

Mount Pleasant

North Carolina

Founded in 1848

**Town of Mt. Pleasant
Regular Board Meeting
Monday, October 11, 2021
6:00 PM- Town Hall Commissioners Room**

Call to Order- Mayor Del Eudy

Invocation- Pastor Earl Bradshaw from Mount Pleasant United Methodist Church

Pledge of Allegiance- Mayor Del Eudy

Mayor Comments concerning Town Branding process

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 3-9)

A. Minutes September 13, 2021 (pages 3-8)

B. Proclamation for Breast Cancer Awareness Month (page 9)

5. Staff Reports (Pages 10-23)

A. Town Manager-Randy Holloway (pages 10-11)

B. Asst. Town Manager-Crystal Smith (page 12)

C. Town Clerk/Finance Officer - Amy Schueneman (pages 13-14)

D. Planning & Economic Development Director - Erin Burris (pages 15-17)

E. Code Enforcement- Jeff Watts (page 18)

F. Cabarrus Co. Sheriff's Dept Report (pages 19-23)

6. Public Hearings

None

7. Old Business

None

8. New Business (Pages 24-31)

A. ABC Board to address Town Board concerning FY2020/2021 proceeds (page 24)

B. Consider approving a contract with Milligan Architecture, Inc. for the Architectural /Engineering Services for renovation / additions to the Mount Pleasant Fire Department. (pages 25-31)

9. Adjournment

*All agenda items and attachments are considered public record.
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Hard copies are \$.10 per page.

Closed Session minutes are unavailable until released by the Board and/or the Town Attorney.

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**Town of Mt. Pleasant
Board of Commissioners
Town Board Meeting Minutes
Monday, September 13, 2021 at 6:00 P.M.**

Attendance: Mayor Del Eudy
Mayor Pro-Tem/Commissioner Lori Furr
Commissioner Steve Ashby (*by phone*)
Commissioner Justin Simpson
Commissioner William Meadows
Commissioner Jim Sells (*arrived at 6:52pm*)
Town Administrator Randy Holloway
Town Attorney John Scarbrough
Town Clerk Amy Schueneman

Also Present: Erin Burris, Crystal Smith, Captain Tessa Burchett, Deputy Stephen Wagoner, Kay Beckett, Deputy Claudette Tarte, Carol Miller, Marcella Beam, Pastor Earl Bradshaw, Chad Troutman, Dr. Bonnie Coyle, and Nick Newman.

CALL TO ORDER

Mayor Eudy called the meeting to order.

INVOCATION

Pastor Earl Bradshaw of Mount Pleasant United Methodist 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.

Mayor Eudy informed the audience that Commissioner Sells would not be at the meeting and Commissioner Ashby was attending by conference call.

3. Approve Agenda

8590 Park Drive ; P.O. Box 787 ; Mount Pleasant, North Carolina 28124 ; tel. 704.436.9803 ; fax 704.436.2921

A motion to approve the Agenda as submitted was made by Commissioner Simpson with a second by Commissioner Furr. All Board Members were in favor. (4-0, Commissioner Sells absent)

4. Consent Agenda

- A. Minutes August 9, 2021
- B. Minutes-Special Called Meeting September 1, 2021
- C. Proclamation for Constitution Week Sept. 17-23, 2021
- D. Budget Amendment #4 (Correction)LKC Engineering for USDA project
- E. Budget Amendment #9 NCDOT Refund- HUT for Engine 19
- F. Consider allowing the Mt. Pleasant Fire Dept. to accept the AFG Grant to purchase a Source Capture Exhaust System (Plymovent) *(approved by email vote August 27th due to September 12th acceptance deadline; copies of emails in Minute Book)*

Commissioner Furr made a motion to approve the Consent Agenda as listed with a second by Commissioner Meadows. All Board Members were in favor. (4-0, Commissioner Sells absent)

5. Reports

- A. Town Manager-Randy Holloway
Mr. Holloway informed the Board the Fire Dept. sold the 2011 Sutphen Fire Engine to Ellendale Fire Dept. in Alexander County for \$210,000. The Town will have to pay Company Two a commission of \$10,500 once we receive our check for the truck. Also, one of the Public Works employees, Lane Bost, is out with Covid.
- B. Asst. Town Manager-Crystal Smith
- C. Town Clerk/Finance Officer - Amy Schueneman
- D. Planning & Economic Development Director - Erin Burris
- E. Code Enforcement- Jeff Watts
- F. Cabarrus Co. Sheriff's Dept Report -Deputy Stephen Wagoner
Deputy Wagoner introduced Deputy Claudette Tarte who will be taking his place as the Mt. Pleasant Community contact. He will still be working in the Mt. Pleasant area.

6. Public Hearings

None

Mayor Eudy moved up **New Business A**. Presentation of Community Health Needs Assessment report by Marcella Beam of Cabarrus Health Alliance to allow her to leave earlier to be with her family.

Ms Beam introduced the new CHA Director Dr. Bonnie Coyle to the Board. She then went over the Power Point presentation *(included in the Minute Book)*. She stated the top 3 needs for Cabarrus County residents were 1. Housing 2. Behavioral Health (mental) 3. Early Childhood Education. Covid skewed the numbers on some items for 2020.

No motion was made.

7. Old Business

- A. Duke Energy Line Burial Study**

Erin Burris stated Town staff has been working for two years with Duke Energy and Windstream to determine the feasibility of burying or relocating overhead utility line in the downtown as outlined in Comprehensive Plan Downtown Strategy #2. The original project area study cost of \$20,000 was provided by Duke Energy. Earlier this year, Town staff tightened the project area to focus on just downtown in order to examine the feasibility of including some of the work with the Main Street water line project. Duke Energy has provided a cost of \$15,000 to complete a full study of the smaller project area. The information from this study is necessary to engineer duct bank installation with the water line project. Upon meeting with Duke Energy personnel, it was determined this will greatly reduce the cost of utility line burial if duct bank installation is done in conjunction with the water line project. The turn around for the study should be 30days.

Board members questioned the need for the study since the Town cannot afford to bury the lines at this time. Ms. Burris explained if the study is not done now while LKC Engineering is working on the plans for the water/sewer capital projects, the Town would never be able to bury the lines in the future. Cost to do the entire project separately could be up to \$2,000,000 according to Duke Energy estimate and during the USDA project it would be approximately \$600,000. It would be wise to consider doing the study, allow LKC Engineering to use the information to design the water lines, and pay the small cost of putting duct banks in with the water lines, and then NCDOT will pave the road at the completion of the project. It would give the Town the option to bury all the lines in the future.

Ms. Burris also stated by receiving a grant for the storm water study last Fiscal Year the \$20,000 in FY20/21 budget was not used and can pay for this study. It is \$5,000 less than when the Board opted not to do the study in March 2020. If the study is not done now, it can not be even considered again because of cost.

By getting rid of the poles, sidewalks would benefit and could be ADA compliant on South Main St.

Commissioner Sells arrived at 6:52pm during this discussion and was included in the vote.

A motion to approve a budget amendment and move forward with the Duke Energy study for a cost of \$15,000. was made by Commissioner Simpson with a second by Commissioner Ashby. All Board Members were in favor. (5-0)

B. Update from WSACC meeting

Commissioner Sells stated that in the latest Sewer Capacity Allocation proposal (*included in the Minute Book*) is going to be voted on Thursday, September 16th. The Town will still receive 64,000 gallons per day allotment with these proposals which is the minimum needed for all projects currently approved. He reminded the Board that an agreement is better than "first come first serve" until the first phase of the sewer expansion project is complete in 2024 at WSACC.

No motion made.

C. Town Branding (continued from August 9th meeting)

Mayor Eudy stated he did not care for the current logo presented and had several individual conversations with Board members. He stated we had a lot on our plate right

now with WSACC, \$8million from Federal Government, USDA projects, and this is just not as important right now. Mayor Eudy is ok with the tree but not the root system that is NCDOT streets. He would like something he did not have to explain what it was. Also, more than one option would be desirable.

Commissioner Furr stated she thought it was important to have "buy in" because we don't want to roll out to the community if everyone is not supporting it.

Mayor Eudy stated that putting it out on Social Media to let the community help make the decision. Even if the Town doesn't use what the public wanted at least they would have the input.

Commissioner Furr still feels that "if everybody isn't sold 100% where we can flip that and show it to our community and be excited and ready to roll with it, then we need to just pause."

Commissioner Simpson agreed and felt that as long as we continue to move forward in some direction. We have had community input with the Comprehensive Plan that does detail what our community wants and values. We can use some of that to draw from and move forward, to see what Town needs to do to move forward. What will satisfy everyone feeling confident moving forward. He does not want to table it and move away from doing this. Whether it is this design of another design. We want to look our best on the other side of all these projects as we relaunch into what Mount Pleasant is.

The Board would like to see other designs. A Work Session was requested by the Board in the near future with several different vendors. Town Clerk Amy Schueneman will contact a few graphic artists and set up a time for the meeting.

8. New Business

A. MOVED UP TO START OF MEETING: Presentation of Community Health Needs Assessment report by Marcella Beam of Cabarrus Health Alliance

See above.

B. Consider awarding the low bid of \$429,621.50 to RPM Partners of Kernersville, NC on the condition that FEMA approves the change of scope for the repairs to the Dutch Buffalo Creek Dam.

Randy Holloway requested the Board award the low bidder, RPM Partners of Kernersville, NC, the contract for the repairs to the low water intake dam on the Dutch Buffalo Creek for a cost of \$429,621.50. Town Staff has submitted a change of scope for the project to FEMA along with an extension request for 12 additional months if needed. Staff anticipates that both the change of scope and time extension will both be approved. Town Staff are requesting the Board's approval with the condition of FEMA approval for the change of scope.

A motion to approve awarding the low bid of \$429,621.50 to RPM Partners of Kernersville, NC on the condition that FEMA approved the change of scope and time extension for the repairs to the Dutch Buffalo Creek Dam was made by Commissioner Simpson with a second by Commissioner Ashby. All Board Members were in favor. (5-0)

C. Discuss the status of Covid 19 in the Town and the vaccination status of employees and various options to hopefully increase the number of employees vaccinated.

Randy Holloway gave a quick update with the status of vaccinations among employees. Full timers are 50% vaccinated. Part timers not so well with Fire Dept. only 6 of the 45 fire fighters are vaccinated. Most are fulltime at the bigger Cities like Concord, Kannapolis, etc.

A list of NC counties/towns with incentives they are using to encourage staff to get vaccinated was handed out to the Board (*copy is included in the Minute Book*). Anything from \$250 to a day off with pay. Also, more bonuses if % of staff is above 75%.

Among the school system Mount Pleasant High and Mount Pleasant Middle were #1 in Covid cases with Mount Pleasant Elementary #5 with the highest infection rates in the county. Children are being infected at the same rate as adults.

Mr. Holloway asked if the Board was interested in offering any type of incentive to employees to get vaccinated.

The Board asked for someone to reach out to unvaccinated employees to see what it would take for them to consider vaccination. They were not comfortable with requiring vaccinations.

Commissioner Ashby would like to use some of the ARP funds coming in from the state to give incentives to residents for getting vaccinated.

No motion needed.

Other Comments:

Mayor Eudy mentioned a resident asked about having a bike rack in the downtown area. He asked staff to look in to making it happen.

Crystal Smith addressed the Board to make sure everyone still wanted to have the Fall Festival due to rising Covid numbers. The Town has cancelled the bouncy houses at the event. Precautions will be made by requiring mask, hand sanitizer, and social distancing.

Board felt that since it is outside, football games are still taking place, and precautions are being made we would have the Fall Festival.

9. Adjournment

With nothing else to come before the Board, Commissioner Sells made a motion to adjourn. Commissioner Simpson 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, October 11, 2021 in the Regular Meeting.

Town Clerk Amy Schueneman

Mayor W. Del Eudy

SEAL

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Proclamation For Breast Cancer Awareness Month

WHEREAS, cancer affects millions each year in the United States and is consistently the second leading cause of deaths; and

WHEREAS, the National Breast Cancer Awareness Month program is dedicated to increasing public knowledge about the importance of the early detection of breast cancer, and prompt treatment can significantly reduce the suffering and deaths caused by this disease; and

WHEREAS, in recognition of the fact that mammography, an "x-ray" of the breast, is the single most effective method of detecting breast changes that may be cancerous, long before physical symptoms can be seen or felt;

NOW, THEREFORE, BE IT RESOLVED, therefore that I, W. Del Eudy, Mayor of the Town of Mount Pleasant, do hereby urge all women and their families to get facts about mammography.

This the 11th day of October, 2021

Mayor W. Del Eudy

Attest:

Seal

Amy Schueneman, Town Clerk

MEMORANDUM

To: Mayor and Town Board
From: Randy Holloway, Town Manager
Date: October 11, 2021
RE: Manager's report for September 2021

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

- Continued worked with AWC&K engineering and the low bidder on the Dutch Buffalo Creek Dam repairs to identify ways to reduce the overall cost of the project to try and say funding for the Town. We have submitted an estimated time line to the State and FEMA and hope to hear back with their approval very soon.
- Worked with Staff and LKC Engineering to develop a list of potential water and sewer projects that the Town might receive funding for in the State budget. Staff will make a recommendation to the Board once the State budget is adopted.
- I reached back out to the property owners on Highway 49 about the potential sewer line easement. I was advised that one of the family members had seen very sick and was unable to meet with me. I plan to reach back out next week to continue my efforts to acquire the property for the sewer line easement.
- Town Staff is reviewing a proposal from McGill and Associates for the various Town Hall projects. We hope to make a recommendation at the October Board meeting.
- Worked with the Fire Department and Bill Milligan to reach an agreement on the renovations / addition to the Fire Station. Bill Milligan's proposal for architectural and engineering services is on the October 11, Board agenda.
- Worked with Town Staff to prepare and submit an RFQ for engineering services for the Town. We plan to make a recommendation at the October Board meeting.
- Continued to work with Town Staff and coordinate various issues related to the repairs to the foundation under the Admin area of Town Hall.
- Continued meeting with Public Works employees to address concerns related to the change in management / leadership with the Public Works Department. The meetings went well and the moral has improved significantly.
- 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.
- Continued to work 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.

- Had a meeting with the Manager at the MP ABC Store to provide a recommendation on the lease on the building and how to move forward with planning for a new building in the next 12 to 18 months.
- Worked with Staff to help provide guidance on how to address the community's concern over the Town's branding efforts.

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ASSISTANT TOWN MANAGER'S REPORT *September 2021*

To: Mayor & Commissioners

From: Crystal Smith, Assistant Town Administrator

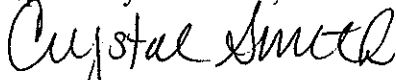
Subject: Monthly Activities for September 2021

- Monthly BCBS Webinar
- Preparing for BCBS Open Enrollment in October
- Continued planning Fall Festival
- Participated in 2 Municipal and County Administration Board meetings. We are preparing for the October 6 virtual Fall Seminar.
- Met with Doug Chapman, McGill & Associates, on Municipal & Park Improvements at Town Hall
- Payroll end of quarter State & Federal reports
- Participated in Cabarrus Chamber HR Compliance During an Ongoing pandemic webinar

Fall Festival Recap:

- Thank you for your help working the gate at Park & Main and your help cleaning tables after guests finished eating!
- We used staggered arrival times for vendors, which worked beautifully
- 41 Craft Vendors ranging in age of 17 – 88.
- 4 food/beverage/ice cream vendors
- Estimated around 1000 in attendance
- 10 vendors cancelled due to COVID. We were able to fill those spots due to the Cheerwine Festival being cancelled.
- Vendors all reported they had a lot of sales.
- Downtown merchants also reported a successful event
- Take-a-ways: explore purchasing new picnic tables (the ones we have are in bad shape); review after festival vendor load up and departure – it was bottlenecked; educate vendors more clearly no coming and going in their vehicles during festival (safety issue)

Respectfully submitted,



Crystal Whitley Smith
Assistant Town Manager

8590 Park Drive : P.O. Box 787 : Mount Pleasant, North Carolina 28124 : tel. 704.436.9803 : fax 704.436.2921

FINANCIAL REPORT as of September 30, 2021

Cash Balances

	General Fund	Powell Bill Bank Account	GF-Capital Reserve	Water/Sewer Fund	Capital Project Fire Station Add
First Bank-Checking	208,073.29	62,288.08		210,569.79	242,505.14
First Bank-Payroll Checking	43,794.73				
First Bank-General Fund Money Market	803,794.35				
First Bank- Retiree Insurance Money Market	14,406.14				
First Bank-W/S Money Market				718,940.60	
First Bank- USDA Capital Project Checking				205,519.23	
First Bank- Summer St Pump Station Capital Proj				39,780.71	
First Bank- ARP Special Reserve Fund	354,103.42				
First Bank-Façade Grant	12,883.21				
First Bank-Savings (Sidwalk Escrow)	6,302.13				
First Bank- Capital Reserve- Police Vehicles			56,612.89		
First Bank- Capital Reserve- FD Vehicles			246,106.27		
First Bank- Manhole Repairs				65,559.72	
Uwharrie Bank Savings (Park Dev)	33,184.13				
Uwharrie Bank-Dredging (Savings)				30,950.72	
NC Capital Mgmt Trust- 42% Reserve	865,148.01				
NC Capital Mgmt Trust-Debt Setoff Acct				1,312.27	

Total Cash Balances	2,341,689.41	62,288.08	302,719.16	1,272,633.04	242,505.14
					TOTAL
					4,221,834.83

	General Fund				Water Sewer Fund			
	APPROVED	MONTH TO DATE	YEAR TO DATE	PERCENT	APPROVED	MONTH TO DATE	YEAR TO DATE	PERCENT
	2021-2022	(Encumbered)			2021-2022	(Encumbered)		
Revenues	2,786,268.00	194,164.19	734,367.84	26%	1,161,980.00	84,490.38	347,940.22	30%
Expenditures	2,786,268.00		843,003.25	37%	1,161,980.00		233,946.07	27%
			\$2,051,900.16				\$814,039.78	
			\$1,749,100.56				\$843,543.55	

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

	<u>CURRENT BUDGET</u>	<u>YTD ACTUAL</u>	<u>DIFFERENCE</u>
GENERAL GOVERNMENT			
Town Hall	265,485.00	224,784.64	40,700.36
Governing Body	40,399.00	8,248.21	32,150.79
Admin	600,632.00	37,687.74	562,944.26
Planning & Zoning	177,940.00	28,514.07	149,425.93
	<u>1,084,456.00</u>	<u>299,234.66</u>	<u>785,221.34</u>
PUBLIC SAFETY			
Law Enforcement	161,693.00	38,798.25	122,894.75
Fire Department	855,253.00	143,100.83	712,152.17
	<u>1,016,946.00</u>	<u>181,899.08</u>	<u>835,046.92</u>
PUBLIC WORKS			
Operations Center	43,450.00	12,294.60	31,155.40
Streets	239,820.00	43,326.77	196,493.23
Sanitation	138,500.00	19,974.16	118,525.84
Buildings & Grounds	73,582.00	18,059.91	55,522.09
	<u>495,352.00</u>	<u>93,655.44</u>	<u>401,696.56</u>
CULTURE/REC	64,400.00	7,809.20	56,590.80
DEBT SERVICE			
Debt Service Principal	87,466.00	38,590.65	48,875.35
Debt Service Interest	21,485.00	6,151.78	15,333.22
	<u>108,951.00</u>	<u>44,742.43</u>	<u>64,208.57</u>
TOTAL	2,770,105.00	627,340.81	2,142,764.19
WATER/SEWER			
Admin	249,965.00	45,461.99	204,503.01
Operations Center	28,900.00	9,919.84	18,980.16
Water	155,929.00	19,670.19	136,258.81
Sewer	347,000.00	67,315.36	279,684.64
Water Treatment Plant	561,988.00	86,309.64	475,678.36
	<u>1,343,782.00</u>	<u>228,677.02</u>	<u>1,115,104.98</u>
DEBT SERVICE			
Debt Service Principal	157,392.00	-	157,392.00
Debt Service Interest	14,879.00	5,269.05	9,609.95
	<u>172,271.00</u>	<u>5,269.05</u>	<u>167,001.95</u>
TOTAL	1,688,324.00	239,215.12	1,449,108.88
COMBINED	4,458,429.00	866,555.93	3,591,873.07

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Planning and Economic Development October 11, 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. NCDEQ is providing a notice of violation to the property owner for grading more than 1 acre without a soil and erosion control permit.

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 for discussion.

TA 2021-04 Home Occupation Text Amendments

Description: In August, staff brought to the attention of the Planning & Zoning Board discrepancies regarding artists and craftsmen and lessons as home occupations based on questions asked by the potential buyer of a home within the town. The Planning & Zoning Board directed staff to research the home occupation ordinances of other jurisdictions. At the September meeting, staff presented draft amendments to the board for discussion. Another citizen attended the meeting expressing his desire to run a grading business from his home in Oldenburg, which currently has an open zoning enforcement case. The Planning & Zoning Board directed staff to prepare draft text amendments to address the gentlemen's request while safeguarding adjacent properties. Staff noted to the Board that text amendments are not property specific, but apply to all properties within the jurisdiction.

Current Status: Planning & Zoning Board will continue to review and discuss draft amendments at the October meeting.

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 & August (to date) 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).

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 apply for the Thread Trail's Implementation Grant and reapply in October for the Cabarrus County Matching Incentive Grant for trailhead expansion at the Buffalo Creek Preserve.
- 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 were completed at the end of September.
- At the recommendation of Town Staff, the Town Board selected McGill and associates to complete a plan for parks and recreation projects at the municipal complex.
- 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. Town staff has recently asked for an update regarding the release of funds to engage in procurement.
- At the direction of the Town Board, Town Staff has requested the Duke Energy provide an agreement for engagement in the study of utility burial and relocation in downtown.
- 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 resubmitted the CMAQ application for N. Washington Street improvements to include bicycle "sharrows" to help secure funding for needed additional pavement width.
- 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.
- The Cabarrus-Rowan MPO provided a summary of 2020 Census population numbers for member communities. Mount Pleasant's 2010 Census count was 1,652. The 2020 Census count was 1,671. If accurate, this means that Mount Pleasant has grown by 19 people in 10 years.

September 2021 Zoning Permits

Permit #	Date	Cab. Co. #	Add. #	Street Name	Type	Permit Description	Applicant	Notes
Z-2021-41	9/7/2021	5670-03-7149	8130	New St.	Accessory	Storage Shed	Carol Miller	
Z-2021-42	9/7/2021	5660-75-4292	960	Allman Rd. Ext.	Addition	Addition to home	Amy Penninger	
Z-2021-43	9/9/2021	5660-55-8012	7055	Empire Dr.	Accessory	Swimming Pool	ELF Construction	
Z-2021-44	9/28/2021	5670-38-4121	8620	Circle Dr.	New	Single-family residential	Steve Blackweider	
Z-2021-45	9/30/3021	5670-94-5764	302	Dutch Rd.	Accessory	Solar Panels	Sunpro Solar	

5 Zoning Permits

MEMORANDUM

To: Mayor and Town Board

From: Jeff Watts, Code Enforcement

Date: October 6, 2021

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

New:

- Numerous signs removed from right of ways.
- Numerous Notices sent regarding tall grass.
- 402 N Main St. – Civil Citation sent after no response to Request for Hearing.
- 8424 NC Hwy 49 – Notice of Code Violation sent for property maintenance.
- 8791 E Franklin St. – Notice of Violation sent regarding a vehicle on the property. Vehicle was removed by owner. Closed.
- 1616 Jr Linker Rd – Notice of Violation sent regarding UDO violations.

Update:

- 7049, 7055 NC Hwy 73 - 7913, 7921, 7931 W Franklin St. – 867, & 871 N Skyland Dr – Notice of UDO violations sent. – Junk Cars. Most of the vehicles have been removed by owner. Will continue to monitor.
- 1550 S Main – Spoke with the attorney handling this property. Occupant has moved out. New owner should be taking possession within a few days.
- 7570 Hwy 73 – Request for Hearing sent for abandoned house. Met with owner, he is working to correct the issues. Property has been listed for sale.

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.
- 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.
- 8354 W Franklin – Notice of Violation of Property Maintenance Code sent –Request for Hearing sent June 17. No response. Fines started July 23.

Cabarrus County Sheriff's Office

Law Calls for Service

253 / Mt Pleasant

07/01/2021 - 09/30/2021

OFFICER-INITIATED

	Jul-21	Aug-21	Sep-21
Total	499	569	905
ALL ANIMAL CONTROL CALLS	0	1	0
ANIMAL CONTROL FOLLOW UP	0	0	1
ASSIST SHP	1	0	0
ATTEMPT TO LOCATE	0	0	1
CIVIL PROCESS	0	4	2
DISPUTE (ANYONE)	0	1	0
EVICTON	0	2	1
FOLLOW UP	5	1	2
FRAUD / FORGERY	0	1	0
IMPROPERLY PARKED VEH	0	2	2
INFORMATION	1	1	0
INVESTIGATION	0	1	6
LARCENY	1	0	0
ROAD HAZARD	1	0	0
SECURITY CHECK	420	491	770
SERVICE CALL LAW	1	1	1
SPECIAL EVENT	5	2	7
STRANDED MOTORIST	2	0	0
SUSPICIOUS SUBJECT	1	0	0
SUSPICIOUS VEHICLE	4	4	9
TRAFFIC ACC PROPERTY DAMAGE	1	0	0
TRAFFIC ACCIDENT PI	1	0	0
TRAFFIC STOP	54	55	100
WARRANT	1	2	3

DISPATCHED

	Jul-21	Aug-21	Sep-21
Total	47	39	31
ALL ANIMAL CONTROL CALLS	1	3	1

	Jul-21	Aug-21	Sep-21
ASSIST COUNTY FIRE DEPARTMENT	1	0	0
ASSIST EMS	2	1	3
ATTEMPT TO LOCATE	0	1	0
BREAKING AND ENTERING OF RESD	1	1	1
BURGLAR ALARM	3	4	3
CAC BITE	0	1	0
CARELESS RECKLESS DRIVING	0	0	3
CELL PHONE 911 HANGUP	1	0	0
COMMUNICATING THREATS	1	0	0
DIRECT TRAFFIC	0	0	1
DISPUTE (ANYONE)	4	6	2
DOMESTIC DISTURBANCE	1	0	0
ESCORT	2	2	1
FOLLOW UP	2	1	0
FRAUD / FORGERY	0	0	1
IMPROPERLY PARKED VEH	0	1	1
INFORMATION	1	0	1
INTOXICATED DRIVER	2	0	0
LARCENY	0	2	1
MISSING PERSON ENDANGERED	1	0	0
MISSING PERSON OR RUNAWAY	0	1	0
OVERDOSE / POISONING	0	2	0
PROWLER	1	0	0
RECOVERED PROPERTY	0	1	0
REPOSESSION	1	0	0
ROAD HAZARD	1	0	0
SECURITY CHECK	1	0	0
SERVICE CALL LAW	1	1	1
SEX CRIME	0	0	1
STOLEN VEHICLE	1	0	0
SUSPICIOUS SUBJECT	4	3	1

	Jul-21	Aug-21	Sep-21
SUSPICIOUS VEHICLE	2	0	1
THREATENING SUICIDE	0	1	0
TRAFFIC ACC PROPERTY DAMAGE	4	4	6
TRAFFIC ACCIDENT PI	0	1	0
TRESPASSING	1	1	0
VEHICLE FIRE	0	0	1
WARRANT	1	0	0
WELFARE CHECK (PERSON)	6	1	1

Total Disp. CFS: 31

Details for Dispatched Calls for Service

09/01/2021 - 09/30/2021

Event #	Date / Time	Street	Case #	Call Source
ALL ANIMAL CONTROL CALLS 1				
21-128537	09/20 07:53	OBERHAUS ST		PHONE
ASSIST EMS 3				
21-118335	09/01 20:34	PAGE ST		PHONE
21-118645	09/02 12:45	W FRANKLIN ST		PHONE
21-130564	09/23 10:21	W FRANKLIN ST		PHONE
BREAKING AND ENTERING OF RESC 1				
21-124092	09/12 21:36	ROSS CIR		PHONE
BURGLAR ALARM 3				
21-119150	09/03 15:24	OLDENBURG DR		PHONE
21-123753	09/12 06:03	W FRANKLIN ST		PHONE
21-132506	09/27 07:09	COOK ST		PHONE
CARELESS RECKLESS DRIVING 3				
21-123637	09/11 21:55	N MAIN ST		PHONE
21-131996	09/25 21:14	W FRANKLIN ST/N MAIN ST		PHONE
21-132348	09/26 17:43	W FRANKLIN ST/N MAIN ST		PHONE
DIRECT TRAFFIC 1				
21-123951	09/12 15:02	E FRANKLIN ST		PHONE
DISPUTE (ANYONE) 2				
21-118943	09/03 05:57	ENCHANTED LN		PHONE
21-121105	09/07 14:47	N MAIN ST		PHONE
ESCORT 1				
21-132235	09/26 12:11	COOK ST		PHONE
FRAUD / FORGERY 1				
21-122817	09/10 12:24	OLDENBURG DR	21-0910-0011	PHONE
IMPROPERLY PARKED VEH 1				
21-119223	09/03 19:38	N MAIN ST		PHONE
INFORMATION 1				
21-127088	09/17 12:32	DUTCH RD		PHONE
LARCENY 1				
21-129504	09/21 13:33	LEE ST		PHONE
SERVICE CALL LAW 1				
21-120933	09/07 09:52	S MAIN ST		PHONE
SEX CRIME 1				
21-129820	09/21 23:44	NC HWY 49 N	21-0922-0001	PHONE
SUSPICIOUS SUBJECT 1				
21-132239	09/26 12:16	NC HWY 49 N		PHONE
SUSPICIOUS VEHICLE 1				
21-132456	09/26 23:29	NC HWY 73 E		PHONE
TRAFFIC ACC PROPERTY DAMAGE 6				
21-121431	09/08 06:28	W FRANKLIN ST/N SKYLAND DR		PHONE
21-125016	09/14 09:54	N COLLEGE ST	21-0914-0002	PHONE

253 / Mt Pleasant

TRAFFIC ACC PROPERTY DAMAGE 6					(continued)
21-128884	09/20	14:50	W FRANKLIN ST	21-0920-0015	PHONE
21-129454	09/21	12:38	W FRANKLIN ST	21-0921-0003	PHONE
21-130845	09/23	19:36	E FRANKLIN ST		PHONE
21-134359	09/30	07:04	W FRANKLIN ST		PHONE
VEHICLE FIRE 1					
21-131403	09/24	15:40	JACKSON ST		PHONE
WELFARE CHECK (PERSON) 1					
21-128557	09/20	08:20	ROSS CIR		PHONE

Mount Pleasant

North Carolina

Founded in 1848

Agenda Item:

ABC Board to address Town Board concerning FY20/21 proceeds

Narrative:

According to State Statute 18B-805(f) the Town is to receive 75% of the "local share of both the mixed beverages surcharge...and the guest room cabinet surcharge..."

Representatives from the ABC Board would like to discuss the possibility of the Town allowing the ABC store to reinvest the \$25,125 profits to be awarded from FY20/21 proceeds that according to the Statutes is supposed go to the Town. The ABC Store would like to use these funds toward the new ABC store.

Recommendation:

Open

Mount Pleasant

North Carolina

Founded in 1848

Agenda Item:

Consider approving a contract with Milligan Architecture, Inc. for the Architectural /Engineering Services for renovation / additions to the Mount Pleasant Fire Department.

Narrative:

The Town Manager and Fire Chief recommend the approval of the proposed contract with Milligan Architecture, Inc. for the proposed renovation and additions to the Fire Station. The project will include renovation to the existing structure and additions to both the front and rear of the building. The proposed budget is \$2,000,000 with the associated A&E fees being \$116,000. The A&E fees are less than six (6) percent which is very good based on today's economy.

The contract is attached to the agenda item and the Fire Department has the funding in their capital reserve account.

Recommendation:

1. Motion to approve the contract with Milligan Architecture, Inc. for the Architectural /Engineering Services for renovation / additions to the Mount Pleasant Fire Department in the amount of \$116,000.
2. Budget Amendment #11 for Fire Department renovations Architectural /Engineering Services.



MILLIGAN ARCHITECTURE, INC.

September 7, 2021

Attn: Randy Holloway, Town Administrator
Town of Mount Pleasant
P. O. Box 787
Mount Pleasant, NC 28124

RE: Contract Proposal for Architectural/Engineering Services
Mount Pleasant Fire Department

Dear Randy,

It has been a pleasure working with you on all our previous projects and I would like to thank you for the confidence placed in me as the chosen Architect for the proposed renovations and additions for the Mount Pleasant Fire Department. I am pleased to offer the following fee proposal for your review and comment. The services terms and conditions proposed by Milligan Architecture, Inc. are enumerated herein with all required engineering services being performed by the following consulting licensed professional engineers:

Plumbing/HVAC	Professional Engineering Associates, PA
Electrical	Haas-Kennedy, PA
Structural	TBD
Civil (if required)	AWCK

SCOPE OF WORK:

This proposal is based on the following general description of the design scope of work:

Scope Apparatus bay:

- A) Remove existing slab in bay area and replace with new 8" – 4000# min slab with reinforcing (we used 2 layers 6 x 6 x 2.9 x 2.9 at Concord)
- B) Paint existing walls & structure
- C) Add 2 Big Ass Fans
- D) Replace lighting with LED
- E) Coordinate installation of Plymovent system direct by Owner Vendor
- F) Add Alternate: Provide cooling for meeting and training

Scope Living Quarters:

- A) Provide new HVAC, lighting, plumbing, etc.
- B) 3 new ADA compliant toilets / 2 with showers
- C) 3 offices, kitchen, day room, storage, laundry, dorm area, small workout area
- D) Small Additions on front & rear as required
- E) Area for storage and display of Antique fire truck on rear for a laundry
- F) Full load generator relocation

Scope General :

- A) 1 Pre-design trip – All disciplines if required
- B) Biweekly construction trips by Architect
- C) 3 Construction trips by consulting engineers if required
- D) Shop Drawing Review
- E) Assist Owner in Bidding/Negotiating as required

BASIC SERVICES consist of those services listed below:

- System design and working drawings for the construction of facility noted
- Written specifications as required.
- Respond to all comments by reviewing agencies.

The following will be provided for our use:

- Project instructions and criteria.
- Full site survey
- Subsurface Investigation report (existing)

Services not included in BASIC SERVICES are, but not limited too:

- Asbestos / lead paint abatement
- Site Lighting
- Specialty audio / visual / alarm design services

COMPENSATION

Compensation for the above outlined basic services shall be a fixed fee of \$ 116,000.00

This fee will be invoiced upon completion of the following phases of the project:

Schematic Design	10 % Total Fee	(\$11,600.00)
Design Development	20 % Total Fee	(\$23,200.00)
Construction Documents	50 % Total Fee	(\$58,000.00)
Bidding / Negotiating	5 % Total Fee	(\$ 5,800.00)
GC Contract Awarded	5 % Total Fee	(\$ 5,800.00)
Construction Observation	10 % Total Fee	(\$11,600.00)**

** Construction Observation Fee to be invoiced in equal monthly installments based upon construction schedule.

Delivery of above services: includes two (2) sets of drawings plus an electronic copy in pdf format.

ADDITIONAL SERVICES are those not included in BASIC SERVICES. Additional services will be provided only if authorized in writing. Contingent additional services include, but are not limited to, the following:

- Alternate system designs.
- Revisions to drawings, specifications or other documents when such revisions are:
 1. Inconsistent with approvals or instructions previously given, including revisions necessary by adjustments in the program or project budget.
 2. Required by the enactment or revisions or codes, laws, regulations or standards subsequent to the preparation of such documents.
 3. Required as a result of failure to render decisions in a timely manner.
- Providing services required because of changes in project size, quality, complexity, owner schedules, method of bidding or negotiating and contraction for construction work.
- Preparing drawings, specifications and other documents and support data, and providing other services in conjunction with change orders and construction change directives, other than those required because of negligent error by the architect/consultant.
- Providing services in conjunction with evaluating substitutions proposed by the contractor and making subsequent revisions to drawings, specifications and other documentation resulting there from.
- Providing consultation concerning replacement of work damaged by fire or other causes during construction, and furnishing services in conjunction with the replacement of such work.
- Providing services made necessary by the default of a contractor, or by major defects or deficiencies in the work of the contractor, or by failure of performance of either the contractor or owner under the contract of construction.
- Providing services in evaluating an extensive number of claims submitted by the contractor or others in conjunction with the work for this part of the project.
- Providing services in conjunction with a public hearing, arbitration proceeding or legal proceeding.
- Other work in excess of that noted as BASIC SERVICES.

Compensation for additional services will be invoiced hourly per the following rate schedule or a lump sum amount as mutually agreed upon.

HOURLY RATE SCHEDULE

<u>Senior Registered Architect</u>	<u>\$ 140.00</u>
<u>Senior Designer</u>	<u>\$ 90.00</u>
<u>Designer</u>	<u>\$ 70.00</u>

<u>Clerical and Non-Technical</u>	<u>\$ 40.00</u>
<u>CAD Operator</u>	<u>\$ 55.00</u>
<u>Consultants</u>	<u>1.2 times actual charges</u>

REIMBURSABLE EXPENSES shall be in addition to compensation for BASIC and ADDITIONAL services. These expenses shall be invoiced at 1.2 times the actual expenditures incurred by M/A. These expenditures include:

- Out of town living expenses in connection with the project.
- Long-distance communications.
- Travel expenses
- Courier / Shipping services
- Fees incurred for securing approval of authorities having jurisdiction over the project.
- Reproduction of Drawings and Specifications in excess of those enumerated above
- Expenses for additional insurance coverage or limits in excess of that noted herein

Services will be invoiced in parts that are consistent with your payment schedule. If the project is abandoned or if this agreement is terminated through no fault of Milligan Architecture Inc., compensation shall be paid to Milligan Architecture Inc. for all services performed prior to notification of such suspension. Payment will be considered past due if not paid in full within thirty (30) days of our invoice date. Past due accounts are subject to a finance charge of 1.5% per month.

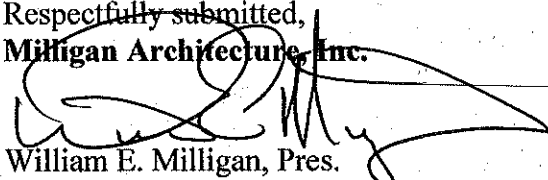
Milligan Architecture, Inc. will not be responsible for any work related to asbestos/lead abatement and/or involvement with absolute pollution.

Milligan Architecture, Inc. maintains workers comp, general and professional liability coverage as is standard in my profession. The owner agrees to limit any claims against architect and its consultants to the amount of available insurance, and to hold the architect and its consultants harmless for any claims in excess of such insurance. If any higher limit of liability is desired by the client, then an additional fee to offset the additional costs associated with a higher limit can be added to this fee proposal. A certificate of insurance coverage can be provided to you upon request.

If the services indicated herein are acceptable, please return a signed copy of this contract proposal to us. We regret that we cannot proceed with any work until we have entered into a contract.

We thank you for considering our services on this project.

Respectfully submitted,
Milligan Architecture, Inc.


William E. Milligan, Pres.
Architect

September 7, 2021

Attn: Randy Holloway, Town Administrator
Town of Mount Pleasant
P. O. Box 787
Mount Pleasant, NC 28124

RE: Contract Proposal for Architectural/Engineering Services
Mount Pleasant Fire Department

Contract Terms Accepted (name, signature, title and date required)

The terms and conditions set forth in this professional services contract are acceptable.
If contract terms enumerated are acceptable, an AIA "B141: Standard Form of Agreement
Between Architect" will be prepared for adoption.

Printed Name

Signature

Title

Date

MPFD2021-Fee Prop

TOWN OF MOUNT PLEASANT

#11 Arch/Eng Services for FD renovation

Revenue Adjustments					
Account Number	Account Description	Current Budget	Decrease - Debit	Increase - Credit	Revised Amount
50-3091-900	General Fund Appropriations	\$ 200,000.00		\$ 55,000.00	255,000.00
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
Expenditure Adjustments					
Account Number	Account Description	Current Budget	Increase - Debit	Decrease - Credit	Revised Amount
11-4022-720	FD Cap Outlay-Building	\$ 55,000.00	\$ -	\$ 55,000.00	-
11-4091-891	Transfer Out to FD Capital Project	\$ -	\$ 55,000.00	\$ -	55,000.00
50-5010-735	Eng/Arch Fees- FD Cap Bldg Proj	\$ 200,000.00	\$ 55,000.00	\$ -	255,000.00
		\$ -	\$ -	\$ -	-
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Totals		\$455,000.00	\$110,000.00	\$110,000.00	\$565,000.00

Amendment #11 Arch/Eng Services for FD renovation
 Prepared by: Amy Schueneman Date: 10/11/2021 Approved by: _____
 Posted by: _____ Date: _____