

**TROY BOARD OF COMMISSIONERS
REGULAR MONTHLY MEETING
MONDAY, APRIL 6, 2015, 5:00 PM**

The Town of Troy Board of Commissioners met in the Board Room of the Troy Town Hall with Mayor Roy Maness presiding.

BOARD MEMBERS PRESENT: Mayor Protem James Hurley, Commissioners Bruce Hamilton, Wallace Jones, Damon Prince and Mayor Maness.

BOARD MEMBERS ABSENT: Commissioner Elkins was absent.

TOWN STAFF PRESENT: Manager Greg Zephir, Clerk/Finance Officer Cathy Maness, Police Sergeant James Atkins

MEDIA PRESENT:

OTHERS PRESENT: Leslie Adams

CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE: Mayor Maness called the meeting to order and Comm. Hamilton gave the invocation. Mayor Maness led the Pledge of Allegiance to the flag.

WELCOME AND SPECIAL RECOGNITIONS: Mayor Maness welcomed everyone to the meeting.

MINUTES of the March were approved as written on motion by

PUBLIC FORUM: Ms. Leslie Adams appeared before the Board to request assistance with problems at Holt Terrace. (a part of the Troy Housing Authority) There have been fights and other activities that are legal/not legal. Ms. Adams stated she has been told that off duty police officers patrol the area in the summer. The Housing Authority has kicked some people out, however these problems need to stop. She has grandchildren that live there and their mother is afraid for them to play outside due to the fights. Sgt. Atkins stated he had been there today and five people were evicted today. Mayor Maness stated we will have the police get with the Housing Authority to see what still needs to be done..

REQUEST FOR VOLUNTARY ANNEXATION: Mayor Maness stated we have a request for annexation from Kizzie Simmons. Mgr. Zephir stated we received a letter from Ms. Kizzie Simmons who resides at 154 Smith Avenue. Ms. Simmons is requesting to be voluntarily annexed into the town limits. Ms. Simmons is already a water customer of the town, and as a condition of annexation would now have to pay town taxes on property as well as a sewer and sanitation, all of which Ms. Simmons understands and has agreed to. Staff sees no issue with this request and is recommending to the board that the town clerk be asked to begin the procedures for annexation, including a public hearing, which will need to be set for May 4th, during the board's regular monthly meeting. Motion was made by Comm. Jones and second by Mayor Protem Hurley to set the public hearing on the annexation request by Kizzie Simmons for May 4th, 2015.

REVOLVING LOAN PROGRAM: Mayor Maness stated we have a request from Pro Pallet. Mgr. Zephir stated Mark Collare, owner of Pro-Pallet, has contacted the town to inquire if the town had access to revolving loan funds, which would be used to purchase equipment and then paid back to the town over a period of time. A few years back the town received a Golden Leaf grant, which was used to help start-up Wright Foods with equipment. Wright Foods has been paying back that loan at 1.9% interest. There grant agreement with Golden Leaf is that the repaid funds could be used by the town for either infrastructure related to economic development or for a revolving loan fund to help businesses expand or purchase equipment. In your packet you will find a piece of equipment that Mr. Collare is requesting to utilize those funds for purchasing, which will allow him and his company to open an additional line, which by default allows for the company to expand. If favorable by the board, and in talking with Mr. Collare, staff would recommend access to these funds under the following terms.

- a. The note will be paid back to the town in monthly payments for a period of 24 months.
- b. The interest on the loan will be 1.9%.
- c. The town will would work with the town attorney to acquire the UCC codes on the equipment to put them in the town's name until such time the loan is paid back.

This project does three things for the town. One, it assists a company in their attempt to expand and with that assists in creating an unspecified number of jobs; two, it does provide assistance but is paid back with interest, which will allow the continued ability to assist local businesses in the future; and three, this type of assistance adds to the total tax value of the town, and while somewhat small, does provide additional tax revenue for the town. Comm. Hamilton made the motion to approve the loan proposal with Pro-Pallet as proposed. Mayor Protem Hurley seconded the motion and all voted approval.

BUDGET AMENDMENTS: Mayor Maness stated we have budget amendments for approval. Mgr. Zephir stated that attached in your packets are the mid-year budget amendments. While we are beyond mid-year these are expenditures that have previously been approved by the board, however, for official

bookkeeping purposes need to be voted on. The fire department amendments deal with the Department of Insurance Grant and the renovation work that was completed. This was a 50/50 matching grant. The Recreation Department amendment is the rebuilding of the press box at Peabody, which was damaged when a truck went through the building. These revenues came from insurance proceeds. The Essential Services is the major road paving project that the board agreed to during the first part of the fiscal year. At that the time the board had wanted to basically combine two years' worth of paving into one project. These funds are coming from the town's Powell Bill fund. Within the governing body amendments, these were for the expenditures related to the approved legal services for the bypass, website redesign and economic development efforts. These funds will be derived from the general fund's fund balance. In the fund 30 accounts the amended expenditures are related to pump station upgrades and will be paid for out of sewer revenues and then the replacement of the town's UV system at the wastewater treatment plant, which is being paid for by insurance proceeds. The last amendment is an annual amendment that relates to the Senior Center's grant revenues and expenditures. On motion by Comm. Jones and second by Mayor Protem Hurley, the board voted unanimously to approve the budget amendments as presented.

Town of Troy - BUDGET AMENDMENT # 1

FY 2014 – 2015 - Board Meeting: April 6, 2015

Approved: April 6, 2015

		<u>INCREASE</u>	<u>INCREASE</u>
		<u>DEBIT</u>	<u>CREDIT</u>
<u>General Fund</u>			
Senior Center			
Dept.			
6110	HCCB	\$ 21,847	\$ 25,000
	SHIIP	\$ 1,739	\$ 4,000
	General Purpose	\$ 11,679	\$ 16,000
	Title IIID	\$ 720	\$ 800
Fund Balance Appropriated			\$ 7,800
Senior Center Grants			\$ 38,000
Total General Fund		\$ 45,800	\$ 45,800

Town of Troy - BUDGET AMENDMENT # 2

FY 2014 – 2015 - Board Meeting: April 6, 2015

Approved: April 6, 2015

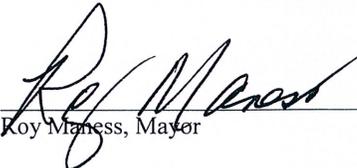
		<u>INCREASE</u>	<u>INCREASE</u>
		<u>DEBIT</u>	<u>CREDIT</u>
<u>General Fund</u>			
	<u>10</u>		
Fire Department-Capital	Dept. 7530	\$ 66,000	
Fire Grant	Rennovations		\$ 30,000
Fund Balance Appropriated			\$ 36,000
Recreation Department-Capital	Dept. 7620	\$ 21,000	
Insurance Reimbursement	Press Box Replacement		\$ 20,000
Fund Balance Appropriated			\$ 1,000
Essential Services	Dept. 5600	\$ 140,000	
Powell Bill Fund Balance	Paving		\$ 140,000
Governing Body	Dept. 4100	\$ 50,000	
Fund Balance Appropriated	Legal, Website, Economic Development		\$ 50,000
Total General Fund		\$ 277,000	\$ 277,000

<u>Water & Sewer Fund</u>		<u>30</u>	
Sewer Department		Dept 8200	
Pump Station Upgrades			\$ 30,000
WW Treatment Plant		Dept. 8220	
Lighting Damage-UV			\$ 39,899
Insurance Reimbursement			\$ -
Fund Balance Approp			\$ 31,000
Total Water & Sewer Fund			\$ 69,899
			\$ 69,899

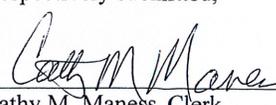
MANAGER UPDATES:

- Mgr. Zephir stated the town received notification from NC DOT about the concessions that they were willing to make as it relates to the bypass. NC DOT has agreed to remove the fencing along the bypass that would have been a visual impediment for economic development, agreed to redesign the intersection at Troy-Candor Road to allow for a “Boxed Clover Leaf” design that will allow for continued and free flowing access to town and onto the bypass without the super-street intersection. Finally, they have agreed to redesign the Dogwood Lane intersection to be a traditional intersection, for now, with NC DOT staff working with the town to come up with a design that is amenable to both parties. This is, in staff’s opinion, a huge victory for the town in that it allows for ease of access into the town and greater economic development opportunities for the town once the bypass is completed. This end result would not have come without the resolve of the town’s leaders as well as the town’s economic development committee.
- The town’s economic development committee has been regularly meeting to work on a variety of “foundation” projects as it relates to the town’s economic opportunities. The town’s EDC is recommending to the town’s board that the town work with ASU in determining the best opportunity for economic development along the bypass, which will assist the town in its planning for the area. In addition to this the EDC is preparing suggestions for this board to consider as it pertains to the extending of utility services out along the intersections of Dogwood Lane and Troy-Candor Road.
- The town’s website project is quickly moving along. Town staff has been working Davenport Lawrence and the web company on the design and abilities of the website. Staff will go through two days of web-based training in order to be able to update the website when needed with the most up to date information. One of the biggest functions of the website will be the ability of the town’s customers to pay their water bills on line utilizing credit/debit cards. This process will take about 30 days to finish, but in the meantime the website, outside of the payment feature, should be up and running on April 30th. Comm. Prince asked if there will be a way to do other functions on the site. Mgr. Zephir stated we will have some functions going such as forms to print out, notifications, etc.
- On April 6th Mr. Frank Brady will be relocated into temporary housing until the house that will be built for him is completed. In the meantime staff is working with the town attorney on drawing up the documentation for the land swap that the board approved a few meetings ago. Comm. Hamilton asked if the house being built for Mr. Brady will look like the other Smitherman Village houses. Mgr. Zephir stated they should look similar to Smitherman Village.
- The town has received the signs back from production for the town’s city limits signs and the “Home of Lowe Warner” signs. It has taken quite a bit of time to finalize and build these signs as the town has had to adhere to the sign regulations from NC DOT. You will take note at the enormity of the signs; however they were built to the specific design requirements as mandated by the state. These signs are significantly bigger than the current signs, but in the end they really do look good. We are also turning the signs at the farmer’s market to allow them to be seen from either direction.
- **DATES TO REMEMBER:** Farmer’s Market Opening – Thursday April 23rd. New Hours are 1:30 P.M. – 5:30 P.M.

Meeting adjourned at 5:25 PM on motion by Comm. Jones and second by Mayor Protem Hurley. All voted approval.



 Roy Maness, Mayor

Respectively submitted,


 Cathy M. Maness, Clerk

**TROY BOARD OF COMMISSIONERS
MID-MONTH MEETING
MONDAY, APRIL 20, 2015, 5:00 PM**

The Town of Troy Board of Commissioners met in the Board Room of the Troy Town Hall with Mayor Roy Maness presiding.

BOARD MEMBERS PRESENT: Mayor Protem James Hurley, Commissioners Angela A. Elkins, Bruce Hamilton, Wallace Jones, Damon Prince and Mayor Maness.

BOARD MEMBERS ABSENT: None

TOWN STAFF PRESENT: Manager Greg Zephir, Clerk/Finance Officer Cathy Maness, Police Chief Kenny Allen

MEDIA PRESENT: Tammy Dunn

OTHERS PRESENT: No one was present.

CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE: Mayor Maness called the meeting to order and Comm. Hamilton gave the invocation. Mayor Maness led the Pledge of Allegiance to the flag.

WELCOME AND SPECIAL RECOGNITIONS: Mayor Maness welcomed everyone to the meeting.

PUBLIC FORUM: No one was present.

REQUEST DATE CHANGE FOR PUBLIC HEARING: Mayor Maness stated we have a request to change the public hearing date for the annexation request. Mgr. Zephir stated that at the board's last meeting a public hearing was set for May 18th. Staff is still working on compiling the survey map of the property and as a result of this staff is requesting that the public hearing be moved from May 18th until June 1st. on motion by Comm. Hamilton and second Comm. Elkins, the Board voted to hold the public hearing on June 1st to hear comments on the annexation request by Ms. Kizzie Simmons. All voted approval.

PUBLIC HEARING REQUEST FOR FY 15/16: Mayor Maness stated we are ready set a public hearing date for the proposed 2015-2016 Budget. Mgr. Zephir stated staff is requesting that the board set the public hearing concerning the fiscal year 2015 -2016 budget for June 1st, during the board's June regular scheduled meeting. On motion by Comm. Elkins and second Damon Prince, the Board set the public hearing for comments on the proposed 2015-2016 Budget for June 1st, 2015. All voted approval.

REQUEST PERMISSION FOR EQUIPMENT PURCHASES: Mayor Maness stated we have requests for computer and software purchases. Mgr. Zephir stated staff is requesting permission from the board to purchase equipment that was not originally budgeted for, however is greatly needed. The first is a point of sale system that would be placed at the golf course. This system would replace an antiquated cash register and would allow staff a better history of play, number of rounds played which could be used to assist staff with setting rates for the future, and would allow golf course staff in drafting and sending invoices for memberships or tournament play. This point of sale system would cost approximately \$3,500, which would include the equipment and software. The second items would be a server that would replace the one that is located at town hall. The current server has been having several problems and as of July 15th we would no longer have virus protection on the system. The server is the system that all of the town hall computers run off of. In addition to that the town clerk's computer has been plagued with problems as of late and can no longer be serviced due to antiquated operating system. The clerk's computer houses most all of the town's documents and needs to be replaced before a hard crash render's the computer useless. The cost of the server and the computer is \$8,500. Both of these requests, if approved by the board, would be paid for out of fund balance. Staff is requesting the board's permission to move forward with these purchases. Comm. Prince asked if the golf point of sale system would produce monthly reports. Mgr. Zephir stated it would. Mayor Protem Hurley made the motion to purchase the equipment/software as presented. Comm. Elkins seconded the motion and all voted approval.

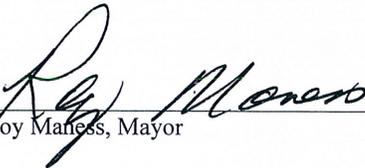
MANAGER UPDATES:

- During the last EDC meeting it was discussed about trying to incorporate the expertise of ASU as it relates to sustainable and best planning practices as it relates to the impending bypass. Staff and its consultants have held a conference call with directors of the programs at ASU and the response has been fantastic. Staff and the consultants are gathering information currently and will be sending to the university. A follow up call is scheduled for the first of May at which point staff will be able to find out what kinds of services we may be able to procure. If this goes through this will be a great opportunity for the town as it plans for future development along the bypass.
- Staff has also finalized this year's interns for the upcoming summer. Currently we have one intern that will begin on or around May 15th. Staff is working on a variety of projects, including Troyfest, which we hope to have accomplished this summer.

- Staff has continually been working with the town's consultants as it relates to the new website. There has been much progress and the site is set to go live on April 30th.
- The farmer's market is scheduled to open for the season beginning this upcoming Thursday, April 23rd.
- **DATES TO REMEMBER:** April 27th – Legislative Brunch – 10:00 A.M. Garner Center

BUSINESS MEETING: The Board reviewed the gasoline report, budget report, cash and investment report and the water use report.

Meeting was recessed until Wednesday, April 22, 2016 at 6:30 PM. At that time Andy Honeycutt with Davenport Lawrence will be here to discuss water meter replacement.



Roy Maness, Mayor

Respectively submitted,



Cathy M. Maness, Clerk