

REGULAR MEETING CITY COUNCIL  
October 17, 2016

The City Council of the City of Albemarle met in a regular session on Monday, October 17, 2016 at 7:00 p.m. in the Council Chambers of City Hall. Mayor Ronnie Michael presided, and the following Councilmembers were present, to-wit: Bill Aldridge, Chris Bramlett, Benton H. Dry II, Martha E. Hughes, Dexter Townsend and Chris Whitley. Absent, Mayor Pro Tem Martha Sue Hall.

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Mayor Michael called the meeting to order.

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Upon a motion by Councilmember Townsend, seconded by Councilmember Aldridge, and unanimously carried, the minutes of the October 3 regular session and October 3 closed session minutes were approved as submitted.

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Mr. Durham Lewis with Lewis and Lewis, CPAs, PLLC came before Council to present the FY 15/16 Albemarle ABC System Audit.

Mr. Lewis stated that it was his firm's responsibility to express an opinion on the financial statements based on their audit. He said that the ABC System received an unqualified opinion, the highest opinion given for an audit.

He stated that the working capital was approximately \$459,339 with a \$27,000 profit distribution made by the Board to the City of Albemarle during the year. He reviewed a condensed statement of net position, condensed statement of revenues, expenses, and changes to net position, statement of cash flows for 2015 and 2016, and the capital assets.

He also reviewed the Albemarle ABC System's distribution of income and distribution of taxes, schedule of store expenses, schedule of administrative expenses, schedule of warehouse expenses, and a schedule of revenues and expenditures, budget and actual, for year ended June 30, 2016.

Upon a motion by Councilmember Dry, seconded by Councilmember Bramlett, and unanimously carried, the City Council approved the FY 2015-16 Albemarle ABC System audit presented by Durham Lewis with Lewis and Lewis, CPAs, PLLC.

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Mr. Maxton McDowell, CPA came before Council to present the financial statements for year ending June 30, 2016. Mr. McDowell stated that it was his responsibility to express an opinion on the financial statements based on their audit. He said that the ADDC received an unqualified opinion, the highest opinion given for an audit.

Mr. McDowell reviewed with Council a Statement of Financial Position for year ending June 30, 2016 covering the current assets and liabilities, statement of activities, and statement of cash flows. Also, he reviewed property and equipment, restricted balances, accounts payable and accrued liabilities, and notes payable with future scheduled maturities of long term debt as follows:

Year ending June 30:  
2017 of \$9,845  
2018 of \$10,170

Mr. McDowell reviewed program service revenues, program/event expenses and also a schedule of functional expenses such as advertising, salaries and wages, training, seminars, printing and postage, etc. in the amount of \$501,456 for year ending June 30, 2016.

Upon a motion by Councilmember Whitley, seconded by Councilmember Bramlett, and unanimously carried, the City Council approved the FY 2016 Albemarle Downtown Development Corporation audit presented by Maxton McDowell, CPA.

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The Mayor stated that Council had a copy of the monthly departmental reports in their agenda packets and asked if anyone had any questions.

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The Mayor and City Council considered financing bids for Public Safety laptops. Finance Director Colleen Conroy noted that on October 4, 2016, the City requested financing proposals from 10 institutions for the purchase of 32 GETAC laptop computers for Public Safety. The City received only one bid on October 12, 2016 from First Bank at a term of 36 months at 1.45% interest rate.

Upon a motion by Councilmember Dry, seconded by Councilmember Townsend, and unanimously carried, the City Council approved a financing bid from First

Bank for the purchase of 32 public safety laptops in the amount of \$89,972 for a term of 36 months at 1.45% interest rate.

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Upon a motion by Councilmember Aldridge, seconded by Councilmember Bramlett, and unanimously carried, the City Council approved the following Ordinance as amended changing North Street to North Second Street:

(Ordinance 16-38. To rename Glenn Street to CB Crook Drive.)

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The Mayor and City Council considered setting a public hearing for a text amendment for subdivision procedures. Planning and Development Services Director Kevin Robinson noted that this would amend sections of Chapter 91: Subdivisions as follows:

- Define, subdivision administrator, exempt, minor and major subdivisions
- Provide for a streamlined approval process for minor subdivisions
- Change Council approvals of Major subdivisions to occur during the preliminary or "general plan" phase.
- Renumbering and other minor changes

The Planning Board unanimously recommended calling for amending sections of Chapter 91.

Upon a motion by Councilmember Dry, seconded by Councilmember Hughes, and unanimously carried, the City Council approved setting a public hearing for Monday, November 21 to consider amending sections of Chapter 91: Subdivisions.

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The Mayor and City Council considered an approval of an amendment to the NC Municipal Records and Retention Schedule. The Government Records Section of the State Archives of NC announced that amendments are now available for the records retention schedules for 911 Recordings and Audio/Visual Recordings.

This amendment clarifies the retention for 911 calls received as text messages and reflects the recent legislation governing body-worn cameras for law enforcement personnel that will go into effect October 1, 2016.

The NC Municipal Records and Retention Schedule is the Statewide document governing the retention and disposal of municipal records in North Carolina. Once Council has approved the amendments, staff will send a copy of our signature page signed by the Clerk, City Manager, and Mayor to the Government Records Section of the State Archives of NC.

Upon a motion by Councilmember Whitley, seconded by Councilmember Aldridge, and unanimously carried, the City Council approved an amendment to the NC Municipal Records and Retention Schedule which clarifies the retention for 911 calls received as text messages and reflects the recent legislation governing body-worn cameras for law enforcement personnel that will go into effect October 1, 2016 as follows:

Amending the Municipal Records Retention and Disposition Schedule published September 10, 2012.

**STANDARD 6. EMERGENCY SERVICES AND FIRE DEPARTMENT RECORDS**

Amending Item 3, 911 Recordings as shown on substitute page 41 and Item 18 Emergency Notifications as shown on substitute page 43.

**STANDARD 9. LAW ENFORCEMENT RECORDS**

Amending Item 136, Law Enforcement Audio and Video Recordings, as shown on substitute page 90.

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The Mayor and City Council consider the unsealing of closed session minutes for 2010-2015. The NC General Statutes requires that once the purpose for which a closed session is held no longer applies, closed session minutes should be released. The minutes have been reviewed and some of the minutes can be unsealed as a complete set, while others have portions that are now eligible for partial unsealing.

Upon a motion by Councilmember Bramlett, seconded by Councilmember Whitley, and unanimously carried, the City Council approved partial or full sets of minutes proposed from 2010-2015.

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The Mayor and City Council were informed of the annual Mayor and City Council's Employee Christmas Luncheon which will be held on Wednesday, December 14 from 11:30 -1:30 at the EE Waddell Community Center.

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Economic Development Director Mark Donham introduced the City's new Main Street Manager, Katie Furr. Mr. Donham stated that she has a great background, education and work record needed for this position. Ms. Furr is married with two sons, Landon is 8 months old and Eli is 4 years old. Her husband is Justin Furr and he and Eli are present with her tonight.

Ms. Furr came forward and thanked the City for this great opportunity. She stated that she was born and raised in Stanly County. Also, she is looking forward to being a part of the downtown growth for her family, the youth and all citizens of Albemarle.

Mayor Michael stated that Joy Almond, who had stepped in as Interim Director, will be here a couple of weeks to help Ms. Furr settle in. At that point in time, staff will need to hire a part-time position to help Ms. Furr.

The City Council welcomed Ms. Furr to the City.

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Councilmember Townsend stated that he had received positive feedback concerning City Lake Park. The comment was what a great potential that City Lake Park is and how beautiful it is for tourist.

Councilmember Townsend also stated that he had already spoken to Police Chief Bowen concerning a situation that has been a concern for at least 5 years. This is concerning a resident on Lincoln Street that disturbs other homeowners on that street with loud music, gunshots, etc. He stated that we need to put some pressure on that resident and get the attention some way of the court system where concerning this issue.

Mayor Michael stated that the City needs a public nuisance enforcement officer to work with the Police Department and the Planning and Development Services Department. If we could locate a qualified person to place under contract with the City.

It was the consensus of City Council to have the City Manager locate qualified individuals that could serve as a nuisance enforcement officer and bring back before City Council his recommendations.

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Councilmember Whitley stated that he participated in the Day of Caring the City had during Public Power Week and he also attended the Fire Station Open House on Sunday, October 9. He said that he is proud of the City employees for their participation in these two events as well as other community events they are a part of.

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Upon a motion by Councilmember Hughes, seconded by Councilmember Dry, and unanimously carried, the Mayor and City Council adjourned to a Closed Session Pursuant to NCGS 143-318.11(a) 4) (5) – To discuss Economic Development and Real Estate.

Upon a motion by Councilmember Bramlett, seconded by Councilmember Aldridge, and unanimously carried, the Mayor and City Council reconvened to open session. Mayor Michael announced that a closed session was held Pursuant to NCGS 143-318.11(a) 4) (5) – To discuss Economic Development and Real Estate.

Upon a motion by Councilmember Whitley, seconded by Councilmember Hughes, and unanimously carried, the Mayor and City Council excused Councilmember Bramlett from voting due to being a part of the proposal and a Board of Trustees member of Pfeiffer University.

Councilmember Hughes read and made a motion concerning the following statement:

"Contingent on the commitment of a specific economic development project, the County will exchange its property located at 245 E. Main Street for the City's property located at 157 N. Second Street. The County will also receive a \$48,500 cash grant from the City, a \$1,500 façade improvement grant from ADDC and no electricity bill from the City during the renovation of the property located at 157 N. Second Street.

County staff will prepare an acquisition agreement for the properties and move forward with the appropriate title searches for said properties."

Councilmember Dry seconded the motion. Voting for the motion were Councilmembers Aldridge, Dry, Hughes, Townsend and Whitley. No one voted against the motion. The motion carried.

Councilmember Bramlett came back into the meeting at this time.

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Upon a motion by Councilmember Hughes, seconded by Councilmember Whitley, and unanimously carried, the meeting was adjourned until Wednesday October 19, 2016 for a joint meeting with the Planning Board and Zoning Board of Adjustment at the Rosebriar Restaurant at 6:30 pm.