

MINUTES OF MIDWAY TOWN COUNCIL REGULAR MEETING HELD ON APRIL 2, 2018 AT 7:00 P.M. IN THE COUNCIL CHAMBER AT MIDWAY TOWN HALL, 426 GUMTREE ROAD, MIDWAY, NORTH CAROLINA

CALL TO ORDER

Mayor John Byrum called the meeting to order and welcomed everyone present.

Mr. Carl Tuttle of Midway gave the invocation and led in the Pledge of Allegiance prior to the opening gavel.

Councilors present were: John Byrum, Jackie Edwards, Keith Leonard, Mike McAlpine and Todd Nifong. Absent Robin Moon. Interim Town Manager/Town Clerk Linda Hunt, Deputy Clerk Tammy Robertson, Davidson County Planner Scott Leonard and Davidson County Zoning Officer Lee Crook were present. Absent: Town Attorney Jim Lanik. Attorney Beth Koonce attended in Jim Lanik's absence.

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

No members of press were in attendance.

APPROVAL OF MINUTES

On motion by Mayor Pro Tem Mike McAlpine, seconded by Councilor Jackie Edwards, Council voted unanimously to approve the minutes of the March 5, 2018 Town Council regular meeting as presented.

On motion by Councilor Todd Nifong, seconded by Councilor Keith Leonard, Council voted unanimously to approve the minutes of the March 7, 2018 Special meeting as presented.

PUBLIC ADDRESS

There were none.

ADOPT AGENDA

Under VIII. RECESS TO CLOSED SESSION, ~~delete~~ N.C.G.S. 143-318.11(a)(3) matters pertaining to attorney-client privilege.

On motion by Councilor Jackie Edwards, seconded by Councilor Todd Nifong, Council voted unanimously to adopt the agenda as amended.

PROCLAMATION

**PROCLAMATION
SPRING 2018 LITTER SWEEP**

WHEREAS, the North Carolina Department of Transportation organizes an annual spring statewide roadside cleanup to ensure clean and beautiful roads in North Carolina; and

WHEREAS, the SPRING LITTER SWEEP roadside cleanup encourages local governments and communities, civic, and professional groups, businesses, churches, schools, families and individual citizens to participate in the Department of Transportation cleanup by sponsoring and organizing local roadside cleanups; and

WHEREAS, Adopt-A-Highway volunteers, Department of Transportation employees, Department of Public Safety – Division of Adult Correction inmates, community service workers, local government agencies,

community leaders, civic and community organizations, businesses, churches, schools and environmentally concerned citizens conduct annual local cleanups during SPRING LITTER SWEEP and may receive certificates of appreciation for their participation; and

WHEREAS, the great natural beauty of our state and a clean environment are sources of great pride for all North Carolinians, attracting tourists and aiding in recruiting new industries; and

WHEREAS, the cleanup will increase awareness of the need for cleaner roadsides, emphasize the importance of not littering, and encourage recycling of solid wastes; and

WHEREAS, the SPRING LITTER SWEEP cleanup will be a part of educating the children of this great state regarding the importance of a clean environment to the quality of life in North Carolina;

NOW, THEREFORE, I, John E. Byrum, Mayor of the Town of Midway do hereby proclaim April 14-28, 2018 as “**SPRING LITTER SWEEP**” time in Midway, and encourage citizens to take an active role in making their communities cleaner.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the seal of the Town of Midway this the second day of April in the year of our Lord two thousand and eighteen.

REGULAR BUSINESS

CONTRACT RENEWAL – RICK ZEBRA DESIGNS

Rick Cisneros with Rick Zebra Designs presented a proposal for the costs associated with the Town’s website and for additional IT related features for the computers located at Town Hall per the request from Town Council. The proposal includes the following services:

Website Cost:

The costs associated with the website are presented below:

Product	Description	Qty	Cost
Domain Renewal	Domain Registration of www.midway-nc.gov (1 year)	1	\$450.00
Website Hosting	Server Cost associated with hosting Midway Website (1 year)	1	\$150.00

Hardware Cost

Products below are presented based on the needs of Midway staff. Products are designed to increase computer speed as well as a failsafe in case of a power outage.

Product	Description	Qty	Cost
Extra Random-Access Memory for PC	Add additional RAM to increase PC’s speed. Increase RAM from 4 gigs to 8 gigs HyperX FURY 8GB (2 x 4GB) 240-Pin DDR3 SDRAM DDR3 (Price includes installation)	1	\$180.00

Battery Backups	Due to power outages at Town Hall, it is recommended attaching the PC's to battery backups. Recommended: APC BE600M1 Back-UPS 600 VA 330 Watts 7 Outlets Uninterruptible Power Supply (UPS) with USB Charging Port <ul style="list-style-type: none"> • 600 VA/330 Watts • 7 total outlets – 5 battery backup, 2 surge only outlets with wide outlet spacing for both high and low power devices • 1 USB charging port 	3	\$226.00
	(Price includes installation)	Total	\$406.00

Software Cost

Cost associated with software provided by Rick Zebra Designs. The Town has a Microsoft Office 365 subscription allowing for multiple installs of Microsoft Office. This is currently used on three of the Town's PC's.

Product	Description	Qty	Cost
Office 365 Business	Fully installed Office apps for PC and Mac	1	\$150.00
	(Will give license on 5 PC's)	Total	\$150.00

Email Cost

Currently the email server used for the Town's email is using IMAP email protocol. Rick Zebra Designs has priced the cost of an upgrade to the Town's email server. The new server will use Exchange email protocol. Exchange offers all the same convenient email syncing function as IMAP, but it also gives the power to sync tasks, contracts and calendars with co-workers and view them from any device. Exchange is also easier to set up and change passwords.

Product	Description	Qty	Cost
Exchange Email	Three years of email service. The price will cover exchange – email for three years. There are 11 Town email accounts included in the service	1	\$1350.00

Timeline for Execution

All products will be renewed and or executed within three (3) weeks of reception of payment with exception of the website maintenance.

Pricing

The following table combines all subcategories into one fixed price.

Services	Price
Website Cost	\$2,400.00
Hardware Cost	\$406.00
Software Cost	\$150.00

Email Cost	\$1350.00
Total Cost	\$4,306.00

Interim Town Manager/Town Clerk Linda Hunt stated that a concern staff has is not having an IT person available when a quick response to an issue is needed. Mr. Cisneros said that he is actively looking for an IT person for the Town and he has spoken with with a couple individuals who may be able to help.

On motion by Mayor Pro Tem Mike McAlpine, seconded by Councilor Jackie Edwards, Council voted unanimously to approve the contract with Rick Zebra Designs contingent upon approval of the contract by Town Attorney Jim Lanik.

EXTENSION OF CORE COMMERICAL OVERLAY DISTRICT – SCOTT LEONARD DAVIDSON COUNTY PLANNING DEPARTMENT – CALL FOR A PUBLIC HEARING

Scott Leonard, Planner with Davidson County and Lee Crook, Zoning Officer for Davidson County, talked with Council about the possibility of extending the Town’s Core Commercial Overlay District (CCOD). This opportunity arose after Mr. Leonard gave a power point presentation illustrating different types of Mixed Use Districts to the Planning Board at their regular meeting on February 27, 2018. Following the presentation, the Planning Board expressed interest on how to implement a Mixed Use District in the Town if the opportunity were to present itself.

Mr. Leonard stated that Mixed Use Districts are trending statewide. Mixed Use Developments allow developers to build a full range of housing types and compatible nonresidential uses that provide goods, services and employment opportunities.

Mr. Leonard said that in accordance with the Town’s Zoning Ordinance, in order for a developer to apply for a permit to develop a Mixed Use District, there has to be tracts of land available that are over ten acres and accessible to public sewer. This sparked a new conversation with the Planning Board on how to extend the CCOD to include tracts of land over ten acres that are not currently in the CCOD. Mr. Leonard said that he contacted Adam Lovelady with the UNC School of Government and was informed that the extension of the CCOD would have to be handled through the rezoning process whereby the Town Council would initiate the rezoning that would be site specific, (choosing the parcels that would be included in the rezoning). At their meeting on February 27, 2018, the Planning Board had expressed their wishes for Council to discuss the option and if Council chose to do so, call for a public hearing on the extension of the CCOD. Through a public hearing process, property owners would be notified that their property is proposed to be in the CCOD expansion.

Mr. Leonard gave examples of Mixed Use Developments in Davidson County:

1. Meadowlands is a Residential Mixed Use Development with patio homes, single family homes, walking trails and a golf course.
2. Friedberg Village is also a Residential Mixed Use Development with single family homes, town homes, quad homes, club house and a pool.
3. Miller’s Creek is the only true Mixed Use Development in the County. It offers retail, industry, restaurants, residential and an office park. This Mixed Use Development incorporates all of the County’s land uses.

Mr. Crook informed Council that the process to apply for a mixed use zoning permit would for the developer to present the preliminary design plan to the Zoning Administrator. Secondly, the developer would present a site development plan to the Town’s Planning Board. The Planning Board would determine if the plan meets

the mixed use standards. The Planning Board can approve the plan outright, make changes or deny the plan. The Planning Board would have to give reason if the plan is denied. For the Master Plan to be amended, it would have to go through the exact same process again.

On motion by Mayor Pro Tem Mike McAlpine, seconded by Councilor Jackie Edwards, Council voted unanimously to: 1. Initiate a rezoning request to expand the Core Commercial Overlay District as outlined by Scott Leonard, Planner with Davidson County; 2. Call for a public hearing on Monday, June 4, 2018 at 7:00 p.m. at Town Hall to receive citizen input on the expansion of the CCOD; and 3. Send to the Planning Board for review and recommendation on expansion of the CCOD.

FINANCIAL REPORT

Interim Town Manager/Town Clerk Linda Hunt provided Council with monthly financial report for March 31, 2018 as follows:

MARCH 31, 2018

Total Income	\$ 1,199,114	80.9% of overall budget
Total Expenses	\$ 640,921	58.3% of overall budget

For information only.

SET DATE FOR BUDGET WORKSHOP

On motion by Councilor Jackie Edwards, seconded by Councilor Keith Leonard, Council voted unanimously to schedule a Budget Workshop for Monday, April 16, 2018 at 6:00 p.m. at Town Hall.

REMINDER: ELECTED OFFICIALS DINNER HOSTED BY THE TOWN OF MIDWAY

The Elected Officials Dinner hosted by the Town of Midway will be held on Thursday, April 12, 2018 at 6:00 p.m. at the Bob Timberlake Gallery in Lexington, NC.

Reminder only.

RECESS TO CLOSED SESSION

On motion by Councilor Todd Nifong, seconded by Councilor Keith Leonard, Council voted unanimously to recess to closed session in accordance with N.C.G.S. 143-318.11(a)(4) to discuss matters pertaining to economic development.

(Mayor Byrum called for a 5 minute recess)

RECONVENE TO OPEN SESSION

On motion by Councilor Todd Nifong, seconded by Councilor Keith Leonard, Council voted unanimously to reconvene to open session.

ADJOURNMENT

On motion by Councilor Jackie Edwards, seconded by Councilor Todd Nifong, Council voted unanimously to adjourn the meeting at 8:42 p.m.

John E. Byrum, Mayor

Tammy H. Robertson, Deputy Clerk