

**TROY BOARD OF COMMISSIONERS
REGULAR MONTHLY MEETING
MONDAY, FEBRUARY 2, 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 with the Montgomery Herald.

OTHERS PRESENT: Frank Brady and Mary Hurley

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 January meetings were approved as written on motion by Mayor Protem Hurley and second by Comm. Hamilton. All voted approval.

PUBLIC FORUM: No one was present

PUBLIC HEARING – CDBG CATALYST PROJECT: Mayor Maness opened the public hearing on CDBG Catalyst Project Amendment for comments. Mgr. Zephir stated this is a properly advertised public hearing to receive public comment as it pertains to the need to amend the scope of the town's CDBG Catalyst (Housing) grant. In the grant application it was stated that the home of Mr. Frank Brady would have to be taken down and a new home would be constructed, due to the dilapidated condition of the home. Once the grant was awarded the town had to go through all of the requirements that the federal government has, including conducting an environmental study on the property, which also includes noise. As a result of this study and due to the fact the property is adjacent to a railroad the federal guidelines prohibit federal money to be used to construct a new home on that particular piece of property. To address this, the town will need to do a land swap with Mr. Brady, where the town would receive his property that the house is currently located in exchange for another piece of town property near Smitherman Village, or another option would be to offer Mr. Brady one of the new homes that has been constructed. Mr. Brady's application did score first when evaluated against all of the applications and staff's recommendation is to begin the procedure to have the lands deeded and titled to each other in the "land swap" so as to begin finalizing the construction packets and bids in order to finish out this project with the completion of Mr. Brady's home. Mr. Brady asked where the property would be located. Mgr. Zephir stated it would be in the same neighborhood. We also have a house in the Troy Neighborhood Redevelopment Corporation that we could do a possible trade. Mr. Brady stated he would get with the Town Manager to look at the property. Mayor Maness stated we would get with Mr. Brady to set up a meeting to look at property. Hearing no further comments, the public hearing was closed. On motion by Comm. Hamilton and second by Comm. Elkins, the Board approved the amendment to exchange property with Frank Brady for the CDBG project. Comm. Hamilton asked if we will be able to build on the current location of Mr. Brady's property. Mgr. Zephir stated we could as long as we do not use federal money to build it. All voted approval.

ADVERTISEMENT DATE FOR DELINQUENT TAXES: Mayor Maness stated we need to set a date for advertisement of taxes. Mgr. Zephir stated we have a request by Ms. Amy Vuncannon, town tax collector, to advertise all delinquent tax notices on March 11th, 2015. As it is mentioned in Ms. Vuncannon's memo it is required by the state that delinquent taxes be advertised at least once between March 1st and June 30th. Staff is recommending approval of Ms. Vuncannon's request. Comm. Jones made the motion to advertise delinquent taxes on March 11, 2015 per the tax collector's request. Comm. Elkins seconded the motion and all voted approval. *(Memo follows at end of minutes as Attachment A)*

OIL & GREASE CONTROL ORDINANCE: Mayor Maness stated we have an amendment to the Oil and Grease Control Ordinance. Mgr. Zephir stated an amendment to the town's oil and grease control ordinance with highlighted text changes that is being requested by staff. The amendments in effect place the enforcement of this ordinance with the position of the Wastewater Treatment Director. In as much as this position would have extreme knowledge of oil and grease issues with the plant this would seem appropriate to have this position in charge of this enforcement. Staff recommends the requested text amendment changes. On motion by Comm. Elkins and second by Mayor Protem Hurley, the Board

approved the text changes for the Oil & Grease Control Ordinance. All voted approval. (*Ordinance follows at end of minutes as Attachment B*)

BUSINESS CENTER EXPANSION PROJECT-CAPITAL PROJECT ORDINANCE: Mayor Maness stated we need to adopt a project ordinance for the Business Center Expansion Project. Mgr. Zephir stated this project ordinance is for the Rural Center Grant Funds approved for the Wright Foods Expansion Project. Comm. Hamilton made the motion and Comm. Elkins seconded to approve the Capital Project Budget Ordinance for the Business Center Expansion Project. All voted approval.

BUDGET ORDINANCE CAPITAL PROJECT-BUSINESS CENTER EXPANSION PROJECT
TOWN OF TROY - FEBRUARY 2, 2015

BE IT ORDAINED by the Board of Commissioners of the Town of Troy:

Section 1. BUSINESS CENTER:

The following amounts are hereby appropriated for operation of the Town of Troy Business Center Expansion Project Fund to be accounted for utilizing the chart-of-accounts as provided for in the NC Local Government Accounting Procedures and implemented by the Town of Troy, for the year beginning July 1, 2014.

Wright Foods Expansion Project	1,300,000.
TOTAL APPROPRIATIONS	\$1,300,000.

Section 2. BUSINESS CENTER EXPANSION PROJECT FUND:

It is estimated that the following amounts were available beginning July 1, 2014 to meet the above appropriations in the Business Center Expansion Project Fund.

Rural Center Grant Funds	1,240,000.
Town Matching Funds –	<u>60,000.</u>
TOTAL BUSINESS CENTER EXPANSION PROJECT FUND REVENUES	\$1,300,000.

Section 3. DISTRIBUTION:

Copies of this ordinance shall be furnished to the Finance Officer and to the Budget Officer of the Town of Troy to be kept on file by them for their direction in the disbursement of funds.

Adopted the 2nd day of February, 2015.

Roy Maness, Mayor

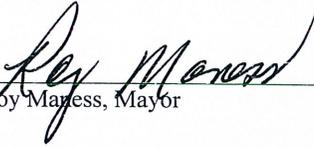
ATTEST: *Cathy M. Maness*, Clerk

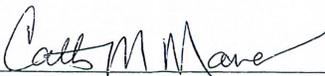
MANAGER UPDATES:

- On January 16th the town’s representatives met with Senator Bingham and NC DOT officials to discuss the town’s concerns over the upcoming bypass. The meeting was somewhat productive where it appears the town will get some concessions and yet there are still some negotiations the town is continuing to work on. A follow up letter to Mr. Mike Holder was sent reiterating the town’s position and continuing to ask for mercy and NC DOT’s assistance in redesigning the troubled areas so as to protect the town’s future interests.
- Staff and Chief Huntley have been working on an equipment needs list for which the town can use to base its request on in the upcoming grant period for Department of Insurance. The town staff will finalize the application packet and bring to the board on February 16th for the board’s consideration and/or approval.
- Public works has been gearing up to do a bit of facility maintenance and improvements on several properties throughout the town. Several structures will have new roofing put on, thanks to the revenue that is generated for cart path maintenance several troubled areas will be replaced, in addition their normal tasks.
- Last but surely not least, many thanks and congratulations go to Chief Allen and his staff for the tremendous work they did in identifying, locating, and apprehending those individuals suspected in the robbery of Fidelity Bank. The work these gentlemen is second to none and, again, congratulations and gratitude goes out to them. The Town Board expressed their appreciation and support for the great job.

Meeting was recessed at 5:15 PM until 7:30 AM on Monday, February 16, 2015.

Respectively submitted,


Roy Maness, Mayor


Cathy M. Maness, Clerk

Attachment A

MEMORANDUM

Date: January 30, 2015
To: Greg Zephir
From: Amy Vuncannon 
Re: Advertisement date for delinquent taxes

Pursuant to G.S. 105-369(c), the Town of Troy must advertise its unpaid 2014 tax liens at least once between March 1 and June 30. I would like to request that the advertisement date be set for March 11th, 2015.

Thank you.

Attachment B

TOWN OF TROY
OIL & GREASE CONTROL ORDINANCE

In an effort to curb sanitary sewer overflows (SSO's) from grease accumulation in its sanitary sewer mains, the Troy Town Board adopted, at its public meeting on **February 2, 2015**, an Oil and Grease Control Ordinance. Any nonresidential facility connected to the Town sanitary sewer collection and treatment system involved in the preparation or serving of foods will be subject to the conditions of this ordinance.

Town of Troy – Oil and Grease Control Ordinance
Adopted by Troy Town Board: February 2, 2015

A. Scope and Purpose

To aid in the prevention of sanitary sewer blockages and obstructions from the contributions and accumulation of fats, oils, and greases into said sewer system from industrial, commercial, and institutional establishments, particularly food preparation and serving facilities.

B. Definitions

1. Fats, Oils, and Greases – Organic polar compounds derived from animal and/or plant sources that contain multiple carbon chain triglyceride molecules. These substances are detectable and measurable using analytical test procedures in 40 CFR 136, as may be amended from time to time. All are sometimes referred to herein as “Grease” or “Greases”.
2. Grease Trap or Interceptor – A device for separating and retaining waterborne Greases and Grease complexes prior to the wastewater exiting the trap and entering the sanitary sewer collection and treatment system. These devices also serve to collect settleable solids, generated by and from food preparation activities, prior to the water exiting the trap and entering the sanitary sewer collection and treatment system. Grease Traps and Interceptors are sometimes referred to herein as “Grease Interceptors”.
3. Cooking Establishments – Those establishments primarily engaged in activities of preparing, serving, or otherwise making available for consumption foodstuffs and that use one or more of the following preparation activities: cooking by frying (all methods), baking (all methods), grilling, sautéing, rotisserie cooking, broiling (all methods), boiling, blanching, roasting, toasting, or poaching. Also included are infrared heating, searing, barbecuing, and any other food preparation activity that produces hot, non-drinkable food product in or on a receptacle that requires washing.
4. Non-Cooking Establishments – Those establishments primarily engaged in the preparation of precooked foodstuffs that do not include any form of cooking. These include cold dairy and frozen foodstuffs preparation and serving establishments.
5. Minimum Design Capacity – The design features of a Grease Interceptor and its ability or volume required to effectively intercept and retain Greases from grease-laden wastewaters discharged to the public sanitary sewer.
6. User – Any person, including those located outside the jurisdictional limits of the Town, who contributes, causes or permits the contribution of discharge of wastewater into the Publicly Owned Treatment Works (POTW), including persons who contribute such wastewater from mobile sources, such as those who discharge hauled wastewater.
7. POTW Director. The POTW Director is designated by the Town Administrator with the responsibility and enforcement of the Oil & Grease Control Ordinance. The POTW Director is also referred to as the Director.

C. Grease Interceptor Maintenance, Record Keeping, and Grease Removal

1. Grease Interceptors shall be installed by Users as required by the Director. Grease Interceptors shall be installed at the User's expense, when such User operates a Cooking Establishment. Grease Interceptors may also be required in non-cooking or cold dairy and frozen foodstuffs establishments and other industrial, commercial, or institutional establishments when they are deemed necessary by the Director for the proper handling of liquid wastes containing Grease.
2. No User shall allow wastewater discharge concentration from subject Grease Interceptor to exceed 100 milligrams per liter, as identified by EPA method 1664A.
3. All Grease Interceptors shall be of a type, design, and capacity approved by the Director or his designee and shall be readily and easily accessible for User cleaning and Town inspection. No Grease Interceptor shall be less than 1,000 gallons total capacity unless otherwise approved by the Town's Engineer.
4. All Grease Interceptors shall be subject to review, evaluation, and inspection by the Director during normal working hours. Results of inspections will be made available to facility owner, lease-holder, or operator. The Director may make recommendations for correction and improvement.
5. All such Grease Interceptors shall be serviced and emptied of accumulated waste content as required by the Director in order to maintain Minimum Design Capability or effective volume of the Grease Interceptor.
6. Users who are required to pass water through a Grease Interceptor shall:
 - a. Provide a minimum hydraulic retention time of twenty-four (24) minutes at actual peak flow or twelve (12) minutes at the calculated theoretical peak flow rate as predicted by the Uniform Plumbing Code fixture criteria, between the influent and effluent baffles with twenty (20) percent of the total volume of the Grease Interceptor being allowed for sludge to settle and accumulate, identified hereafter as "sludge pocket".
 - b. Remove any accumulated Grease cap and sludge pocket as required, but at intervals of not longer than thirty (30) days at the User's expense. Grease Interceptors shall be kept free of inorganic solid materials such as grit, rocks, gravel, sand, eating utensils, cigarettes, shells, towels, rags, etc., which could settle into the sludge pocket and thereby reduce the effective volume of the Grease Interceptor.
 - c. Accept the following conditions: If any skimmed or pumped wastes or other materials removed from the Grease Interceptor are treated in any fashion onsite and reintroduced back into the Grease Interceptor as an activity of and after said onsite treatment, the User shall be responsible for the attainment of established Grease numerical limit consistent with and contained in Section (C) Number (2) on all discharges of wastewater from said Grease Interceptor into the Town of Troy sanitary sewer collection and treatment system.
 - d. Operate the Grease Interceptor in a manner so as to maintain said device such that attainment of the grease limit is consistently achieved. "Consistent" shall mean any wastewater sample taken from said Grease Interceptor shall be subject to terms of numerical limit attainment described in Section (C) Number (2). If an establishment desires to use an alternative to an out-of-building Grease Interceptor, because of documented space restraints, the request for an alternative location shall contain the following information:
 - a. Location of Town sewer main and easement in relation to available exterior space outside building
 - b. Existing plumbing at or in a site that uses common plumbing for all services at that site.
 - e. Understand and agree that: The use of biological additives as a Grease degradation agent is not permitted.
 - f. Understand and agree that: The use of automatic Grease removal systems is conditionally permissible, upon prior written approval by the Director. Any establishment using this equipment shall operate the system in such a manner that attainment of the Grease wastewater discharge limit outlined in Section (C) Number (2), as measured from the unit's outlet, is consistently achieved.
 - g. Understand and agree that: The Director reserves the right to make determinations of Grease Interceptor adequacy and need, based on review of all relevant information regarding Grease Interceptor performance, facility site and building plan review and to require repairs to, modifications, or replacement of such traps.
 - h. Understand and agree that: A minimum of once per year, the Director will conduct an inspection of the User's Grease Interceptor. Director will coordinate with the User during regular monthly pumping to inspect the condition of the Grease Interceptor walls, bottom, top, cover, inlet and outlet pipes, and baffles.
7. The User shall submit a Grease Trap Service Record form provided by the Town to the Director on the first day of each month. The User shall maintain a written record of trap maintenance for three (3) years. All such records will be available for inspection by the Town at all times.
8. No non-grease laden sources are allowed to be connected to sewer lines intended for Grease Interceptor service.
9. Except as provided herein, for a period of three (3) months following adoption of this Ordinance, although installation and maintenance of Grease Interceptors will be required, no enforcement actions will be taken under this Ordinance for failure to achieve limits on Grease discharges from said Grease interceptors. If, during this three (3) month period an obstruction of a Town sewer main(s) occurs or a sewer lift station problem occurs that causes a sewer overflow to the extent that an impact on the environment is realized and that said overflow or failure of the sanitary sewer collection system to convey sewage can be attributed in part or in whole to an accumulation of Grease from your establishment in the Town's sewer main(s) or lift station, the Town of Troy will take appropriate enforcement actions and may hold the responsible User liable for costs related to service calls for sewer line blockages, line cleaning, line and pump repairs, fines, etc. including all labor, materials, and equipment.

10. Access manholes, with a minimum diameter of 24 inches, shall be provided over each chamber and sanitary tee. The access manholes shall extend at least to finished grade and be designed and maintained to prevent water inflow and infiltration. The manholes shall also have readily removable covers to facilitate inspection, Grease removal, and wastewater sampling activities.

D. Violations and Penalties

1. Any User failing to submit the "Grease Trap Service Record", due by the first of each month, to the Director by the 7th day of the month, may be fined \$100.00 per week until said document is submitted.
2. It shall be a violation of this ordinance for any User to allow floatable oils, fats, or greases to enter the Town of Troy wastewater collection or treatment system, in excess of the limits outlined in Section (C) Number (2), because of Grease Interceptors or other Grease handling facilities being inadequately serviced or maintained.
3. Users receiving unsatisfactory evaluations during inspections may be required, at the User's expense, to sample its Grease Interceptor discharge and have it analyzed for oil and grease. Results of such analyses shall be reported to the Director.
4. Any User found to be in violation shall be notified in writing of any noncompliance and will be required to provide a schedule whereby corrections will be accomplished. User's known to be in violation shall be subject to fines of \$500.00 per day until actions are taken to prevent said violations from recurring.
5. Users who continue to violate the Town of Troy Oil and Grease Control Ordinance may be considered for discontinuance of sewer services.
6. Users whose operations cause or allow excessive grease to discharge or accumulate in the Town of Troy wastewater collection and treatment system may be liable to the Town for costs related to service calls for sewer line blockages, line cleaning, line and pump repairs, etc. including all labor, materials, and equipment. Failure to pay all service related charges may also be grounds for sewer service discontinuance.

E. Existing Facilities

1. All existing Cooking Establishments shall have Grease Interceptors approved by the Director. Cooking Establishments without Grease Interceptors will be given a compliance deadline not to exceed six (6) months from the date of the ratification of this ordinance.
2. Failure to comply will be considered a violation of the Town of Troy Oil and Grease Ordinance and such facilities may be subject to penalties and corrective actions. Said installations shall meet the same requirements for design as new facilities.
3. In the event an existing Cooking Establishment's Grease Interceptor is either under-designed or substandard in accordance with this policy, the owner(s) will be notified in writing of the deficiencies and required improvements, and given a compliance deadline not to exceed six (6) months to conform with the requirements of this ordinance.

This Ordinance shall be in full force and effect this the 2nd day of February, 2015.

Mayor *Roy Maness*

Attest: *Cathy M. Maness*, Clerk

**RECESSED MEETING – BOARD RETREAT
MONDAY, FEBRUARY 16, 2015, 7:30 AM**

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, Public Works Supervisor and Assistant, Benny Dennis and Chip Hurley, Fire Chief Joe Huntley, Senior Center Director Theresa Thomas and Mitch Adams with the Golf Course.

CALL TO ORDER, INVOCATION: Mayor Maness reopened the meeting and Comm. Hamilton gave the invocation.

PUBLIC WORKS: The biggest expense coming up for Public Works will be replacing water meters. Total cost of replacing water meters is \$227,924 with the staff doing the installation. Mgr. Zephir stated we are averaging 7% loss per meter due to age. The town's monthly water loss is averaging 20%. The meters are 15 years old. Mgr. Zephir stated we would be looking at a 3-5 year lease purchase to do this. Sup. Dennis stated there is also the option of having the company replace the meters. There was discussion of radio read transmitters, which will increase the costs significantly. Mgr. Zephir stated he feels with the cost increase, we should continue to use the touch read system. Sup. Dennis and Asst. Hurley presented a list of smaller additional items that are needed which included: WWTP-sampling pump-\$2,640; irrigation pump-\$12,000; WATER-leak detector-\$3,500; DC Pump for leaks-\$1,100; SEWER-spare pump for Roslyn Road-\$8,447; enclosure for WWTP Pump Station-\$3,000; SAFETY-Cabinet for flammable liquids-\$1,000; Misc. signs, cones, glasses-\$1,500; pipe-\$3,000 & fencing-\$5,985 @ maintenance shop; MISC.-Leaf blower-\$500; push mower-\$500; Weed eater x2-\$500. Mayor Maness and the Board thanked Sup. Dennis and Asst. Hurley for running a first class operation.

FIRE DEPARTMENT: Chief Huntley updated the Board on activities for the Fire Department. They are still having issues with false alarms with one company in particular. The Board agreed that we need to write them a letter explaining the problems this is causing. For equipment, the Department is looking at a Combi Tool that cuts and spreads. This will be purchased using the Department of Insurance Grant which will be 1/3 Town and 2/3 DOI Grant. Total cost is \$9810.57. Mgr. Zephir stated we are reworking the way we issue the bonus checks which were originally based on the percentage of calls answered. We are proposing to go to a per call basis. This covers all call per person. It will also be tied to meetings and training. Mgr. Zephir stated another item we would like to address is to get new dress uniforms for funerals, etc. They represent the Town and we want them to look professional. Mayor Maness stated it is important to the firemen and we should look at this at budget time. The Board thanked Chief Huntley and asked him to convey their appreciation for what they do.

SENIOR CENTER/RECREATION: S.C. Director Theresa Thomas presented a list of needs for Recreation as follows: POOL-new lounge chairs and new tables for pool area \$2,000; paint the deck around pool-\$3,000; purchase storage building for supplies, etc. for winter-\$???; Roof over restrooms with lighting-\$???; PARKS-sand for volleyball area and child's sand digger area at Lowe Warner Park; play equipment, railroad ties on trail and around playground area; In Progress: chips in the play area at Lowe Warner and bathroom roof repair at Lowe Warner ballfield and playground. They are looking forward to having the exercise room at the Senior Center. S.C. Director Thomas briefed the Board on some issues that are happening with Council on Aging and the Senior Center. After further discussion, the Board agreed on motion by Mayor Protem Hurley and second by Comm. Jones to request an audit of the Council on Aging before submitting the requested funding. All voted approval. Mgr. Zephir stated for the pool request, Asst. Sup. Hurley feels we can build the roof fairly inexpensively. Mgr. Zephir stated we need to address sinking areas in the road to the Center, the playground area and the tennis courts. Comm. Elkins stated the tennis courts have cracks and some of the lights are out. Mgr. Zephir stated we are looking to address those as well.

POLICE DEPARTMENT: Chief Allen thanked the Board for their support. They have had two major issues this year – demonstration at the courthouse (in which he did not receive a single complaint, only compliments on the way it was handled) and the Fidelity Bank robbery, which with SBI assistance, we were able to solve quickly. The Blakewood Apartments (formerly Bruton Apartments) litigation has concluded. We could not shut them down due to the fact that we could not prove the current owner knew of the previous consent order. The new consent order is filed with the deed. The police department has had a dramatic turn around in calls. We went from 30-50 calls a month to 3-4 calls a month. Comm. Jones stated the inside of the apartments are not fixed like the outside has been. Mayor Maness stated we need to look at our minimum housing standards. We also have some issues with

apartments on West Main Street beyond the Blakewood Apartments. Chief Allen stated that overall the police department is in great shape. Mayor Maness asked about morale. Chief Allen stated that is also in good shape. The lows are not as low as in the past. They have ten officers now with one vacant slot, and three reserve officers. Chief Allen stated he emphasized training for his officers.

-Chief Allen stated the department has two surplus Dodge police cars that need to be sold. The value of one of them is above the \$5,000 limit and needs approval of the Board to dispose of. Comm. Elkins made the motion to declare the two Dodge police cars as surplus and to approve the disposal of them. Comm. Jones seconded the motion and all voted approval.

-Chief Allen asked if we could add wording to the Demonstration Ordinance to restrict the date, time, location and frequency of these events. Mayor Maness suggested Chief Allen get with Mgr. Zephir and for them to determine what we can do and what we want to do.

-Chief Allen stated Troy Lumber Company has planted trees along their property except in front of the Police Department. He would like to see trees planted there as well. He would also still like to have the property behind the police department for their use. The Mayor and Board thanked Chief Allen and stated they appreciate the professionalism throughout the department.

TROY RECREATION COMPLEX: Mitch Adams reported on activities for the golf course in 2014 and where we are going in 2015. Densons Creek is the home course for both East and West Montgomery High School teams. Mitch, Ethan Sasser and Glendon Mabe are involved in coaching these teams. They are hosting the Conference High School Golf Championship in April. The course is hosting several fundraising tournaments. The course is in great condition. Private lessons are over 100 now. The State Rotary Golf Tournament will be held here in October. We still need to repair some cart paths. Mayor Maness stated each department is very professional. We have a great golf course.

ADMINISTRATION/FINANCE: Clerk Maness stated we are looking into records storage software that would help relieve storage issues and make it easier to search and retrieve information and a cemetery software program to help keep up the cemetery records. However, we have just discovered that our computer server is outdated and we will probably have to upgrade that in the next few months. We received a price of just under \$10,000 for the records storage software. We will be getting a quote for the cemetery software. The current cemetery records are a handwritten ledger from the 1940's. If anything happens to that book, we are in trouble.

FACILITIES & PERSONNEL: Mgr. Zephir stated we are looking to set up an account for funding major maintenance items at the town's facilities. This would hopefully keep us from using fund balance when we need a new roof, etc. We would make a decision to budget an amount each year to cover expenses.

GRANTS, INDUSTRY & DEVELOPMENT: Mgr. Zephir stated the momentum with the Troy EDC is good. We are working with Andy Honeycutt-Davenport Lawrence on our website and economic growth. We are talking with a chicken processing plant. The railroad wants to partner with us on this. The Board agreed we should continue efforts to attract this business.

Mgr. Zephir stated we submitted a grant application to Commerce for \$25,000 and were awarded this amount. We increased All American to \$1,000 per month and he is assisting with Clean Water, the Trojan Festival, etc. The Town is also looking at the Southeastern Partnership. They do not usually deal with municipalities. Town is waiting on their decision to allow us to join.

Another interest in the Troy Hotel has come in. The appraisal is \$368,000 with a sale price of \$225,000.

Mgr. Zephir stated developing a partnership with the railroad expands our opportunities for industry. Comm. Jones stated he feels we are moving in the right direction. Comm. Elkins stated we made the right move with the EDC for the Town.

-Mayor Maness stated that Senator Bingham had called him concerning the By-Pass. Senator Bingham stated we should get most of what we ask for. Mayor Maness stated we will call a meeting after we receive the letter from the state. Mgr. Zephir stated the completion date for the D.O.T. contract is August 2018, however the expected completion date is March 2019. We need to be proactive to get utility lines engineered for both sides of the by-pass. We should have a large slip line installed for future water/sewer lines. Mayor Maness stated he will talk with J.T. Russell (the contractor) about the possibility of us buying the pipe and them installing as they are building the road. Mgr. Zephir stated the area will open up; we need to get it rezoned from residential to commercial.

-Mgr. Zephir stated we need to be updating our Zoning Map and Ordinances. We also need to revise our small subdivision ordinance.

-Mayor Maness stated we have a request for the Board to consider allowing apartments on the Main floor of the Central Business Zone, not on Main Street, but on Bruton Street. The Board discussed the request and agreed there is no difference between this request and the previous request on North Main Street. Comm. Jones made the motion to not allow first floor apartments in the business district. Comm. Elkins seconded the motion and all voted approval.

-Mgr. Zephir reported that the Albemarle Road lawsuit settled for \$16,000. Insurance agreed to this, due to cost of fighting it. The Town was not found at fault.

-Mgr. Zephir stated we have someone with a piece of property on Greensboro Street that wants to donate it to the Town. The Board agreed Town does not have a need for the property at this time.

-Mgr. Zephir stated McRae Industries is requesting incentives on annexation of their property. It will be a new industry in Town and qualifies for incentives.

FUTURE PROJECTS FOR FY 2015-2016: Mgr. Zephir stated we would like to begin aggressive property cleanups, however we have been shorthanded since the planner left. Mayor Maness stated we should continue with following up on complaints, otherwise wait until we get a planner.

-Mgr. Zephir stated Wright Foods has agreed to pay the Town a fee of \$30-\$40,000 annually in lieu of pretreatment at their plant. We continually try to help our businesses.

BOARD GOALS FOR FY 2015-2016: Mgr. Zephir stated we are budgeting \$30,000 annually for police cars. This will allow us to pay for the cars when it is time to purchase them next.

-Comm. Hamilton stated we need to look at curbing and sidewalks on Liberty Street. Also Dennis Street needs paving. Mgr. Zephir stated Dennis St. is on our list for paving next.

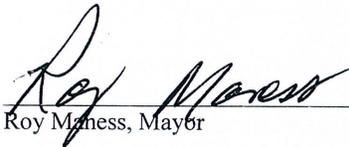
-Comm. Elkins stated there are some sidewalk problems on North Russell Street. Mayor Maness stated there is a way to grind down the sidewalk where they are popping up. Mgr. Zephir stated Sup. Dennis and Asst. Hurley may be able to do this.

-Mayor Protem Hurley stated Blair Street sidewalk is in bad shape. Mgr. Zephir stated Blair Street is on the list.

BUDGET SCHEDULE FOR FY 2015-2016: Mgr. Zephir stated we plan to have the budget to the Board on April 2, 2015 with our first budget meeting at the mid-month meeting in April, 2015. We will try to have salary information updated. The Police have come up with a decent plan on patrol officers. Staff will look at that as well. Mgr. Zephir stated we are looking at bonuses and we are trying to keep the health plan the same. We want to include wellness program to help with costs and make healthier employees. Staff is looking at no smoking @ town facilities and parks. Our plan is to check other towns' policies.

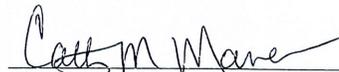
-Comm. Hamilton asked about senior center salaries other than the Director's. Mgr. Zephir stated the two employees are grant based. We will look at bonuses again for them.

Meeting adjourned at 12:03 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, FEBRUARY 16, 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: No one was present

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 FOR ANNEXATION-MCRAE INDUSTRIES: Mayor Maness stated we have an annexation request from McRae Industries. Mgr. Zephir stated the Town received a request from McRae Industries to voluntarily be annexed into the town's corporate limits. If the board chooses to move forward with the accepting this request, the board would need to approve allowing the Town Clerk to start the proceedings, which include the advertisement of a public hearing (which would be proposed for March 16th) as well as all other required documentation. Staff is recommending to the town board that such approval be granted so as to start the required process. On motion by Comm. Hamilton and second by Mayor Protem Hurley, the Board unanimously approved setting March 16, 2015 at 5:00 PM to hold a public hearing for comments on the proposed McRae Industries annexation.

REQUEST ECONOMIC INCENTIVES FOR MCRAE INDUSTRIES: Mayor Maness stated we have a request for incentives for McRae Industries. Mgr. Zephir that since McRae Industries would be a "new" business for the Town of Troy and due to their investment on an expansion project that they are working on and the commitment to the creation of new jobs staff is requesting that the town board, at the request of McRae Industries, give consideration to offering the available economic incentives, which would include the rebating of "paid" property taxes for a period of two (2) years once all of the conditions are met by the company. The relocation of this industry into the town would increase the tax base, and with the amount of investment and commitment to job creation the company is in line with the standards for issuing this type of incentive. If the board so chooses to move in this direction approval would need to be given to advertise a public hearing date for March 16th along with the proposed incentive package. Staff recommends approval. Comm. Elkins made the motion to approve the incentive package for McRae Industries and set the public hearing for March 16, 2015 at 5:00 PM. Comm. Prince seconded the motion and all voted approval.

REQUEST APPROVAL TO SUBMIT D.O.I. GRANT: Mayor Maness stated we have a request to submit a fire grant. Mgr. Zephir stated staff would like for the board to consider a piece of equipment similar to "jaws of life" for the fire department as it pertains to this year's application for funding via the Department of Insurance Grant. The equipment's cost is \$9,810.57 of which the grant application would be for 66% of the cost totaling \$6,474.98. The town would have to contribute \$3,335.69 as this is a 66 & 2/3 / 33 & 1/3 grant. Staff would like to recommend to the board approval of authority to submit for this year's grant cycle. On motion by Comm. Elkins and second by Mayor Protem Hurley, the Board approved the request to submit the Department of Insurance Grant Application. All voted approval.

MANAGER UPDATES:

- Staff is happy to report that the town was notified that it was successful with its Economic Grant request through the Department of Commerce. The town has been awarded \$25,000 to assist with its efforts in sustainable economic development. The town's EDC should be commended for their efforts to seek out funding, of which they will be allowed to utilize within the next 60 days.
- Over the last week, staff has met with four candidates for this year's internship program. All four candidates have desires to be in management in the local government sector and bring different experiences with them from past involvements. These candidates will visit the town in March, of which a decision will be made by March 15th.
- Staff is continuing to work on an overall project budget for the proposed Senior Center expansion and renovation project. Staff is hoping to be complete with this phase by mid-month in

March and have a proposal to bring to the board in April. Staff is being cautious of trying to match need with affordability, which is the reason for taking longer than anticipated.

- During the past week elected officials and staff attended various events at Page Street Elementary. These events varied from a project representing United States History to a Poetry Café where literature was the main focus. All of the teachers, and especially the students, should be very proud of their efforts and commended for their hard work.

Comm. Hamilton asked if we had an animal control office yet? Mgr. Zephir stated we are looking for someone.

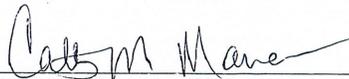
BUSINESS MEETING: The Board reviewed the gasoline report, budget report, cash and investment report and the water use report.

Meeting adjourned at 5:05 PM on motion by Comm. Jones and second by Mayor Protem Hurley. All voted approval.

Respectively submitted,



Roy Maness, Mayor



Cathy M. Maness, Clerk