

# MINUTES

## Blowing Rock Board of Commissioners

August 10, 2004

The Town of Blowing Rock Board of Commissioners met in regular session on Tuesday, August 10, 2004. Members present were Mayor J.B. Lawrence, Commissioners Bobby Ball, Rita Wiseman, Terry Lentz, Keith Tester and David Wray. Town Manager Scott Hildebran and Town Clerk Barbara Beach were also present. Other staff members attending the meeting were Police Chief Owen Tolbert, Planning Director Kevin Rothrock, Building Inspector John Warren, Public Works Director Johnny Lentz, Recreation Director Jamie Saitta, Emergency Services Director Kent Graham and Consulting Engineer Doug Chapman of McGill & Associates.

### Call to Order and Approval of Minutes

Mayor Lawrence called the meeting to order and welcomed the assembled citizens. He announced he would entertain a motion concerning the approval of the draft minutes for July 13. Mrs. Ball moved that Council approve the minutes as drafted. Ms. Wiseman seconded the motion. Mr. Wray recommended that the minutes be corrected to reflect action concerning the bond for Pssghetti's Restaurant. The following phrase should be added to the action taken at the July meeting pertaining to the conditional use permit for Pssghetti's Restaurant: A bond in the amount of 125% of the engineer's estimate of the total cost of Phase II will be required.

Mrs. Ball amended her motion to approve the minutes as corrected. Ms. Wiseman concurred, and all members voted in the affirmative.

### Presentation

#### 1. Skateboard Park – Petition

Sky Franks presented a petition to Council to request the Town build a skate park or designate an area of Town to accommodate the skateboarders of the Town. Mayor Lawrence agreed that it needed to be addressed and that he had signed the petition. He suggested that the Town consider this request as part of the Recreation Master Plan. Director Jamie Saitta explained that current Park policy prohibits roller blades, bikes, and skateboards, due to the fact that riders have damaged benches and facilities.

Mayor Lawrence thanked the young people for attending the meeting and their contribution to the governmental process. He assured them that their request would be taken into consideration, and that public meetings will be held for citizen input to the Master Plan.

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**New Business**

### **1. Blowing Rock EmergencyFest - 2005**

Kent Graham requested authorization to hold the 3<sup>rd</sup> Annual EmergencyFest on June 18, 2005. He explained that Emergency Services is also requesting permission to close off a portion of Park Avenue and Wallingford Street for the event, and to use the lower parking lot of the American Legion. They also request permission to use a banner on the day of the event; use the hydrant at the corner of Park and Wallingford, and use of park benches and garbage cans. Also, he advised that the 2005 EmergencyFest would once again include the WINGS helicopter rescue unit.

Ms. Wiseman made motion that Council grant these requests. Mr. Lentz seconded the motion, and all members voted in favor.

### **2. Appointment - Board of Adjustment**

Mr. Hildebran notified Council of the resignation of Lisle Snyder from the Board of Adjustments due to his move from the Town. It is the practice of the Council to elevate a current alternate member to regular member position. Mr. Lentz moved that alternate member Al Wheeler be appointed to full member status, and that the decision to appoint another alternate member will be discussed at the annual Council Retreat. Mr. Wray seconded the motion, and members voted unanimously to approve.

### **3. Emergency Services Building – Architectural Services Agreement**

In the 2004-2005 budget, Council appropriated \$50,000 for seed money to begin the design of a new Emergency Services Building on property owned by the Town on Highway 321 Bypass. Mr. Hildebran submitted a letter proposal from Scott Garner Architect, PA for emergency services building design, and a draft Standard Form of Agreement. The standard architectural fee will be 7.5% of the finalized building construction costs. Council approval is necessary to begin the process of design for the building.

Mr. Hildebran reminded Council that Scott Garner Architect, PA was retained in 2000 to do preliminary site plan review for a proposed emergency services building. Last year, Council contracted with Mr. Garner to do an analysis of the needed land along the U.S. 321 Bypass to accommodate an emergency services building. Mr. Hildebran requested Council authorize a subcommittee consisting of the Town Manager and Commissioners Lentz and Wray to begin negotiations with Mr. Garner for a preliminary draft contract.

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Mr. Tester questioned the draft Form of Agreement, inquiring who would be designated as the Project Manager or the Owner's Representative for the Town. Mr. Garner was present to answer questions, and he introduced Barry Blackwood, his associate. He explained that once the project is begun, he would hold weekly and monthly meetings with the Town's designated official and the contractor.

Mr. Hildebran clarified the request, stating that this is not final approval on a contract, it is authorization to begin negotiating a contract with Mr. Garner, and that a draft contract will be presented to Council when various details have been worked out.

After further discussion, Ms. Wiseman moved that Mr. Hildebran and Commissioners Lentz and Wray be authorized to negotiate a contract, filling in the blanks, and return to Council with a draft contract for final approval. Mr. Lentz seconded the motion, and members voted unanimously to ratify it.

#### **4. Bids – Police Vehicles**

Mr. Hildebran notified Council that bids for two new police vehicles have been received.

The bids are as follows:

##### **Vic Bailey Ford**

\$22,444.00 Ford Crown Victoria

\$24,803.00 Ford Explorer

\$47,247.00 Total

##### **Sheely Ford**

\$23,220.25 Ford Crown Victoria

\$25,248.68 Ford Explorer

\$48,468.93 Total

##### **Bobby Jones Ford**

\$22,901.77 Ford Crown Victoria

\$24,331.25 Ford Explorer

\$47,233.02 Total

Mr. Hildebran recommended that the bid be awarded to Bobby Jones Ford for \$47,233.02. Mr. Lentz made motion that this action be taken, Mr. Wray seconded the motion, and it was unanimously approved.

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#### **5. Financing Proposal – Capital Equipment - Resolution #2004-04**

Mr. Hildebran reported that the Town has received financing proposals from area banks to finance the acquisition of capital equipment approved in the FY 2004-05 Budget. The bids are as follows:

Bank of Granite 4.40%

BB&T 2.81%

First Citizens Bank 2.95%

Northwestern Bank 3.25%

RBC Centura Bank 2.64%

Wachovia Corp. 4.38%

He recommended that the financing be awarded to RBC Centura with the low bid of 2.64%. The amount of the loan will be for up to \$125,735 for a term of 3 years, with a \$44,500 payment at closing for the first year and two subsequent annual payments of \$42,232.94. Mr. Wray moved that this action be approved. Ms. Wiseman seconded the motion, and all members voted in favor.

*Resolution No. 2004-04 Attached as Exhibit A*

## **6. Surplus – Vehicles - Resolution #2004-05**

By authorization of NCGS 160A-266C, the Town Council may adopt a resolution authorizing a town official to dispose of personal property valued at less than \$5,000 through use of informal procedures to obtain fair market value. Council members considered a resolution to authorize the Town Manager to accept sealed bids for the following surplus vehicles and equipment: 1980 Chevrolet Van, 1997 Ford Crown Victoria, 1981 Chevrolet Step Van, and 1986 Case 580K Loader. Mr. Lentz made motion that this action be ratified. Mr. Tester seconded the motion, and it was unanimously approved.

*Resolution No. 2004-05 Attached as Exhibit B*

## **Departmental Reports**

Mr. Hildebran provided an update concerning construction of the South Main sidewalk, advising Council that it should be completed in the next week. The completion date for the South Main Trail is August 31.

Mr. Hildebran announced that John Warren has been elected a director of the North Carolina Plumbing Inspectors Association for a term of two years.

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Mr. Hildebran notified Council that BREMCO has set a new sample light pole for citizens to view, and that it will cost the same per pole as the fiberglass type. Council agreed to hold a special meeting in the next two weeks to consider an agreement with BREMCO on this matter. Mr. Hildebran also reported that light poles for the South Main project have not been installed pending Council review of the new poles.

### **Adjournment**

There was no further business, and Mayor Lawrence adjourned the meeting at 7:43 p.m.

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J. B. Lawrence, Mayor

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Barbara G. Beach, Town Clerk