TOWN OF AYDEN
GOVERNING BOARD MEETING
MINUTES

March 9, 2020 - 7:00 PM
District Courtroom – 2nd Floor of Town Hall – 4144 West Avenue

I. CALL TO ORDER

A. Call to order

Mayor Tripp called the meeting to order at 7pm.

B. Roll Call

Present:
Mayor Stephen Tripp, Mayor Pro-tem Ivory Mewborn, Commissioner Raymond Langley, Commissioner Cynthia Goff, Commissioner Phyllis Ross, Commissioner Johnny Davis

Absent:
None

Also Present:
Steven Harrell - Town Manager
Sarah Radcliff - Town Clerk
Scott Dixon - Town Attorney

C. Welcome Visitors/Protocol for Public Comment

D. Invocation

E. Pledge of Allegiance

F. Approval of the Agenda

Motion to approve the agenda as presented.

Motion: Commissioner Ross
Second: Commissioner Davis
Discussion: None
Approved: 5-0
Motion passed unanimously.

II. PUBLIC COMMENTS

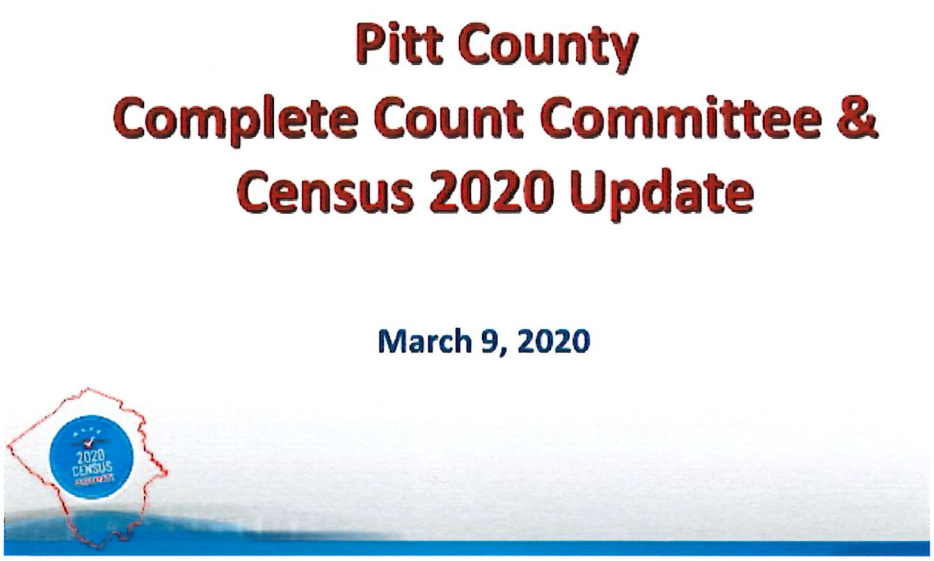
Wayne Harris addressed the Board. He expressed more concerns with Legacy Lounge's operating hours and noise levels. He stated he could still hear them at 4am in the morning and looked over and saw blue lights at the facility. He stated he was not trying to be confrontational and didn't expect them to be closed down, he just wanted them to adhere to the hours they were supposed to follow.

Jimmy Robinson addressed the board. He stated 2nd Street was in bad shape and needed to be repaved and widened. He stated he was getting complaints from his tenants regarding their utility bills. He said the billing system was faulty and needed to be addressed. Manager Harrell said if he would send him the names they would look into it.

III. PRESENTATIONS

A. CENSUS 2020

James Rhodes, Planning Director for Pitt County, addressed the Board. Mr. Rhodes gave the following presentation.



22!

Days Until Census Day

April 1st, 2020

Goal for the 2020 Census

- The goal of Census 2020 is to count everyone once, only once and in the right place. Required by the Constitution
- Apportionment of representatives among the states
- Every person counted equates to ~$1,623 in federal funds and an additional $200 per person from the State each year

Everyone Counts!

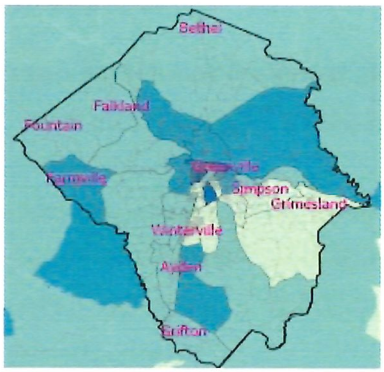
RESPONSE RATES – STATE OF NC & PITT COUNTY

STATE/COUNTY	2000	2010
NORTH CAROLINA	69%	76%
PITT COUNTY	65%	74%

2020 GOAL ≥82%

RESPONSE RATES – PITT COUNTY & MUNICIPALITIES

	2000%	2010%
Ayden	70%	82%
Bethel	70%	63%
Falkland	63%	80%
Farmville	70%	83%
Fountain	55%	56%
Greenville	65%	71%
Grifton	61%	66%
Grimesland	72%	74%
Simpson	67%	80%
Winterville	47%	80%
Pitt County, NC	65%	74%



2020 Complete Count Committee

- Established by BCC on April 8, 2019
- Consists of 60 members
- Focused on Undercounted Populations (Homeless, Minorities, Students, etc.)
- Information Distribution
- 30+ presentations

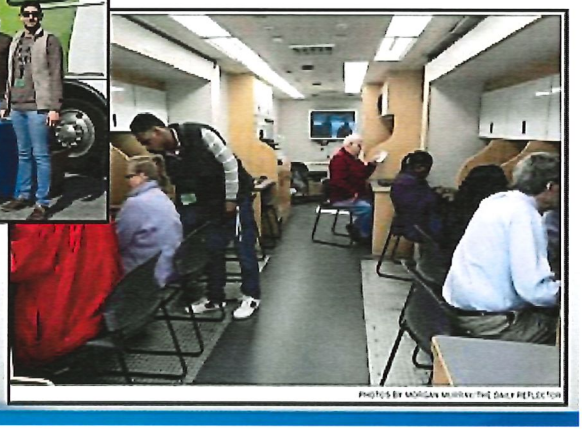
2020 Complete Count Committee

MAKE NC COUNT
CENSUS 2020

- State –
  - North Carolina Complete Count Committee
  - https://census.nc.gov
- Latin X –
  - Fostering Latino Census Participation Through Community Collaboration
- Local Other –
  - Town of Farmville CCC

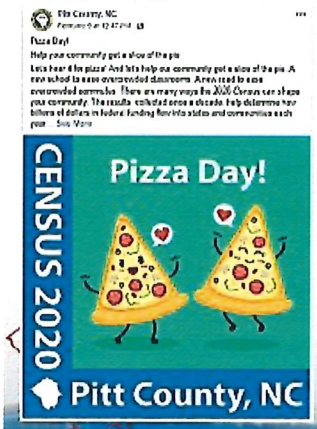
Pitt County Census 2020 Updates

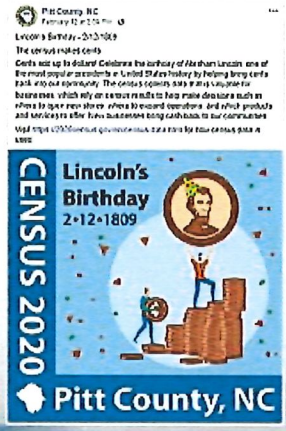
- Census 2020 Bus Recruitment Event

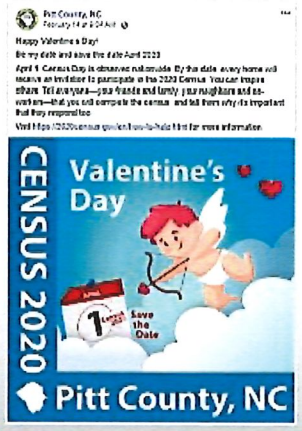


Pitt County Census 2020 Updates

- Social Media Blast Campaign

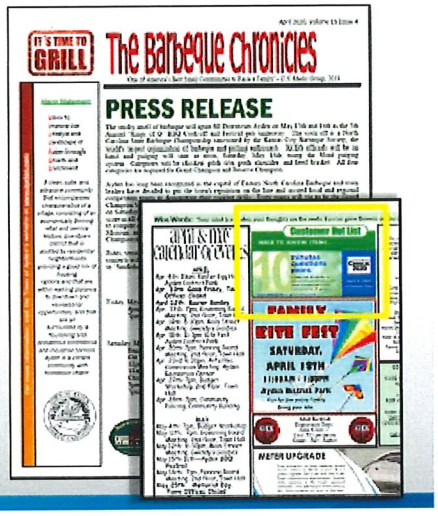






Pitt County Census 2020 Updates

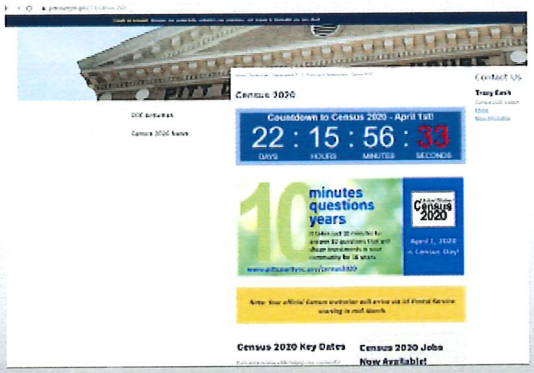
- **Other Campaigns**
  - GUC Quarterly Newsletter
  - Municipal Utility Mailings & Newsletters
  - Meals on Wheels Info Distribution
  - Tax Mailing



Pitt County Census 2020 Updates

- **Census 2020 Website Updates**

- Countdown to Census
- Latest News
- Job Link
- CCC Activities

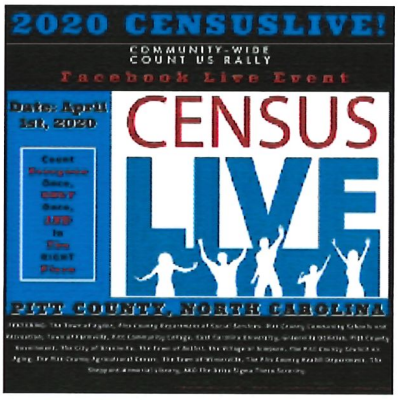


CensusLIVE!

Pitt County's Community Wide Count Us Rally

- April 1st, 2020 (10am-2pm)
- CCC Member/ Organization Locations
- Table-Top Kits
- Press Release & Pitt County PIO Live Coverage through the day.

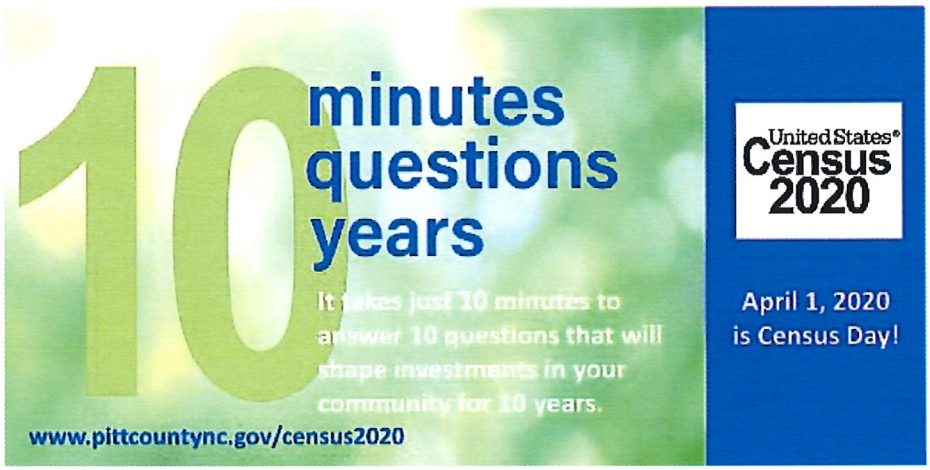
CensusLIVE!



- Town of Ayden
- Pitt County DSS
- Pitt County CS&R
- Town of Farmville
- Pitt Community College
- East Carolina University
- Greenville Utilities
- Pitt County Government
- City of Greenville
- Town of Bethel
- Village of Simpson
- Pitt County COA
- Pitt County Ag. Ext.
- Town of Winterville
- Pitt County Health Dept.
- Sheppard Memorial Library
- Delta Sigma Theta Sorority

The Census Is Hiring!

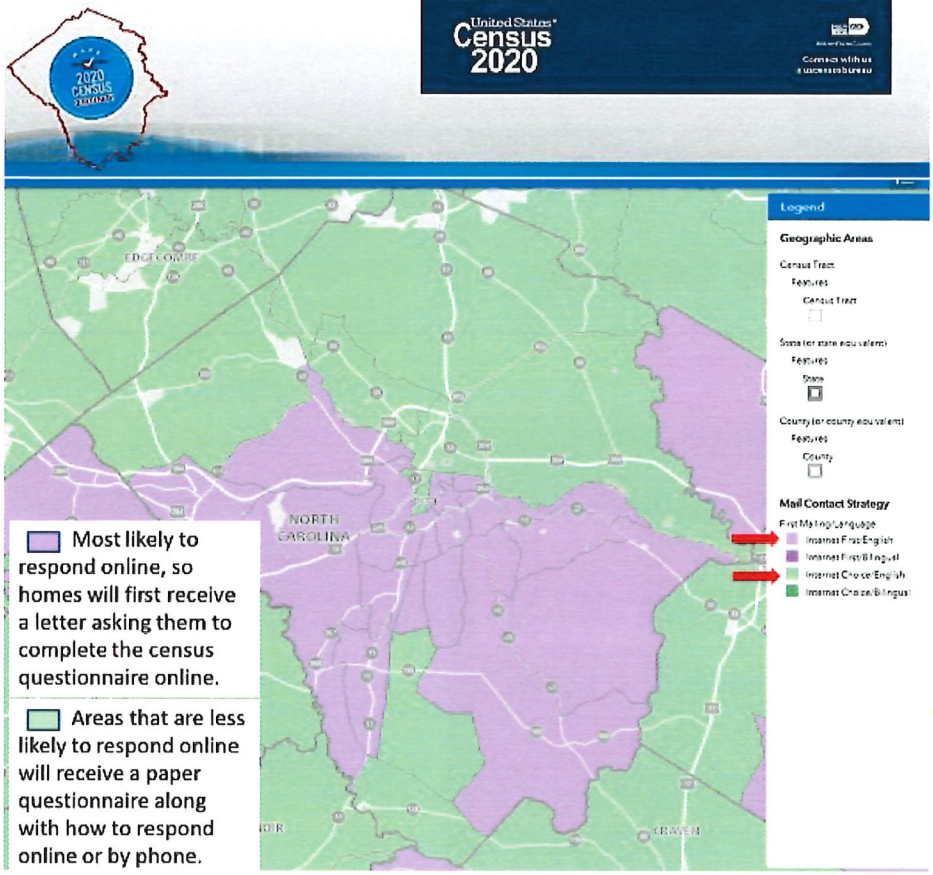
Welcome to the 2020 Census



New Ability to Self Respond

- Online *NEW*
- Phone
- Paper Form

Or traditional in-person interview



Most likely to respond online, so homes will first receive a letter asking them to complete the census questionnaire online.

Areas that are less likely to respond online will receive a paper questionnaire along with how to respond online or by phone.

Census 2020 Sample Online Invite

Dear Resident:

This is your invitation to respond to the **2020 Census**. We need your help to count everyone in the United States by providing basic information about all adults, children, and babies living or staying at this address.

Results from the 2020 Census will be used to:

- Direct billions of dollars in federal funds to local communities for schools, roads, and other public services.
- Help your community prepare to meet transportation and emergency readiness needs.
- Determine the number of seats each state has in the U.S. House of Representatives and your political representation at all levels of government.

Respond by April 1 at [url removed]	Your Census ID is: [Census ID removed]

The Census Bureau is using the internet to securely collect your information. Responding online helps us conserve natural resources, save taxpayer money, and process data more efficiently. If you are unable to complete your 2020 Census questionnaire online, we will send you a paper questionnaire in a few weeks for you to complete and mail back.

The census is so important that your response is required by law, and your answers are kept completely confidential. If you do not respond, we will need to send a Census Bureau interviewer to your home to collect your answers in person. If you need help completing your 2020 Census questionnaire, please call toll-free [phone number removed].

Thank you for your prompt response.

Sincerely,

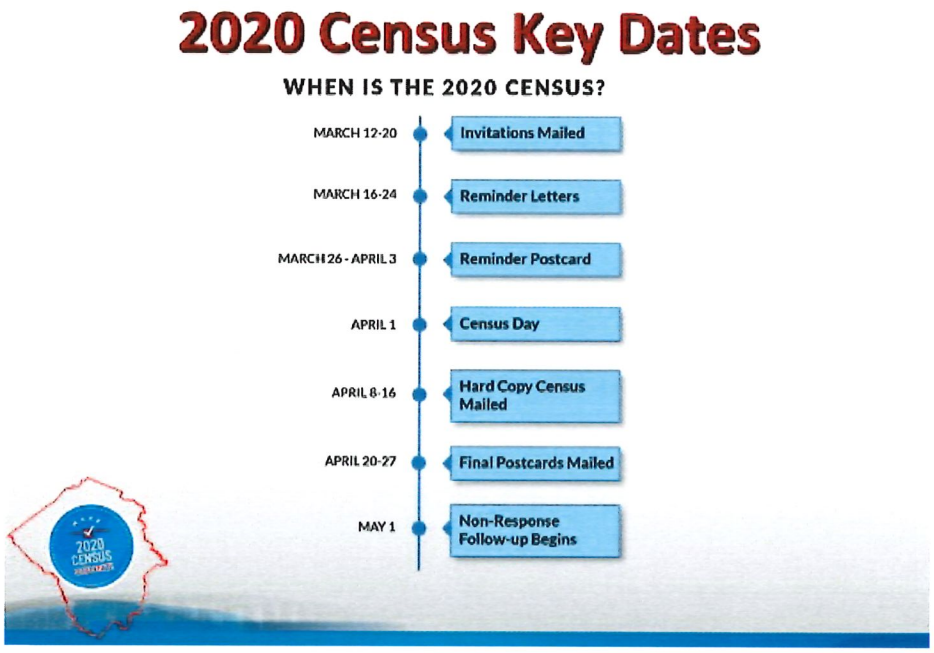
Steven D. Dillingham
Director

Enclosures

Mensaje importante: Para completar su cuestionario del Censo del 2020, visite [url removed] o llama gratis al [phone number removed].

Mobile Questionnaire Assistance Sites

- Additional sites where public can respond to the 2020 Census
- Key locations - low self-response rate areas



B. Honoring Coach Johnny Davis for 50 Years of Service to Pitt County Schools

Mayor Tripp and the board presented a certificate to Commissioner Davis recognizing him for his 50 years of service to students in Ayden.

IV. PUBLIC HEARING

A. Zoning Map Amendment - Public Hearing

Manager Harrell presented to the Board.

Item Explanation

The applicant, submitted by Group IV Developers, LLC, is requesting a zoning map amendment to change the zoning from R-8 Residential) to MF (Multifamily) for 8 acres of the property at the corner of Second Street and Juanita Drive. This request consists of parcel # 15252. (See Attached Map).

Zoning District: R-8 (Residential) – The primary purpose of this district is to provide for single family development on lots with a minimum size of 8,000 square feet in neighborhoods which receive all of the customary urban services.

Zoning District: MF (Multifamily) – The primary purpose of this district is to allow primarily single-family and multi-family residences at a medium-density in areas served by adequate public water and sewer systems.

Future Land Use Map Designation: Mixed Residential – These areas contain a mix of housing types on small lots in walkable neighborhoods with a density of 3 to 8 dwelling units per acre and are intended to accommodate a variety of age groups and lifestyle preferences. Patio homes, small lot cottage homes, townhomes, and small-scale garden apartments may be featured within this district. These areas should include small blocks, a defined center oriented around civic uses or greenspace, and vehicular and pedestrian connections to surrounding development.

In 2005, the property was zoned from R-10 to R-8. This property was previously included in the development plans for the Arbors Subdivision but to date has not been developed.

The property is surrounded by R-10 zoning to the south, east and west, MF zoning to the south, north and east and R-8 zoning to the north. (See Attached Map)

Staff Comments

Staff recommends approval of the Rezoning from R-8 (Residential) to MF (Multifamily). The future land use map designates this property as Mixed Residential which is intended to contain a mix of housing types on small lots in walkable neighborhoods with a density of 3 to 8 dwelling units per acre and are intended to accommodate a variety of age groups and lifestyle preferences. Patio homes, small lot cottage homes, townhomes, and small-scale garden apartments may be featured within this district. These areas should include small blocks, a defined center oriented around civic uses or greenspace, and vehicular and pedestrian connections to surrounding development and the MF zoning district does permit single and multi-family residential uses at medium densities.

At its December 16th, 2019 meeting, the Planning Board voted 6-1 to recommend approval of the rezoning from R-8 (Residential) to MF (Multi-family)

Action Requested

Conduct a Public Hearing.

By motion, approve or deny the enclosed Zoning Map Amendment Ordinance No. 19-20-17. As a part of the motion, one of the following consistency statements must be read per state statute:

Based on the information provided at the public hearing and in the staff report, and the policies of the Town Comprehensive Plan, the Board finds that the request is consistent with the aforementioned plan, and the request is reasonable and in the public interest and I move to approve Zoning Map Amendment Ordinance No. 19-20-17.

- OR -

Based on the information provided at the public hearing and in the staff report, and the policies of the Town Comprehensive Plan, the Board finds that the request is consistent with the aforementioned plan but is not

reasonable and in the public interest and I move to deny Zoning Map Amendment Ordinance No. 19-20-17.

Mayor Tripp opened the public hearing. Jimmy Robinson spoke in opposition to the request. John Friesen, Attorney for the developer, spoke in favor of the request. Mark McCluskey, Group IV Developers, spoke on behalf of his request. With no further comments, Mayor Tripp closed the public hearing,.

Commissioner Goff stated she had reviewed the request and the land use plan that the board approved and she felt it was in compliance.

Based on the information provided at the public hearing and in the staff report, and the policies of the Town Comprehensive Plan, the Board finds that the request is consistent with the aforementioned plan, and the request is reasonable and in the public interest and I move to approve Zoning Map Amendment Ordinance No. 19-20-17.

Motion: Commissioner Goff
Second: None
Discussion: None
Motion dies for lack of second.

Commissioner Langley asked if this was the same tract from last month with the exception of 7 acres. Mr. McCluskey stated that was correct. Mayor Tripp said he reduced the acreage to make it more attractive to the Board. Mayor Tripp said he saw it as adding to what was already there at Arbors Park. He stated he was in support of this request and felt it would be a great addition to the town. Commissioner Langley stated interest rates are at a record low right now for single family homes and he felt that would be better in the town. Mayor Tripp said he wasn't prejudice to what is built, but that is in the control of the landowner. He said we as a government body don't need to limit what people can build in the town.

Based on the information provided at the public hearing and in the staff report, and the policies of the Town Comprehensive Plan, the Board finds that the request is consistent with the aforementioned plan but is not reasonable and in the public interest and I move to deny Zoning Map Amendment Ordinance No. 19-20-17.

Motion: Commissioner Langley
Second: Mayor Pro-tem Mewborn
Discussion: Commissioner Davis asked if they could do both, multi-family and single-family. Manager Harrell said you cannot do both under the current zoning, but under the proposed zoning, you could.
Approved: 4-1 Commissioner Goff opposed.
Motion passed.

B. Zoning Text Amendment - Sam Cox

Manager Harrell presented to the Board.

Item Explanation

The applicant, Sam Cox, is requesting a text amendment to Section 410.110 (E) Billboards. The text amendment is as follows:

Remove the setback requirement for Billboards from any street right-of-way or property line.

Staff Comments

At your July 8, 2019 meeting, a text amendment previously submitted by Mr. Cox was approved to reduce these

setbacks from one hundred (100) feet to fifty (50) feet.

Staff recommends keeping the required setbacks from any street right-of-way of property line at fifty (50) feet. These setback requirements will apply to any LI and HI zoned properties. Most of these properties are located along our entry corridors and the requirements in place are intended to protect the aesthetics of these corridors. Our current setback requirement of fifty (50) feet is in line with Pitt County.

At their February 17th, 2020 meeting, the Planning Board unanimously recommended denial of the Zoning Text Amendment.

Action Requested

Conduct a Public Hearing
Consider Approval of proposed Zoning Text Amendment.

Mayor Tripp opened the public hearing. Sam, Cox, applicant, spoke on behalf of his request. With no other comments, Mayor Tripp closed the public hearing.

Commissioner Langley asked if there was a difference between the property line and the right-of-way. Manager Harrell said yes, the setback is from the property line. He asked how much distance is between his road and the property line. Manager Harrell said it would depends on how wide the right-of-way is for that particular road and he doesn't have that information tonight.

Mayor Pro-tem Mewborn said he agreed with Mr. Cox. He said it is his property and will not cause visual obstructions and his request is legitimate and reasonable.

Ayden, North Carolina

AYDEN

ORDINANCE NO. 19-20-18
AN ORDINANCE ADOPTED BY
THE GOVERNING BOARD OF THE TOWN OF AYDEN, NC
AMENDING THE TOWN OF AYDEN OFFICIAL ZONING ORDINANCE

WHEREAS, following due advertisement announcing a public hearing as provided by law, the Town of Ayden Governing Board held a public hearing on March 9th, 2020, to receive public comments regarding a request for a zoning text amendment submitted by Sam Cox, to modify Article 4, Section 410.110: Other/Not Classified – Supplemental Use Standards (E) Billboards, and

WHEREAS, the Town of Ayden Planning Board at its February 17th, 2019 meeting voted unanimously to recommend denial of the Zoning Text Amendment; and

WHEREAS, the Town of Ayden Governing Board heard all evidence and arguments presented and all reports from Town Staff pertaining to said application and hereby approves the Zoning Text Amendment as follows.

NOW, THEREFORE, BE IT ORDAINED, by the Town of Ayden Governing Board that Article 4, Section 410.110: Other/Not Classified – Supplemental Use Standards (E) Billboards of the Town of Unified Development Ordinance is hereby amended as follows:

Article 4, Section 410.110: Other/Not Classified – Supplemental Use Standards (E) Billboards: Off-premises' advertising signs (billboards) may be allowed in which case the sign shall be located within the property line,

BE IT FURTHER ORDAINED, by the Town of Ayden Governing Board, that this ordinance shall take effect immediately upon its adoption.

Adopted this the 9th day of March 2020 in Ayden, North Carolina.

AYDEN, NORTH CAROLINA

Stephen W. Tripp, Mayor

ATTEST:

Sarah W. Radcliff, Town Clerk

THE TOWN OF AYDEN INCORPORATED SEAL 1891 PITT COUNTY, NC

Motion to approve the request.

Motion: Mayor Pro-tem Mewborn
Second: Commissioner Davis
Discussion: Mayor Tripp stated the standard is 50 feet away from the property line for aesthetic purposes. Commissioner Langley said the county is 50 feet and he has seen a lot that are not 50 feet off the road. Mayor Tripp said most newer highways they are.
Approved: 5-0
Motion passed unanimously.

V. CONSENT AGENDA

A. Approve Statewide Mutual Aid Agreement

Item Explanation

The State has provided our Town with an updated template for the Statewide Mutual Aid Agreement to disseminate to all jurisdictions for completion.

Staff Comments

Enclosed is a copy of the 2020 State Mutual Aid Agreement to be adopted by the Town Board. The agreement establishes reciprocal emergency management aid and assistance among other North Carolina local government agencies and with the State of North Carolina in the event of a natural disaster. Such aid is not mandatory on a local government entering the agreement, but allows the local government the ability to lend or request aid at its discretion.

Staff recommends approval of the execution of the State Mutual Aid Agreement.

Action Requested

By motion, approve execution of the State Mutual Aid Agreement.

Mayor Pro-tem Mewborn asked if there were any town dollars associated with this. Manager Harrell stated no.

Motion to approve the consent agenda.

Motion: Mayor Pro-tem Mewborn
Second: Commissioner Goff
Discussion: None
Approved: 5-0
Motion passed unanimously.

VI. ACTION ITEMS

A. Recommendation of Award for Construction of 2016 Sanitary Sewer Improvements (Clean Water State Revolving Fund Project)

Rich Moore, McDavid Associates, presented to the Board.

Item Explanation

The Town of Ayden was awarded $1,305,130 in Clean Water State Revolving Funds (CWSRF), of which $500,000 is grant (principal forgiveness) to address sanitary sewer needs to reduce inflow/infiltration. The original award targeted replacement of sewer on Barwick Street. The State funded a CDBG Infrastructure grant to replace sewer on Barwick Street and the Town requested that the State re-allocated awarded CWSRF funds to target sanitary sewer needs in other parts of Town.

Bids for construction were received on January 21, 2020. Based on the low bid received, a recommendation of award is presented for Town Board consideration. The following exhibits are attached for Board review:

1. Recommendation of Award Letter
2. Resolution Awarding Construction and Amending Capital Project Budget Ordinance

3. Notice of Award
4. Bid Tabulation Sheet
5. Project Location Map Exhibit

The low bid for construction received was in the amount of $959,692.00 as submitted by Ralph Hodge Construction Company. The low bid is within the budget of available funds.

Staff Comments

The project is within budget and the contractor has indicated a desire to move forward with construction. Recommended resolution for award of the construction contract is enclosed.

Action Requested

By motion, approve resolution that awards construction and establishes capital project budget ordinance.

Mayor Pro-tem Mewborn asked if we had enough funds to complete the sewer replacement project on Barwick. Mr. Moore said we do.

TOWN OF AYDEN, NC
INCORPORATED 1891

AYDEN
WWW.AYDEN.COM

4144 WEST AVENUE
AYDEN, NC 28513

RESOLUTION 19-20-19
AWARDING CONSTRUCTION CONTRACT AND ESTABLISHING CAPITAL PROJECT BUDGET ORDINANCE 2016 SANITARY SEWER IMPROVEMENTS CLEAN WATER STATE REVOLVING FUND PROJECT CS370902-02
TOWN OF AYDEN

WHEREAS, The Town of Ayden accepted a Clean Water State Revolving Fund financial assistance offer for "find and fix" rehabilitation/replacement of aged sanitary sewer collection lines contributing to inflow/infiltration, and the Division of Water Quality awarded a $1,305,130 loan (of which up to a maximum of $500,000 will be forgiven) under assigned project CS370902, and

WHEREAS, McDavid Associates, Inc. completed final plans and specifications and bids for construction were received on January 21, 2020, the low bid is within available project funds, and McDavid Associates, Inc. has reviewed the low bid and recommends an award to Ralph Hodge Construction Company for the Low Bid for Contract No. 4 – Sanitary Sewer Improvements in the amount of $959,692.00, and

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF AYDEN:

That the attached project budget is hereby approved.

That Contract No. 4 – Sanitary Sewer Improvements be tentatively awarded to Ralph Hodge Construction Company for the Low Bid of $959,692.00 subject to concurrence from the Department of Environmental Quality, Division of Water Infrastructure.

That the Mayor and/or Town Manager are authorized to execute all documents associated with construction contract award.

Adopted this the 9th day of March, 2020 at Ayden, North Carolina.

Stephen W. Tripp, Mayor
Town of Ayden

(SEAL)

ATTEST:

Sarah Radcliff
Town Clerk

THE TOWN OF AYDEN INCORPORATED SEAL 1891 PITT COUNTY, NC

CAPITAL PROJECT BUDGET ORDINANCE
2016 CWSRF SANITARY SEWER IMPROVEMENTS
TOWN OF AYDEN

		APPLICATION BUDGET	CHANGES	AMENDED BUDGET
REVENUES				
	REVENUES - CWSRF Eligible			
xx-xxx-xxxxxx	CWSRF Loan	$ 805,130.00	$ -	$ 805,130.00
xx-xxx-xxxxxx	CWSRF Loan Forgiveness	$ 500,000.00	$ -	$ 500,000.00
xx-xxx-xxxxxx	Owner Contribution	$ -	$ -	$ -
xx-xxx-xxxxxx	Sales Tax Refund - Restricted	$ -	$ -	$ -
xx-xxx-xxxxxx	Interim Financing	$ -	$ -	$ -
xx-xxx-xxxxxx	Liquidated Damages	$ -	$ -	$ -
	SUBTOTAL - CWSRF Eligible Revenues	$ 1,305,130.00	$ -	$ 1,305,130.00
	TOTAL REVENUES	$ 1,305,130.00	$ -	$ 1,305,130.00
EXPENSES				
	EXPENSES - CWSRF CONSTRUCTION			
	Construction Costs			
xx-xxx-xxxxxx	Contract No. 4 - Sanitary Sewer Improvements	$ 905,000.00	$ 54,692.00	$ 959,692.00
	Subtotal - Construction	$ 905,000.00	$ 54,692.00	$ 959,692.00
	Non-Construction - Non Engineering			
xx-xxx-xxxxxx	Construction Administration (120 Days)	$ 65,500.00	$ (13,200.00)	$ 52,300.00
xx-xxx-xxxxxx	Construction Observation (120 Days)	$ 66,400.00	$ (13,760.00)	$ 55,040.00
	Subtotal - Non-Construction - Non Engineering	$ 164,700.00	$ (26,960.00)	$ 137,740.00
	Non-Construction - Engineering			
xx-xxx-xxxxxx	Basic Engineering Fees (Prior to Construction)	$ 95,200.00	$ (8,827.72)	$ 86,372.28
xx-xxx-xxxxxx	Additional Services by Engineer	$ 7,500.00	$ 6,000.00	$ 13,500.00
xx-xxx-xxxxxx	Reimbursable Expenses to the Engineer	$ 2,500.00	$ -	$ 2,500.00
xx-xxx-xxxxxx	Appraisal and Closing Cost	$ 3,000.00	$ -	$ 3,000.00
xx-xxx-xxxxxx	Permit Application Fees Paid by Owner - Reimbursable	$ 2,500.00	$ -	$ 2,500.00
	Subtotal - Non-Construction - Engineering	$ 110,700.00	$ (2,827.72)	$ 107,872.28
	Contingency			
xx-xxx-xxxxxx	Contingency	$ 89,230.00	$ (41,005.88)	$ 48,223.12
	Subtotal - Contingency	$ 89,230.00	$ (41,005.88)	$ 48,223.12
	SUBTOTAL - CWSRF CONSTRUCTION	$ 1,268,630.00	$ (16,102.60)	$ 1,253,527.40
	EXPENSES - CWSRF ADMINISTRATION			
xx-xxx-xxxxxx	Easement Preparation	$ 1,000.00	$ -	$ 1,000.00
xx-xxx-xxxxxx	Engineering Report	$ 20,000.00	$ -	$ 20,000.00
xx-xxx-xxxxxx	Environmental Document Preparation	$ 10,000.00	$ (10,000.00)	$ -
xx-xxx-xxxxxx	Legal Costs - Local Attorney	$ 2,500.00	$ -	$ 2,500.00
xx-xxx-xxxxxx	Grant Administration - Closing Fee (1.5% Grant)	$ -	$ -	$ -
xx-xxx-xxxxxx	Loan Administration - Closing Fee (2% Loan)	$ -	$ 26,102.60	$ 26,102.60
xx-xxx-xxxxxx	Other - Paid by Owner - Reimbursables (i.e. Advertisement)	$ 2,000.00	$ -	$ 2,000.00
xx-xxx-xxxxxx	Administration Contingency	$ -	$ -	$ -
	SUBTOTAL - CWSRF ADMINISTRATION	$ 35,500.00	$ 16,102.60	$ 51,602.60
	TOTAL EXPENSES	$ 1,305,130.00	$ -	$ 1,305,130.00

W:\D10xx_gen\D100x_msw\D10005_ocrcs_msw\RBM\2016\2016 State Bond Water Sewer Applications\Ayden San Sew\Recommendation of Award\Ayden CWSRF 2016 SS Res Award PBO 200206 000.docx

2

2/7/2020

Motion to approve resolution that awards construction and establishes capital project budget ordinance.

Motion: Mayor Pro-tem Mewborn
Second: Commissioner Goff
Discussion: None
Approved: 5-0
Motion passed unanimously.

B. Division of Water Infrastructure – Disaster Recovery Grant Application

Rich Moore, McDavid Associates, presented to the Board.

Item Explanation

The Division of Water Infrastructure has been allocated approximately $105 million to allocate to applicants who have water and sanitary sewer needs resulting from impact from prior tropical events. The Additional Supplemental Appropriations for Disaster Relief Act (ASADRA) of 2019 includes approximately $26 million available in grant assistance (principal forgiveness loan under DWI terminology). Grant awards are based on established Affordability Criteria and an applicant's average water or sanitary sewer residential rate for in-Town customers at 5,000 gallons of use. Grants are prioritized to projects that demonstrate both reoccurring damage from tropical events and effort to mitigate future damage. Applications for available funds are due to the Division of Water Infrastructure on or before April 30, 2020.

Based on established criteria, Ayden is eligible for a 100% grant for a sanitary sewer project.
In review of eligibility criteria, the Town operates a sanitary sewer pump station on the east end of the Carmichael Mobile Home Park (Club Drive) that is located within the floodplain and has been damaged from floodwaters in the past. An existing sewer line runs along the open field/creek from the pump station to Second Street.

Based on available funding, and established application criteria, an application that renovates the Carmichael MHP sewer pump station (and raises electrical components outside of floodplain) and raises manholes along the sewer outfall line is anticipated to score very well for an opportunity to receive a 100% grant.

In support of submitting an application to the Division of Water Infrastructure the following exhibit is provided for Town Board consideration:

Attachment:
- Authorizing Resolution to submit an application to the Division of Water Infrastructure
- Project summary with exhibits

Staff Comments

McDavid Associates, Inc. will be in attendance to make a presentation and answer any questions from the Board.

Action Requested

By motion, adopt Resolution to submit an application to the Division of Water Infrastructure.

TOWN OF AYDEN, NC
INCORPORATED 1891

AYDEN
WWW.AYDEN.COM

4144 WEST AVENUE
AYDEN, NC 28513

RESOLUTION 19-20-20
APPROVING CLEAN WATER STATE REVOLVING FUND APPLICATION
TOWN OF AYDEN

WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of (state whether a wastewater treatment works, wastewater collection system, stream restoration, stormwater treatment, drinking water treatment works, and/or drinking water distribution system or other "green" project), and

WHEREAS, The Town of Ayden has need for and intends to construct a wastewater collection system project described as Carmichael Mobile Home Park Sewer Pump Station Improvements, and

WHEREAS, The Town of Ayden intends to request state loan assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE TOWN OF AYDEN:

That Town of Ayden, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan award.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the Town of Ayden to make scheduled repayment of the loan, to withhold from the Town of Ayden any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That Stephen W. Tripp, Mayor, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan to aid in the construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 9th day of March, 2020 at Ayden, North Carolina.

THE TOWN OF AYDEN INCORPORATED SEAL 1891 PITT COUNTY, NC

Stephen W. Tripp, Mayor
Town of Ayden

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting Town Clerk of the Town of Ayden does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Board of Commissioners of the Town of Ayden duly held on the 9th day of March, 2020; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 9th day of March, 2020.

Sarah Radcliff, Town Clerk

Motion to adopt Resolution to submit an application to the Division of Water Infrastructure.

Motion: Mayor Pro-tem Mewborn
Second: Commissioner Ross
Discussion: None
Approved: 5-0
Motion passed unanimously.

C. Ayden Housing Authority Purchase of Old IGA Store Property at 4387 Lee Street

Housing Director Nichole Maye-Brown addressed the Board.

Item Explanation

Conversion of old IGA Store on Lee Street located at 4287 Lee Street into an AHA Community Center. Location map and photo of property enclosed.

After touring the location on January 31, staff found it to be the perfect location for a Community Center for AHA. This space could be used for summer feeding programs (not limited to residents), health screenings, GED classes, after school tutoring, rentable community space (not limited to residents), computer labs and a host of other programs.

Staff Comments

The 5,904 sq. ft. space most recent asking price was $80,000.00. Building appraises at $86,560.00. AHA made a soft offer of $45,000.00 and the seller accepted with the contingency of paying closing and commission cost (approx. $4,000). The structure needs a roof; A-Frame estimate was $99,300.00. A flat roof is $58,300.00. HUD has been consulted and agreed the building could be purchased with Capital Funds, which would be 100% tenant based. The Community Center under HUD guidelines would be on a rental basis to non-residents. Please note that HUD will conduct an environmental review of the property.
Enclosed is a resolution authorizing the purchase of the building by AHA.

Action Requested

By motion, adopt resolution authorizing the AHA to purchase property located at 4387 Lee St.

Ayden, North Carolina

AYDEN

RESOLUTION NO. 19-20-18
AUTHORIZING THE AYDEN HOUSING AUTHORITY
TO PURCHASE OLD IGA STORE PROPERTY
AT 4387 LEE STREET

WHEREAS, the Ayden Housing Authority proposes to purchase the old IGA Store at 4387 Lee Street in order to convert it into a Community Center;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Ayden, North Carolina, that the Ayden Housing Authority be authorized to purchase the old IGA Store at 4387 Lee Street for $45,000 plus commission and closing costs for the purpose of converting the building into a Community Center.

Adopted this the 9th day of March 2020 in Ayden, North Carolina.

THE TOWN OF AYDEN INCORPORATED SEAL 1891 PITT COUNTY, NC

Stephen W. Tripp, Mayor
Town of Ayden

ATTEST:

Sarah W. Radcliff, Town Clerk

Motion to adopt resolution authorizing the AHA to purchase property located at 4387 Lee St.

Motion: Mayor Pro-tem Mewborn
Second: Commissioner Davis
Discussion: None
Approved: 5-0
Motion passed unanimously.

D. Discussion and Consent to Form a 501(c)3 Non-profit Corporation for Property Redevelopment in Ayden

Economic Development Director, Mallory Denham, addressed the Board.

Item Explanation

It is recommended that the town set up a non-profit 501c3 corporation to carry out the redevelopment of the downtown and future redevelopment of existing properties throughout Ayden. This offers the town more options as to funding, contracts and limits liability.

Staff Comments

Economic Development Director, Mallory Denham, will present this idea to the Town Board as to its advantages with regard to economic development in Ayden.

Action Requested

Authorize staff to begin this process. Once process is completed the town board will have final approval.

Motion to authorize staff to begin this process.

Motion: Commissioner Goff
Second: Commissioner Ross
Discussion: None
Approved: 5-0
Motion passed unanimously.

E. Addition of a Powerline Technician I to the Electric Division

Manager Harrell presented to the Board.

Item Explanation

Current rate of growth in Ayden is impacting ability of Electric Line Crews to adequately meet service needs. New growth is requiring significant amount of construction of new power lines which in turn is negatively affecting our line crews to provide maintenance needs in other areas of our electric distribution system. Every week Electric Crews are finding themselves behind in scheduling jobs and sometimes have to work overtime on Friday to keep up.

Staff Comments

Plans were to address personnel needs of our Electric Line Crews in the upcoming FY20-21 Annual Budget, but growth on the electric distribution system really necessitates accelerating this need for more personnel. Staff recommends adding a new Powerline Technician I position to Electric Division effective April 1, 2019. This position is a class just above a Groundsman's position; i.e. lowest level of the Power Line Technician class.

Electric Division payroll budget can absorb this additional position. Position has a starting salary of $36,590 or $17.59 per hour. At this rate for the remainder of the current budget year, the cost of adding this employee would be $8443.20 for a total of the 480 working hours that remain from April 1st. to July 1st.

Action Requested

By motion, approve addition of a Powerline Technician I to the Electric Division effective April 1, 2020.
Motion to approve addition of a Powerline Tech I to the Electric Division effective April 1, 2020.

Motion: Mayor Pro-tem Mewborn
Second: Commissioner Ross
Discussion: None
Approved: 5-0
Motion passed unanimously.

F. Placement of Speed Humps on West Barwick

Item Explanation

Commissioner Langley has requested the placement of speed humps on West Barwick between Lee and Garris Street. Neighbors have complained of speeders along this stretch.

Staff Comments

Town Board's Traffic Calming Policy states Town Board reserves discretion to place traffic calming measures unilaterally.

Action Requested

By motion, at Board's discretion, placement of speed humps on the West Barwick between Lee and Garris Streets.

Motion to approve placement of speed humps on West Barwick between Lee and Garris Streets.

Motion: Commissioner Langley
Second: Commissioner Davis
Discussion: None
Approved: 5-0
Motion passed unanimously.

G. Appointment to the Ayden Planning Board

Item Explanation

Malcolm Stocks' term on the Ayden Planning Board expires in April 2020 and he is eligible for reappointment.

Staff Comments

Vacancy was advertised on the Town's website. Staff received two applications, which are attached.

Action Requested

Recommend reappointing Malcolm Stocks or appointing Eric Walls to a three-year term that will expire in April of 2023.

Motion to appoint Eric Walls to a three-year term that will expire in April 2023.

Motion: Mayor Pro-tem Mewborn
Second: Commissioner Langley
Discussion: Commissioner Goff stated Mr. Walls has familiarized himself with what has gone on with the town. Mayor

Pro-tem Mewborn stated he is also on the Historical Society Board and he is sharp.
Approved: 5-0
Motion passed unanimously.

H. Appointment to the Mid East Commission Board of Directors

Item Explanation

Town Manager Steven Harrell is the Town's current appointed representative to the Mid East Commission Board of Directors for a two year term that has expired.

Staff Comments

Enclosed is a Certificate of Appointment from the Mid East Commission for the appointment of a representative to the Mid East Commission Board of Directors.
Town Board should appoint a representative for the Town Manager's expired term.

Action Requested

As the Board directs.

Motion to appoint Steven Harrell to continue serving on this board.

Motion: Commissioner Langley
Second: Commissioner Goff
Discussion: None
Approved: 5-0
Motion passed unanimously.

VII. INFORMATION

A. Staff Departmental Reports

Mayor Pro-tem Mewborn asked Mr. Hardee about the activity beside the church on West Avenue and asked where we are at on that. Mr. Hardee stated she had been fined and the next step would be to go to the attorney. He said there are two parts, clean up and condemnation of property. He said she had thirty days to comply from the date of the hearing, which is March 30.

VIII. BOARD MEMBER COMMENTS

The Board thanked staff for their hard work and the public for their attendance and input.

IX. CLOSED SESSION

A. Pursuant to G.S. 143-318.11 (a) (6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

Attorney Dixon stated we would enter into closed session pursuant to G.S. 143-318.11 (a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

Motion to enter into closed session at 8:57pm.

Motion: Commissioner Goff
Second: Commissioner Ross
Discussion: None
Approved: 5-0
Motion passed unanimously.

Motion to enter back into open session at 9:46pm.

Motion: Commissioner Goff
Second: Commissioner Ross
Discussion: None
Approved: 5-0
Motion passed unanimously.

X. ADJOURNMENT

Having completed the business before them, Mayor Tripp announced that without objection the Governing Board would stand adjourned at 9:46pm.

CERTIFICATION
Minutes from the March 9, 2020 meeting were adopted and certified this 11th day of May, 2020, in Ayden, North Carolina.

THE TOWN OF AYDEN INCORPORATED SEAL 1891 PITT COUNTY, NC

AYDEN, NORTH CAROLINA

Stephen W. Tripp, Mayor

Sarah W. Radcliff, Town Clerk