

**MINUTES OF MIDWAY TOWN COUNCIL VISION SESSION HELD ON JANUARY 24, 2019
AT 7:00 P.M. IN THE CONFERENCE ROOM AT MIDWAY TOWN HALL, 426 GUMTREE
ROAD, MIDWAY, NORTH CAROLINA**

CALL TO ORDER

Mayor John Byrum called the meeting to order.

Councilors present were: John Byrum, Jackie Edwards, Keith Leonard, Mike McAlpine, Robin Moon, and Todd Nifong (arrived 6:43). Absent: None. Town Manager Tammy Michael, Town Clerk Linda Hunt and Deputy Clerk Tammy Robertson were present.

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

Ben Coley, reporter for *The Dispatch*, was in attendance.

VISION SESSION

Mayor John Byrum revisited Council's Vision Workshop from March 2016 when each Councilor brought to that meeting their priorities for the Town for that year and future years. From that meeting, the major priorities established for the Town included the following:

- Town Park
- Grocery Store
- New Town Hall
- Website/Communication
- Improved Traffic Along Midway School Road
- YMCA

Mayor Byrum stated that since that meeting some items have been addressed and work continues on others. Mayor Byrum again asked Council to list their priorities for the Town to determine if their priorities have changed since the March 2016 meeting. Council compiled its list of priorities as follows:

- Grocery Store
- Enhance Town Website
- Town Park
- Cleaning Contract for Town Hall
- Improved Traffic Along Midway School Road and Norman Shoaf Road
- Town Hall Maintenance
- Beautification Project/ Town Signs
- Use of Alcohol Revenue
- Litter Control/Recycle
- Office Equipment
- Shredding/Pill Drop/Electronic Recycle Day
- Amend Sewer Tap Fees/Transfer Sewer to County
- Expand North Davidson Garbage Service/Recycling/Yard Waste/Bulk Trash
- YMCA
- Generator for Town Hall
- Decorative Town Seal for Council Chamber
- Fun Day at Town Park

Council continued discussion of the newly created priorities for the Town for 2019 and beyond:

1. **Cleaning Contract for Town Hall**

Town Clerk Linda Hunt explained that although many quotes for cleaning services at Town Hall were solicited and received, none have been recommended to Town Council for various reasons.

- One being the requirement contained in the contract drafted by the Town Attorney requiring the contractor to “maintain reasonably adequate insurance coverage for the term of the contract”, which essentially eliminated some of the contractors from consideration. The Town Attorney stands firm in the need to require the contractor to have insurance coverage.
- The decision to make changes to the scope of services to be provided by the contractor, the most significant one was reducing the frequency of the general cleaning of Town Hall.
- Some contractors who had previously submitted quotes elected not to resubmit a quote while a couple of the contractors did submit another quote but at a significant increase in cost.

Ms. Hunt did note that she has recently met with an individual who owns a cleaning company and is interested in cleaning Town Hall and is flexible and can clean as frequently as Council desires. The owner has submitted a quote for the cleaning services based on cleaning of Town Hall on a bi-weekly basis and heavier cleaning on a quarterly basis. However, Ms. Hunt stated she would like to have Council’s direction as to the frequency of cleaning desired before she contacts the company for an updated quote.

It was the consensus of Council that the scope of services includes cleaning of Town Hall once a month with heavier cleaning to be done on a quarterly basis; and it was also the consensus of Council that the first cleaning be the heavier cleaning services (quarterly cleaning).

When received by Town staff, the quote will be attached as “Exhibit A” to the Independent Contractor Agreement to be submitted to Town Council for approval at a future Town Council meeting.

2. **Website**

With the construction of the Town Park and the services that it will provide, Council would like to have an interactive website so that residents can view park events and make reservations for use of the park. The Town’s current website does not offer features that would allow for such use. It was the consensus of Council to have Councilors Robin Moon and Jackie Edwards form a Website Committee to establish the features that are desired in a new website. Town Manager Tammy Michael will reach out to potential vendors to contract with the Town for the development of a new website.

Funds for development of a new website will be included in the budget for Fiscal Year 2019-2020 for consideration by Council.

3. **Generator**

Town staff will get quotes on an industrial/commercial generator for Town Hall to be used in the event of power outages.

Funds for the purchase of a generator will be included in the budget for Fiscal Year 2019-2020 for Council consideration.

4. **Town Hall Maintenance/Basement Reorganization**

Council would like to include funds in the budget for pressure washing, painting, caulking, and other items as necessary for repairs and upkeep of Town Hall and reorganization of the basement area. The Building Committee would be responsible for overseeing the completion of these tasks.

Funds for these items will be included in the budget for Fiscal Year 2019-2020 for Council consideration.

5. **Expand North Davidson Garbage Service/Recycling/Yard Waste/Bulk Trash**

Council discussed the possibility of expanding the Town's current garbage service with North Davidson Garbage to include bulky trash pickups twice a year for the residents. Bulky items include large items such as a sofa, chair, mattresses, carpet, appliances, etc. or items not considered normal trash items that are included with the weekly trash pickup.

After discussion of the pros and cons of providing bulky trash pickups, Council was not in favor of adding it as a service offered to residents.

Another expansion of garbage service discussed was yard waste pickup; however, it was pointed out that North Davidson Garbage does not offer this service.

Other possible options explored by Council to provide additional services to the residents were:

- Shredding Service
- Prescription drug Disposal
- Disposal of Electronics

Staff will check into the costs associated with these options and bring back to Council for review and consideration.

6. **Town Signs/Beautification**

Council would like to add more plants and have a larger bedding area at the Town Signs at:

- Carter Lumber
- Follansbee Road and Old Highway 52
- Hickory Tree Road and North Payne
- Replace the current sign at Hickory Tree Road and Old Highway 52 with a larger breakaway sign and make a larger bedding area. Staff to contact Industrial Sign Company and Fast Signs for a quote on a larger sign at this intersection.
- Fence line on the state side of Fred Sink Road needs to be mowed at least five times per year. Currently, the NCDOT only mows this roadway two times per year. Contact NCDOT for authorization for the Town to hire someone to mow this area three times per year.

7. **Traffic on Midway School Road and Norman Shoaf Road**

It was the consensus of Council to have the Town's Planning Board discuss the traffic issues on Midway School Road and Norman Shoaf with the Davidson County Planning and Zoning Department. Traffic continues to increase on these roads as enrollment in Oak Grove High

School increases. Kimley-Horn, Planning and Design Engineering Consultants, have previously conducted traffic counts along Midway School Road for the Town. Council requests this study be conducted again once a senior class is added at Oak Grove High School in the fall of 2019 to determine if a new traffic pattern can be established to lesson traffic issues.

8. **Litter Control**

Current roadside cleanup for the Town covers the following areas two times per year before the Crosswalk in the spring and after the Christmas Parade in November:

- Old Highway 52 at Home Trust Bank to Midway School Road
- Old Highway 52 at Midway School Road to Norman Shoaf Road
- Old Highway 52 at Hickory Tree Road to North Payne Road
- Old Highway 52 at Gumtree Road to Norman Shoaf Road

It was the consensus of Council to add two additional road side cleanups per year for a total of four.

Funds for four roadside cleanups to be included in the budget for Fiscal Year 2019-2020 for Council consideration.

9. **Alcohol Revenue**

Council discussed options for using the alcohol revenue that the Town receives from the State annually. Instead of leaving the money in the general budget, it was the consensus of Council to use the alcohol revenue by increasing various budget line items that will be discussed further in upcoming Budget Workshops. During discussion, consideration was given to applying the alcohol revenue towards grants and park maintenance.

10. **Art Funds**

In honor of local resident and artist Carl Tuttle, Town Council allocated funds in the 2018-2019 budget to be given to six local schools for use in their art programs. To date these funds have not been disbursed and staff asked Council how they wished to handle the disbursement to each school.

It was the consensus of Council to invite a representative from each school to attend either the February 4, 2019 or March 4, 2019 Town Council Meeting to receive these funds. This money shall be used for any art related instruction. Council would like for Carl Tuttle, the designer of the original Town seal and member of the Town's Planning Board, to be present at the meeting. It is the desire of Council to have each representative advise how the funds were used for their program.

11. **Wall Seal**

It was the consensus of Council to explore options of having an artist design a wall seal to be mounted in Council Chambers at Town Hall. The seal would be circular of adequate size for the wall, possibly made of wood or metal displaying the original artist's drawing. Councilor Nifong will explore options for artists and report findings to Council.

12. **YMCA**

Mayor Byrum shared with Council his continued desire to have a YMCA established on the thirty-five acres that is owned by the Town. Even though the YMCA is not discussed at every Town Council meeting, Mayor Byrum still feels that there is positive momentum from an economic development standpoint for the YMCA coming to fruition in the future.

13. **Fun Day at Town Park**

Councilor Todd Nifong suggested having an annual fun day at Town Hall once the park is completed and operational. This is a way to give back to the community. Councilor Nifong said that the annual event can be held in June to commemorate the incorporation of the Town in June 2006. The first annual fun day will be planned for June 2020. Activities can be planned for adults and children. Discussion for fun day will continue in the Budget Workshops later this year.

14. **Sewer Rates**

Mayor Pro Tem Mike McAlpine requested that a call for public hearing be placed on the April 1, 2019 Town Council regular meeting agenda for consideration of a rate increase for sewer tap fees that are in line with the current market rates. Mr. McAlpine said that to his knowledge, sewer tap fees could be changed but impact fees could not. The last tap sold by the Town in 2017 was well below the market rate. Town Manager Tammy Michael added that in order to receive grants, the State requires that rates be adjusted periodically instead of asking for a large increase at one time.

15. **Town Park**

Mayor Pro Tem Mike McAlpine informed Council that the contract for the Town Park walking trails should be finalized by Town Attorney Jim Lanik and ready to be added to the February 4, 2019 Town Council regular meeting agenda for approval by Council. An addendum extending the completion date of the trails will need to be added to the contract due to extreme wet weather conditions and the inability for the soil to be compacted. Also, to be considered by Council, is a park promotion video that would show the park before, during, and after the construction is completed and could also be added to the Town's website. The video would cost between five hundred and six hundred dollars (\$500-\$600).

Marty Marion with Metropolis Architecture will present architectural designs of the park's structures at the February 4, 2019 Town Council meeting. Once Council approves the designs, Metropolis Architecture will send the designs to the structural engineers. Metropolis will put together a bid packet and oversee the bidding process for the structures. They will also help with the coordinating of colors for the playground.

The Park Committee has begun working on procedures for the park including lighting, shelter contracts, safety concerns among others. Mr. McAlpine would like to have a joint meeting between Council and the Park Committee in March or April to discuss procedures for the park. Town Manager Tammy Michael has researched policies and procedures that other Towns have adopted for their parks to aid the Park Committee and Council in developing policies and procedures for Midway's Town Park.

ADJOURNMENT

On motion by Mayor Pro Tem Mike McAlpine, seconded by Councilor Jackie Edwards, Council voted unanimously to adjourn the meeting at 8:47 p.m.

John E. Byrum, Mayor

Tammy H. Robertson, Deputy Clerk