rules_of_Procedure_for_Electronic_Meetings_01.26.2021_REVISED.pdf	Draft Revised Policy

APPROVALS:

Date/Time:	Approval:	Department:	
1/26/2021 2:07 PM	Approved	City Clerk	
1/26/2021 2:08 PM	Approved	Administration	

Rules of Procedure

Electronic Meetings of Albemarle City Council and Appointed Boards

Revised Policy for Council's Consideration 02/01/2021

Pursuant to The North Carolina General Statutes §143.318.13, official meetings of public bodies, such as the City of Albemarle City Council (“City Council”), may take place by electronic means. It is the intent of the City Council to adopt these rules allowing for electronic City Council meetings and to allow for limited, electronic meetings of boards and committees that are appointed by the City Council, Appointed boards and committees are collectively referred to as “Board(s)” herein. These rules will also identify circumstances under which the public may participate in such meetings, electronically.

1. Applicability of Electronic Meeting Rules

These Rules of Procedure for Electronic Meetings (“Electronic Rules”) shall apply only to meetings of the City Council, and boards and committees appointed by the City Council. The Electronic Rules are supplemental to the rules of procedure already approved by the City Council for its meetings. Electronic Meetings can take place for any regular, special, or emergency meeting of the City Council and its appointed Boards.

2. Conditions Necessary for Electronic Meetings

Electronic meetings will only be permitted under limited circumstances. Council and board members will make every attempt to be physically present at their respective meetings. A member desiring to participate electronically, must first confirm with the Clerk, or her designee, that there is going to be a quorum physically present at the meeting and assert one of the following reasons for being physically unable to attend the meeting:

- a. Personal Illness or Disability;
- b. Employment purposes;
- c. Emergency Circumstances; or
- d. Any circumstance that makes it logistically impossible to attend.

3. Definition of Electronic Meetings

An Electronic Meeting is any meeting where one or more council or board members participate through telephonic communication, or a telecommunications application which allows simultaneous communication by multiple parties, or other similar means that allows

the members to hold a meeting without all members being physically present in the same room.

4. Quorum

Members present in person shall be included in the calculation for determining if a quorum exists. If a member who participates electronically withdraws from the meeting, the rest of the meeting may be completed provided there is still a quorum present in person.

5. Process of Opening the Meeting

Immediately prior to opening the meeting, the Mayor, Mayor Pro Tem, or other presiding officer/chairperson shall communicate with the member(s) who is (are) participating electronically and ensure that he/she/they is (are) prepared to go forward. From that time forward until the adjournment of the meeting, the communication line or application shall be kept open. At the start of the meeting, the Mayor, Mayor Pro Tem, or presiding officer/chairperson shall state which members are participating electronically.

6. Voting, Exclusions and Discussion

Members present for the meeting through electronic means are eligible to vote for items considered during the meeting. A member voting must indicate verbally with a “yes,” “no,” “yea,” “nay,” “or “abstain” (when that is permitted) such that the Clerk, or her designee, may record the vote. However, *quasi-judicial matters* cannot be deliberated or voted on via electronic means by members of the Board. *Quasi-judicial matters* can only be deliberated and voted on, by members of the Board while (s)he during in-person meetings where all parties are is physically present at the meeting. For avoidance of doubt, applicants and/or other members of the public may attend quasi-judicial hearings remotely.

Prior to taking a vote on any issue, the Mayor, Mayor Pro Tem, or other presiding officer/chairperson shall inquire of the member(s) participating electronically if he/she/they has (have) been able to adequately monitor the discussion, including comments from the public, if any, and shall allow those members to make any comments they desire, if they chose to not avail themselves of the opportunity to discuss the matter before the vote.

However, it is the responsibility of the member to gain the attention of the Mayor or the presiding officer/chairperson in order to be recognized for discussion. A member attending through electronic means who withdraws from the meeting without being excused from further attendance shall not be considered an affirmative vote on items before the board. If a member attending through electronic means becomes disconnected from the meeting, the member will not be counted as an affirmative or negative vote.

7. Electronic Participation by the Public

There may be circumstances which prevent the public from physically attending and commenting during meetings for City Council and/or its appointed Boards. Electronic participation and commenting, by members of the public, will be permitted under limited circumstances when any of the following entities declare that a state of emergency or a disaster exists in an area that includes the City of Albemarle: (1) the federal government of the United States of America; (2) the Government of the State of North Carolina through the Governor of the State of North Carolina or other method permitted by the North Carolina General Statutes; (3) Stanly County, North Carolina; or (4) the City of Albemarle, through the Mayor or other methods permitted by Chapter 32 of the Albemarle City Code.

The state of emergency declaration or disaster declaration must be related to a distinct event that reasonable persons can agree directly affect the City of Albemarle. If no state of emergency or disaster exists, then electronic participation and commenting will not be used by members of the public. If electronic participation by the public is necessary, a public notice shall be sent as part of any notice required by North Carolina General Statutes §143-318.12. The public notice, in addition to the information required by North Carolina General Statutes §143-318.12, shall provide the location of where a member of the public, member of the media, or others may listen to the meeting and participate in the meeting. Any notice provided may also be posted at City Hall and on the City of Albemarle's website and social media accounts, if possible.

8. Closed Session

Closed sessions, pursuant to §143-318.11, are not eligible for electronic attendance and participation. In the event Council goes into a closed session, any councilmember(s) participating electronically will be disconnected and unable to listen to or participate in the closed session. Following the completion of a closed session, any councilmember(s) previously participating electronically will be reconnected for the remainder of the regular, special, or emergency meeting.

Print

Title – Montgomery Avenue Road Improvements

Description:

Please see the attached memo from Public Works Director Ross Holshouser regarding the section of Montgomery Avenue between Ridge Street and Moss Springs Road.

It is the recommendation of staff that given the cost, widening the road is not something that should be pursued under these current conditions. Furthermore, there has not been a significant amount of heavy truck traffic observed.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
<input type="checkbox"/> Montgomery_Ave_Improvements.docx	Montgomery Ave Improvements Assessment

APPROVALS:

Date/Time:	Approval:	Department:	
1/25/2021 10:30 AM	Approved	City Clerk	
1/28/2021 8:33 AM	Approved	Administration	



Public Works Department

MEMO

January 15, 2021

To: Michael Ferris; City Manager
From: Ross Holshouser; Public Works Director
Subject: Assessment on Montgomery Ave improvements

Michael,

At the last City Council meeting, Councilwoman Hughes brought up concerns about improvements that could be made on the portion of Montgomery Ave from Ridge St to Moss Springs Rd due to citizen concerns of a water line break and being caused by heavy commercial truck traffic.

Below are some assessments I have made in regards to the cost of any improvements along those two blocks of Montgomery Ave.

- Currently have approximately 850' of 18' wide pavement running from Ridge St to Moss Springs Rd
- Estimated right of way according to GIS data is 50' which WOULD allow the possibility to widen the existing street.
- Considerations would need to be taken as to how wide to make improvements due to encroaching on residential properties within our right of way on the South side of Montgomery Ave. This would take considerable public outreach to inform citizens of the impact on their properties.
- Surveys of project area would need to be performed to certify proper right of way on both sides of Montgomery Ave.
- Grading for new ditches and street shoulders would need to be performed.
- Costs factored in to relocate existing primary power poles and power lines are estimated at \$40,000.00.
- Costs estimates on asphalt and stone are \$20,000 - \$30,000.
- Additional construction costs: concrete drive way improvements, storm drain pipe, gravel, dirt, etc.: \$15,000.

Overall cost estimate: \$80,000 - \$100,000.

If approved to move forward, recommend to establish a project budget and approve budget amendment, and not use annual operating funds from existing pavement maintenance budget.

Ross Holshouser
Public Works Director

Print

Title – Consider a Closed Session Pursuant to N.C.G.S. 143-318.11(a) (3) - Legal

Description:

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
No Attachments Available	

APPROVALS:

Date/Time:	Approval:	Department:	
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Print

Title – Adjourn to Tuesday, February 9th at 4:00 p.m. for Strategic Planning Session

Description:

Council will meet at the Stanly County Senior Center at 283 North Third Street at 4:00 pm on Tuesday, February 9th for a strategic planning session.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
No Attachments Available	

APPROVALS:			
Date/Time:	Approval:	Department:	
