

Mount Pleasant

North Carolina

Founded in 1848

**Town of Mt. Pleasant
Regular Board Meeting
Monday, August 9, 2021
6:00 PM- Town Hall Commissioners Room**

Call to Order- Mayor Del Eudy

Invocation- Pastor David Snow from Community Church of Mount Pleasant

Pledge of Allegiance- Mayor Del Eudy

1. Public Forum

(Please limit comments to 3 minutes or less)

2. Conflict of Interest

*The Mayor and Commissioners are asked at this time to reveal if they have a Conflict of Interest with any item on the Agenda in order to be recused for that item. (No member shall be excused from voting except upon matters involving the consideration of the member's own financial interest or official conduct or on matters on which the member is prohibited from voting under G.S. 14-234, 160A-381(d), or 160A-388(e)(2). **NC State Statute 160A-75**)*

3. Approve Agenda (Pages 1-2)

4. Consent Agenda (Pages 3-17)

- A. Minutes July 12, 2021 (pages 3-9)
- B. Minutes for Special Called Meeting August 2, 2021 (pages 10-13)
- C. Budget Amendment #1 Funds received from ARP (page 14)
- D. Grant Project Ordinance for the Town of Mount Pleasant Coronavirus State and Local Fiscal Recovery (ARP) Funds (pages 15-16)
- E. Budget Amendment #2 Insurance Proceeds-Hail Damage (page 17)

5. Staff Reports (Pages 18-32)

- A. Town Manager-Randy Holloway (pages 18-19)
- B. Asst. Town Manager-Crystal Smith (page 20)
- C. Town Clerk/Finance Officer - Amy Schueneman (pages 21-22)
- D. Planning & Economic Development Director - Erin Burris (pages 24-25)
- E. Code Enforcement- Jeff Watts (page 26)
- F. Public Works-Justin Stallings (page 27)
- G. Cabarrus Co. Sheriff's Dept Report (pages 28-32)

6. Public Hearings

None

7. Old Business (Pages 33-39)

- A. FIP 2021-01 Moose Pharmacy Awning Façade Improvement Request (pages 33-39)

8. New Business (Pages 40-62)

- A. Presentation of Community Health Needs Assessment report by Marcella Beam of Cabarrus Health Alliance (page 40)

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Website: www.mtpleasantnc.org Email: townhall@mtpleasantnc.us

- B. Consider allowing Jeff Lemmond to use McAllister Field to have an Amateur BBQ competition in October. (page 41)
- C. Town Branding Presentation by Nick Newman (pages 42-43)
- D. Consider approving a new part-time position of Public Works Manager (pages 44-47)
- E. Consider using ARP funds to assist with the Summer St. Pump Station Project (pages 48-50)
- F. Washington Street Improvements-Surface Transportation Block Grant Resolution of Support (pages 51-60)
- G. Consider approving engineering contract with LKC Engineering for the USDA Project (pages 61-62)
- H. Discuss impact of COVID 19 on future Town events/operations.

9. Adjournment

*All agenda items and attachments are considered public record.
If you would like to obtain or view copies of the attachments or minutes from the Board's meetings, please contact Town Hall Monday-Friday 8:00am-4:30pm.
Hard copies are \$.10 per page.
Closed Session minutes are unavailable until released by the Board and/or the Town Attorney.*

Mount Pleasant

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**Town of Mt. Pleasant
Board of Commissioners
Town Board Meeting Minutes
Monday, July 12, 2021 at 6:00 P.M.**

Attendance: Mayor Del Eudy
Mayor Pro-Tem/Commissioner Lori Furr (by phone)
Commissioner Steve Ashby
Commissioner Justin Simpson (arrived at 6:06pm)
Commissioner William Meadows
Commissioner Jim Sells
Town Administrator Randy Holloway
Town Attorney John Scarbrough
Town Clerk Amy Schueneman

Also Present: Erin Burris, Crystal Smith, Matt Sharrock, Deputy Stephen Wagoner, Kay Beckett, Sharon Perdew(?), and Faith Eudy.

CALL TO ORDER

Mayor Eudy called the meeting to order.

INVOCATION

Associate Pastor Matt Sharrock of Propel Church led the Board in prayer.

PLEDGE OF ALLEGIANCE

Mayor Eudy led the Pledge of Allegiance.

1. Public Forum

No one spoke

2. Conflict of Interest

The Mayor and Commissioners are asked at this time to reveal if they have a Conflict of Interest with any item on the Agenda in order to be recused for that item. (No member shall be excused from voting except upon matters involving the consideration of the member's own financial interest or official conduct or on matters on which the member is prohibited from voting under G.S. 14-234, 160A-381(d), or 160A-388(e)(2). NC State Statute 160A-75)

No one had a conflict.

3. Approve Agenda

ADDED:

New Business F- Town Branding added by Commissioner Furr

A motion to approve the Amended Agenda was made by Commissioner Sells with a second

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by Commissioner Meadows. All Board Members were in favor. (4-0, Commissioner Simpson had not arrived)

4. Consent Agenda

- A. Minutes June 14, 2021
- B. Items Sold on Gov Deals and direct by Fire Dept. June 2021
- C. Cabarrus Economic Development Contract FY21/22
- D. Budget Amendment #17 Year End Corrections
- E. Budget Amendment #18 Year End Future Retiree Insurance
- F. Budget Amendment #19 Year End Manhole Repair Fund

Commissioner Furr made a motion to approve the Consent Agenda as listed with a second by Commissioner Ashby. All Board Members were in favor. (4-0, Commissioner Simpson had not arrived)

5. Reports

A. Town Manager-Randy Holloway

Mr. Holloway briefed the Board on the conference call held last Friday with FEMA. Despite all the questions asked and guidance by FEMA about funding if there was an overage to the estimated cost of \$230,000 for the Dutch Buffalo Creek Dam repair, FEMA denied any additional funds for the project. Because the Town selected "fixed cost", we are unable to receive any additional funds. Town Clerk Amy Schueneman had email trails showing responses from FEMA and the state showing that we were asking the right questions. However, because of the bad advice by them, they will not permit additional funds for the project.

Mayor Eudy suggested staff should reach out to Congressman Richard Hudson's office to see if he can help with the matter.

Mr. Holloway did talk to engineer Wes Webb with Alley, Williams, Carmen, and King to see if the lowest bidder can modify the repairs to fit within the budget.

B. Asst. Town Manager-Crystal Smith

Mrs. Smith recognized Faith Eudy as a 6-year member of the Youth Council. She was always the first to arrive and last to leave. She will attend Western Carolina this fall. Mrs. Smith jokingly said she is now promoted to the Events Committee now. The Board gave her a standing ovation for her dedication to the Town.

C. Town Clerk/Finance Officer - Amy Schueneman

D. Planning & Economic Development Director - Erin Burris

Ms. Burris had several items to report to the Board:

- Utilities: During the last week of June Town staff was made aware of sewer capacity issues as WSACC's Rocky River Waste Water Treatment Plant. Staff from WSACC, Cabarrus County, Concord, Kannapolis, Harrisburg, and Mount Pleasant have formed the WSACC Capacity Allocation Committee. They will be meeting weekly for the next few months to come up with recommendations on how future sewer capacity should be allocated ahead of the expansion at the treatment plant. Paper capacity showed a significant increase in request for allocation with a large increase in I&I from storm water. On paper it is scary. Will ask state to reduce capacity of each bedroom from 100 to 70 gallons a day. This one step would gain Cabarrus County a million gallons a day on

paper. Allocation will have to be rationed until the first expansion in 2022 and the completed project in 2027. Commissioner Sells said it use to be first come first serve. Now each area will have an allocation.

- Comprehensive Plan Implementation: Cabarrus County approved budget for FY21/22 included \$4.1 million to construct a new park and/or ballfields in the Northeast portion of the county.
- The Buffalo Creek Preserve Trailhead Parking Area-the application was submitted to the County for a grant to expand parking and build a shelter. Because the Town had not signed the lease, the Active Living and Parks Committee did not take it seriously because the Town "was not committed." to the project. They suggested trying again in October but only \$16,000 will be available and the Town needed \$45,000. Mrs. Burris asked the Board for guidance. The Board thought staff should reach out to the Threadtrail and report back.
- Transportation-The Surface Transportation Block Grant is something that the Town would have to pursue for Washington St. because the CMAQ money that we were going for would cover the sidewalk but not the place to put the sidewalk. NCDOT and MPO are trying to figure out if DOT will not pay curb and gutter even though they use to. Pairing the money with STBG and CMAQ may be the way to get it done.
- Intersection of 73 and Main- the draft pavement markings are not adequate for fire trucks to get through the intersection. When came out to field verify, they had questions on if it would work. Waiting on decision. There will not be turn lanes on Main St.

E. Code Enforcement- Jeff Watts

F. Cabarrus Co. Sheriff's Dept Report -Deputy Stephen Wagoner

6. Public Hearings

A. TA 2021-01 160D Amendments

Ms. Burris said General Assembly signed by the Governor North Carolina General Statute 160D reorganized all the Planning Statutes. It used to be in 160A -19. Recommending it to be called the Mount Pleasant Development Ordinance. The biggest changes were in Articles 2 and 3.

Article 2 is the establishment of the Boards and Entities that oversee enforcing the ordinance. On page 1-14, 1.6.8.9 Criminal Penalties permits charging Class 3 misdemeanor. Fines must be put in fund for school system. If you remove the Criminal Penalty from the ordinance, Town could retain fines. This would take the "bite" out of the ordinance. Board thought it was a good idea to keep it in there based on advice from town Attorney John Scarbrough. The Historic Preservation Commission (which is only on paper) set up, Town Board role, and Conflict of Interest statements on voting are included in Article 2. The Historic Preservation Commission is there if you choose to use it, if you establish the Historic Preservation Overlay which is a legislative decision. To enact the overlay, a rezoning of the entire Historic District would be needed. To do that the Board would have to install a Historic Preservation Commission to oversee the program. Guidelines are governed by State Statutes or Secretary of Interior Standards.

Article 3 was heavily reorganized because the old flow charts were hard to follow. Page 3-4 shows the steps and what goes on in each step. Every approval type is listed with who you would go to for approval.

Article 4 - Table 4.6.1 specific standards in the Statutes are reference in the table. Government buildings excluding Animal Shelters and Correctional Institutions are a separate use. Animal Shelters were added to C1 and CD because of similar uses but only as Special Uses so they would have to go to the Board of Adjustment. The Statutes distinguishes Bed & Breakfast Homes from Bed & Breakfast Inns. Bed & Breakfast Homes (8 rooms or less) added as a line item under Office and Service Uses and only permitted as Special Use in residential districts. It was added to OI, Center City, C1 and C2. Bed & Breakfast Inns (8-12 rooms) permitted in CC and C1. Over 12 rooms would be considered a hotel. Amateur Radio Antenna 160D-905 that had to be added for certain districts. Sawmills were left out of last ordinance but added back to this one.

Article 5- Home Occupations-Furniture Refinishing was deleted since falls more under Artist & Craftsman exemption. Reception and Banquet Facilities changed from 5 to 4.

Article 6- It is all about Subdivisions with changes coming straight from Statutes. Some references were added about things being reviewed by the Town Engineer and members of the Technical Review Committee, not just the Director of Public Works. Under the vesting section of 160D, gives only 3 time frames for permits (1 year), plats (2 years), and plans (can renew after 2 years). Had to classify types of open space for developers as either passive or active.

Article 12- Signs that said you must allow fence wraps for advertising on construction sites.

Article 13- Information about vested rights. Developer can choose to go with old or new ordinance if changing when they come in on a project.

As of July 1st we were mandated to follow 160D.

No one spoke at the Public Hearing.

A motion to say 160D is Approve and consistent: The Town Board finds that proposed amendments are not addressed by the Comprehensive Plan, but are not inconsistent with it. These amendments are intended to bring the Development Ordinance into compliance with new NCGS Chapter 160D, as required by state law, to rename the Unified Development Ordinance (UDO) to the Mount Pleasant Development Ordinance (MPDO), and to reorganize and codify the Ordinance accordingly was made by Commissioner Ashby with a second by Commissioner Simpson. All Board Members were in favor. (5-0)

Copy of the 200 page Mount Pleasant Development Ordinance is in the Minute Book.

B. TA 2021-02 CC Paved Parking Amortization Extension

Erin Burris stated this is to extend the Paved Parking Amortization for the Center City district for another two years due to the global pandemic. Hopefully, this will be the last extension.

No one spoke at the Public Hearing.

A motion to amend the extended amortization period for paving all gravel parking lots in Center City for two years until July 8, 2023 was made by Commissioner Sells with a second by Commissioner Ashby. All Board Members were in favor. (5-0)

A copy of the changes to Section 8.1.3.1.5 is included in the Minute Book.

7. Old Business

None

8. New Business

A. Façade Improvement Program request for awning by Moose Drug

A year and a half ago, the School of Government put out an interpretation of Façade Grants stating they constituted a gift. Therefore, the Town Façade Grant program was reworked to become the Historic Façade Improvement Program which is a more incentive based agreement. It is focused on historic facades over 50 years old. A Façade is the front, back or side of a building with emphasis on the front. The main purpose is to increase the tax base for the Town of Mount Pleasant. Landscaping and planters have been removed from the program. The property shall not be in violation of any zoning or code regulations; however, the program may be used on properties that have a plan to repair or restore historic buildings that may have code violations that will be corrected as part of the planned improvements. Each tier has a commitment time frame for the owner to maintain the facade.

Estimates have to be done up front. Then, they will be presented to the Board for approval. Once the work is done according to the Program, the owner can get up to 50% reimbursement from the Town.

Currently, there is one application for an awning and two others with historical buildings that have pretty significant improvements that are in line. \$10,000 is budgeted each year with some in a side account that was not spent last year. Residential buildings are not eligible.

A motion to approve the updates to the Historic Façade Improvement Program was made by Commissioner Simpson with a second by Commissioner Meadows. All Board Members were in favor. (5-0)

A copy of the Historic Façade Improvement Program Guidelines is included in the Minute Book.

B. Consider using local funding for Community Facilities Project including the Fire Dept. renovation and Municipal Complex improvements.

Mr. Holloway informed the Board that Town Staff is recommending not using USDA funding for the Community Facilities Project for the Fire Dept. renovation and Municipal Complex improvements. Reasons include more preliminary work and expense to apply for the USDA loan and cost will increase due to regulations attached to using USDA funds. The extra cost negates the lower interest rate. USDA loan term is only 25 years for Community Facilities and local banks should be able to do at least 20 years at a slightly higher interest rate.

Once we receive RFP's back from the local banks, the Town would request LGC approval to secure the loans prior to accepting the funds. The Board would give final approval to the bank with the best loan package at a future Board Meeting.

Motions:

1. A motion to use local funding for the Community Facilities Project including the Fire Dept. renovation and Municipal Complex improvements was made by Commissioner Furr with a second by Commissioner Simpson. All Board Members were in favor. (5-0)

2. Motion to allow staff to send out a Request for Proposal (RFP) to the three area banks for funding for the Community Facilities Project including the Fire Dept. renovation and Municipal Complex improvements was made by Commissioner Simpson with a second by Commissioner Sells. All Board Members were in favor. (5-0)

A copy of the Request for Proposal (RFP) is included in the Minute Book.

C. Consider approving McGill as the Engineering Firm for the Community Facilities Project for the Municipal Complex.

Town Manager reported that Town Staff reviewed the submissions to select an Engineering Firm for the Community Facilities Project for the Municipal Complex.

The Town advertised for RFQ's (Request for Qualifications) for engineering services and received six RFQ's from the following engineering firms:

Alley, Williams, Carmen, and King Inc.
Armstrong Glen, PC
LKC Engineering, PLLC
LJB Inc.
McGill Associates
Milligan Architecture, Inc.
The Wooten Company

After looking at the six presentation folders, the Town Staff consensus was McGill. They were the most experienced team with similarly related projects.

A motion to approve McGill as the Engineering Firm for the Community Facilities Project for the Municipal Complex was made by Commissioner Ashby with a second by Commissioner Meadows.

All Board Members were in favor. (5-0)

D. Consider continuing to use Milligan Architecture, Inc for the Fire Dept. renovation project.

Randy Holloway stated several years ago, Milligan Architecture was chosen to lead the Fire Dept. renovation. The project was put on hold due to higher-than-expected cost.

When the plan changed to use USDA funding for the Fire Dept. and Municipal Complex improvements, an RFQ for Architect/Engineering services was sent out combining the

projects. Town Staff would like to separate the projects since we will go for local bank financing and continue using Bill Milligan as the architect for the Fire Dept.

A motion to continue to use Milligan Architecture, Inc for the Fire Dept. renovation project was made by Commissioner Simpson with a second by Commissioner Meadows. All Board Members were in favor. (5-0)

E. Consider allowing Town Manager Randy Holloway to sign the Budget Amendment for the American Rescue Plan (ARP).

Amy Schueneman explained to the Board that the next step for receiving the ARP funds was to do a Budget Amendment to account for the money. Since Rick Driscoll of Sherrill and Smith would not be here until July 15th to help set up the account line items in the financial software, she asked the Board to allow Town Manager Randy Holloway to sign the Budget Amendment when completed. This would eliminate a Special Called meeting for that purpose. Funds from the ARP should be arriving anytime. The Board would still be required to approve any spending of the funds.

A motion to allow Town Manager Randy Holloway to sign the Budget Amendment for the American Rescue Plan once guidance is received from Sherill and Smith was made by Commissioner Simpson with a second by Commissioner Ashby. All Board Members were in favor. (5-0)

ADDED F. Town Branding

Commissioner Simpson stated that he is excited about the new branding campaign. It is completely different than what is currently being used. Commissioner Furr and Simpson would like to get everything done at one time instead of only a piece of the rebranding and asked to go ahead and approve spending funds to do it all at once.

Amy Schueneman stated that since the exact amount was not known at the meeting and a Budget Amendment not prepared, it would be better to wait until the August meeting to approve the additional funding.

Board agreed to wait until the August meeting to discuss.

9. Adjournment

With nothing else to come before the Board, Commissioner Meadows made a motion to adjourn. Commissioner Sells seconded the motion.

All Board Members were in favor. (5-0)

By our signatures, the following minutes were approved as submitted and amended on Monday, August 9, 2021 in the Regular Meeting.

Town Clerk Amy Schueneman

Mayor W. Del Eudy

SEAL

Mount Pleasant

North Carolina

Founded in 1848

**Town of Mt. Pleasant
Special Called Meeting
Monday, August 2, 2021
5:00 PM- Town Hall Commissioners Room**

Attendance: Mayor Del Eudy
Mayor Pro-Tem/Commissioner Lori Furr
Commissioner Steve Ashby
Commissioner William Meadows
Commissioner Justin Simpson
Commissioner Jim Sells
Town Administrator Randy Holloway
Town Attorney John Scarbrough (absent)
Town Clerk Amy Schueneman

Also Present: Crystal Smith, Victoria Young (Independent Tribune), Deissy Honea by phone (USDA), LKC Engineering: Adam Kiker, Rob McIntyre, Brandon Lovelace, and Sam Tracy.

Mayor Eudy opened the meeting.

Town Manager Randy Holloway stated the Town received the offer from USDA. He then turned the meeting over to LKC Engineering and asked Adam Kiker to come to the podium.

Adam Kiker introduced his team of Rob McIntyre, Brandon Lovelace, and Sam Tracy.

Mr. Kiker stated that USDA had extended an offer. Tonight's meeting is an important formality. Because the Town has a high median income, grants were not an option. USDA has given the details of their loan offer in the Letter of Conditions which includes interest rate (2.25%), loan term (40 years), and other requirements. This is all for the water and sewer project that LKC Engineering has been working on for the last year. The projected cost is \$8,053,000. The interest rate will be either 2.25% or if it is lower at the close of the loan in two or three years down the road, the Town could choose the lower rate. There are some things that USDA requires be done and others they recommend be done. Their (USDA) requirements are not negotiable. If you want to use their program, you must follow their rules. Mr. Kiker wanted Ms. Honea to do the presentation of Letter of Conditions.

Town Clerk Amy Schueneman reached out to Deissy Honea of USDA by conference call.

Deissy Honea from USDA Rural Development addressed the Board. She asked if the Board had a chance to look over the Letter of Conditions that had been sent to the Town Clerk last week. The Board agreed they had received them and looked over the information. Ms. Honea went over the Key Points of Letter of Conditions (*included in the Minute Book*):

- \$8,053,000 Water and Sewer Improvements Project
- RUS Loan \$8,053,000 and \$0.00 applicant contribution from the Town
- Interest Rate 2.25% for 40 Years
- Loan security will be Water and Sewer Revenue Bond

- Town's CAGE Number must remain current (annual expiration date) in the System for Award Management (SAM) as long as loan funds are being disbursed. The Town's number expires 6-11-2022 and should be updated prior to that date.
- A restricted Debt Service Reserve Account must be established with at least 10% of the annual payment deposited into the account annually for ten (10) years or until balance equals one annual payment. (Annual payment estimated on \$307,464).
- A Short-Lived Asset Reserve Account must be established with at least \$123,967 deposited into account until balance equals \$1,044,000.

Commissioner Simpson asked about the Short-Lived Asset Reserve Account and where that comes into play with our budget. Ms. Honea stated this account is not part of the payment. Funds will be used to replace items associated with the project as they wear out. Mr. Holloway addressed Ms. Honea to say \$149,500 a year is already in our water/sewer budget for maintenance/repairs of equipment which exceeds the \$123,967 minimum set by USDA. This is used upgrade and maintain water meters, keep water tanks painted, etc. Ms. Honea agreed that we were already meeting that requirement without having a separate account.

The second question by Commissioner Simpson was about "supplying USDA with a budget each year as a part of the Terms & Conditions. That is essentially sending our budget that we have already created to them (USDA) for them to see for the duration of the terms. There was one part on page 8 of the letter where it talks about Rules and Regulations approved by USDA Rural Development. What Rules and Regulations does that cover and what does USDA Rural Development have to say about Rules and Regulations goes over that?"

Ms. Honea replied that USDA would be notified of any changes to the water and sewer system. If, for example, the Town would sale the water system, they would need to be informed. Any major change with the system would require the Town to let USDA know.

Commissioner Simpson said is last question was on page 10 concerning Audits. "Would that be an additional different Audit than what we go through as a Town each year? Or is the audit that we already go through sufficient for that?"

Ms. Honea replied as part of the audit requirement USDA wants to see reports of each account separate (Yellow Book Audit). They want to see a detailed report of the water fund and the sewer fund to make sure they are sustainable by themselves. It would be for all future audits for the next 40 years.

Town Clerk stated that we will have to do a more in-depth audit due to American Recovery Plan (ARP) funds anyway.

Ms. Honea said she was available for any questions at any time. She asked that the packet of information be sent to her on Tuesday to secure the funds. Adam Kiker asked if there is a certain procedure the Board should follow tonight to accept the offer. A "Be It Resolved" page in the packet provides the motion needed to accept and move forward with the USDA project. Town Clerk was instructed to send signed packet to Ms. Honea on Tuesday by email and a certified copy of the minutes from this meeting when they are available.

Adam Kiker stated the timing was crucial with the deadline being this Wednesday to secure the funds. Due to the current environment (COVID), "it has taken longer to get to this day than we would normally see with a project like this. Especially a project that we knew going in that is was all loan. The grant dollars, rightfully so, are much more heavily scrutinized than a loan. There have been some

complexities, staff turnover at USDA that have caused a little bit of this, so we find ourselves here. Everything that has happened so far has really been a lot of planning and analysis and some financial analysis...from tonight, if you are inclined to accept the funds, in a subsequent meeting we will come back with our engineering services agreement that would officially engage us with the Town, if you are so inclined. Then, the real lines to the paper will start. You will start to see more of our crews in Town. Our staff will be out here to start mobilizing all of our resources to actually get the scope on paper and in the contract documents from an engineering standpoint. That will probably take nine months maybe faster if things go a certain way. But I would expect about nine months. And then there is another permitting USDA approval process. Long story short, you are at least a year away from actually seeing construction activities. Just to manage your expectations on timing that's what we see happening. We will come back to you periodically for updates. There may be sometimes during design when we will need to come back to you with questions that maybe your staff wanted to kick up to the Board for consideration. And then of course, as we finish design there will be an equally lengthy checklist of things relative to the actual design documents and construction that you as the Board and staff will have to put together. We are always happy to come for updates."

Randy Holloway stated that when staff saw the Short-Lived Asset Reserve Account, we reached out to Adam Kiker very quickly. But this is stuff that we are already doing and is already covered in the Budget.

Commissioner Simpson feels good with it since staff laid it all out for the Board during the Budget Workshop. Commissioner Furr agreed that it is completely necessary.

Commissioner Simpson made a motion that *(read from the Resolution of Board in the Agenda Packet)* "the TOWN OF MOUNT PLEASANT accepts the conditions set forth in a Letter of Conditions dated August 2, 2021, and RUS Bulletin 1780-27, "Loan Resolution (Public Bodies)" for the WATER AND SEWER IMPROVEMENTS PROJECT:

That the MAYOR AND TOWN CLERK be authorized to execute all forms necessary to obtain a loan from USDA Rural Development, including, but not limited to the following forms:

RUS Bulletin 1780-27	Loan Resolution (Public Bodies)
Form RD 1942-46	Letter of Intent to Meet Conditions
Form RD 1940-1	Request for Obligation of Funds

That if the interest rate charged by USDA Rural Development should change between this date and the date of actual approval, MAYOR AND CLERK be authorized to execute new forms reflecting the current interest rate and revised payments as required by USDA Rural Development.

That the TOWN OF MOUNT PLEASANT elects to have the interest charged by USDA Rural Development to be the lower of the rate in effect at either the time of loan approval or loan closing.

TOWN OF MOUNT PLEASANT hereby agrees to abide by the mitigation requirements in the Letter of Conditions."

Commissioner Ashby seconded the motion. All Board Members were in favor. (5-0)

All document received in the USDA Letter of Conditions Packet, LKC Engineering project summary, and the Town's Short-Lived Asset fund list with How to Pay for the USDA Loan sheet are included in the Minute Book.

Adjournment

With nothing else to come before the Board, Commissioner Furr made a motion to adjourn. Commissioner Sells seconded the motion. All Board Members were in favor. (5-0)

By our signatures, the following minutes were approved as submitted and amended on Monday, August 9, 2021 in the Regular Meeting.

Town Clerk Amy Schueneman

Mayor W. Del Eudy

TOWN OF MOUNT PLEASANT

#1 Funds received from ARP

Revenue Adjustments					
Account Number	Account Description	Current Budget	Decrease - Debit	Increase - Credit	Revised Amount
24-3061-911	ARP/NEU Grant Award	\$ -	\$ -	\$354,073.00	354,073.00
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
Expenditure Adjustments					
Account Number	Account Description	Current Budget	Increase - Debit	Decrease - Credit	Revised Amount
24-4015-330	Construction	\$ -	\$ 354,073.00	\$ -	354,073.00
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
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Totals		\$0.00	\$354,073.00	\$354,073.00	\$708,146.00

Amendment #1 Funds received from ARP
 Prepared by: Amy Schueneman Date: 7/14/2021 Approved by: *T.R. Holloway*
 Posted by: *Amy Schueneman* Date: *7-19-21*

New Budget added to acct #24

Mount Pleasant

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Grant Project Ordinance for the Town of Mount Pleasant Coronavirus State and Local Fiscal Recovery (ARP) Funds

BE IT ORDAINED by the town board of the Town of Mount Pleasant, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1: This ordinance is to establish a budget for a project to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (CSLRF). The Town of Mount Pleasant has received the first tranche in the amount of \$354,072.86 of CSLRF funds. The total allocation is \$708,145.72, with the remainder to be distributed to the town within 12 months. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

1.
 1. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
 2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
 3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
 4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
 5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Section 2: The following amounts are appropriated for the project and authorized for expenditure:

CSLRF Project	\$708,145.72*
---------------	---------------

*[*Once it determines how it will spend all or a portion of the ARP funds, the governing board will amend this section to authorize appropriations for specific programs, services, projects, and activities. A board also may appropriate some or all of these funds to an enterprise fund in an annual budget ordinance for a water, wastewater, or stormwater infrastructure project.]*

Section 3: The following revenues are anticipated to be available to complete the project:

CSLRF Funds	\$708,145.72
-------------	--------------

8590 Park Drive : PO Box 787 : Mount Pleasant, North Carolina 28124 : tel. 704-436-9803 : fax 704-436-2921

Website: www.mtpleasantnc.org Email: townhall@mtpleasantnc.us

Section 4: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements.

Section 5: The Finance Officer is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

Section 6: This grant project ordinance expires on December 31, 2026, or when all the CSLRF funds have been obligated and expended by the town, whichever occurs sooner.

Adopted this ___ day of _____, 20__

Mayor Del Eudy

Amy Schueneman, Town Clerk

SEAL

TOWN OF MOUNT PLEASANT

#2 Insurance Proceeds-Hail Damage

Revenue Adjustments					
Account Number	Account Description	Current Budget	Decrease - Debit	Increase - Credit	Revised Amount
11-3092-910	Insurance Proceeds	\$ -	\$ -	\$103,185.26	103,185.26
11-3091-900	Appropriation of Fund Balance	\$ 506,500.00	\$ -	\$ 2,500.00	509,000.00
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
Expenditure Adjustments					
Account Number	Account Description	Current Budget	Increase - Debit	Decrease - Credit	Revised Amount
11-4010-430	Maint & Repair Building	\$ 6,000.00	\$ 103,185.26	\$ -	109,185.26
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
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		\$ -	\$ -	\$ -	-
Totals		\$512,500.00	\$103,185.26	\$105,685.26	\$721,370.52
Amendment #2 Insurance Proceeds- Hail Damage					
Prepared by: Amy Schueneman Date:8/9/2021 Approved by: _____					
Posted by: _____ Date: _____					

MEMORANDUM

To: Mayor and Town Board
From: Randy Holloway, Town Manager
Date: August 9, 2021
RE: Manager's report for July 2021

Please find listed below an update / overview for the month of July 2021

- Worked with Staff to close out fiscal year 20/21 and begin fiscal year 21/22.
- Meet with a representative from Hardline Roofing to begin the process of having the roofs on various buildings at the Town Hall complex replaced. The roofs were damaged during the hail storm in late March of this year. The only roof that will not be replaced in the Lion's Building. The work should start in the next couple of weeks and will be done on weekends.
- Meet with Town Staff to prepare Staff to participate in meetings with WSACC to discuss future sewer capacity allocations for all jurisdictions in Cabarrus County. This work is moving forward and Staff will have a report hopefully at the September Board meeting.
- Had a good phone conference with the property owners that own the land that the Town needs a sewer easement on to provide sewer to the site of the future fire station on Walker Road. I plan to meet the owners in person this month to walk the site and answer any questions they might have. I hope to have a positive update for the September Board meeting.
- Continued working with the Finance Director to try and convince FEMA to provide additional funding for the Dutch Buffalo Creek Dam repairs. We have been given a final notice that FEMA will not provide any additional funding. We will discuss this item at the August Board meeting.
- Continued working with Staff to discuss the American Rescue Plan and how the planned Town allocation of \$708,000 might be spent. It appears that the Town can use the funds for water and sewer projects. Staff will give a full report and make recommendations at the August Board meeting.
- Continued to participate every Monday in Covid-19 Task Force meetings with local managers and Elected Officials.
- Participated in the monthly Cabarrus Economic Development meeting.
- Worked with the Town Planner on several potential developments.
- Continued participating in the monthly Cabarrus County Fire Service Commission meeting. This Commission is considering some potential significant changes in the manner in which the rural fire districts are funding. I will give the Board a more in-depth report on this as additional information becomes available.

- Continued working with Staff on the Noise Ordinance and we hope to have this ready for the Board's review at a future Board meeting.
- Working with Staff on the Low Speed Vehicle ordinance and we hope to have this ready for the Board's review at future Board meeting.
- Worked with structural engineer and Falcone Construction to address additional repairs that need to be made to Town Hall.
- Worked with Staff and LKC Engineering to address any final issues related to the USDA loan process for the Town's water and sewer projects.

ASSISTANT TOWN MANAGER'S REPORT
August 2021

To: Mayor & Commissioners

From: Crystal Smith, Assistant Town Administrator

Subject: Monthly Activities for July 2021

- Monthly BCBS Webinar
- Worked with Town Engineer & Erin Burris on updating the Powell Bill Street listing, Powell Bill Certified Map, and submitting Certified Statement
- Participated in online Powell Bill Expenditure Report training
- Continued working on Worker's Comp Self Audit
- Working on Fall Festival, Saturday, September 18
- Attended Cabarrus Summit Quarterly Meeting
- Attended Municipal & County Administration Board meeting
- Participated in online training for BCBS State Health Plan open enrollment (October 2021)
- Participated in online monthly BCBS webinar

Respectfully submitted,



Crystal Whitley Smith
Assistant Town Administrator

FINANCIAL REPORT as of July 31, 2021

Cash Balances

	General Fund	Powell Bill Bank Account	GF-Capital Reserve	Water/Sewer Fund	Capital Project Fire Station Add
First Bank-Checking	151,722.42	41,255.00		122,348.02	2,424,784.87
First Bank-Payroll Checking	34,295.21				
First Bank-General Fund Money Market	1,083,496.25				
First Bank- Retiree Insurance Money Market	14,405.41				
First Bank-W/S Money Market				718,700.34	
First Bank- USDA Capital Project Checking				40,504.89	
First Bank- Summer St Pump Station Capital Proj				43,077.30	
First Bank- ARP Special Reserve Fund	354,073.83				
First Bank-Façade Grant	12,882.56				
First Bank-Savings (Sidwalk Escrow)	6,301.81				
First Bank-Capital Reserve- Police Vehicles			56,608.16		
First Bank- Capital Reserve- FD Vehicles			46,600.46		
First Bank- Manhole Repairs				65,556.43	
Uwharrie Bank Savings (Park Dev)	33,184.13				
Uwharrie Bank-Dredging (Savings)				30,950.72	
NC Capital Mgmt Trust- 42% Reserve	810,336.50				
NC Capital Mgmt Trust-Debt Setoff Acct				1,312.24	

TOTAL
6,092,396.55

Total Cash Balances

2,500,698.12 41,255.00 103,208.62 1,022,449.94 2,424,784.87

FY2021-2022

	General Fund	Water Sewer Fund		
	MONTH TO DATE	MONTH TO DATE		
	(Encumbered)	(Encumbered)		
	APPROVED 2021-2022	APPROVED 2021-2022		
	YEAR TO DATE	YEAR TO DATE		
	REMAINING	REMAINING		
	PERCENT	PERCENT		
Revenues	2,566,325.00	151,038.90	\$2,415,286.10	6%
Expenditures	2,566,325.00	190,170.80	\$2,309,602.79	10%
Revenues	1,237,785.00	93,139.22	\$1,144,645.78	8%
Expenditures	1,237,785.00	90,287.47	\$1,146,593.72	7%

**TOWN OF MOUNT PLEASANT
COMPARISON BUDGET VS ACTUAL - July 2021**

	<u>CURRENT BUDGET</u>	<u>YTD ACTUAL</u>	<u>DIFFERENCE</u>
GENERAL GOVERNMENT			
Town Hall	154,800.00	55,339.50	99,460.50
Governing Body	40,399.00	50.00	40,349.00
Admin	600,632.00	15,066.22	585,565.78
Planning & Zoning	162,940.00	6,595.69	156,344.31
	<u>958,771.00</u>	<u>77,051.41</u>	<u>881,719.59</u>
PUBLIC SAFETY			
Law Enforcement	161,693.00	-	161,693.00
Fire Department	777,158.00	43,675.77	733,482.23
	<u>938,851.00</u>	<u>43,675.77</u>	<u>895,175.23</u>
PUBLIC WORKS			
Operations Center	43,450.00	4,001.60	39,448.40
Sanitation	138,500.00	-	138,500.00
Streets	239,820.00	32,569.75	207,250.25
Buildings & Grounds	73,582.00	6,303.68	67,278.32
	<u>495,352.00</u>	<u>42,875.03</u>	<u>452,476.97</u>
CULTURE/REC	64,400.00	2,950.00	61,450.00
DEBT SERVICE			
Debt Service Principal	87,466.00	8,214.16	79,251.84
Debt Service Interest	21,485.00	3,815.62	17,669.38
	<u>108,951.00</u>	<u>12,029.78</u>	<u>96,921.22</u>
TOTAL	2,566,325.00	178,581.99	2,387,743.01
WATER/SEWER			
Admin	249,965.00	11,186.47	238,778.53
Operations Center	28,900.00	3,627.54	25,272.46
Water	155,929.00	5,414.82	150,514.18
Sewer	347,000.00	22,745.67	324,254.33
Water Treatment Plant	283,720.00	47,312.97	236,407.03
	<u>1,065,514.00</u>	<u>90,287.47</u>	<u>975,226.53</u>
DEBT SERVICE			
Debt Service Principal	157,392.00	-	157,392.00
Debt Service Interest	14,879.00	-	14,879.00
	<u>172,271.00</u>	<u>-</u>	<u>172,271.00</u>
TOTAL	1,410,056.00	90,287.47	1,319,768.53
COMBINED	3,976,381.00	268,869.46	3,707,511.54

Mount Pleasant

North Carolina

Founded in 1848

Planning and Economic Development August 9, 2021

Cases

SUB 2021-01 (Minor Subdivision) South Skyland Drive

Description: 4 single-family residential lots (4th lot could be duplex)

Area: approx. 1.42 acres

Location: Southwest corner of NC Highway 73 and South Skyland Drive

Cabarrus County Parcel Number: 5660-56-4096, 6785, 8647, & 9681

Zoning: RH Residential High Density

Current Status: Final Plat approved. Awaiting driveway maintenance agreement for shared driveways on South Skyland Drive required by NCDOT. No direct access to Highway 73 is permitted. Lots 1-3 under construction. Lot 4 cannot be built until Summer Street Pump Station is complete.

TA 2021-03 Infrastructure Text Amendments

Description: Update infrastructure standards in the Development Ordinance to incorporate best practices and move specifications and details into a separate Standards and Specifications Manual.

Current Status: Planning Director and Town Engineer are currently working on draft amendments and anticipate bringing the amendments to the Planning & Zoning Board in August.

SUB 2020-03 Brighton Park Preliminary Plat

Description: 179 single family lots with community clubhouse and pool

Area: approx. 86.77 acres

Proposed Density: 2.06 dwelling units per acre

Location: Southwest corner of NC Highway 73 and NC Highway 49

Cabarrus County Parcel Number: 5660-56-4096, 6785, 8647, & 9681

Zoning: RM Residential Medium Density

Current Status: Awaiting construction drawings

Permits

July 2021 report attached

Utilities

Town Staff continues to work with the Sewer Capacity Allocation Committee regarding sewer capacity issues at WSACC's Rocky River Waste Water Treatment Plant (RRWWTP). Currently four scenarios have been proposed at the committee level and further discussion will take place on August 10.

Comprehensive Plan Implementation

- Cabarrus County's approved FY2021-22 budget included \$4.1 million to construct a new park and/or ballfields in the northeast portion of the County.
- Town Staff will be working with the Carolina Thread Trail to reapply in October for the Cabarrus County Matching Incentive Grant for trailhead expansion.
- The Branding Steering Committee continues to work on Town logo and branding.
- The "At Your Service" mural, the first "Layers of History" mural, was completed the last week of June and had a ribbon cutting at the Independence Celebration. The directory sign and landscaping will be complete by Sept. 30.

- Town Staff prepared a RFQ for professional architectural and engineering services ahead of application for a loan for improvements to the Municipal Complex. Town staff is currently reviewing financing options to decide how to proceed. Funding for adjacent land acquisition is also included in the FY2021-22 budget.
- Town staff submitted a grant application for three studies for the Mount Pleasant National Register Historic District: an updated architectural survey, an updated National Register District Study Form, and a comprehensive stormwater study and plan for the downtown portion of the National Register District to help plan for mitigation to avoid future storm damage. The Town has been awarded \$94,250 for the three studies. The program is very close to releasing the Town to engage in procurement since no construction is involved.
- Town Staff and contract engineers are scheduled to meet with Duke Energy representatives on August 11 to discuss preliminary estimates to bury or relocate power lines within the square.
- A total of \$6,500 for construction drawings was approved as part of the FY2021-22 budget for the gateway entry sign at the 49/73 interchange. After the branding process is complete, staff can proceed with this step.

Transportation

- Staff is preparing a STBG application for N. Washington Street improvements since the Town was informed that CMAQ funding would not cover street widening in addition to sidewalk, curb and gutter.
- NCDOT has been working on the Highway 73 and Main Street intersection improvement project. This project is nearing completion. NCDOT is working to finalize signalization changes and is overseeing the contractor to finish striping within the "no parking" areas and complete final clean up.
- The Town has been informed that NCDOT has scrapped the P6.0 STIP project prioritization process due to lack of funding. At the beginning of the process two years ago, the Town had submitted Highway 49 widening (between North Drive West and North Drive East), Skyland Drive realignment, N. Main Street sidewalk, and Mount Pleasant Road South multi-use path. They have given no indication when a new P7.0 STIP project prioritization will take place.

July 2021 Zoning Permits

Permit #	Date	Cab. Co. #	Add. #	Street Name	Type	Permit Description	Applicant	Notes
Z-2021-33	7/8/2021	5660-85-1531	7598	NC Hwy 73 E	Upfit/Sign	MaidPro retail/office	Kurt Van Horn	CoC
Z-2021-34	7/8/2021	5671-11-6043	8325	Fisher Rd	Accessory	Acc. addition and pool	Jeff Schilkowski	
Z-2021-35	7/14/2021	5670-38-2726	8525	Circle Dr.	New	Single-family residential	Victory Builders	
Z-2021-36	7/14/2021	5670-38-4559	8537	Circle Dr.	New	Single-family residential	Victory Builders	
Z-2021-37	7/14/2021	5670-38-2941	8610	North Dr.	New	Single-family residential	Victory Builders	
Z-2021-38	7/14/2021	5670-38-1859	8600	North Dr.	New	Single-family residential	Victory Builders	
Z-2021-39	7/19/2021	5660-98-5020	7887	NC Hwy. 49 N.	Accessory	Storage Shed	Gerald Krimminger	
Z-2021-40	7/19/2021	5670-58-7650	9000	NC Hwy. 49 N.	Addition	Piedmont Hardwood	Sherri Johnson	CoC

8 Zoning Permits

MEMORANDUM

To: Mayor and Town Board

From: Jeff Watts, Code Enforcement

Date: August 4, 2021

RE: Please find listed below an update / overview for the month of July.

New:

- Numerous signs removed from right of ways.
- Numerous Notices sent regarding tall grass.
- 140 Sloop Arthur Dr. – Notice of Violation sent for Non-conforming Use.
- 402 N Main St. – Request for Hearing sent for violations of the PMC.
- 1224 Allman Rd Ext. – Notice of Violation sent for living in an RV.
- 7570 Hwy 73 – Request for Hearing sent for abandoned house.

Update:

- 7049, 7055 NC Hwy 73 - 7913, 7921, 7931 W Franklin St. – 867, & 871 N Skyland Dr – Notice of UDO violations sent. – Junk Cars. Owner states he is moving and will be clearing lots over the next few weeks. - Some cars have been removed. Will continue to monitor.
- 8354 W Franklin – Notice of Violation of Property Maintenance Code sent –Request for Hearing sent June 17. No response. Fines started July 23.
- 8900 Wade St. – Notice of Violation sent for junk cars. Some cars have been removed. Will continue to monitor.
- 955 Page St. – Notice of Violation sent for junk cars – Cars removed by owner

No Change:

- 365 Mt. Pleasant Rd N – Spoke with Cabarrus Co. Tax office. The property has been turned over to the attorney's office for auction. They are going through the process. No time line on how long it may take.
- 1765 Garmin McGuire - Notice sent regarding Zoning violations. Visited the site, cleanup is ongoing. Will continue to monitor progress.
- 9115 E Franklin St – Notice of Minimum Housing violation sent – working with Public Works to monitor the issue.
- 1550 S Main – Spoke with the attorney handling this property. He had the grass mowed and advised the property will be cleaned as soon as the occupants move out. He is anticipating that to be within the month.
- 8400 E Franklin St – Hearing held with owner regarding repairs to structure. -Owner is selling the property. I have spoken with the buyer; he is aware of the issues on the property and has given me a plan to correct same once everything is final with the purchase.
- 8840 Oldenburg Dr – Notice of UDO violation sent. Non-conforming use. Meeting held with property owner. Corrections in progress.
- 1470 S Main St – Cabarrus Building Inspectors were contacted and have looked at the building. Building permit to repair the building has been issued by the county.

MEMORANDUM

To: Mayor and Town Board

From: Justin Stallings, Public Works

Date: August 3, 2021

RE: Please find listed below an update / overview for the month of July 2021

New:

- Completed 1 day of meter change outs
- Completed monthly meter reads
- Completed ditching on B street for customer issue
- Responded to 7 pump station alarm calls
- Picked up 28 dump truck loads of brush,
- Completed 29 work orders for various issues
- Moved town hall offices
- Pulled and cleaned pump at Mountain brook due to failure
- Located and repaired large leak on Eastover
- Repaired leak and renewed service on E. Franklin.
- Completed spraying of streets and town hall
- Tub grinding of brush behind shop is now complete

On going:

- Public works mows and maintains approximately 18 acres each week to biweekly depending on conditions as well as ground maintenance at all 8 of our sewer pump stations
- 8 pump stations are checked twice a week which included a visit to each station checking dialer status and recording run times. Alarm floats are pulled and checked and stations cleaned monthly in accordance to NC DWQ standards
- Weekly Chlorine monitoring is done on Fridays consisting of pulling samples from 5 different sites
- In recent months due to the volume of brush/yard debris collection typically takes 1 to 1.5 days of the week

Cabarrus County Sheriff's Office

Law Calls for Service

253 / Mt Pleasant

05/01/2021 - 07/31/2021

OFFICER-INITIATED

	May-21	Jun-21	Jul-21
Total	467	586	499
50 B OR C	1	2	0
ALL ANIMAL CONTROL CALLS	0	1	0
ASSIST SHP	0	1	1
CIVIL PROCESS	1	7	0
DISPUTE (ANYONE)	0	1	0
FOLLOW UP	4	1	5
INFORMATION	0	1	1
INVESTIGATION	3	0	0
LARCENY	0	0	1
ROAD HAZARD	0	0	1
SECURITY CHECK	432	465	420
SERVICE CALL LAW	0	2	1
SPECIAL EVENT	2	3	5
STRANDED MOTORIST	0	2	2
SUSPICIOUS SUBJECT	2	0	1
SUSPICIOUS VEHICLE	2	3	4
TRAFFIC ACC PROPERTY DAMAGE	0	1	1
TRAFFIC ACCIDENT PI	0	1	1
TRAFFIC STOP	19	92	54
TRESPASSING	0	1	0
WARRANT	1	2	1

DISPATCHED

	May-21	Jun-21	Jul-21
Total	54	62	47
ALL ANIMAL CONTROL CALLS	0	5	1
ANIMAL CONTROL FOLLOW UP	0	1	0
ASSIST COUNTY FIRE DEPARTMENT	0	0	1
ASSIST DSS	1	0	0

	May-21	Jun-21	Jul-21
ASSIST EMS	2	5	2
ASSIST STANLY COUNTY	0	1	0
ATTEMPT TO LOCATE	2	1	0
BREAKING AND ENTERING OF RESD	0	0	1
BURGLAR ALARM	6	0	3
CAC WELFARE CHECK	1	0	0
CARELESS RECKLESS DRIVING	3	5	0
CELL PHONE 911 HANGUP	0	0	1
CHASE	1	0	0
CIVIL PROCESS	0	1	0
COMMITMENT PAPERS	1	2	0
COMMUNICATING THREATS	0	1	1
DISCHARGE FIREARMS	1	0	0
DISPUTE (ANYONE)	6	3	4
DOMESTIC DISTURBANCE	1	1	1
DRUG INVESTIGATION	0	1	0
ESCORT	2	0	2
FIGHT	0	1	0
FOLLOW UP	0	1	2
FRAUD / FORGERY	0	2	0
IMPROPERLY PARKED VEH	0	1	0
INFORMATION	0	0	1
INTOXICATED DRIVER	4	0	2
LARCENY	1	2	0
MISSING PERSON ENDANGERED	0	0	1
OVERDOSE / POISONING	1	1	0
PROWLER	0	0	1
REPOSESSION	1	0	1
ROAD HAZARD	1	0	1
SECURITY CHECK	0	0	1
SERVICE CALL LAW	0	3	1

	May-21	Jun-21	Jul-21
STOLEN VEHICLE	0	0	1
STRANDED MOTORIST	1	0	0
SUSPICIOUS SUBJECT	2	7	4
SUSPICIOUS VEHICLE	3	1	2
THREATENING SUICIDE	3	0	0
TRAFFIC ACC PROPERTY DAMAGE	6	7	4
TRAFFIC ACCIDENT PI	2	3	0
TRESPASSING	0	1	1
VEHICLE FIRE	0	1	0
WARRANT	1	2	1
WELFARE CHECK (PERSON)	1	2	6

Total Disp. CFS: 47

Details for Dispatched Calls for Service

07/01/2021 - 07/31/2021

Event #	Date / Time	Street	Case #	Call Source
ALL ANIMAL CONTROL CALLS 1				
21-100141	07/28 12:27	N COLLEGE ST		PHONE
ASSIST COUNTY FIRE DEPARTMENT 1				
21-087630	07/04 03:22	HILLSIDE DR		PHONE
ASSIST EMS 2				
21-094787	07/18 00:37	PAGE ST		E911
21-097200	07/22 16:14	W FRANKLIN ST		PHONE
BREAKING AND ENTERING OF RESI 1				
21-096739	07/21 22:24	BARRINGER ST	21-0721-0017	PHONE
BURGLAR ALARM 3				
21-092180	07/13 08:14	W FRANKLIN ST		PHONE
21-096548	07/21 15:12	COOK ST		PHONE
21-099962	07/28 03:28	E FRANKLIN ST		PHONE
CELL PHONE 911 HANGUP 1				
21-086344	07/01 12:12	E FRANKLIN ST		PHONE
COMMUNICATING THREATS 1				
21-089867	07/08 10:05	MALIBU RD		PHONE
DISPUTE (ANYONE) 4				
21-086839	07/02 10:59	E FRANKLIN ST		PHONE
21-088881	07/06 17:29	LEE ST		PHONE
21-089521	07/07 17:49	W FRANKLIN ST		PHONE
21-096330	07/21 08:30	E FRANKLIN ST		PHONE
DOMESTIC DISTURBANCE 1				
21-101598	07/30 23:23	E FRANKLIN ST		PHONE
ESCORT 2				
21-095847	07/20 08:59	COOK ST		PHONE
21-098022	07/24 11:28	COOK ST		PHONE
FOLLOW UP 2				
21-089904	07/08 11:11	EAGLE ST		PHONE
21-101611	07/31 00:32	E FRANKLIN ST		PHONE
INFORMATION 1				
21-086626	07/01 22:49	NC HWY 49 N		PHONE
INTOXICATED DRIVER 2				
21-086637	07/01 23:44	NC HWY 49 N		PHONE
21-101980	07/31 20:20	E FRANKLIN ST		PHONE
MISSING PERSON ENDANGERED 1				
21-099339	07/27 05:06	PAGE ST		PHONE
PROWLER 1				
21-087561	07/03 23:38	PAGE ST		W911
REPOSESSION 1				
21-095739	07/19 23:48	HILLSIDE DR		PHONE
ROAD HAZARD 1				
21-097538	07/23 09:31	WOOD ST/PAGE ST		PHONE
SECURITY CHECK 1				
21-087536	07/03 22:13	LEE ST		PHONE
SERVICE CALL LAW 1				
21-089123	07/07 05:14	DUTCH RD		PHONE

253 / Mt Pleasant

STOLEN VEHICLE		1			
21-096150	07/20 20:46	ENCHANTED LN		21-0720-0013	PHONE
SUSPICIOUS SUBJECT		4			
21-090245	07/09 00:42	E FRANKLIN ST			PHONE
21-090268	07/09 03:22	PAGE ST			PHONE
21-098735	07/26 02:42	PAGE ST/WOOD ST			PHONE
21-099693	07/27 17:06	RHINELAND CT			PHONE
SUSPICIOUS VEHICLE		2			
21-086148	07/01 00:27	NC HWY 49 N			PHONE
21-088075	07/05 04:59	W FRANKLIN ST			PHONE
TRAFFIC ACC PROPERTY DAMAGE		4			
21-092362	07/13 13:47	NORTH DR		21-0713-0005	PHONE
21-095927	07/20 11:42	WOOD ST		21-0720-0005	PHONE
21-097244	07/22 17:16	W FRANKLIN ST		21-0722-0009	PHONE
21-100136	07/28 12:12	W FRANKLIN ST		21-0728-0008	PHONE
TRESPASSING		1			
21-094947	07/18 11:59	N MAIN ST			PHONE
WARRANT		1			
21-101652	07/31 02:17	E FRANKLIN ST			PHONE
WELFARE CHECK (PERSON)		6			
21-086547	07/01 19:35	ROSS CIR			PHONE
21-091281	07/11 12:11	NC HWY 73 E/DUTCH RD			PHONE
21-095527	07/19 16:15	S HALIFAX ST			PHONE
21-097738	07/23 17:27	ROSS CIR			PHONE
21-098696	07/25 23:12	ROSS CIR			PHONE
21-099760	07/27 19:55	W FRANKLIN ST			PHONE

Town Board of Commissioners

Town Hall - 8590 Park Drive Mount Pleasant, NC
Monday, August 9, 2021 at 6:00 PM

To: Mayor Eudy and Town Board of Commissioners
From: Erin S. Burris, AICP – Planning & Economic Development Director
Date: August 9, 2021
Subject: FIP 2021-01 Moose Pharmacy Façade Improvement Program Request

A. BACKGROUND

Applicant/Property Owner: Moose Drug Co.
C/O Whit Moose
PO Box 67
Mount Pleasant, NC 28124

Property Location: 8374 W. Franklin Street

Property Parcel Number(s): 5670-23-1223

Property Size: approximately 0.13 acres

Zoning District: CC Center City

Based on the criteria set forth in the Façade Improvement Program, the applicant is proposing a Tier 3 façade project for 50% reimbursement up to \$2,500 for façade improvements to include the following:

- Three new black canvas awnings (2 blue-striped awnings to be replaced on storefront and one new awning over side entrance)

B. APPROVAL CRITERIA

The Façade Improvement Program is an incentive-based measure. It is intended to encourage and provide an economic incentive for the renovation of building facades in Mount Pleasant, implementation of commonly accepted design standards for the rehabilitation of historic buildings; and enhancement of the character of Mount Pleasant. The application meets the criteria of the program as outlined below:

- The applicant/property owner is eligible for the program and is currently up to date on all property taxes.
- The proposed improvements meet the requirements of the Mount Pleasant Development Ordinance. The storefront awnings will be placed in the same location as existing awnings.

- The proposed improvements meet all of the requirements of the Secretary of Interior Standards for Rehabilitation, to the greatest extent possible.
- Estimates and materials specifications have been provided.

The total estimated cost for the awnings is \$6,989.24. If this is the final cost, the Town would provide \$2,500 (50% match up to \$2,500) in exchange for Moose Pharmacy maintaining and leaving the awnings in place for a minimum of five (5) years. A rendering of the proposed awnings has been provided by the applicant.

C. STAFF COMMENTS

Staff recommends approval of the requested Tier 3 Façade Improvement Project for a 50% match up to \$2,500 to include the following work:

- Three new canvas awnings

In accordance with program requirements, prior to reimbursement, all receipts shall to be provided upon completion of the project and all work shall be completed as approved, unless any minor deviations are improved in writing by the Planning and Economic Development Director. Additionally, the applicant will be required to sign a façade maintenance agreement providing the Town assurance that the awnings shall be maintained and remain in place for a minimum of two (2) years. If the agreement is not adhered to, then the applicant shall return the project funds to the Town or be assessed for such.

The current balance of the Façade/Mural fund is \$22,882.56. Following reimbursement for this request, the balance is estimated at \$20,382.56.

D. PROCEDURES & ACTIONS

The Town Board of Commissioners is requested to either approve or deny the Façade Improvement request in accordance with the parameters of the Façade Improvement Program.

E. ATTACHMENTS

1. Application
2. Existing building
3. Rendering
4. Cost estimate

Town of Mount Pleasant Façade Improvement Program Application

8590 Park Drive, Mount Pleasant, NC 28124

704-436-9803

Information

Date of Application: 7-31-21

Applicant Name

Whit Moose

Property Owner Name

Moose Drug Co./Whit Moose

Business Owner Name (if different)

Business Name

Moose Pharmacy of Mt. Pleasant

Phone #

704-436-9613

Street Address

8374 W. Franklin St.

Business Mailing Address

P.O. Box 67

Mt Pleasant, N.C 28124

Use of Building

Current use of building: Pharmacy

Proposed use of building: Pharmacy

Description of Proposed Project (Attach colored drawing, sketch, or conceptual image of proposed renovations, specifically identifying changes and paint color for each detail of the building, along with a photo of the building as it currently exists.):

① Removal and replacement of 2 front awning with new block straight slope awing with straight valance. ② Installation of new block straight slope awning above rear side door entrance.

Program Tier Requested (#1=\$10,000, #2=\$5,000, #3=\$2,500) 3

Total Estimated Cost of Façade Renovation (attach contractor, architect, and or engineer estimates, as applicable): \$6532.00 + 457.24 (tax) = \$6989.24

Checklist for Complete Application

- 1) I have read the Town of Mount Pleasant Façade Improvement Program Outline and fully understand that upon application approval, I agree for the property owner to sign a maintenance agreement for the specified time period for the Program Tier: Tier 1-five (5) years, Tier 2-three (3) years, Tier 3-two (2) years.
- 2) The owner's written permission is attached, if applicable.
- 3) Cost estimates, photos, drawings, and renderings, including color scheme and sign design for project are attached.
- 4) I understand the Façade Improvement Program must be used in the manner described in this application, and the application must be reviewed and approved by the Town Board of Commissioners prior to commencement of any project. I understand that failure to comply with the approved application may result in a forfeiture of all program funds. Funds will be paid up to 30 days after work-related receipts have been submitted to Town Hall.

Applicant's Name Printed: William Moose

Applicant Signature: [Signature] Date: 7-31-21

Existing Conditions



JOB NAME: MOOSE PHARMACY - MT. PLEASANT

WHEN IN DOUBT - ASK

Straight-Slop

(3) Awnings - Full Ends

Fabric: TempoTest®

Color: Black - T24-60

Front Entrance:

W: 19'-6" | **D:** 6'-2" | **P:** 3'-0"

W: 26'-3" | **D:** 5'-10" | **P:** 3'-0"



19'-6" (234")

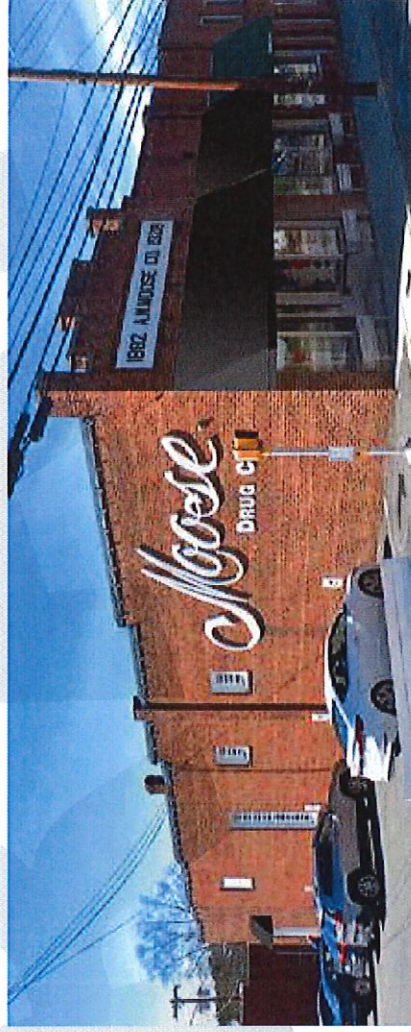
26'-3" (315")

Side Entrance:

W: 11'-6" | **D:** 3'-0" | **P:** 3'-3"



11'-6" (138")



Full Ends



RENDERING ONLY

Please notice: all graphics and structural renderings contained are for visualization and pricing purposes only and are not to be used for any purposes otherwise. Colors, layouts, position and sizing may vary from the renderings. CONFIDENTIAL PROPERTY OF AUSTIN CANVAS & AWNING.

CONFIDENTIAL PROPERTY OF AUSTIN CANVAS & AWNING.

PAGE:

01



DATE: 06/30/2021
DRAWN BY: MR



"AWNING & ENGINEERED CANOPY SOLUTIONS."



QUOTE

Number AAAQ15174
Date Jun 22, 2021
Expires Jul 13, 2021

2901 Stewart Creek Blvd. Charlotte, NC 28216 (704)921-0129 tel (704)921-1801 fax

Sold To

Ship To

Your Sales Rep

Moose Pharmacy
Cathy Nash
8374 West Franklin Street
Mt. Pleasant, NC 28124

Moose Pharmacy
REV 6-22-2021
8374 West Franklin Street
Mt. Pleasant, NC 28124

Shari Albertson

Phone 704-436-9613
Fax

Phone 704-436-9613
Fax

Terms

Line	Qty	Description	Unit Price	Ext. Price
------	-----	-------------	------------	------------

1	1	TWO (2) NEW STRAIGHT SLOPE AWNINGS TO BE INSTALLED AT FRONT ENTRANCES:	\$5,266.00	\$5,266.00
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1 @ 19'-6" W x 6'-2" D x 3'-0" P
1 @ 26'-3" W x 5'-10" D x 3'-0" P

Valance: 8" Soft, Straight Hem Finish

2	1	ONE (1) NEW STRAIGHT SLOPE AWNING TO BE INSTALLED ABOVE SIDE DOOR:	\$1,266.00	\$1,266.00
---	---	--	------------	------------

1 @ 11'-6" W x 3'-0" D x 3'-3" P

Valance: 6" Soft, Straight Hem Finish

ALL ABOVE AWNINGS:

Ends: Full
Color: Tempotest "Black" (T24-60) (FC)
Binding: Black
Frame: 1" x 1" Welded Aluminum, Mill Finish
Mounting Surface: Brick
Cover Attachment: Laced
All hardware is zinc plated unless otherwise stated. (Painted fasteners or other would be additional.)
Continuous Blocking By Others, If Required

Austin to Remove and Dispose of Existing Awnings at Front Entrances.

Shop Drawings To Be Supplied by Austin Canvas & Awning

+++++

OPTION FOR N.C. STAMPED, ENGINEERED DRAWINGS:
ADD: \$1,250.00, PLUS TAX

+++++

NOTES:

Line	Qty	Description	Unit Price	Ext. Price
------	-----	-------------	------------	------------

Austin Canvas & Awning is a Sherwin Williams Approved Powdura 5000 (AAMA 2605) Powdercoat Elite Applicator.

PLEASE NOTE THAT DUE TO THE VOLATILITY OF THE ALUMINUM MARKET, IT IS ADVISED TO ADD A BUFFER TO THE TOTAL COST OF MATERIALS, DEPENDING ON WHEN THE CANOPIES ARE EXPECTED TO BE PURCHASED. IF, AT THE TIME THE MATERIALS ARE SHIPPED FROM THE SUPPLIER, THE CHANGE IS SIGNIFICANT, A CHANGE ORDER WILL BE REQUIRED FOR THE COST DIFFERENTIAL.

(Sales tax was applied to the labor portion of this project. Please provide NCDOR form E-589E/CI to be exempt from NC sales tax on labor effective of January 1, 2017.)

Prices predicated on the purchase of both materials and installation. Any deletions may affect the price of the remaining scope of work. Adequacy of the building structure to handle loads imparted by awning or canopy must be determined by buildings engineer of record or project manager. Continuous blocking to be by others. Permits, if required, are not included in price. Calculated and stamped drawings by a professional engineer are available but not included in price.

All hardware is zinc plated (non-painted) unless otherwise stated. DO NOT ACID WASH AFTER CANOPY INSTALLATION. Stainless fasteners are available for an additional charge.

Unless otherwise noted, attached is a sample of our standard Certificate of Insurance (COI). Any requirements beyond this standard that result in additional costs, would be the responsibility of the Customer.

Please note that blocking is part of the building that supports the awning/canopies and is the responsibility of the G.C. If blocking is not supplied, Austin Canvas has to provide it in order to maintain the schedule, additional charges will be incurred. Any type of flashing, unless otherwise noted above, is not included.

Effective 8/12/13, all credit card charges over the amount of \$500.00 will incur a 3% fee. We apologize for this inconvenience, but the credit card companies continue to raise their fees and we can no longer incur the costs as a courtesy.

AUSTIN CANVAS & AWNING NOW OFFERS A 5-YEAR WARRANTY ON WORKMANSHIP (EXCLUDES FINISHES).

North Carolina General Contractors License #75488
 South Carolina General Contractors License #G120044
 Virginia General Contractors License (Class B) #2705179070

Serving Our Customers Since 1946!

I accept this quotation according to the terms and conditions that are either attached to, or on the reverse side of this document.

Signed _____ Date ____/____/____

Name _____

Terms: Unless otherwise noted, 50%Deposit / Balance on Completion
 We Accept Visa, mastercard, Discover and Good Checks.

This Contract is binding only after final acceptance by a duly authorized representative of Austin Canvas & Awning.

Deposit	\$3,494.62
SubTotal	\$6,532.00
Tax	\$457.24
Grand Total	\$6,989.24
Total on Completion	\$3,494.62

Mount Pleasant

North Carolina

Founded in 1848

Agenda Item:

Presentation of Community Health Needs Assessment report by Marcella Beam of Cabarrus Health Alliance

Narrative:

Marcella Beam will give present the annual Community Health Needs Assessment report.

Copies of the Power Point and full report are attached to the email.

Recommendation:

Information only

Mount Pleasant

North Carolina

Founded in 1848

Agenda Item:

Consider allowing Jeff Lemmond to use McAllister Field to have an Amateur BBQ competition in October.

Narrative:

Mr. Lemmond would like to have a local Amateur BBQ Contest in Mount Pleasant. He has done this before in another area and would like to do it here. Town Staff would not be involved in the event. He would like permission to use the Town's facilities.

Rental fee for the ballfield is \$50.

Recommendation:

Open

Mount Pleasant

North Carolina

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Agenda Item:

Nick Newman will present the new branding logo to the Board.

Narrative:

The Town Board mentioned in the May 24, 2021 about proceeding with a new Town logo and branding. Commissioner Furr, Commissioner Simpson, Amy Schueneman, and Erin Burris met with Nick Newman to discuss how the Board would like the Town to be perceived, resulting in the logo design being presented.

Recommendation:

If Board is in favor of new logo design and color palette:

1. Motion to move forward with the logo presented to change the branding for the Town.
2. Motion to approve Budget Amendment #3 Town Branding to provide Branded Canva Templates, Town Seal redesign, and Mission, Vision and Tagline Reworking.

TOWN OF MOUNT PLEASANT

#3 Town Branding

Revenue Adjustments					
Account Number	Account Description	Current Budget	Decrease - Debit	Increase - Credit	Revised Amount
11-3091-900	Appropriation of Fund Balance	\$ 506,500.00	\$ -	\$ 1,375.00	507,875.00
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
Expenditure Adjustments					
Account Number	Account Description	Current Budget	Increase - Debit	Decrease - Credit	Revised Amount
11-4011-800	Board Miscellaneous	\$ 1,849.00	\$ 1,375.00	\$ -	3,224.00
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
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		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
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Totals		\$508,349.00	\$1,375.00	\$1,375.00	\$511,099.00
Amendment #3 Town Branding					
Prepared by: Amy Schueneman Date:8/9/2021 Approved by: _____					
Posted by: _____ Date: _____					

Mount Pleasant

North Carolina

Founded in 1848

AGENDA ITEM:

Consider approving a new part-time position of Public Works Manager.

NARRATIVE:

The Town Manager is requesting the Board's approval of a new part-time position of Public Works Manager. The Town Manager feels that we need some additional management efforts to help address the significant number of public works related issues facing the Town. Also, with the addition of the USDA projects that will impact the Town for the next 36 months, we can certainly utilize someone to help keep customer service at a very high priority. This is a part-time position with no benefits. The personnel in Public Works and Water Resources Departments will answer to this position. The funding for this position is in the budget.

The job description for the position is attached to this agenda item.

RECOMMENDATION:

Motion to approve the new part-time position of Public Works Manager.

PUBLIC WORKS MANAGER
Part-time

General Statement of Duties

Performs difficult professional, technical, and managerial work planning, organizing, and directing all public works and public utilities activities including water collection and distribution, sewer distribution, water and sewer systems construction and maintenance; sanitation collection; storm water management; streets, buildings and grounds maintenance and repair. This is a part-time position with no benefits. This position is restricted to no more than 999 hours in any given 12-month period and a maximum of \$30,000 salary per any given 12-month period.

Distinguishing Features of the Class

An employee in this class manages, plans, organizes, and directs the work of employees engaged in a wide variety of municipal operations and services. The employee provides technical advice and assistance to the Town Manager and the Town Board in the improvement of utilities, stormwater systems, buildings, recreational facilities, and streets, and ensures that modern, safe, effective, and efficient practices are utilized by municipal work crews. Work also includes contract management, handling citizen issues, and budget and personnel management of all public works related departments and personnel. The employee represents the Town to a wide variety of citizens. Work is performed independently and in coordination with the Town Manager and other Town officials. The employee is subject to working in inside and outside environments. The employee is also subject to various hazards such as working near heavy equipment, loud noises, electrical current, oils, and working in narrow or enclosed spaces. Work is performed under the limited direction of the Town Manager and is reviewed by review of reports, conference, and acceptance of the community.

Duties and Responsibilities

Essential Duties and Tasks

Manages the long-range planning for infrastructure, capacity, and service needs of the Town for public works and utilities; works with the Town Manager and represents the Town on regional utilities issues; conducts or supervises various studies and advises the Town Manager and Board on related issues; writes, reviews, interprets and administers policies for the department.

Manages, organizes, and directs all staff for water distribution system, sewage collection system, street maintenance, storm water management, solid waste collection and disposal including residential garbage, yard waste, appliances and furniture, and related functions.

Researches, recommends, and implements various strategies to ensure compliance with various environmental and other regulations.

Reports to and advises Town and officials on public works and public utilities projects and activities.

Researches and recommends operational changes to the Town Manager to increase departmental effectiveness and enhance customer service; collects and analyses data on utility usage and efficiency; researches, recommends and implements technology changes to increase efficiency and effectiveness of service delivery.

Review's construction plans for compliance with town engineering standards; researches, recommends and administers storm water regulations; makes field inspections of public works projects to review progress and ensure completion; performs subdivision review.

Performs selection, promotion, training, counseling and evaluation of department personnel in consultation with Town Manager and sets priorities and deadlines and provides guidance and direction.

Engages in considerable personal contact with citizens concerning service request and complaints; investigates and decides or recommends actions; coordinates projects with other departments; attends Town Board meetings to represent the department.

Prepares and reviews departmental operating budget; monitors and approves expenditures; participates in preparation of capital improvement budget; develops and administers grants.

Oversees various capital projects for construction, maintenance and repair of various buildings, utility facilities, streets, storm water systems, etc.; manages the Town utility monitoring system for pumping stations; insures proper operation and maintenance.

Manages buildings and grounds maintenance programs for the Town; oversees the construction and renovation of some buildings using contracted and/or in-house staff.

Manages changes in regulations regarding water, wastewater, storm water, safety and other related issues.

Manages, plans, organizes, and monitors a variety of contracted work; coordinates with engineers and contractors; conducts or oversees inspection of work in progress and upon completion.

Additional Job Duties

Performs other duties as assigned.

Recruitment and Selection Guidelines

Knowledges, Skills, and Abilities

Thorough knowledge of the principles and practices of public works and utilities administration, planning, maintenance and construction.

Thorough knowledge of related public works, storm water, solid waste and utilities Town policies and state and federal laws and regulations.

Thorough knowledge of the equipment and materials used in the construction, maintenance and repair of water and sewer lines, public facilities, storm water facilities and streets.

Thorough knowledge of governmental budgeting, personnel and purchasing practices and related Town policies and procedures, and public personnel laws and regulations.

Thorough knowledge of the principles and practices, laws and regulations relating to supervised functions.

Thorough knowledge of the hazards of departmental work and related safety precautions and regulations.

Thorough knowledge of the application of information technology to the work of the department including GIS, spreadsheets, and data analysis tools.

Considerable knowledge of related engineering principles and practices.

Ability to manage subordinate supervisors including effective hiring, training, leadership, communications, motivations, staffing, conflict resolution, and coaching.

Ability to prepare complex and detailed records and reports.

Ability to maintain effective working relationships with Town officials, other public officials, employees, contractors and the general public.

Ability to present ideas effectively in oral and written form.

Physical Requirements

Must be able to perform the physical life functions of climbing, stooping, kneeling, reaching, standing, walking, pushing, pulling, lifting, grasping, talking, hearing and repetitive motions.

Must be able to perform light work exerting up to 20 pounds of force occasionally; up to 10 pounds of force frequently and/or constantly.

Public Works Manager
Page 3

Must possess visual acuity to produce and review written reports and records including mathematical calculations, analyze data, and to read maps, schematic drawings and plans.

Desirable Education and Experience

Graduation from college with a bachelor's degree in public administration, civil or environmental engineering or related field, and considerable experience in a responsible management position in the public works and/or utilities field; or an equivalent combination of education and experience.

Special Requirement

Possession of a valid North Carolina driver's license.

Mount Pleasant

North Carolina

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Agenda Item:

Consider using ARP funds to assist with the Summer St. Pump Station Capital Project.

Narrative:

If the Board recalls, the Town committed \$498,000 to the Summer St. Pump Station Capital Project using water/sewer fund balance (*Budget Amendment #10 FY20/21*). The Town received final notification from FEMA that we will not receive additional funding for repairing the Dutch Buffalo Creek Raw Water Intake Dam for incurred damages during Hurricane Florence in September 2019. The original amount of \$230,000 is all the Town will receive from FEMA.

Town Staff recommends that the Board allow the use of American Relief Plan (ARP) funds (\$354,072.86) for Summer St. Pump Station Capital Project to free up water/sewer fund balance that could then be used towards the Dutch Buffalo Creek Raw Water Intake Dam repair. The Town is not able to use money from multiple government sources on one project, so we cannot use FEMA money and ARP money on the dam repair.

Staff estimates using no more than \$241,621 of water/sewer fund balance towards the Dutch Buffalo Creek Raw Water Intake Dam repair to go along with the FEMA funds of \$230,000.

The first round of ARP funds was received at the end of July 2021.

Recommendations:

1. Motion to withdraw the use of \$354,072.86 in water/sewer fund balance for the Summer St. Pump Station Capital Project.
2. Motion to approve use of ARP funds towards the Summer St. Pump Station Capital Project.
3. Motion to approve Budget Amendment #5 ARP funds for Summer St. Pump Station Capital Project.
4. Motion to approve Budget Amendment #6 W/S Fund Balance for Dutch Buffalo Creek Raw Water Intake Dam repair

TOWN OF MOUNT PLEASANT

#6 W/S Fund Balance for Dutch Buffalo Creek Raw Water Intake Dam repair

Revenue Adjustments					
Account Number	Account Description	Current Budget	Decrease - Debit	Increase - Credit	Revised Amount
21-3091-900	Appropriation of w/s Fund Balance	\$ -	\$ -	\$241,621.00	241,621.00
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
Expenditure Adjustments					
Account Number	Account Description	Current Budget	Increase - Debit	Decrease - Credit	Revised Amount
21-4037-433	Maint. Equipment Plant	\$ 20,000.00	\$ 241,621.00	\$ -	261,621.00
		\$ -	\$ -	\$ -	-
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		\$ -	\$ -	\$ -	-
Totals		\$20,000.00	\$241,621.00	\$241,621.00	\$503,242.00
Amendment #6 W/S Fund Balance for Dutch Buffalo Creek Raw Water Intake Dam repair					
Prepared by: Amy Schueneman Date:8/9/2021 Approved by: _____					
Posted by: _____ Date: _____					

Mount Pleasant

North Carolina

Founded in 1848

RESOLUTION OF SUPPORT FOR TOWN OF MOUNT PLEASANT SURFACE TRANSPORTATION BLOCK GRANT APPLICATION

WHEREAS, the Town of Mount Pleasant Board of Commissioners adopted the Town's *Bicycle and Pedestrian Project Acceleration Plan* in 2020; and

WHEREAS, the *Bicycle and Pedestrian Project Acceleration Plan* identifies North Washington Street as a priority pedestrian project to improve vehicular and pedestrian safety, while reducing the number of vehicular trips within the Town's core; and

WHEREAS, the public input and Steering Committee input received during the completion of the Town's *Comprehensive Plan* and *Bicycle and Pedestrian Project Acceleration Plan* demonstrates strong support for pedestrian improvements within the Town's core in order to reduce vehicular trips; and

WHEREAS, the Cabarrus-Rowan Metropolitan Planning Organization (CRMPO) has issued a call for projects for Surface Transportation Block Grant Direct Attributable (STBG-DA) Funding; and

WHEREAS, the North Washington Street pedestrian improvements will further the goals of the *Comprehensive Plan* and *Bicycle and Pedestrian Project Acceleration Plan* by installing 900 feet of sidewalk to reduce vehicular trips within the urban core and providing an adequate cross section width and appropriate stormwater measures for the safe passage of two-way vehicular traffic and pedestrians.

WHEREAS, the Town of Mount Pleasant Board of Commissioners agrees to provide, at a minimum, the twenty (20) percent funding match required to participate in the program; and

NOW, THEREFORE, BE IT RESOLVED that the Town of Mount Pleasant Board of Commissioners supports the pursuit of funding under the STBG-DA program.

Adopted this the 9th day of August 2021.

W. Del Eudy, Mayor

Attest:

Amy Schueneman, Town Clerk

BICYCLE & PEDESTRIAN PLAN EXCERPT - WASHINGTON STREET - PARK DRIVE TO LEE STREET

PROPOSED PROJECT: NEW CONSTRUCTION

- Construction of new sidewalk along the west side of the street for the entire corridor.

CORRIDOR CHARACTERISTICS

- 0.3-mile-long segment
- 29' - 40' right-of-way (no acquisition required)
- Two lane, two-way roadway
- Roadway has no sidewalks on either side
- No striped shoulder for most of corridor, and narrow travel lanes
- No posted speed limit
- Land uses along corridor include mostly residential and institutional

PROJECT OBSERVATIONS

Opportunities

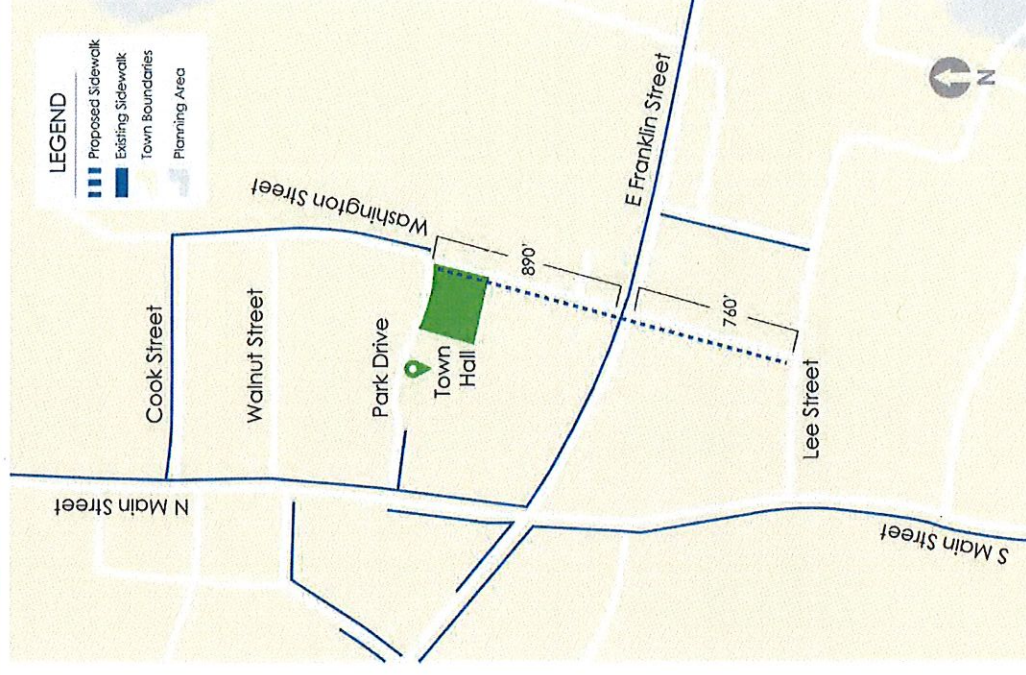
- Provides pedestrian connection to E. Franklin Street and to downtown Mount Pleasant.
- Improves the Town's pedestrian network by filling in gaps between existing sidewalks.
- Provides pedestrian connectivity between residential and several retail, recreational, and institutional locations.

Constraints

- Existing trees, retaining wall, and utility appurtenances are located at the desired sidewalk location.

PRIORITIZATION SCORE OVERVIEW

- A pedestrian crash **has not** occurred on this corridor.
- The proposed facility will connect to the existing sidewalk network.
- Business frontage is present along this corridor.
- This corridor connects **3 community destinations**.

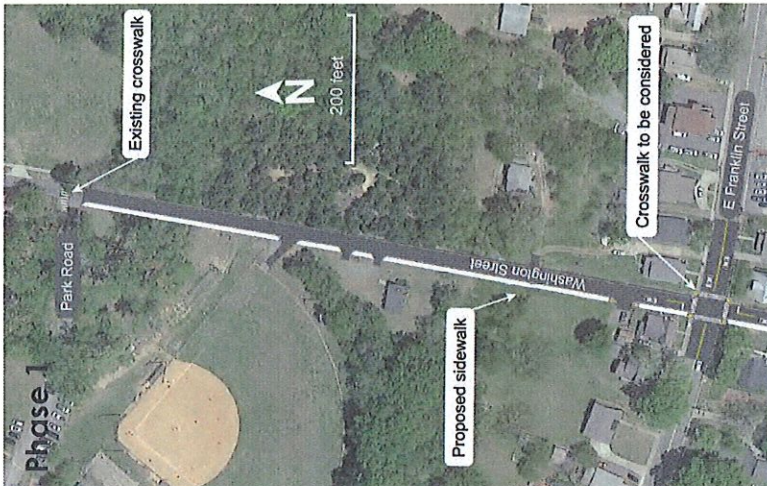
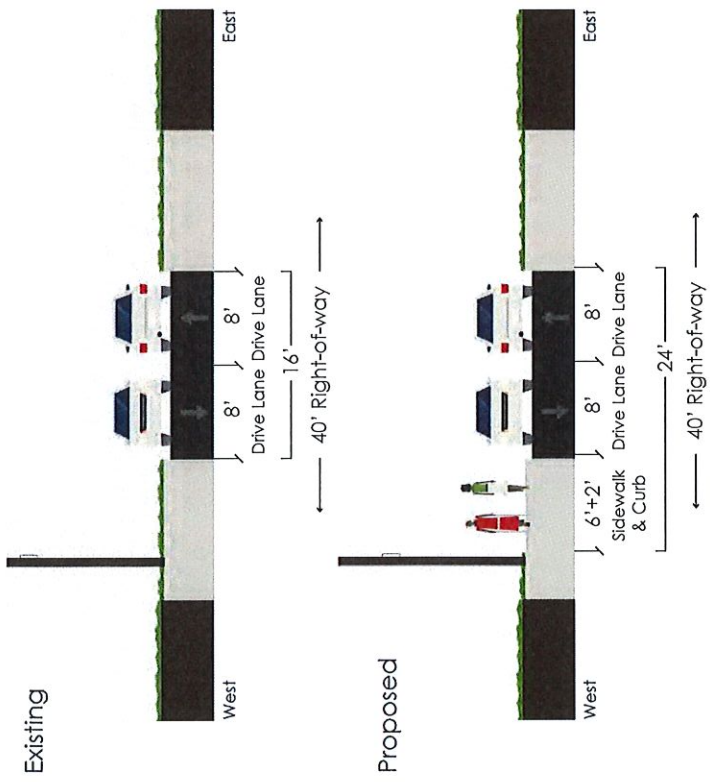


BICYCLE & PEDESTRIAN PLAN EXCERPT - WASHINGTON STREET - PARK DRIVE TO LEE STREET

KEY DESIGN CONSIDERATIONS

- Pedestrian access across E. Franklin Street will need to be restricted, or will require implementing countermeasures consistent with the FHWA Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations if connectivity across E. Franklin Street is desired at the Washington Street intersection.
- Pedestrian access across Washington Street at the north and south ends of the Segment will require implementing countermeasures consistent with the FHWA Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations.
- Existing buildings close to the roadway will require adding curb and gutter along portions of the Segment instead of a shoulder and ditch typical section.
- Consider acquiring additional right-of-way to widen travel lanes.

WASHINGTON STREET CONCEPT DESIGN



WASHINGTON STREET SIDEWALK COST OPINION

Richard McMillan
2/17/2021

ITEM	DESCRIPTION	QUANT.	UNIT	UNIT PRICE	EXTENSION
1	Mobilization (5% of Const max)	1	LS	\$15,500.00	\$15,500.00
2	Comprehensive Grading	1	LS	\$20,000.00	\$20,000.00
3	Undercut Excavation	150	CY	\$25.00	\$3,750.00
4	Stabilization Stone	200	TN	\$50.00	\$10,000.00
5	Catch Bains: NCDOT 840.01 (including H, G & F)	6	EA	\$3,000.00	\$18,000.00
6	Manhole - NCDOT 840.31	2	EA	\$3,000.00	\$6,000.00
7	Open Throat Inlet: NCDOT 840.04	1	EA	\$3,000.00	\$3,000.00
8	15-inch RCP, CL 3	300	LF	\$45.00	\$13,500.00
9	24-inch RCP, CL 3	40	LF	\$75.00	\$3,000.00
10	36-inch RCP, CL 3	20	LF	\$100.00	\$2,000.00
11	Concrete Endwalls: NCDOT 838.01	3	EA	\$5,000.00	\$15,000.00
12	Concrete "L" Endwalls: NCDOT 838.05	1	EA	\$5,000.00	\$5,000.00
13	Safety Handrail (3 sets)	100	LF	\$50.00	\$5,000.00
14	Curb & Gutter - NCDOT 846.01	1900	LF	\$30.00	\$57,000.00
15	Concrete Sidewalk (4" Thick)	530	SY	\$45.00	\$23,850.00
16	Concrete D/W Apron (6" Thick)	50	SY	\$60.00	\$3,000.00
17	Aggregate Base Course - ABC	220	TN	\$30.00	\$6,600.00
18	Misc. Driveway Stone - ABC	50	TN	\$50.00	\$2,500.00
19	Asphalt - S9.5B - Surface	220	TN	\$110.00	\$24,200.00
20	Asphalt - I19.0C - Intermediate	160	TN	\$110.00	\$17,600.00
21	Ex. Pvmt Base Repair - 5" I19.0C	250	SY	\$75.00	\$18,750.00
22	Silt Fence	1800	LF	\$5.00	\$9,000.00
23	Check Dam	10	EA	\$500.00	\$5,000.00
24	Cior Logs/Wattles	200	LF	\$10.00	\$2,000.00
25	Inlet Protection	5	EA	\$250.00	\$1,250.00
26	Seed & Mulching	3000	SY	\$2.50	\$7,500.00
27	Matting	250	SY	\$5.00	\$1,250.00
28	Class B Erosion Control Stone	250	TN	\$100.00	\$25,000.00
29					\$0.00
					\$0.00

Construction Cost Opinion	\$324,250.00
Engineering & Const. Mgmt. (30%)	\$97,275.00
Project Contingency (10%)	\$42,152.50
Right-of-Way (Estimate)	\$0.00

TOTAL PROJECT COST OPINION **\$463,677.50**

CMAQ Emission Reduction - ESTIMATE FOR NORTH WASHINGTON ST.

2/3/2021

Number of Homes w/i 1 mile (2022)	193
Estimated # of Trips - 2022 (12.5%)	24.1 Estimate on households visiting park on a given day - 12.5%
Number of Homes w/i 1 mile (2030)	210
Estimated # of Trips - 2030 (12.5%)	26.3 Estimate on households visiting park on a given day - 12.5%

Estimates of Emission Data for cold start vehicle trips of 5 miles

Carbon Monoxide (CO)	55	grams
Volatile Organic Compounds (VOC)	8	grams/trip
Nitrogen Oxide (NOx)	9	grams

FHWA - Office of Environment - CMAQ Congestion Brochure

Average Distance to Park (roundtrip):	
1.0 mile (20% of 5-mile cold start)	
11.00	grams
1.60	grams/trip
1.80	grams

Table 1 - Estimated Immediate (2022) Auto Emissions Reduction

Pollutant	Estimated # of 1 mile trips converted to pedestrian or bicycle from motor vehicle (trips)	Days per Year (days)	Total pollutant reduction per 1 mile trip per day (grams)	Estimated Gross Annual Emissions reduction based on 365 days (kgs)	Estimated Gross DAILY Emissions Reduction (kgs)
Carbon Monoxide (CO)	24.1	365	11.00	96.86	0.27
Volatile Organic Compounds (VOC)	24.1	365	1.60	14.09	0.04
Nitrogen Oxide (NOx)	24.1	365	1.80	15.85	0.04
TOTAL				126.80	0.35

Table 1 - Estimated 2030 Auto Emissions Reduction

Pollutant	Estimated # of 1 mile trips converted to pedestrian or bicycle from motor vehicle (trips)	Days per Year (days)	Total pollutant reduction per 1 mile trip per day (grams)	Estimated Gross Annual Emissions reduction based on 365 days (kgs)	Estimated Gross DAILY Emissions Reduction (kgs)
Carbon Monoxide (CO)	26.3	365	11.00	105.39	0.29
Volatile Organic Compounds (VOC)	26.3	365	1.60	15.33	0.04
Nitrogen Oxide (NOx)	26.3	365	1.80	17.25	0.05
TOTAL				137.97	0.38

N. Washington Street Stormwater Field Study





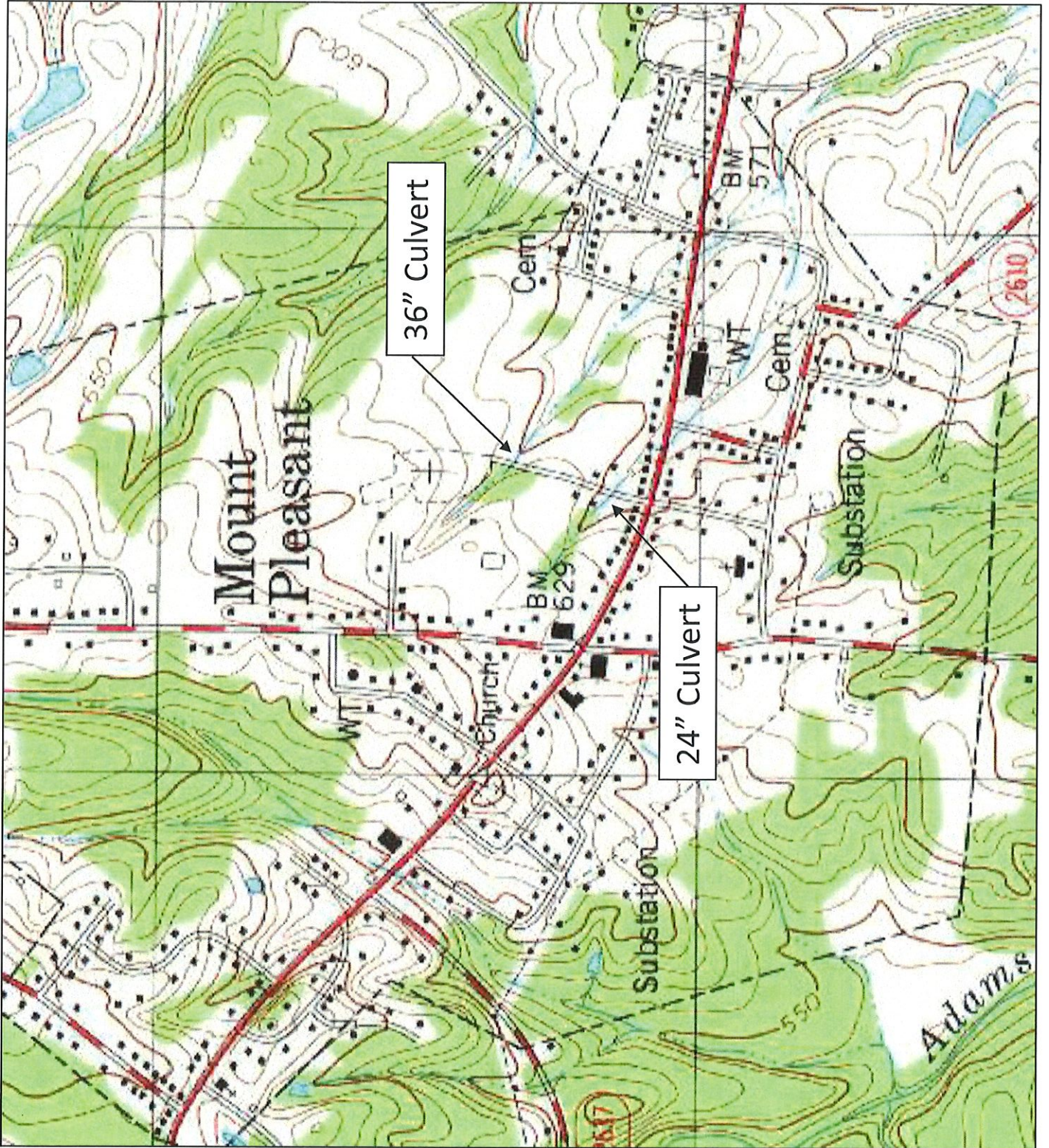
15" HDPE

24" RCP

24" FES

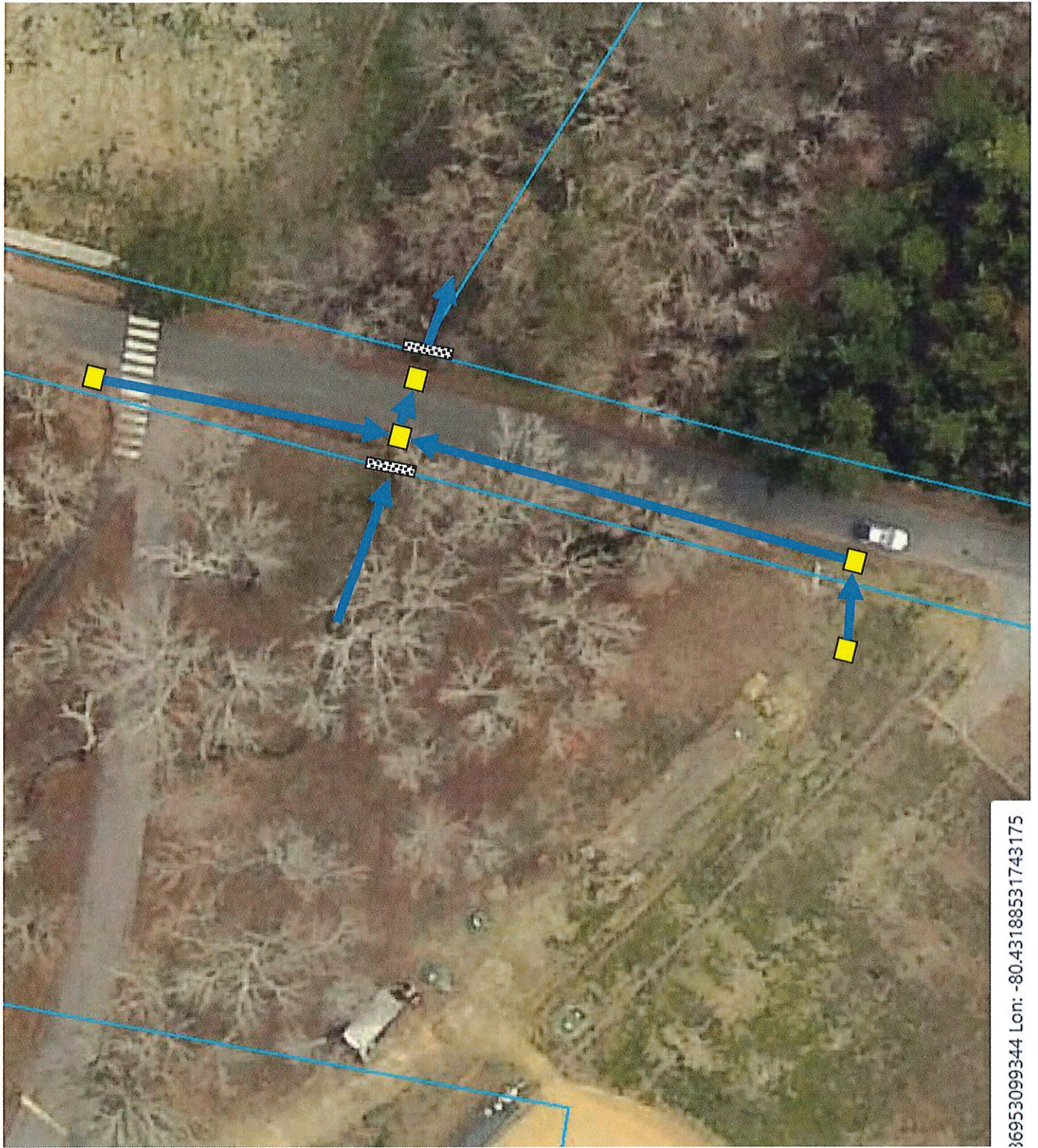
18" CMP





36" Culvert

24" Culvert



36953099344 Lon: -80.43188531743175

Mount Pleasant

North Carolina

Founded in 1848

AGENDA ITEM:

Consider approving engineering contract with LKC Engineering for the USDA Project.

NARRATIVE:

The Town Manager is requesting the Board's approval for the engineering contract with LKC Engineering for the USDA Project. The 92-page Engineering Services Agreement for the USDA project is in the EJCDC format that USDA requires. The best way to review it is to scroll to the second to the last page, and there is a table showing a breakdown of the fees.

To assist with cash-flow management, LKC Engineering will charge \$15,000 per month through 12 months, totaling a max of \$180,000. If design extends beyond that, they will hold invoicing until construction begins which is when the Town can submit bills to USDA for payment. The only up-front cost to the Town will be the engineering fees.

The General Fund Fund Balance will loan the money to the USDA project until we can file for reimbursement to USDA. Once the money is received from USDA, the money will be placed back in General Fund Fund Balance.

RECOMMENDATIONS:

1. Motion to approve the engineering contract with LKC Engineering for the USDA Project.
2. Motion to approve Budget Amendment #4 LKC Engineering for USDA project.

** Contract is attached to email*

TOWN OF MOUNT PLEASANT

#4 LKC Engineering for USDA project

Revenue Adjustments					
Account Number	Account Description	Current Budget	Decrease - Debit	Increase - Credit	Revised Amount
51-2070-100	Loan from USDA	\$ 30,000.00	\$ -	\$180,000.00	210,000.00
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
Expenditure Adjustments					
Account Number	Account Description	Current Budget	Increase - Debit	Decrease - Credit	Revised Amount
51-5011-752	Water-Eng-Design Phase	\$ -	\$ 90,000.00	\$ -	90,000.00
51-5012-752	Sewer-Eng-Design Phase	\$ -	\$ 90,000.00	\$ -	90,000.00
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Totals		\$30,000.00	\$180,000.00	\$180,000.00	\$390,000.00
Amendment #4 LKC Engineering for USDA Project					
Prepared by: Amy Schueneman Date:8/9/2021 Approved by: _____					
Posted by: _____ Date: _____					