TOWN OF AYDEN
GOVERNING BOARD MEETING
MINUTES

July 31, 2014 – 7:00 pm (Special Called Meeting)
Ayden Town Hall – Second Floor Boardroom

I. CALL TO ORDER

A. Call to Order
Mayor Tripp called the meeting to order at 7:00 pm and thanked the citizens for attending.

B. Roll Call
Present:
Mayor Tripp
Commissioners Davenport, Harris, Mewborn, Ross and Skinner

Absent:
None

Also Present:
Brandon Holland – Town Manager
Sherri Scharf – Town Clerk
Phil Dixon – Town Attorney
Robert Sutton – Public Works and Utilities Director
Chris Tucker – Finance Director
Stephen Smith – Community & Economic Planner

II. DISCUSSION ITEM: Stormwater Infrastructure Concerns

Town Manager Brandon Holland thanked the citizens for coming to the meeting. He then announced that Director of Public Works and Utilities, Robert Sutton, would be giving a presentation to the Board on the Town's current stormwater challenges and asked that questions or comments be held until the end of the presentation (see attached for details).

Highlights of the presentation include:

- Factors contributing to temporary flooding
- Average annual rainfall data – 2013 vs. 2014 year to date
- Receiving streams/Swift Creek Drainage Project
- Infrastructure design limitations
- Rainfall frequency estimates
- Identifying target areas

- Priority list for severe issues (order of need determined by Town staff):
  1. Montclair Estates
  2. McCary Street/Masonic Lodge area
  3. First Street
  4. Westhaven Avenue
  5. Snow Hill Street
  6. Martin Luther King Jr. Street at Planter's St.
- Priority list for moderate issues (order of need determined by Town staff) :
  1. Kennedy Estates Entrance
  2. King St
  3. The Pines Subdivision
  4. Eighth St
  5. Northeast College St
  6. Garris St
  7. Edgewood Dr/New Circle Dr
  8. Pitt St.
- Public works staff and responsibilities
- Developing a mitigation plan
- Terminology (easements and rights-of-way)
- Private property owner vs municipal responsibilities
- Possible issues for private property owners
- Municipal issues
- Other entities' approaches to stormwater issues
- Example of City of Greenville's Stormwater Ordinance

Mr. Sutton stressed that what was being discussed was a "mitigation plan, not an elimination plan." He also stated that every acre of land that gets one inch of rain is equivalent to 27,000 gallons of water. He informed the Board and audience that the farmland adjacent to Montclair Estates yields more than 500,000 gallons of water, which is roughly equivalent to all water consumed by the Town's commercial and industrial residents. Also, recent rain events created high water in a short time resulting in rainwater "sheet flows" into Montclair Estates.

At the end of his presentation, Mr. Sutton then asked for questions from the Board.

III. QUESTIONS & COMMENTS

Commissioner Mewborn asked how property owners are notified of their responsibility to maintain their ditches. Mr. Sutton answered that Chapter 96 of the Town's Code of Ordinances states it is a duty of Ayden's Code Enforcement Officer, who follows a detailed process involving sending letters by certified mail.

Mayor Tripp asked if the Town had experienced a 500 year rain event, and Mr. Sutton responded that if not a 500 year rain event, it was very close to being one. Mayor Tripp stated that most cities prepare for 2 to 5 year rain events, and Mr. Sutton responded that designs are now for 10 year events. Mayor Tripp asked if Ayden gets Winterville's water, and Mr. Sutton gave an affirmative response, stating that it was part of the receiving bodies and the reason why the associated bridge has been elevated for the past two years. Mayor Tripp inquired whether other municipalities were having stormwater issues. Mr. Sutton replied that Winterville, Greenville, Pitt County, and NCDOT had all had similar experienced with not being

able to handle intense rainstorms. Mayor Tripp asked if the past two years of stormwater infrastructure rehabilitation had helped Ayden. Mr. Sutton replied that it had helped and that the evidence could be found in the Boulevard Street area, which has seen improvement.

Mayor Tripp then stated that citizens were concerned about ditches and he wondered whether improvements could be made. Mr. Sutton responded that the Town maintains limited responsibility for keeping drainage ways clear. Private property owners are expected to abide by the Town's ordinance; however, the Town's ordinance only applies to in-town residents, so the Town is limited to what it can do once the rain water leaves the Town limits.

Mayor Tripp then inquired what the Town had done in past years regarding code enforcement of private property ditches. Mr. Sutton replied that code enforcement had been done on a limited scale regarding public nuisance items like accumulation of weeds. He added that it is obviously difficult to tell a farmer he has to mow his private field.

Commissioner Davenport stated that the big ditch behind Hines Drive has overgrown grass and weeds on both sides, and she thinks the landowner should be held responsible, although she admitted it may be difficult to assess a penalty.

Town Attorney Phil Dixon stated that the Town would be required to identify a person or property owner's lack of maintenance as a reason for impeding the natural flow of water before any action could be taken, adding that: "we may have to ask other entities like Pitt County for assistance."

Mayor Tripp stated that the Board needs to determine who owns the ditches – dealing with farmers separately – and determining what direction to go in and process to use, cautioning that the Board needs to be consistent and also give people time to correct their situations.

Commissioner Mewborn inquired whether the Town has the manpower and equipment in place right now to tackle these issues. Mr. Sutton stated "no," and that most municipalities contract out the work due to significant expense of specialized excavation equipment.

Commissioner Davenport stated that nobody in Pitt County cleans out its ditches and that it had been that way for years. She believes Ayden's system is no longer working and needs tender loving care, adding that the Town should absorb the cost and fix the ditches now.

Commissioner Harris asked if the Town could add trenches to the areas lacking one. Mr. Sutton responded that it would be cost prohibitive, reminding the Board that Ayden is in a coastal plain and that flash flooding will occur.

IV. RECOMMENDATIONS

Mayor Tripp then asked Manager Brandon Holland for recommendations. Manager Holland stated that the current fiscal year funding for ditch maintenance was $40,000 based on known areas of concern identified during the budget process that was undertaken in April and May. After hearing the presentation and visiting the areas with Mr. Sutton, Manager Holland recommends that Montclair Estates, the Kennedy Estates entrance and the Masonic Lodge

area on McCary Street get immediate attention. He cautioned that the Town's budget is tight and cuts may be needed to remedy the situation.

Mayor Tripp suggested that the project work be addressed in phases. He then asked Mr. Sutton for estimates, to include contractor's work, for completing the work at Montclair Estates, the entrance to Kennedy Estates, and the Masonic Lodge area – the combination being referred to as "Phase I."

In response to Mayor Tripp, Mr. Sutton commented on the logistics and costs as follows, adding that the timelines are dependent on weather conditions.

Montclair Estates
A multi-faceted approach will need to be implemented that involves a contractor and NCDOT's involvement. Rainwater from the field needs to be rerouted by installing a large drainage way north of Hines Drive and installing a culvert under Hines Drive to reduce the bottleneck currently being experienced by the Town, with careful consideration given to property owners downstream. The property owner has indicated he would like to help find a solution and may be willing to deed the land to the Town. NCDOT is also ready to work with the Town on this proposed solution.
Estimated timeline for completion = 10 working days Estimated cost = $30,000

McCary Street/Masonic Lodge Area
The Town must wait on final engineering evaluation plans from the Masons who own the Lodge (said plans will be in place soon, according to Mason Barry Wood). This project is being considered an "emergency." A fracture in the piping is creating a vacuum effect that pulls sediment into the pipe; unfortunately, the crack in the pipe extends under the building. Both a rerouting and upsizing of the pipe (from 36 to 48 inches) will be needed to reduce the current bottleneck creating flash flooding. The pipe under the building will be sealed off and then a new pipe will be rerouted to the west side of the building. An engineering contractor stands ready to do this project work.
Estimated timeline for completion = 30 working days Estimated cost = $50,000

Kennedy Estates Entrance
Although the Kennedy Estates entrance area was identified as a "moderate" issue, during rain events water pools at the entrance to Kennedy Estates and flows west on Lee Street causing drainage issues near Skylight Inn. Property owners have expressed an interest in cost sharing in order to remedy this ongoing situation.
Estimated timeline for completion = 10 working days Estimated cost = $30,000

First Street
Listed as #3 on the Severe Issues Priority List, Mr. Sutton stated that Town staff could find an in-house solution to the flooding in that area. At this time, he does not have a cost estimate for completion of this specific project.

TOTAL COST for first 3 projects referenced above is estimated to be $110,000.

Mayor Tripp called for a motion and subsequent vote on spending $110,000 to initiate the project work detailed above. Commissioner Mewborn addressed the citizens in the audience

by thanking them for coming and stated that the Town will find the money to complete the work because "we owe it to you." Commissioner Ross also thanked the citizens for attending, adding the comment "we are concerned like you."

Mayor Tripp reminded the Board that a motion and vote would be needed to implement the strategies discussed.

Motion: Commissioner Skinner
Second: Commissioner Harris
Discussion: None
Approved: 5-0
The motion to spend $110,000 to complete drainage work at Montclair Estates, McCary Street/Masonic Lodge Area, and the entrance to Kennedy Estates was approved as presented.

Mayor Tripp then stated that at its August 11th meeting, the Governing Board and Town Staff will discuss the Town's inventory of ditches, detail which property owners are responsible for the maintenance of those ditches, code enforcement/remedies for ditch maintenance, and cost estimates for completing drainage way remedies for the remaining severe issues (Westhaven Avenue, Snow Hill Street, and Martin Luther King Jr. Street at Planter's).

V. ADJOURNMENT

Mayor Tripp announced that with there being no more business before the Board that without objection the meeting would stand adjourned at 8:30 pm.

CERTIFICATION

Minutes from the July 31st Special Called Meeting were adopted and certified this 11th day of August 2014 in Ayden, North Carolina.

THE TOWN OF AYDEN INCORPORATED SEAL 1891 PITT COUNTY, NC

AYDEN, NORTH CAROLINA

Stephen W. Tripp, Mayor

ATTEST:

Sherri L. Scharf, Town Clerk