

MINUTES OF JOINT MEETING OF THE MIDWAY TOWN COUNCIL AND THE MIDWAY PLANNING AND ZONING BOARD HELD ON AUGUST 26, 2013 AT 5:00 P.M. IN THE MEETING ROOM AT THE FIRE AND RESCUE BUILDING LOCATED AT 228 MIDWAY SCHOOL ROAD IN MIDWAY, NORTH CAROLINA

CALL TO ORDER

Mayor Norman Wilkes called the meeting to order.

Councilors present were: John Byrum, Mike McAlpine, Robin Moon, Todd Nifong, and Sue Stephens. Absent: None.

Planning Board members present were: Chairman Charles Waddell, Jackie Edwards, Lynn Griggs, Keith Leonard, LeeAnn Thomas, and Alternate member Jamie Hester. Absent: None.

Town Manager Ryan Ross and Town Clerk Linda Hunt were present.

No members of press were in attendance.

PURPOSE OF JOINT MEETING

Town Manager Ryan Ross stated the purpose of the joint meeting of the Midway Town Council and the Midway Planning and Zoning Board is to discuss plans for the Town's property on Gumtree Road. The most pressing need is to determine the feasibility of using the house located on the property as a temporary Town Hall. In addition, a long-term plan needs to be determined for the full use of the property site for the future. Midway residents will be given an opportunity to express their ideas and opinions regarding uses for the property through surveys and public meetings.

DISCUSSION POINTS

Pump Station/Sewer

Town Manager Ryan Ross said a small sewer pump station could be installed but it would only serve the Town's property; however, if a larger pump station is installed, it could serve residents on Country Lane as well.

Mayor Wilkes said he was not in favor of providing residential sewer yet and he would like to see the Town concentrate solely on providing sewer to commercial customers at this time.

House Renovations

Town Manager Ryan Ross said Jerry Phillips Architect, P.A. of Winston-Salem has submitted a proposal to provide architectural services for the house owned by the Town to be done in two phases.

Phase #1 would be to provide the architectural and structural engineering services that the architect anticipates would be needed to complete the construction documents for the interior modifications of the house located to 426 Gumtree Road to convert it into a town hall. Phase #1 would also include the design of an exterior handicap accessible ramp. Based on the Phase #1 scope of work, the fee for the architect's services would be in the range of \$3,200 - \$3,500. Billing would be only for time actually used. Additional services will be based on \$85.00 per hour for an architect or engineer.

Phase #2 would be for the architect to provide the architectural and structural engineering services for an addition to the rear of the existing house at 426 Gumtree Road for the purpose of holding Town Hall meetings for 50 to 60 people. On a very preliminary basis, the architect anticipates the new addition to be

in the 1,500 sq. ft. to 1,800 sq. ft range. HVAC engineering, plumbing engineering, and electrical engineering drawing may be required but are not provided in the architect's services; however, the architect would assist the Town or the Town's contractor in getting additional engineering drawings as needed. Based on Phase #2 of the scope of work, the architect's fee would be in the range of \$5,500 to \$6,000. Billing would be only for time actually used. Additional services will be based on \$85.00 per hour for an architect or engineer.

The estimated cost for the proposal from Jerry Phillips Architect, P.A. totals \$8,000.

Council discussed the proposal from the architect and decided there were too many unknown costs as outlined in his proposal to get a clear picture of the total cost.

Planning Board member Jackie Edwards stated the Town needs more office space. Surveyor Brad Coe commented that once remodeling of the house begins and parts of the interior are torn down, there really would not be much office space left.

Councilor Byrum said he would like to see a multi-purpose building built on the property, not just a Town Hall for government use. Surveyor Brad Coe suggested the Town dispense of the idea of including a kitchen in the multi-purpose building because it would have a major impact the septic system.

Town Manager Ryan Ross agreed with Councilor Byrum and he strongly encouraged keeping Town Hall where it is currently located until a new town hall is built.

Planning Board member Lynn Griggs said he is familiar with the house and he thinks the Town should not spend too much money on renovations of the house. Mr. Griggs said he is of the opinion that Council should just get rid of the house.

Planning Board member Charles Waddell said he was in favor of getting rid of the house as well.

Mayor Norman Wilkes said he is in favor of getting rid of the house, possibly by just selling it and having it moved off the property. Surveyor Brad Coe estimated the Town could realize \$5,000 - \$6,000 from the sale of the house.

Master Site Plan

At the request of Town Manager Ryan Ross, Surveyor Brad Coe, of Coe Forestry and Surveying, submitted a proposal for a site plan for the Town in which he says he would:

1. Add aerial topography to the composite survey of the Town's property and meet with the Town Manager and the House Renovation Committee to go over the survey with them. These meetings would provide the surveyor with what sort of improvements are ultimately desired.
2. Generate a "first draft" of the plan and then meet with the committee to discuss the plan a second time.
3. Provide what will serve as a guideline for ultimate development of the site. It would not include grading/erosion control design.

The cost of Mr. Coe's services outlined above would not exceed \$1,000.

Councilor John Byrum suggested the site plan include a walking trail, a bike trail, a couple of picnic tables, backstop with open field, and possibly a tennis court.

Town Manager Ryan Ross commented that Midway lacks central community space for families. Councilor Byrum agreed.

Mayor Pro Tem Mike McAlpine suggested taking ten acres of the property and setting it aside specifically for a Town Hall. As a means to reduce the huge expense for maintenance and upkeep of the remainder of property, Mr. McAlpine proposed leasing back some of the remaining property to the Thomas family so they can continue to work that portion of the property as a tree farm, stating it would be a win-win situation for both parties. Mr. McAlpine said he would be in favor of the Town moving toward a multi-purpose building but he would like for the building to be larger than the 4,500 square feet as shown on the original plans.

Councilor Sue Stephens asked if the Town could sell the house and one acre of property. Mayor Pro Tem Mike McAlpine responded that a lot of the Town's road frontage would be lost if the Town did that.

Planning Board member Jackie Edwards said she believes the first thing that needs to be done is for Town to determine what is needed before any work begins. She pointed out several questions she believed needs to be answered before moving forward with development of the property.

- Where would the new town hall be located on the property?
- What is the projected timeline for construction to begin on town hall?
- What would the costs be for lighting the area and maintenance/upkeep of the property?

Ms. Edwards stated she would like to see the Town utilize the house on the property as a temporary town hall, emphasizing that she is not being negative but wants to make sure all the bases are covered.

Brad Coe agreed with Ms. Edwards about the ongoing cost of maintenance of the property.

Councilor Sue Stephens stated she thought the Town would be wasting time to fool with the house. She said she thought the Town should tough it out for awhile and stay at the current Town Hall location. Councilor Stephens said she agrees with phasing in Town Hall plan and maybe expand it a little.

Planning Board member Keith Leonard said he prefers not spending money on the house. He is in favor of starting small and working our way out.

Mayor Pro Tem Mike McAlpine said the property around the house needs to be cleared, suggesting 300 feet behind and 500 feet to the right, stating the growth needs to be removed immediately.

Planning Board alternate member Jamie Hester agreed that the Town should build a multi-purpose building that would also house Town Hall.

Board member LeeAnn Thomas said she was not in favor of having any ballfields on the site, stating they require a lot of maintenance and upkeep and they could quite possibly create an environment for bad behavior problems. Ms. Thomas said she is in favor of walking trails and construction of a multi-purpose building.

Town Manager Ryan Ross estimated the cost to have a police officer on duty at the site to be \$25.00 per hour.

Brad Coe asked if the house could be used for storage.

Land Committee member Dan Wishnietsky made the following comments for Council consideration:

- What does the Town Council want for the next two years?
- A multi-purpose building is good and will serve the citizens.
- Need to consider how what is done in the short-term will impact the future.
- Recommends multi-purpose building that serves the Town's needs as well.

Mayor Wilkes agreed with Mr. Wishnietsky's remarks, adding that he would like to go with 15 acres being set aside for the multi-purpose building instead of the 10 acres as recommended earlier.

Councilor Todd Nifong, who serves as Chairman of the House Renovation Committee, said as he understands the Council's charge to the Committee is for the Committee to determine whether or not it is practical and cost-effective to update the house located on the property to be used as a temporary town hall for five to ten years and to provide Council with concrete numbers on the costs associated with renovation. Councilor Nifong said he has had people coming up to him urging that the Town use the house as town hall.

Mayor Pro Tem Mike McAlpine suggested that Council provide Brad Coe direction as to what the Council envisions for the property in the future so Mr. Coe could go ahead with his work on the master site plan as soon as possible.

Planning Board member Lynn Griggs recommended the Town get rid of the house and begin construction of a multi-purpose building.

Planning Board member Jackie Edwards said she is still in favor of using the house for town hall. She added that she agrees with a multi-purpose building, but not right now.

Councilor Stephens said she is in favor of walking and biking trails, picnic area and pavilion and agrees the Council needs to have some solid numbers on what it would cost to renovate the house.

Planning Board alternate member Jamie Hester said she is in favor of a multi-purpose building, walking trails, and open space with a pavilion.

Planning Board member LeeAnn Thomas said she is in favor of walking trails and a multi-purpose building; however, she is not in favor of ballfields on the property due to the potential for bad behavior problems to arise.

Planning Board Chairman Charles Waddell said he would like see ballfields included in Phase 2 of the development. He said he agrees with leasing part of the property back to the Thomas family as proposed.

Councilor Stephens says she supports building soccer fields and walking trails in the second phase.

Councilor Byrum said he thought Council needs to focus on just Phase 1 at this time.

Councilor Stephens said more information is still needed about walking paths, roads and lights.

Mayor Pro Tem Mike McAlpine pointed out several matters that need immediate attention:

- Sell off marketable trees on the property
- Finalize the lease agreement with the Thomas family
- Settle on maintenance of the property.

Planning Board member Jackie Edwards asked what the timeline is for Phase 1, is it 2 years or 20 years? Ms. Edwards also asked if the Town plans to hire employees or contract the work out. Mayor Pro Tem McAlpine said the work would be contracted out.

Mayor Pro Tem McAlpine said the goals, as he understands them, is to proceed with Surveyor Brad Coe preparing a master site plan for the Town property and Benchmark CMR, Inc. to begin its work on getting community input and the development of a master plan for the property.

This concluded the brainstorming session of the joint meeting of the Midway Town Council and the Midway Planning and Zoning Board.

On motion by Mayor Pro Tem Mike McAlpine, seconded by Councilor Byrum, Council voted unanimously to adjourn the meeting.

Norman Wilkes, Mayor

Charles Waddell, Chairman of Planning and
Zoning Board

ATTEST:

Linda A. Hunt, Town Clerk