

**MINUTES OF THE REGULAR MEETING  
OF THE REIDSVILLE CITY COUNCIL  
HELD TUESDAY, APRIL 11, 2017 AT 6:00 P.M.  
COUNCIL CHAMBERS, CITY HALL**

**CITY COUNCIL MEMBERS PRESENT:** Mayor John M. “Jay” Donecker  
Mayor Pro Tem Harry L. Brown  
Councilman Tom Balsley  
Councilman James K. Festerman  
Councilman Donald L. Gorham  
Councilman William Hairston  
Councilwoman Sherri G. Walker

**COUNCIL MEMBERS ABSENT:** NONE

**CITY STAFF PRESENT:** Preston W. Mitchell, City Manager  
Angela G. Stadler, CMC, City Clerk  
William F. McLeod Jr., City Attorney  
Tom Wiggins, Assistant City Manager  
– Community Services  
Chris Phillips, Assistant City Manager  
– Administration  
Kevin Eason, Public Works Director  
Donna Setliff, Community  
Development Manager

Mayor Donecker called the meeting to order.

**INVOCATION.**

Associate Minister Rosetta Badgett of Jerusalem United Holy Church, 633 Prince William Street, Reidsville, provided the invocation.

**PLEDGE OF ALLEGIANCE.**

The Council then led in the Pledge of Allegiance.

**RECOGNITIONS & PROCLAMATIONS:**

**INTRODUCTION OF NEW ANNIE PENN HOSPITAL PRESIDENT CINDY FARRAND.**

Stokes Ann Hunt, Director of the Annie Penn Foundation, introduced Ms. Cindy Farrand, the hospital’s new president as of February 14. The audience gave Ms. Farrand a round of applause. Mayor Pro Tem Brown, noting that he serves on the hospital’s Advisory Board and had already met President Farrand, officially welcomed her to Reidsville. Ms. Farrand said she has felt very welcomed here.

**RECOGNITION OF TONYA KERSHAW.**

Ms. Tonya Kershaw was then called forward. Councilman Gorham read a proclamation after noting she was a “true hero.” (A COPY OF THE PROCLAMATION IS HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.) As the Councilman read the proclamation, the audience learned Ms. Kershaw saved her great-uncle, who stopped breathing during a recent church service. She received a standing ovation and shook hands with City Council members.

**RECOGNITION OF “CLEAN SWEEP WEEK” APRIL 24-29, 2017.**

Councilman Tom Balsley then read a proclamation recognizing “Clean Sweep Week” in Reidsville April 24-29, 2017. (A COPY OF THE PROCLAMATION IS HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.) The proclamation was presented to Community Development Director Donna Setliff and members of the Reidsville Appearance Commission, Carlton Johnson, Jim Jackson and Catherine Wilson. It was noted that there are flyers recognizing the week and the Community Cleanup Day planned for Saturday, April 22. Participants should meet behind City Hall at 9 a.m. and plan to go throughout the City picking up litter. Hopefully, they will end about 11:30 or 12 noon, Setliff said.

**RECOGNITION OF 30-YEAR FINANCE DEPARTMENT RETIREE YVONNE ELLISON.**

Mayor Donecker then read a proclamation recognizing 30-year Finance Department retiree Yvonne Ellison. (A COPY OF THE PROCLAMATION IS HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.) Ms. Ellison received a standing ovation and shook hands with City Council. Councilman Festerman, who worked with Ellison while he was in the Police Department, said she was a real joy to work with and had a great attitude. He said he was so proud she was a part of our team, adding that her husband, Ronnie, is part of the Police Department. Councilman Hairston, another City retiree, said Yvonne has been wonderful and now she would have plenty more time for preaching. Mayor Pro Tem Brown, another City retiree, said it was always Yvonne’s job to let him know he didn’t have any money but she was a gatekeeper with a smile. Mayor Donecker then handed her a 30-year watch with the City seal on it.

Before going on to the next item, Mayor Pro Tem Brown recognized Rev. Ronald McCrae, Tonya Kershaw’s pastor, who was in the audience.

**APPROVAL OF THE CONSENT AGENDA.**

Mayor Donecker asked if there were any items Council members wanted to pull from the Consent Agenda?

**Councilman Gorham then made the motion, seconded by Councilman Hairston and unanimously approved by Council in a 7-0 vote, to approve the Consent Agenda.**

**CONSENT AGENDA ITEM NO. 1 - APPROVAL OF THE MARCH 10, 2017 SPECIAL MEETING MINUTES AND THE MARCH 14, 2017 REGULAR MEETING MINUTES.**

With the approval of the Consent Agenda in a 7-0 vote, the Council approved the March 10, 2017 Special Meeting Minutes and the March 14, 2017 Regular Meeting Minutes.

**CONSENT AGENDA ITEM NO. 2 - APPROVAL OF BUDGET ORDINANCE AMENDMENT NO. 10 TO RECOGNIZE RECEIPT OF A WIRELESS FEE AND TO APPROPRIATE FUNDS FOR A WIRELESS REVIEW.**

With the approval of the Consent Agenda in a 7-0 vote, the Council approved Budget Ordinance Amendment No. 10 as outlined in Community Development Manager Donna Setliff's memo. (A COPY OF THE MEMO IS HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.)

Budget Ordinance Amendment No. 10 as approved follows:

**BUDGET ORDINANCE AMENDMENT NO. 10**

**WHEREAS**, the Mayor and City Council of the City of Reidsville adopted a budget ordinance on June 14, 2016 which established revenues and authorized expenditures for fiscal year 2016-2017; and

**WHEREAS**, since the time of the adoption of said ordinance, it has become necessary to make certain changes in the City's budget to recognize receipt of a wireless fee and to appropriate funds for a wireless review;

**NOW, THEREFORE, BE IT ORDAINED**, by the Mayor and City Council of the City of Reidsville that the budget ordinance as adopted on June 14, 2016 is hereby amended as follows;

**Section 1.** That revenue account number 10-3346-0000, Wireless Review Fees, be increased by \$850.00.

**Section 2.** That expense account number 10-4910-4300, Wireless Reviews, be increased by \$850.00.

This the 11th day of April, 2017.

/s/ \_\_\_\_\_  
John M. "Jay" Donecker  
Mayor

ATTEST:

/s/ \_\_\_\_\_  
Angela G. Stadler, CMC/NCCMC  
City Clerk

- End of Consent Agenda -

**PUBLIC HEARINGS:**  
**CONSIDERATION OF A ZONING ORDINANCE TEXT AMENDMENT (T2017-1) FOR HIGH DENSITY APARTMENTS IN RESIDENTIAL-6 (R-6) AND RESIDENTIAL-12 (R-12).**

In making the staff report, Community Development Manager Donna Setliff noted that Daly Management, LLC has submitted a text amendment requesting the City to allow high density multi-family apartments in the R-6 and R-12 zoning districts. Staff has drafted a text amendment in a joint effort with Daly Management, she said, which allows such use by Special Use Permit with certain criterion. The proposed criterion are: greater setbacks; recreational amenities; extensive landscaping; screening of mechanical equipment, trash receptacles, etc.; requires decorative lighting; requires certain architectural materials; and requires a Traffic Study. Such a development would have to be accessed from a major thoroughfare, she said.

Councilman Balsley asked if a site has been designated? Setliff responded in the negative but stated it would have to be in R-6 or R-12. She said there would be a cap on the site plan of 300 units for high density. She said such a development would be comparable to Woodland Heights, etc. but could be on a lower density of land. She noted that a three-story complex does not require an elevator but over three stories do. She said additional setbacks and amenities would be required for a high density complex.

Councilman Balsley asked if we are considering this because someone is thinking about coming here and building a structure like this? Setliff said we are hoping to encourage developers to come into the City and one way to do this is to have this amendment to use as a development tool. City Manager Preston Mitchell explained that the request came from Daly Management so it is logical to assume they have a site or location in mind.

Councilman Festerman asked Setliff to speak to her recommendation that states recreation facilities/areas shall be provided at a minimum of 20 square feet per unit with the recreation area at a minimum of 2,500 square feet for a pool, tennis courts, etc. He asked if this was common in other areas? She said yes, in some areas, depending on where they are located. He asked if she didn't see this as hurting development by requiring a recreational component? She said, no, not with an upscale development.

With no other questions for staff, Setliff noted that the text amendment was unanimously recommended by the Planning Board. Staff is also recommending in favor of the amendment. She said she has put together a motion if Council choses to do it. If not, the motion would need to be reworded, she said.

Mayor Donecker opened the public hearing at 6:25 p.m. by asking if anyone wished to speak in approval of the text amendment? No one came forward. He asked if anyone wished to speak against the text amendment? With no one coming forward, the public hearing was closed at 6:26 p.m.

**Councilman Hairston then read aloud the prepared motion: Based on the information provided in the staff report, this request is reasonable, in the public interest and consistent with the City’s Comprehensive Plan and other adopted land use plans. Therefore, I make a motion that the text amendment be approved. The motion was seconded by Councilman Gorham and unanimously approved by Council in a 7-0 vote.**

The Text Amendment as approved follows:

**Amendment T 2017-1**

**AMENDING THE CITY OF REIDSVILLE ZONING ORDINANCE**

**AN ORDINANCE AMENDING  
ARTICLE V, DISTRICT REGULATIONS; DISTRICT REGULATIONS;  
SECTION 2, TABLE OF PERMITTED USES AND SECTION 3, SPECIAL USES  
OF THE CITY OF REIDSVILLE ZONING ORDINANCE**

**BE IT ORDAINED** by the City Council of the City of Reidsville, North Carolina, that the Zoning Ordinance of the City of Reidsville be amended as follows:

**Part I.** That Article V, Section 2, Table of Permitted Uses be amended to insert the following: High Density Multi-Family (Apartments) in R-6 and R-12.

**Part II.** That Article V. Section 3, Special Uses be amended to insert the following:

**Use:** **High Density Multi-Family (Apartments)**

Approved By: City Council

Special Use

Districts: R-6, R-12

Density: Provisions governing the maximum residential density of the development are established by the site plan, but shall not exceed 300 units.

Site Plan: A site plan of the proposed multi-family complex at a scale of not less than one (1) inch to one hundred (100) feet shall be presented. The Site Plan shall show:

- a. Dimensions of the property and adjacent lots and streets.
- b. Location and use of all buildings with dimensions and ground area thereof.
- c. Drives and parking areas with spaces and channelization.
- d. Proposed landscaping with property buffer.
- e. Proposed storm drainage and sanitary sewer.
- f. Proposed water system and firefighting facilities such as hydrants or sprinkler connections.
- g. Erosion and sedimentation control measures.
- h. Location and amount of recreation area.
- i. Sidewalks

General:

Access to the property must be from a major thoroughfare, prohibited from residential classified streets.

Developer shall provide a traffic study by a qualified traffic engineer.

All electric, communications, water and sewer utility lines must be installed underground.

All units must be connected to the municipal water distribution and wastewater systems.

Yard Width,  
Setbacks and  
Placement of  
Buildings:

- (1) Yard Width: Yard width shall be the same as required by the zoning district where the development is located.
- (2) Front yard: Setbacks from public street rights-of-way shall be the same as required by the zoning district where the development is located. Buildings fronting on a public street must have a prominent entrance(s) oriented to the street.
- (3) Rear yard: Thirty-five (35) feet without buffer, twenty-five (25) feet with buffer. See height exception.
- (4) Side yard: Thirty (30) feet without buffer, twenty (20) feet with buffer. See height exception.

- (5) Height: No structure shall exceed thirty-five (35) feet in height unless the required rear and side yards are increased five (5) feet for each ten (10) feet or fraction thereof of building height in excess of thirty-five (35) feet.
- (6) Minimum Distance Between Structures: twenty (20) feet for one (1) story residential structures; thirty (30) feet for two (2) story residential structures; forty (40) feet for three (3) or more story residential structures.

**Buffer:** There shall be provided and maintained along said property line, a continuous visual buffer, at least six (6) feet high. The buffer shall be a compact evergreen hedge or other type of evergreen foliage screening, or shall be a combined opaque fence and shrubbery screen, the latter facing the residential use.

**Parking:** Off-street parking shall be provided at a ratio of two (2) spaces per dwelling unit.

Automobile parking spaces and drives shall not be located closer than twenty (20) feet to the front or rear of any residential structure.

All parking lots and traffic areas shall be paved, curb and guttered and shall conform to City of Reidsville Specifications for road surfaces.

**Sidewalks:** Sidewalks shall be provided along parking areas and public streets. Sidewalks shall conform to the City of Reidsville Specifications and adhere to ADA guidelines.

**Landscaping:** Developer shall provide a landscaping plan prepared by a qualified design professional.

A landscaped streetyard shall be required where parallel with a street right-of-way. Minimum streetyard width is ten (10) feet, and shall be measured perpendicular to the street right-of-way. Each streetyard shall contain a minimum of two (2) deciduous or broadleaf evergreen trees per one hundred (100) linear feet, excluding points of vehicular ingress or egress. In no case shall any streetyard contain less than one (1) tree. Required must be a minimum of eight (8) feet in height at installation and shall be at least two (2) inches in diameter measured one-half foot above ground level. Where two (2) or more streetyard

trees are required, all trees shall be planted twenty (20) to seventy-five (75) feet on center.

Within the required streetyard, the landowner or developer shall use natural shrubs. Streetyard shrubs must be a minimum of eighteen (18) inches in height at installation, with a minimum height of thirty-six (36) inches within three (3) years of installation. Shrubs must be a locally adapted species which retain their foliage to within six (6) inches above ground level, and shall be spaced no more than eighteen (18) inches, edge to edge. No more than thirty (30) percent of streetyard shrubs shall be deciduous.

Interior Strips – A three-foot wide planted landscape strip shall be required along all interior driveways where they are not between the parking areas and structures.

Permanent structures – Permanent structures such as buildings, accessory structures, recreational facilities shall be landscaped.

Recreation:

Recreation facilities/areas shall be provided at a minimum of 20 square feet per unit. The recreation area must be a minimum of 2,500 square feet. The recreation area shall be an active space such as a swimming pool, tennis courts, equipment playground areas, fitness area or community building or other type active recreation space.

Architectural  
Design and  
Material:

The standards for building design, appearance, and material shall be of high quality. Materials will be selected for suitability to the type of building and design for which they are used.

Exterior finish materials shall be:

- brick or stone (block is prohibited)
- stucco
- vinyl siding
- any combination of the above

Accessory buildings and enclosures of any structures that are appurtenant to any building shall be of similar or compatible material, design and construction of the primary buildings.

Screening:

Trash, recycling areas, and any outdoor storage shall be surrounded by opaque fencing of 6' in height and landscaped.



Mechanical equipment and similar structures shall be screened with landscaping.

Lighting:

Decorative lighting shall be required.

A professional outdoor lighting plan shall be required.

Lighting must provide adequate vehicular and pedestrian visibility and security of on-site areas such as building entrances, parking and pedestrian sidewalks.

Lighting shall be established in such a way that no direct light is cast upon or adversely affect adjacent properties or roadways.

Light fixtures shall include glare shields to limit direct rays onto adjacent residential properties.

Light source shall be LED or downward focused lighting.

The minimum mounting height for a pole is twelve (12) feet. The maximum mounting height for a pole is twenty-five (25) feet excluding a three-foot base.

Signage:

Development shall be allowed to have a ground sign at each entrance to the development on their property. Maximum overall height shall be no more than 6 feet with an allowable display surface of 36 sq. ft. Sign shall be setback a minimum of 15 feet from the sidewalk, property line or right of way line whichever is greater.

Directional signs within the development are permitted with approval of the Community Development Department. Allowable display surface is 6 sq. ft.

Travel, Utility  
or Work Trailers;  
Campers, Boats

Such vehicles are prohibited to be parked in development unless they are within a fenced area. Fence must be opaque, at least 6' tall and landscaped.

Vehicles:

Vehicles without tags are prohibited to be parked within development.

**Part IV.** This Ordinance shall become effective upon its adoption by the City Council of the City of Reidsville, North Carolina

**ADOPTED** this the \_\_\_\_\_ day of \_\_\_\_\_, 2017 by the City Council of the City of Reidsville, North Carolina.

/s/ \_\_\_\_\_  
**JOHN M. "JAY" DONECKER, MAYOR, REIDSVILLE, N.C.**

/s/ \_\_\_\_\_  
**Angela G. Stadler, City Clerk**

**CONSIDERATION OF AN AUTHORIZING RESOLUTION THAT ALLOWS CITY OF REIDSVILLE STAFF TO APPLY FOR GRANTS FOR IMPROVEMENTS AT THE CITY'S WASTEWATER TREATMENT PLANT TO ACHIEVE NUTRIENT REMOVAL REQUIREMENTS CONTINGENT ON COUNCIL APPROVAL ACCEPTING FUTURE GRANTS/LOANS.**

City Manager Preston Mitchell invited Public Works Director Kevin Eason and Bill Cowan of McGill & Associates to come forward to give the report for the next item which had been added to the agenda.

Eason noted that at City Council retreat, the recent Wastewater Treatment Plant upgrade was discussed. While a great deal of improvement has been seen, some other things have come up that have shown the need for additional improvements. He noted that the Wastewater Treatment Plant is responsible for removing all of the pollutants that enter the plant prior to discharge into the environment. Two chemicals, nitrogen and phosphorus, are generated by everyday things that come into the system from both residential households and commercial enterprises. Due to our location in the Haw River Basin, we are subject to the Jordan Lake Rules, which have strict limits on the amount of nitrogen and phosphorus that can be discharged, all of which ultimately lands up in Lake Jordan, he explained. With the improvements to the plant, Eason noted several things we are doing better with, including ammonia reduction, how the sludge is handled and on mixing, he said, adding that we have reduced expenses by reducing the amount of carbon used at the plant several years ago.

The Public Works Director said additional things need to be done. With the improvements to the plant, he noted that the plant has never been converted back to operating as a biological plant. Unfortunately, air in the aeration basin has prevented the nitrogen from being released, he stated. Among the additional improvements needed is the installation of a baffle wall, which provides a no oxygen environment and would give a place for the nitrogen and phosphorus to go. It had been mentioned at the Council retreat that we would be pursuing grants, and we have been successful with getting a \$500,000 grant from the Golden Leaf Foundation through a submittal by Rockingham

County, he said. He explained that the City is working with the engineering firm, McGill & Associates, to pursue engineering and additional funding for the baffle wall project.

Bill Cowan of McGill then spoke about the Authorizing Resolution before City Council today. He said they are requesting permission to apply by April 28 or if budgetary figures can't be worked out in time, by September 30 for grants from the NC Department of Environmental Quality's Division of Water Infrastructure. He said the City should be eligible for a 50% grant and a 50% 0 interest loan as part of the Connect bond monies first made available about a year ago. He said we are in the second funding cycle. He said \$6.5 million is available for grants in this funding cycle and about \$20 million available for loans. In the fall, in addition to the \$6.5 million in Connect monies, there should be some other state monies. That number could climb to some \$15-17 million in funding that may be available, he added.

The Resolution today authorizes an application to be filed on your behalf, Cowan said, adding that the Council is not obligated to accept it, noting that would come much later. He said again there is a 50% grant and a 0% interest loan. If you qualify for the grant, you automatically qualify for the 0% interest loan, with a 20-year amortization, he said. The Golden Leaf grant is contingent upon the other remaining components, the pumps, aeration, etc. needed to remove nitrogen and phosphorus, he said.

Mayor Pro Tem Brown asked if by approving this Resolution, the City would be eligible for both the April 28 or September 30<sup>th</sup> cycles? Cowan said he felt it could be done by April 28<sup>th</sup> and at a future work session, the Council would approve a more detailed cost. The application would be rolled over into the September cycle if not approved in April, and he believes at that time, more money would be available. The loan money is available, he said, adding that those who don't get a grant usually get a loan offer. He said he feels like this project based on preliminary scoring they have done would be very competitive. Much of this is driven by rates, and a lot of communities are not eligible, he said. Many cities are not eligible for grant monies. He said \$2 million was rolled over into this funding cycle on the water side because the State didn't get enough applications. Mayor Donecker said at the moment, our wastewater meets all the necessary requirements, but we are trying to get out in front of some regulations that will be on the horizon due to the Jordan Lake Rules. He noted that the City will still have to do it, but if it can be handled on the back side and not make industries have to spend more money on the pre-treatment side, it could be a big economic development project, Cowan said.

**Mayor Pro Tem Brown made the motion, seconded by Councilwoman Walker and unanimously approved by Council in a 7-0 vote, to approve the Resolution.**

The Resolution as approved follows:

### **RESOLUTION BY THE REIDSVILLE CITY COUNCIL**

**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 City of Reidsville has need for and intends to construct a wastewater treatment project described as Improvements to the Wastewater Treatment Plant to achieve nutrient removal requirements, and

**WHEREAS,** The City of Reidsville intends to request state grant and loan assistance for the project,

**NOW THEREFORE BE IT RESOLVED, BY THE REIDSVILLE CITY COUNCIL:**

That City of Reidsville, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State grant and 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 City of Reidsville to make scheduled repayment of the loan, to withhold from the City of Reidsville 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 John M. “Jay” Donecker, Mayor of the City of Reidsville, and Preston Mitchell, City Manager, the **Authorized Officials**, 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 and grant to aid in the construction of the project described above.

That the **Authorized Officials**, 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 11<sup>th</sup> day of April, 2017 at Reidsville, North Carolina.

/s/ \_\_\_\_\_  
(Signature of Chief Executive Officer)

Mayor  
/s/ \_\_\_\_\_  
(Title)

**CONSIDERATION OF STAFF REQUEST TO REPEAL DEMOLITION  
ORDINANCE FOR 102 LAMBERTH STREET.**

In making the staff report, Community Development Manager Donna Setliff reminded Council members that at their December 13<sup>th</sup> meeting, the realtor spoke up and said he hoped to sell the property at 102 Lamberth Street. Council at the time stayed the demolition for three months until March 13, 2017. The property was sold to Mr. Octavio Cortes on February 7 and by mid-March, he had brought the dwelling up to Code. He should be commended for it, she noted, since it was done in 5-6 weeks. Setliff said the dwelling has been re-wired and re-plumbed, along with new windows and a new roof installed. All interior sheetrock has been repaired, along with some new flooring and kitchen cabinets. Both the interior and exterior have been painted. She referenced the picture showing the updates in the agenda packets, along with the Ordinance to Repeal. The Mayor said he is glad we have an owner who is going to take care of it. Setliff added that Mr. Cortes is renting the property. Councilman Festerman asked if Mr. Cortes is here? The answer was no, but the Councilman said Mr. Cortes should be commended for getting rid of the eyesore.

**Councilwoman Walker made the motion, seconded by Mayor Pro Tem Brown and unanimously approved by the Council in a 7-0 vote, to approve the Repeal Demolition Ordinance.**

The Ordinance as approved follows:

**ORDINANCE TO REPEAL  
DEMOLITION ORDINANCE  
FOR 102 LAMBERTH STREET, REIDSVILLE, NORTH CAROLINA**

**BE IT THEREFORE RESOLVED:**

**WHEREAS**, pursuant to the Reidsville Code of Ordinances, Section 4-29(c), on December 13, 2016 the Reidsville City Council adopted an Ordinance ordering the Code Enforcement Inspector of Reidsville, North Carolina to cause the above structure located at 102 Lamberth Street, Reidsville, North Carolina, to be demolished and removed, pending demolition and removal to post said structure as provided by N.C.G. S. 160A-443 and Section 4-29 (b) of the Reidsville Code of Ordinances.

**WHEREAS**, on the 2<sup>nd</sup> day of February, 2017 Octavio Cortes purchased 102 Lamberth Street and proceeded to bring said structure into compliance with the Reidsville Code of Ordinance, Article 11, Housing Code.

**NOW THEREFORE**, the Reidsville City Council repeals the demolition Ordinance for 102 Lamberth Street approved on the 13<sup>th</sup> day of December, 2016.

This is the 11<sup>th</sup> day of April, 2017.

/s/

\_\_\_\_\_  
John "Jay" M. Donecker, Mayor, Reidsville, North Carolina

ATTESTED BY:

/s/

\_\_\_\_\_  
Angela G. Stadler, City Clerk

**CONSIDERATION OF STAFF REQUEST THAT COUNCIL AUTHORIZE THE CITY MANAGER TO EXECUTE TASK ORDER #3 WITH ARCADIS IN THE AMOUNT OF \$300,000 FOR AN ENGINEERING DESIGN SERVICES CONTRACT – PHASE II HIGH SERVICE LEVEL WATER PUMP STATION CONTINGENT UPON THE CITY OF GREENSBORO’S EXECUTION OF THE CONTRACT DOCUMENTS AND APPROVAL OF THE CORRESPONDING CAPITAL PROJECT ORDINANCE.**

In making the staff report, Public Works Director Kevin Eason said staff had been approached by the City of Greensboro several months ago to install a new high level pump station to be able to pump a million gallons daily from the City to Greensboro. He added that the two cities had also amended their water agreement contract to up the City of Greensboro’s usage from half a million to a million gallons and extended the period of the contract an additional eight years. The first phase was to have the company, Arcadis, to do the design work, which has been completed. The pre-bid meeting was done this morning, and they anticipate the bid opening to be done on April 27<sup>th</sup>. He said this contract is for construction administration and bid services that Arcadis is doing at the moment. This is a 100% reimbursable contract for Phase 1 and Phase 2, Eason said, and as the City is billed, we will pay Arcadis but will then be reimbursed by the City of Greensboro. He said they anticipate having the authority to award in May after Greensboro gets some internal paperwork done, and anticipate the total project to be done by the end of 2017 or by January of 2018.

Councilman Festerman said he understands this is a \$1.7 million project for \$35,000. He said that is a pretty good deal.

Manager Mitchell stressed that this recommendation is contingent upon the City of Greensboro’s execution of the contract.

**Councilman Gorham made the motion, seconded by Councilman Hairston and unanimously approved by Council in a 7-0 vote, to approve the contract with Arcadis contingent upon the City of Greensboro’s execution of the contract documents and approval of the corresponding Capital Project Ordinance.**

The corresponding Capital Project Ordinance as approved follows:

**CAPITAL PROJECT ORDINANCE AMENDMENT**

**AUTHORIZING CAPITAL IMPROVEMENTS  
TO THE CITY'S WATER TREATMENT PLANT**

**WHEREAS**, North Carolina General Statute 159-13.2 authorizes the establishment of a Capital Project Fund to account for expenses and revenues that are likely to extend beyond a single fiscal year; and

**WHEREAS**, it is the desire of the Mayor and the City Council of the City of Reidsville to amend the capital project fund established for water treatment plant improvements on October 9, 2013;

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and the City Council of the City of Reidsville that:

Section 1. The following line item of revenue is hereby amended:

55-3911-0000 Greensboro Contribution  
\$ 300,000

Section 2. The following line item of expenditures is hereby amended:

55-7120-1995 Engineering – Greensboro Pump  
\$ 300,000

Section 3. The City Manager is hereby granted all necessary authority to carry out this project, including the approval of payment requests as earned under approved contracts, to approve change orders in each contract as long as said change orders amount to less than \$50,000 each, to transfer funds from the established Contingency Fund to cover such change orders and cost overruns, to acquire rights-of-way, and to pay for debt issuance costs. The Finance Director is authorized to make temporary loans to this capital project from the Combined Enterprise Fund in order to cover costs before receipt of revenues and to establish an acceptable cash flow.

This the 11th day of April, 2017

/s/ \_\_\_\_\_  
John M. "Jay" Donecker  
Mayor

ATTEST:

/s/ \_\_\_\_\_  
Angela G. Stadler, CMC/NCCMC  
City Clerk



**CONSIDERATION OF BUDGET ORDINANCE AMENDMENT NO. 11 TO RECOGNIZE PROCEEDS FROM THE SALE OF SURPLUS ASSETS AND TO APPROPRIATE THOSE FUNDS.**

In providing the staff report, Assistant City Manager-Finance Director Chris Phillips read from his prepared memo dated April 4, 2017. (A COPY OF THE MEMO IS HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.) The attached Budget Ordinance Amendment No. 11 recognizes excess revenues from the sale of fixed assets and appropriates those funds. The 2017-2017 budget, he said, included revenues from the sale of fixed assets totaling \$91,000. Of that amount, \$25,000 was allocated to the Garage Fund and \$66,000 was allocated to the General Fund. In past years, \$25,000 was the amount used in the General Fund for the sale of such assets. The additional \$41,000 this fiscal year was to be used for Public Works' break room expansion, he said.

The sale of fixed assets has exceeded the budget, reaching \$129,000, the Finance Director said. At the same time, the \$41,000 for the break room expansion has been inadequate with newer estimates ranging from \$53,500 to \$80,000-plus. In the meantime, Public Works has identified other needs, including major roof repairs at the Public Works building over the Solid Waste section at a cost of \$50,400, he continued. The Administrative area of the building needs a \$7,000 flood test/ leak repair. This \$57,400 estimated cost will be paid from the \$41,000 originally planned for the break room and from \$16,400 from the excess sales, Phillips said. Eason and Fire Chief David Bracken have been working on the roof estimates, he added.

The remaining excess totaling \$21,600 will be placed in the City Manager's contingency account where they will be available if the roof testing at Public Works uncovers more repairs than expected, he stated. If they are not needed for that purpose, \$15,000 will be used to replace the doors on the front of City Hall. Councilman Festerman asked if we will lose some of the character of the building? Phillips explained that \$15,000 is for a basic door. The current doors are too heavy and are basically pulling the building down with them, he said. Customers have complained they can't open the door because they are too heavy. Yes, they will look different, the Finance Director asserted. Councilman Festerman said that would be regrettable, but moving on, he said no break room for Public Works? Phillips responded in the affirmative, saying the roof was a bigger need. The City Manager noted that the original request was for \$41,000 but the newer estimate was for \$80,000-plus. Councilman Festerman asked why is the break room not vital going forward? Staff said it was more of a morale booster, but the Public Works Director and others have said the roof is a greater and more pressing need.

Discussion continued about the doors. Phillips noted that the doors, along with the interior light fixtures and crates around the radiators, have been here since 1936. An interest was expressed by some Council members to keep the existing doors within the building. Councilman Gorham noted that he had seen some customers having trouble getting in and out of the doors. Concerns were also expressed about someone possibly hurting themselves. Councilman Festerman said he would like for Council to see what is proposed for the doors before it is done.



**Councilman Gorham then made the motion, seconded by Councilman Hairston and unanimously approved by Council in a 7-0 vote, to approve Budget Ordinance Amendment No. 11.**

The Budget Ordinance Amendment as approved follows:

**BUDGET ORDINANCE AMENDMENT NO. 11**

**WHEREAS**, the Mayor and City Council of the City of Reidsville adopted a budget ordinance on June 14, 2016 which established revenues and authorized expenditures for fiscal year 2016-2017; and

**WHEREAS**, since the time of the adoption of said ordinance, it has become necessary to make certain changes in the City's budget to recognize receipts from the sale of surplus assets and to appropriate those funds for needed roof repairs;

**NOW, THEREFORE, BE IT ORDAINED**, by the Mayor and City Council of the City of Reidsville that the budget ordinance as adopted on June 14, 2016 is hereby amended as follows;

**Section 1.** That revenue account number 10-3835-8200, Sale of Fixed Assets, be increased by \$38,000.00.

**Section 2.** That expense account number 10-4123-5800, Public Works Admin Capital Improvements, be increased by \$16,400.00; that expense account number 10-4120-9910, Administration Contingency, be increased by \$21,600.00.

This the 11th day of April, 2017.

/s/ \_\_\_\_\_  
John M. "Jay" Donecker  
Mayor

ATTEST:

/s/ \_\_\_\_\_  
Angela G. Stadler, CMC/NCCMC  
City Clerk

**PUBLIC COMMENTS.**

**Downtown Parking Discussed.**

Ms. Paige Strader of 227 South Scales Street, Reidsville, came forward to discuss the marking of tires by the Police Department. She said she has no issue with the tires being marked between 9 and 11 a.m. but she cited as an example that she had a customer in her store, the only store open other than UMAR, who had to leave and stop shopping at 1 hour and 50 minutes so she wouldn't get a parking ticket. However, another day the tires weren't marked.

Mayor Donecker said an enforcement officer has been there, but there are three part-time officers doing parking enforcements for the past six months. On that particular day, the officer came in at 1:30 p.m. and started marking tires.

Councilwoman Walker asked if this was a local customer or someone from out of town? Strader said it was a local customer who had only gotten three-fourths of the way through her store. She actually left things in the store she had picked out, the store owner added.

Sharon Snead, a downtown merchant at 207 South Scales Street, said the parking time limit doesn't affect her store as much, but she said she disagreed with the whole issue of the two-hour limit. She said if it is just for City revenue, surely you can find another way. She noted how hard it is for someone to eat at one of the downtown restaurants and then shop in that two-hour timeframe. The same could be true for someone getting their hair done, she added. She said she could see the limit if we had a lot of available parking. As a merchant, she said she doesn't see this as a way to encourage people to come downtown.

Mayor Donecker stressed this is not driven by the City wanting to get more revenues. He said we get complaints from one store owner complaining about another store owner parking in front of their store all day so two-hour parking became the solution. He agreed that we want more people to come downtown, but he said they might want to park in a parking lot even though they might have to walk. He talked of similar parking issues in bigger cities like Winston-Salem.

Ms. Snead said she came downtown yesterday even though her store is closed on Mondays. At 10:30 a.m. there was no parking space to be had in the parking lot, she stated. She said there are not enough spaces to begin with. She suggested the idea of a trolley that could also be an attraction, adding that she felt like a trolley could be purchased for the \$41,000 used for a break room. The Mayor said the cost is not so much the trolley itself but the expense associated with the employees driving it. He said he had never seen all three parking lots in the downtown area full at the same time. He said, yes, there is a parking issue and the City can be lenient at the appropriate time. He said the parking timeframe may be something the Reidsville Downtown Corporation can consider and said Hugh Sandoe might can start that conversation. Ms. Snead suggested extending it to three hours. Councilman Festerman said it used to be one hour. He stressed it is not done for revenue producing but to have spaces available. He said you lose money by doing enforcement. Ms. Snead said all they want is more customers, and they don't want them to be upset because they got a ticket. She suggested a petition of the businesses be done. The Mayor said before that is done, a conversation should be had with the RDC because with a petition, it is an "either or" position. City Manager Mitchell said the Main Street personnel and RDC could do that, reaching out and exploring that possibility.

Ms. Snead said they want a solution that benefits everyone. The Mayor said we definitely want more feet downtown. Councilman Festerman said he believes two hours is the standard in most cities, which is how they arrived at it. Ms. Snead said the pace is a little faster in other cities, and they have huge parking garages.

Richard Ratliff of Lawndale Drive, Reidsville, came forward. He asked if the State has parking lot meters we can use? Would a parking meter help, he asked. Mayor Donecker said it could but most would not be in favor of it because you have to pay some money for that parking spot. He said that could be one of the solutions discussed by the RDC but added that is often an option used in beach communities in the summer but that locals resent it.

Anne Lane, of 536 Park Lane, saying she was representing Harold Norman of Liberty Treasure Chest, said she has a video of five cars on Scales Street, including hers, and traffic enforcement marking cars. She said the parking thing is a little ridiculous. She also noted that she had lived here for a year before she knew of the parking lots because there are no signs pointing to them. Noting that she does the marketing for Liberty Treasure Chest, they market to out-of-town customers. They want them to spend 3-4 hours in the store so two-hour parking does hurt.

#### **BOARD & COMMISSION APPOINTMENTS:**

Ballots were distributed for the board and commission appointments. The Mayor pointed out to Council members that there are two names for each position on the Planning Board.

#### **CITY MANAGER'S REPORT.**

City Manager Preston Mitchell presented his Manager's Report to Council. (A COPY OF THE WRITTEN REPORT IS HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.) He reminded Council members of the RCARE dedication ceremony at 11 a.m. on April 21, adding that a copy of the invitation was included in the Council's agenda packets. He said there will be limited parking on site and that parking will also be available at the Penn House, City Hall and across the street at the Reidsville Baptist School.

Manager Mitchell also noted that the Reidsville ABC Board had previously asked to contribute its mandatory 7% distribution for alcohol education to the Reidsville Police Department on an annual basis. However, upon further research, they found that the General Statutes require them to distribute the donations quarterly.

He concluded by pointing out the list of upcoming events throughout the City in April.

#### **COUNCIL MEMBERS' REPORTS.**

**Mayor Pro Tem Brown** – The Mayor Pro Tem said he would condense his report down to one item. He said on April 3, he toured the Commonwealth Plant with Representative Bert Jones, the City Manager and the Economic Development Director and told the plant manager at the time that they would be willing to do whatever was necessary to keep that plant open, he said. He seemed very receptive and said the company was very impressed with the City of Reidsville and what it had to offer. The legislator also noted the possibility of some funds being available in terms of renovation, etc.

**Councilman Hairston** – The Councilman said he had attended both the NAACP meeting and the Human Relations Commission. The organizations are working together to hold a multi-cultural day sometime this year, he said. They are formulating a committee to work on it, he indicated. He said he also attended the Ministerial Alliance meeting on March 24<sup>th</sup> and they are planning a City-wide revival May 2-5 at Elm Grove Baptist Church as well as a scholarship fundraiser for three high school students.

**Councilwoman Walker** – Noting it was a busy month, the Councilwoman said she attended the March 28<sup>th</sup> Citizens for Economic Development meeting in Eden; April 2, the open reception for the Fine Arts Festival of Rockingham County; April 9, the Habitat for Humanity new house dedication on Olive Drive; April 2, she spoke at the Evangelical Fellowship Church where Pastor and Mrs. Farrington celebrated their 13<sup>th</sup> year anniversary; April 1, she attended the Reidsville High School football banquet where the players and cheerleaders got their championship rings; and this past Friday, she said she attended a garden party at the Country Club, which was a fundraiser for women who have been victims of rape.

**Councilman Gorham** – The Councilman said he attended on March 15, the Planning Board meeting; March 16, the AAC (African-American Caucus) meeting; March 28, Downtown Corporation meeting, the Senior Men’s meeting; and the dual Community Watch meeting with Ann Ruston and Oak Park; April 2, the 25<sup>th</sup> Pastoral Anniversary of Rev. William Hairston and his wife; April 3, Baptist Temple Community Watch; and April 4, McLaurin Park Community Watch.

**Councilman Balsley** – The Councilman asked if anyone was there to represent the Chamber tonight? Kevin Barker of 1321 Wentworth Street, Chairman of the Chamber Board, said Diane Sawyer was unable to attend due to another obligation. He discussed several Chamber events, including staff appreciation, the RDC & Chamber’s Casino Night, Cruise-In going on this Friday; giving away gift cards and prizes through the Chamber’s texting program, which is still growing and expanding. He said they are looking at more things to do to provide assistance. They assisted a lady who was planning to buy the bike shop by telling her who to contact in the City, etc., Mr. Barker said. The lady doesn’t know what she is going to do with the building but she want to help Reidsville become what it could be.

**Mayor Donecker** – The Mayor asked Kevin Barker if he knew how much the Casino Night had raised? Mr. Barker said preliminary numbers look like they cleared about \$6,000, maybe a little more. He said they are still waiting on the final numbers. The Mayor said it was a well-organized event but what jumped out to him was the age of the attendees being younger and not just because Councilman Festerman wasn’t there. Mr. Barker noted that a lot of Chamber staff and volunteer time went into the event.

Councilwoman Walker noted that Diane Sawyer went with them to Town Hall Day, which was a very informative and valuable day. She said they appreciated Sawyer and her board designee attending. Mr. Barker said they are always interested in going to such events.

**Councilman Festerman** – The Councilman congratulated Ms. Kershaw. He then asked about whose responsibility it will be to cut the grass on Freeway Drive. Manager Mitchell said it is still considered in the construction phase and it has not been decided who will cut it. However, the Public Works Director has recommended that it be part of the NCDOT cutting process because of the sheer size of it. The Councilman then asked about the timetable for lighting along Freeway Drive. The City Manager said Duke Energy had submitted a lighting plan to the City, which reviewed it based on financial considerations, etc. The Technical Review Committee looked at it, and the plans have been sent back to Duke Energy, and we are waiting to hear back from them. He said he couldn't say whether they are reviewing it for installation or if it is in the process. Councilman Festerman said the changes on Richardson Drive have been well received by the residents there. He asked if we had anything to do with that? Manager Mitchell said to his knowledge, the City was not involved but the residents dealt directly with NCDOT. And finally with everything going on recently, Councilman Festerman said his thoughts and prayers are with the Police Department.

#### **ANNOUNCEMENT OF BOARD & COMMISSION APPOINTMENTS.**

City Clerk Angela Stadler noted that the board and commission appointments were a little different this month in that the Council was considering four applications – two for an outside-City position and two for an inside-City position on the Planning Board. The outside-City person will be recommended to the Rockingham County Commissioners to fill the ETJ position on the board.

For the outside-City position, Richard McKinney of 275 Rabbit Trail, Reidsville was recommended to serve another term on the Reidsville Planning Board, garnering six votes. A letter will be sent to the County, the Clerk said. George Rucker of 508 Staples Street, Reidsville, in a 4-3 vote was appointed to the Planning Board for the inside-City position. (A COPY OF THE BALLOTS ARE HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.)

#### **Budget Work Session on April 28.**

It was decided Council will hold a budget work session at 9 a.m. on Friday, April 28. Councilwoman Walker will call in to the special meeting.

Mayor Donecker noted that this month is the 20<sup>th</sup> anniversary of the joint City-Reidsville YMCA pool project, a successful project, he noted. He thanked Mayor Pro Tem Brown, who was Recreation Director at the time, with helping get that project off to such a good start. The Mayor Pro Tem, in turn, thanked Mayor Donecker, who at the time was chairman of the committee spearheading the project.

#### **MOVE TO FIRST-FLOOR CONFERENCE ROOM FOR A CLOSED SESSION TO DISCUSS ECONOMIC DEVELOPMENT PURSUANT TO NCGS 143-318.11(A)(4).**

**Councilwoman Walker made the motion, seconded by Councilman Gorham and unanimously approved by Council in a 7-0 vote, to go into closed session.**

**RETURN FROM CLOSED SESSION.**

**Upon return from closed session, Councilman Gorham made the motion, seconded by Councilman Festerman and unanimously approved by Council in a 7-0 vote, to adjourn.**

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John M. "Jay" Donecker, Mayor

ATTEST:

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Angela G. Stadler, CMC/NCCMC, City Clerk