

MINUTES OF MIDWAY TOWN COUNCIL REGULAR MEETING HELD ON MARCH 2, 2020 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.

Mayor John Byrum 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 Berkley Alcorn. Absent: Robin Moon. Town Manager Tammy Michael, Town Attorney Jim Lanik, Town Clerk Linda Hunt and Deputy Clerk Tammy Robertson were present.

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

No members of the 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 February 3, 2020 Town Council regular meeting as presented.

On motion by Councilor Keith Leonard, seconded by Councilor Berkley Alcorn, Council voted unanimously to approve the minutes of the February 10, 2020 Vision Workshop as presented.

PUBLIC ADDRESS

There were none.

ADOPT AGENDA

On motion by Councilor Jackie Edwards, seconded by Councilor Keith Leonard, Council voted unanimously to adopt the agenda as presented.

REGULAR BUSINESS

BUDGET AMENDMENT – ORDINANCE NO. 20-04 – AMENDMENT TO THE TOWN OF MIDWAY ANNUAL BUDGET FOR FY 2019-2020 TO TRANSFER FUNDS FOR COSTS ASSOCIATED WITH UPDATING THE TOWN’S LAND USE PLAN

At the February 3, 2020 Town Council regular meeting, Mr. Jason Epley, President of Benchmark CMR, Inc. presented to Council a brief overview of the work that would be involved in updating the Town’s current Land Use Plan. The projected time frame for the development of the updated Land Use Plan is March 2020 - March 2021 at a cost of \$60,000.

Town Council approved the concept of the proposal submitted by Benchmark CMR, Inc. and directed staff and the Town Attorney to prepare an agreement between the Town and Benchmark to be presented to Town Council for approval at the March 2, 2020 Town Council regular meeting.

Town Manager Tammy Michael stated that a budget amendment is needed to fund the costs associated with updating the Town’s Land Use Plan. The proposed budget amendment to fund these costs transfers funds between departments and does not require the use of any of the Town’s fund balance.

On motion by Mayor Pro Tem Mike McAlpine, seconded by Councilor Berkley Alcorn, Council voted unanimously to adopt Ordinance No. 20-04 to amend the Town of Midway Annual Budget for FY 2019-2020 to transfer funds for costs associated with updating the Town's Land Use Plan.

TOWN OF MIDWAY, NC
BUDGET AMENDMENT
ORDINANCE NO. 20-04

AMENDMENT TO THE TOWN OF MIDWAY ANNUAL BUDGET FOR FY 2019-2020 TO
TRANSFER FUNDS FOR COSTS ASSOCIATED WITH UPDATING LAND USE PLAN

BE IT ORDAINED by the Town Council of the Town of Midway, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2020:

	Increase (Decrease)
<u>General Fund</u>	
General Government	
Midway Economic Development	\$ (40,000)
Public Works	
Special Projects	\$ (20,000)
Planning and Zoning	\$ 60,000

Adopted this the 2nd day of March 2020

CONTRACT – BENCHMARK CMR, INC. – LAND USE PLAN UPDATE

As requested by Town Council at their February 3, 2020 regular meeting, Benchmark CMR, Inc. submitted an Agreement for Services with Local Government "Fixed Fee" Contract between the Town and Benchmark CMR, Inc. for services associated with the update of the Town's Land Use Plan. The Scope of Services is attached to the Agreement as Exhibit A and outlines the scope of work that will serve as the basis for the process of developing the Town's Comprehensive Plan at a cost of \$60,000.

The projected time frame for the development of the updated Land Use Plan is March 2020 – March 2021.

Town Attorney Jim Lanik stated that he made edits to the contract and that Benchmark accepted those changes.

On motion by Councilor Jackie Edwards, seconded by Mayor Pro Tem Mike McAlpine, Council voted unanimously to approve the contract with Benchmark CMR, Inc., Charlotte, NC, for the update to the Town's Land Use Plan in the amount of \$60,000.00.

AWARD BID – GENERATOR FOR TOWN HALL

Town staff requested and received three (3) proposals for a generator for Town Hall including installation and maintenance requirements. Vendors submitting bids included:

Beco Electric – Greensboro, NC	\$25,362.02
Blossman Gas – Lexington, NC	\$22,530.80
Energy United – Lexington, NC	\$22,930.00

Town Manager Tammy Michael stated that the quotes may appear to be expensive when compared to a regular home generator, however, since Town Hall is considered a commercial establishment; codes are stricter than for general residential homeowner requirements. The vendors were requested to submit a total bid to include the electrical, plumbing and permitting required by building codes. The Town will be responsible for the landscaping disturbed and any fencing needs to protect the generator.

Staff recommended accepting the most responsible bid submitted by Blossman Gas, in the amount of \$22,530.80. The second lowest bid submitted by Energy United did not include propane rental and requires a vertical above or below ground tank. Blossman's bid will utilize two large horizontal tanks to be placed behind Town Hall and will be camouflaged by landscaping.

Town Attorney Jim Lanik has reviewed and approved the proposal and recommends Town Council direct staff to proceed with the purchase and installation of the generator.

On motion by Councilor Keith Leonard, seconded by Mayor Pro Tem Mike McAlpine, Council voted unanimously to award the bid to Blossman Gas Company, 502 National Boulevard, Lexington, NC 27292, for a generator for Town Hall in the amount of \$22,530.80.

CONTRACT – BLOSSMAN GAS COMPANY – GENERATOR FOR TOWN HALL

At the Town of Midway Vision Workshop held on January 24, 2019, Council discussed the major priorities for the Town to be decided for the upcoming fiscal year. One of the top priorities was the Town's ability to continue operations in lieu of a power failure.

According to the Davidson County Hazard Mitigation Plan (which the Town of Midway supports), the ability to continue vital governmental operations is paramount for the Town's citizens. The Town of Midway will be in full compliance with the plan when the generator is installed and operational.

Town Council awarded the bid for the generator to Blossman Gas, in the amount of \$22,530.80.

Town Attorney Jim Lanik has reviewed and approved the contract with Blossman Gas for the generator.

On motion by Mayor Pro Tem Mike McAlpine, seconded by Councilor Berkley Alcorn, Council voted unanimously to approve the contract with Blossman Gas Company, 502 National Boulevard, Lexington, NC 27292, for a generator for Town Hall in the amount of 22,530.80.

AWARD BID – TOWN PARK SECURITY CAMERAS

Town staff solicited proposals from several specialized security vendors for Town Park security cameras. Three (3) vendors responded. The following are proposals that were received:

KNC Technologies, LLC	\$170,736.32
MSS Solutions	\$232,314.85
ProGuard Systems	\$360,526.00

Town Staff has reviewed and evaluated the bids. The most responsible bidder was KNC Technologies, LLC. KNC Technologies, LLC bid includes the cameras, poles, trenching and other items required to install the security system.

MSS Solutions' bid does not include the poles, installation and other electrical requirements, therefore; the Town of Midway would incur additional projected costs of approximately \$35,000 to satisfy the requirements prior to beginning installation of the Town Park security system. KNC Technologies, LLC is a locally based business and with this choice, the Town of Midway supports and values local establishments.

On motion by Councilor Jackie Edwards, seconded by Councilor Berkley Alcorn, Council voted unanimously to award bid to KNC Technologies, LLC, 12845 Old US Highway 52, Winston-Salem, NC 27107, for the Town Park security cameras in the amount of \$170,736.32.

CONTRACT – KNC TECHNOLOGIES, LLC - TOWN PARK SECURITY CAMERAS

Town Council's vision for the new Town Park is to provide a safe environment for the Town's citizens and visitors to utilize. In today's environment, it is important that one feels safe and secure in their surroundings.

Town Council awarded the bid for the Town Park security cameras to KNC Technologies, LLC.

Town Attorney Jim Lanik has reviewed and approved the contract with KNC Technologies, LLC for the Town Park security cameras.

On motion by Councilor Keith Leonard, seconded by Councilor Berkley Alcorn, Council voted unanimously to approve the contract with KNC Technologies, LLC, 12845 Old US Highway 52, Winston-Salem, NC 27107 for the Town Park security cameras in the amount of \$170,736.32.

AWARD BID – TOWN PARK PLAYGROUND EQUIPMENT

Town staff solicited playground equipment proposals from several specialized vendors. Two vendors, Creative Playscapes, LLC of Matthews, NC and Barrs Recreation, LLC of Pittsboro, NC submitted the following proposals:

Creative Playscapes, LLC	\$214,860.00
Barrs Recreation, LLC	\$119,902.00

Staff along with Mayor Pro Tem Mike McAlpine and Councilwoman Jackie Edwards met with the vendors and have extensively reviewed the plans submitted. Based on the general layout, equipment proposed and surface area recommendations, Creative Playscapes, LLC was selected as the vendor of choice. Creative Playscapes, LLC is proposing five (5) additional pieces of equipment along with 2,030 square feet of additional "pour-n-play" rubber surface in their proposal.

If the additional following pieces of playground equipment and 2,030 square feet of additional "pour-n-play" rubber surface was removed from the bid submitted by Creative Playscapes, LLC the cost would be reduced by \$58,810.

Half Giants Chair Faux Boulder 5' tall with handholds (includes installation)	\$6,150.00
Hollow 3' Faux Crawl log	\$2,840.00
Balance area 2 Faux Railroad Ties (no rock ends) and 8 staggered Faux hop rocks installed	\$7,260.00

Birds Nest full size Cradle Swing installed 5-12 years	\$11,200.00
Whizzy Dizzy Spinners to mat above colors installed	\$2,940.00
Poured in placed bonded rubber mulch installed in use zone at Natural Area Balance Play. Thickness of rubber to accommodate equipment fall heights. Color to be selected. Price includes 4" compacted stone base to receive rubber (Approximately 2,030 square feet)	\$28,420.00
TOTAL	\$58,810.00

The \$58,810 reduction brings the two bids closer with Creative Playscapes, LLC's bid being only \$36,148 higher than the bid submitted by Barrs Recreation, LLC. Barrs Recreation, LLC was provided with the same layout upon which to place their proposed equipment and surfaces. The overall general layout, equipment and surfaces submitted by Creative Playscapes, LLC captures the vision Town Council is seeking for the new Town Park.

Staff recommends Town Council consider Creative Playscapes, LLC design and bid; and authorize the agreement for execution, reviewed and approved by Town Attorney Jim Lanik.

On motion by Mayor Pro Tem Mike McAlpine, seconded by Councilor Keith Leonard, Council voted unanimously to award bid to Creative Playscapes, LLC, Matthews, NC, for the Town Park playground equipment in the amount of \$214,860.00.

CONTRACT – CREATIVE PLAYSCAPES, LLC – TOWN PARK PLAYGROUND EQUIPMENT

Town Council's vision for the new Town Park is to have a pleasant and aesthetically pleasing playground for the Town's citizens and visitors to utilize. The new playground, along with the walking trails, will provide those who choose to visit the park, fun ways to engage in exercise and physical fitness.

Town Council awarded the bid for the playground equipment for the Town Park to Creative Playscapes, LLC of Matthews, NC in the amount of \$214,860.00.

Town Attorney Jim Lanik has reviewed and approved the contract with Creative Playscapes, LLC for the Town Park playground equipment.

On motion by Mayor Pro Tem Mike McAlpine, seconded by Councilor Keith Leonard, Council voted unanimously to approve the contract with Creative Playscapes, LLC, Matthews, NC, for the Town Park playground equipment in the amount of \$214,860.00.

APPOINTMENT TO YMCA STRATEGIC PLANNING COMMITTEE

At the January 4, 2020 Town Council regular meeting, Mr. Tony Sigmon, President and CEO of the J. Smith Young YMCA, requested representation from Council to be a member on the YMCA's Strategic Planning Committee.

Councilor Robin Moon volunteered to represent the Town on the committee and Councilwoman Jackie Edwards volunteered to be an alternate on the committee, with the formal appointments being made at the March 2, 2020 Town Council regular meeting.

On motion by Mayor Pro Tem Mike McAlpine, seconded by Councilor Berkley Alcorn, Council voted unanimously to appoint Councilor Robin Moon to the YMCA Strategic Planning Committee and appoint Councilwoman Jackie Edwards as an alternate to the YMCA Strategic Planning Committee.

MANAGERS REPORTS

PIEDMONT TRIAD REGIONAL COUNCIL GENERAL STATUTE 160D UPDATE AGREEMENT

Town Manager Tammy Michael briefed Council on N.C. General Statute 160D update by stating that the Piedmont Triad Regional Council (PTRC) would be assisting the Town of Midway in updating the Town's Zoning Ordinance.

The PTRC in consultation with Town Manager Tammy Michael, proposes to compile the required changes to the ordinance to be in compliance with N.C. General Statute 160D effective January 1, 2021.

For information only.

SET DATE FOR BUDGET WORKSHOPS

On motion by Councilor Jackie Edwards, seconded by Councilor Keith Leonard, Council voted unanimously to schedule Budget Workshops on Tuesday, March 24, 2020 at 6:00 p.m. and Monday, April 20, 2020 at 6:00 p.m. at Town Hall.

For information only.

REMINDER: COUNCIL AND STAFF TRAINING SESSION FOLLOWING APRIL 6, 2020 TOWN COUNCIL MEETING

Town Manager Tammy Michael reminded Council and staff about the Team Building Workshop that they will have with Joyce White, Coaching and Mentoring Specialist with New Coaching Solutions, after the April 6, 2020 Town Council meeting.

For information only.

MONTHLY FINANCIAL REPORT

Town Manager Tammy Michael provided Council with monthly financial reports for February 29, 2020 as follows:

February 29, 2020		
Total Income	\$ 1,148,024	81.8 % of overall budget
Total Expenses	\$ 600,154	42.8 % of overall budget

For information only.

(Mayor Byrum called for a five- minute recess)

RECESS TO CLOSED SESSION

On motion by Mayor Pro Tem Mike McAlpine, seconded by Councilor Keith Leonard, Council voted unanimously to recess to closed session in accordance with N.C.G.S. 143-318.11(a)(3)(4)(6) to discuss matters pertaining to attorney-client privilege, economic development and personnel.

RECONVENE TO OPEN SESSION

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

ADJOURNMENT

On motion by Councilor Jackie Edwards, seconded by Councilor Berkley Alcorn, Council voted unanimously to adjourn the meeting at 9:45 p.m.

John E. Byrum, Mayor

Tammy H. Robertson, Deputy Clerk