

**TROY BOARD OF COMMISSIONERS  
COMBINES REGULAR & MID-MONTH MEETING  
MONDAY, SEPTEMBER 14, 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 Elkins, Bruce Hamilton, Wallace Jones, Damon Prince and Mayor Maness.

**BOARD MEMBERS ABSENT:** No one was absent

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

**MEDIA PRESENT:** Tammy Dunn with the Montgomery Herald

**OTHERS PRESENT:** Mike Apke with McGill & Associates

**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.

**PUBLIC HEARING FOR CDBG GRANT (WATER/SEWER):** The minutes of this public hearing are included as a separate document. These minutes were approved at the end of the public hearing.

**APPROVAL OF CDBG (WATER AND SEWER) MINUTES AND RESOLUTION:** This resolution was included in the approved minutes of the public hearing and is included with that document.

**RAILROAD MARKING PROJECT MOU:** Mayor Maness stated we have Memorandum of Understanding with the Railroad to consider. Mgr. Zephir stated we have a proposed Memorandum of Understanding with NC DOT as it pertains to a proposed project at the un-signalized areas in town that have railroad crossings. The town is traditionally responsible for these crossings, and would still be so; however this program is utilizing grant dollars from NC DOT to allow for the updating of warning signs and pavement marking at these crossings. This opportunity would provide 100% of the costs necessary to update these markings. Staff is recommending approval of this MOU in order to get the work completed. The Memorandum of Understanding with the NCDOT was approved on motion by Comm. Jones and second by Comm. Elkins. All voted approval.

**CONTRACT ADDENDUM FOR WATER METER PROJECT:** Mayor Maness stated we have a contract addendum with MeterSys to consider. Mgr. Zephir stated staff is requesting permission from the board to amend the contract with MeterSys to add services that would allow that company to assist the town with the generation of bid specifications, communicating with equipment and installation vendors, opening and evaluation of received bids as well as the negotiation and preparation of the contract documentation with the vendor selected. In addition to this, the company would also provide the asset management of the town's meter system, including GPS of all locations, inventory, box types and serial number identification of the metering equipment. This addendum, which would cost \$12,745, of which was expected as part of the town's overall meter replacement project. Town staff thought it was a better practice to request addendums to the contract instead of one large contract so as to keep the project moving at steadier pace. There would be future requests as the project reaches the installation period, however, for now staff is only requesting the approval of the board for the \$12,745 amount. As a note, this project has already completed the propagation of the town's system, identifying where signals are strong and where there would need to be separate towers. This was incredibly useful in that it has allowed the town to identify optional alternatives to towers (the possibility of utilizing the county water tanks) instead of needing multiple new towers. In addition to this the consultant and staff have met with several of the vendors for site visits to determine the scopes of work that would need to be completed, which will assist them in their bid submission. Mayor Protem Hurley made the motion with second by Comm. Elkins to approve the addendum to the contract with MeterSYS in amount of \$12,745. All voted approval.

**MANAGER UPDATES:**

- Please find in your packets an update on the town's CDBG Catalyst grant. The town has recently finished two of the construction projects, homes for Mr. Sylvester Covington and Ms. Talma Martin. The project is now focused on the Frank Brady property. Demolition bids will be opened on September 17<sup>th</sup> by the Wooten Company with the actual demolition to be done no later than September 27<sup>th</sup>. Request for bids on the construction should go out during the week of September 21<sup>st</sup>. In addition to this, income verification is being conducted currently in order to score the five applications for the remaining of the funds. Comm. Hamilton asked if we are building another home. Mgr. Zephir stated that we were rehabilitating one house.

- During this past week the town's resurfacing project on Dennis Street was completed. In addition to the paving the town staff did put in the appropriate ditch work so as to get water off the road as quickly as possible on the new road. Staff has patched a number of potholes throughout town with only a few remaining. It is hoped that all patch repair work will be completed by the end of September or the first week of October. Comm. Hamilton stated the contractor left dirt that was thrown off of the street. Mgr. Zephir stated the contractor is coming back to take care of that.
- In addition to the above referenced projects staff has met with USDA regarding the funding mechanisms for the town's meter project, possible water line replacement (outside of what the grant provide), utility extensions and the senior center. Staff will have prepared and ready for submission by the October 5<sup>th</sup> meeting the documents needed to request funding (both grant and loan) in order for the board to approve its submittal. Depending on estimated costs some of these projects may be scaled down, however staff did want to go into USDA with a broad scope of projects based on previous conversations with the town board. We are also looking at replacing the water line on Biscoe Road. We are having constant leaks.
- Within the next month the town's fire department will be conducting some controlled burns on dilapidated houses. At this time there are two houses. This opportunity does two things for the town, 1. Getting rid of abandoned homes that lead to vagrancy and unappealing aesthetics as well as training opportunities for the town's fire department. This program has been effective for the town over the last few years.
- Congratulations go out to Chief Kenny Allen and his staff for the outstanding job they have done over the last few days and weeks in solving a number of break-ins. His department has spent countless hours in trying to solve these crimes and he and the whole department should be congratulated.
- **DATES TO REMEMBER:** September 15<sup>th</sup> – Insurance Commissioner Wayne Goodwin will be in Troy for a Senior Center event and a luncheon.  
Farmer's Market – Thursday - Hours are 1:30 P.M. – 5:30 P.M.  
"Trunk or Treat" from 5:30 PM to 7:30 PM on Saturday, October 31, 2015 at Blair Park Parking Lot.

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

**GENERAL REQUESTS/DISCUSSION:**

-Comm. Hamilton stated Page Street needs to be widened at the entrance to the Senior Center. With all the use at the Senior Center this would be a safety issue. Mgr. Zephir stated we can ask the D.O.T. for this.

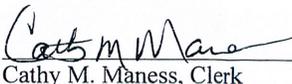
-Comm. Elkins stated the sidewalk along North Troy is really overgrown/covered up. Mgr. Zephir stated we will get that take care of.

-Mayor Protem Hurley asked how we are coming on the sidewalk grant. Mgr. Zephtr stated bids have gone out, should be in by 1<sup>st</sup> of October. Hopefully it will be completed by Christmas.

Meeting was adjourned at 5:35 PM on motion by Mayor Protem Hurley and second by Comm. Prince. All voted approval.

Respectively submitted,

  
\_\_\_\_\_  
Roy Maness, Mayor

  
\_\_\_\_\_  
Cathy M. Maness, Clerk

## Public Hearing Meeting Minutes

**Date: September 14, 2015**

### Town of Troy

The Board of Commissioners for the Town of Troy held a public hearing on September 14, 2015, for providing explanation and description of the FY2015 North Carolina Department of Environment and Natural Resources (DENR) Community Development Block – Infrastructure Grant (CDBG-I). Members present were: Roy Maness, Mayor; James Hurley, Mayor Pro tem; Angela Elkins, Commissioner; Bruce Hamilton, Commissioner; Wallace Jones, Commissioner; Damon Prince, Commissioner. Also present were Town Manager Greg Zephir, Town Clerk Cathy Maness, Police Chief Kenny Allen and Tammy Dunn with the Montgomery Herald.

Mike Apke of McGill Associates was present to discuss the purpose of the public hearing for the Town of Troy's CDBG-I funding application. Mike Apke stated that the purpose of the public hearing was to obtain citizen's views and to respond to funding proposals and answer any questions posed by citizens. Mike Apke also stated that the public hearing must cover the Town's community development needs, development of the proposed activities, and a review of program compliance before the submission of the Town's CDBG-I funding application to the state of the North Carolina.

The Town proposes requesting funding from NCDENR'S CDBG-I program for Town of Troy CDBG-I Water and Sewer Replacement Project. The purpose of the CDBG-I grant program are:

To improve the quality of life for low to moderate income people by providing a safe, clean environment and clean drinking water through water and sewer infrastructure improvements and extensions of service.

- To benefit a residential area where at least 51% of the beneficiaries are low to moderate income as defined by the United States Department of Housing and Urban Development.
- To perform eligible activities.
- To minimize displacement, and
- Provide displacement assistance as necessary.

For the fiscal year of the CDBG-I funding available is expected to be \$26 million, split in two grant rounds of \$13 million each the maximum available grant \$2.0 million over a 3 year period. Applications for funding are received September 30, 2015.

The CDBG program is able to fund a wide variety of community development activities. The State of North Carolina has chosen to fund two activities: water and sewer infrastructure, and economic development projects that lead to job creation or retention. The infrastructure program, or CDBG-I program can fund a range of water and sewer infrastructure and economic development activities, including, but not limited to the, following:

#### Water:

- Projects that resolve water loss in distribution systems.
- Projects that extend public water to areas with contaminated wells.
- Projects that extend water lines to areas with dry wells.
- Projects that assist with low water pressure in public water systems.
- Projects that regionalize two or more water systems.
- Project that rehabilitate or replace a water treatment plant.

#### Wastewater:

- Projects that resolve inflow and infiltration to collection systems and surcharges from pumps stations and manholes.
- Projects that extend public sewer to areas with failed septic tanks.
- Projects that rehabilitate a wastewater treatment plant to allow for greater efficiency/compliance with regulations.

The Town is seeking an amount in CDBG-I funds not to exceed \$2 million for Town of Troy CDBG-I Water and Sewer Replacement Project. Purpose:

The proposed project consists of the rehabilitation and/or replacement of existing water lines, sewer lines, manholes, and related appurtenances in several low-to-moderate income areas within the Town. The lines and appurtenances within the project areas have surpassed their useful design life and are in need of improvements to reduce the potential for future sanitary sewer overflows and backups into residences.

A total of 100% of the CDBG- I funding will be used to benefit Low to Moderate Income (LMI) people. The project area in the Town of Troy has been determined to have an income survey area of at least 51%. The project area includes: Stanly Street, Princess Street, Williams Street, Russell Street, Staley Street, South Pearl Street, Crouch Street and Fairground Avenue.

The range of activities covered by the CDBG-I funds for the Town of Troy CDBG-I Water and Sewer Replacement Project includes:

- Construction.
- Environmental Review
- Engineering Design
- Construction Administration and observation.
- Legal activities.
- Surveying.

- Grant Administration.

If the Town of Troy is awarded a CDBG-I grant, the town is required to adhere to federal procurement requirements and other federal regulations which include:

- American with Disabilities Act/Section 504 Survey
- Davis-Bacon & Related Labor Acts
- Adoption/Submittal of a Citizen's Participation Plan
- Adoption/Submittal of an Equal Opportunity Plan
- Adoption/Submittal of a Fair Housing Plan
- Adoption/Submittal of a Language Access Plan
- Adoption/Submittal of a Relocation Assistance Plan
- Adoption/Submittal of a Section 3 Plan
- Excess Force Provision

The State of North Carolina requires that if the Town of Troy receives CDBG grant funding that the town will certify that they will comply with the requirements of the general displacement and relocation policy for CDBG grant funding. This policy assists low to moderate income people with costs associated with relocation or displacement, should such relocation become necessary due to the project activities. CDBG funds can be used for those costs, if necessary. If no displacement and relocation will occur as a result of the proposed CDBG grant activity, then the Town of Troy confirms that during this public hearing.

In the past, the Town has applied for and received for the following completed CDBG project:

- List Name of Projects:

CDBG Grant No. 12-C-2482 SBEA – Alandale Knitting  
CDBG Grant No. 24-D-2478 Catalyst – Housing Rehabilitation  
CDBG Grant No. 10-C-2201 SBEA – Pro Pallet

The Town will submit its CDBG-I application for the Town of Troy CDBG-I Water and Sewer Replacement Project on September 30, 2015. The CDBG-I application will be available for review during normal business hours at 315 N. Main Street, Troy, NC 27371. Additional information is available from Town Manager Greg Zephir at 910-572-3661. Should you have any complaints or grievances regarding the subject public hearing, they should be addressed to the addressee mentioned above within 10 business days or by September 28, 2015 and a written to the written complaints and/or grievances will be sent by the Town within 10 business days, where practicable.

Motion was made by Comm. Hamilton and second by Comm. Elkins to close the public hearing at 5:16 PM. All voted approval.

Mgr. Zephir stated we have a resolution to approve accepting the project and submitting an application for the CDBG Grant as presented in the public hearing. On motion by Comm. Jones and second by Comm. Elkins, the Board approved the Resolution Authorizing the Mayor and Town Manager to execute and file an application on behalf of the Town of Troy for the CDBG grant as presented in the public hearing. All voted approval.

**RESOLUTION BY GOVERNING BODY OF APPLICANT**

WHEREAS, Title I of the Federal Housing and Community Development Act of 1974, as amended, has established the U.S. Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program, and has authorized the making of grants to aid eligible units of government in funding the cost of construction, replacement, or rehabilitation of water and wastewater infrastructure, and that the North Carolina Department of Environment & Natural Resources (NCDENR) Division of Water Infrastructure (DWI) was delegated the authority by the state legislature to administer the water and wastewater infrastructure portion of the state grant monies received from the U.S. HUD CDBG program by Session Law 2013-360, Section 15.15(a) as amended by Section 5.3 of Session Law 2013-363, and

WHEREAS, The Town of Troy has need for and intends to construct a water and sewer replacement project described as the rehabilitation and/or replacement of existing water lines, sewer lines, manholes, and related appurtenances in several low-to-moderate income areas within the Town. The lines and appurtenances within the project areas have surpassed their useful design life and are in need of improvements to reduce the potential for future sanitary sewer overflows and backups into residences, and

WHEREAS, The Town of Troy intends to request state grant assistance for the project,

**NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE TOWN OF TROY:**

That Town of Troy, the **Applicant**, will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system.

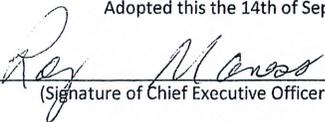
That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That Greg Zephir, Town Manager, and Roy Maness, Town Mayor, the **Authorized Officials**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a grant to aid in the construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 14th of September, 2015 at Troy Town Hall, North Carolina.

  
\_\_\_\_\_  
(Signature of Chief Executive Officer)

\_\_\_\_\_  
Mayor of Troy  
(Title)

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting (title of officer) of the (unit of government) does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the (name of governing body of applicant) duly held on the 14<sup>th</sup> day of September, 2015; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 25<sup>th</sup> day of September, 2015.

Cathy M. Maness  
(Signature of Recording Officer)

Towns Clerk  
(Title of Recording Officer)

Notary

North Carolina, Montgomery County

I, Amy D. Vincoman a Notary Public for Montgomery county, North Carolina, do hereby certify that Cathy M. Maness personally appeared before me this day and acknowledged the due execution of the foregoing instrument. Witness my hand and official seal this the 25<sup>th</sup> day of September 2015.

Amy D. Vincoman  
Signature of Notary  
My commission expires: 9-15-2018

Motion was made by Comm. Elkins with second by Comm. Hamilton to approve the minutes of the September 14, 2015 public hearing and Resolution approving the application. All voted approval.

Roy Maness  
Roy Maness, Mayor

Respectively submitted,  
Cathy M. Maness  
Cathy M. Maness, Clerk