

MINUTES OF MIDWAY TOWN COUNCIL REGULAR MEETING HELD ON SEPTEMBER 3, 2013 AT 7:00 P.M. AT THE MIDWAY FIRE AND RESCUE BUILDING, 228 MIDWAY SCHOOL ROAD, MIDWAY, NORTH CAROLINA

CALL TO ORDER

Mayor Norman Wilkes called the meeting to order and welcomed everyone present.

Councilor Robin Moon gave the invocation and led in the Pledge of Allegiance prior to the opening gavel.

Councilors present were: John Byrum, Mike McAlpine, Robin Moon, Todd Nifong, and Sue Stephens. Absent: None. Town Clerk Linda Hunt and Town Attorney Jim Lanik were present. Town Manager Ryan Ross was absent.

Each Councilor had been furnished an agenda prior to the meeting.

APPROVAL OF MINUTES

On motion by Mayor Pro Tem Mike McAlpine, seconded by Councilor Sue Stephens. Council voted unanimously to approve the minutes of the August 5, 2013 Town Council regular meeting as presented.

PUBLIC ADDRESS

There were none.

ADOPT AGENDA

Councilor John Byrum asked the agenda be amended to add a Closed Session under N.C.G.S. 143-318.11(a)(6) for matters pertaining to personnel following IX. TOWN MANAGER'S REPORTS.

On motion by Councilor Byrum, seconded by Councilor Robin Moon, Council voted unanimously to adopt the agenda as amended.

OPENING REMARKS BY MAYOR

There were none.

PROCLAMATION

FALL LITTER SWEEP – SEPTEMBER 21 – OCTOBER 5, 2013

Councilor Robin Moon read a proclamation designating September 21 – October 5, 2013 as "FALL LITTER SWEEP" in the Town of Midway, North Carolina and commending its observance to all citizens.

REGULAR BUSINESS

APPROVE PROPOSAL FROM SURVEYOR BRAD COE –DEVELOPMENT OF MASTER SITE PLAN FOR TOWN OF MIDWAY PROPERTY CONSISTING OF 37.610 ACRES

The proposal from Surveyor Brad Coe of Coe Forestry and Surveying to develop a master site plan for the Town's 37.610-acres was reviewed at the August 26, 2013 joint meeting of the Town Council and the Planning and Zoning Board. Mr. Coe's proposal for the development of a master site plan for the property includes the following scope of service:

1. Add aerial topography to the composite survey of the property.
2. Generate a "first draft" and meet with the Land Committee to discuss the plan a second time.
3. Provide guidelines for ultimate development of the site but grading/erosion control design is not included.

4. Cost: Not exceed \$1,000.

On motion by Mayor Pro Tem Mike McAlpine, seconded by Councilor Todd Nifong, Council voted unanimously to approve the proposal submitted by Brad Coe of Coe Forestry and Surveying to develop a master site plan for the Town's 37.610 acre tract of land located at 426 Gumtree Road at a cost not to exceed \$1,000 and to authorize Town Manager Ryan Ross to sign the document.

PROPOSAL FROM BENCHMARK CMR, INC. – TOWN HALL PROPERTY MASTER PLAN

The proposal submitted by Benchmark CMR, Inc. for development of a Town Hall Master Plan was reviewed at the August 26, 2013 joint meeting of the Town Council and the Planning and Zoning Board.

Benchmark's scope of services includes providing professional master planning services to the Town of Midway to develop a master development plan for the recently acquired Town Hall property through a four-part process:

- Phase 1: Community Input and Background Research
- Phase 2: Community Design Workshop
- Phase 3: Master Plan Development
- Phase 4: Final Master Plan

Benchmark proposes a budget of \$4,000, which is inclusive of all staff time, travel and materials for the completion of the project.

On motion Councilor Sue Stephens, seconded by Councilor John Byrum, Council voted unanimously to approve the proposal submitted by Benchmark CMR, Inc. for development of a Town Hall Master Plan at a cost of \$4,000 and to authorize execution of the necessary documents.

APPOINTMENTS - HOUSE RENOVATION COMMITTEE

Councilor Todd Nifong was appointed to serve as the Chairman of the House Renovation Committee at the August 5, 2013 Town Council meeting. The purpose of the Committee is to investigate the feasibility of using the house located on the Town's property at 426 Gumtree Road as a temporary town hall. Councilor Nifong was also given direction to select members to serve on the Committee with him.

Councilor Nifong submitted the following names of the persons he had selected to serve on the Committee:

- Bonnie Wishnietsky
- Councilor Sue Stephens
- Planning Board member Jackie Edwards
- James Smith
- Jim Brooks.

Mayor Wilkes opened the floor for any further nominations.

There being no additional names submitted for consideration, Mayor Wilkes closed the nominations.

On motion by Councilor Nifong, seconded by Councilor Byrum, Council voted unanimously to approve Bonnie Wishnietsky, Councilor Sue Stephens, Planning Board member Jackie Edwards, James Smith and Jim Brooks to serve on the House Renovation Committee.

TOWN MANAGER'S REPORTS

**SPECIAL JOINT TOWN COUNCIL/PLANNING AND ZONING BOARD MEETING -
SEPTEMBER 16, 2013 AT 5:00 P.M. AT THE MIDWAY FIRE AND RESCUE BUILDING**

There will be a joint meeting of the Town Council and the Planning and Zoning Board on Monday, September 16, 2013 at 5:00 p.m. in the meeting room at the Midway Fire and Rescue Building located at 228 Midway School Road in Midway.

For information only.

RECESS TO CLOSED SESSION

On motion by Councilor John Byrum, seconded by Mayor Pro Tem Mike McAlpine, Council voted unanimously to recess to closed session in accordance with N.C.G.S. 143-318.11(a)(6) for matters pertaining to `personnel.

RECONVENE TO OPEN SESSION

On motion by Mayor Pro Tem Mike McAlpine, seconded by Councilor Todd Nifong, Council voted unanimously to reconvene to open session.

ADJOURNMENT

On motion by Councilor Sue Stephens, seconded by Councilor John Byrum, Council voted unanimously to adjourn the meeting.

Norman L. Wilkes, Mayor

Linda A. Hunt, Town Clerk