

**TOWN OF LONG VIEW  
TOWN ALDERMEN MEETING  
BUDGET RETREAT  
March 27, 2007**

The Town of Long View Board of Aldermen met on Tuesday, March 27, 2007 at 9:00 a.m. in the Community House in Morganton, North Carolina for the 2007 - 2008 FY Budget Retreat.

**BOARD PRESENT:** The following members of the Board were present: Mayor Norman Cook, Alderman Ken Bumgarner, Alderman Vernon Moyer, Alderman Jackie Bowman, Alderman John McDaris, and Alderman Randall Mays.

**STAFF PRESENT:** The following members of staff were present: Town Administrator David Epley, Town Clerk Stephanie Watson, Town Attorney Redmond Dill, Finance Director James Cozart, Public Works Director David Draughn, Fire Chief Eric Shepherd, Town Planner Charles Mullis, Code Enforcement Officer Dan Weeks, and Water Superintendent Rani Holland.

**OTHERS PRESENT:** Engineer Rich Anderson from HSMM was present.

**MEETING CALLED TO ORDER:** Mayor Norman Cook called the meeting to order and turned it over to Town Administrator David Epley.

**DEPARTMENT HEAD PRESENTATIONS:** At this time the Department Heads who had requests for the 2007 – 2008 FY Budget made their petition to the Board of Aldermen.

**Public Works Department:** Public Works Director David Draughn informed the Board that the Public Works Department did not have any requests for capital outlay items.

Mr. Draughn informed the Board that there needed be some changes to the junk route. Due to a continual rise in the operational costs, the Public Works Department has begun discussions regarding the need to either adjust or eliminate the current Thursday/Friday junk route in order to eliminate rising costs with the service. Annual Costs for Thursday/Friday Junk Route Services include:

Landfill Fees	\$16,000.00	10 tons per week @ \$30,000.00
Labor	\$19,000.00	2 men 16 hours per week
Fuel	\$13,500.00	100 gallons diesel per week
Vehicle Maint	\$ 5,000.00	Approx costs annually on 91 Ford Garbage Truck

Public Works Director David Draughn suggested certain steps to be initialized in order to control this service and its cost. They are as follows: (1) Immediately draft a section to the Town's Solid Waste Ordinance regarding duty of contractors and eliminating the collection of junk from commercial properties and large residential sites (any residential

property with six or more residential units) and require them to dispose of all waste in commercial dumpsters. Have Code Enforcement begin assisting Public works with contractor waste. Evaluate the effect of removal of this waste from route. (2) Identify properties that put out large weekly volumes and attempt to determine sources. (3) Draft new solid waste ordinance to either eliminate the junk route along with adding special pickup provisions, boxtruck scheduling procedures, cleanup week/weeks procedures and process for Code Enforcement to deal with violators, or to adjust the junk route by adding new rules and enforcement procedures. (4) If the junk route service stays in place with adjustments, Public Works will need to discuss the purchase of a new truck at a later date. The annual payment of a new truck was estimated to be \$20,000. If the decision is made at a later date to eliminate the junk route and set up clean up weeks and special pickup arrangements, we will also discuss what budget costs could be eliminated as well.

After a discussion in which Public Works Director David Draughn outlined a list of instances in which the junk route is being abused, the Board agreed that commercial and residential areas with more than four unit dwellings should be required to have a dumpster. They also discussed the drafting of a new solid waste ordinance dealing with the junk route. It was suggested have as part of the new ordinance a section dealing with landlords and non-residents coming into Town and abusing trash pick up. The Board agreed that once this ordinance has been put in place the citizens will need to be given a four to six month notification before enforcing it.

**Water Plant:** Water Plant Superintendent Rani Holland informed the Board that she had nothing to request for her department because of the plans for the Raw Water Pump Station.

**Fire Department:** Fire Chief Eric Shepherd informed the Board that the Fire Department was in need of a new fire truck. The old 1976 Ford Tanker needs to be replaced. He suggested purchasing a Pierce Pumper Tanker.

Fire Chief Eric Shepherd informed the Board that Town Hall needs to start thinking about getting automatic door openers for Long View Town Hall, the Recreation Center and Public Works Department Building. He estimated that it would cost \$11,500 for three openers at Town Hall, one at the Public Works and one at the Recreation Center. He suggested using Carolina Door as a supplier.

Alderman Randal Mays asked Fire Chief Eric Shepherd to get estimates for two door openers at Town Hall and one for the Recreation Center. It was also suggested that Long View use its own electrician for the installation.

**Police Department:** Town Administrator David Epley informed the Board that the Police Department would be asking for a new police car.

**Administration Department:** Town Administrator David Epley informed the Board that the carpeting on the Administration side of Long View Town Hall needs to be replaced. He also explained that Long View had budgeted for carpeting last year but

other projects took priority. Mr. Epley explained that the quote for carpeting last year was \$14,402.69 from H & A Carpet of Hickory, Inc.

Alderman Jackie Bowman said that getting new carpet would be a good idea because of the Centennial Celebration. Alderman Randall Mays agreed and suggested the Town get a quote and see if it would be possible to afford to get the carpet replaced prior to next year's budget.

Alderman Vernon Moyer asked the status of Drexel refurbishing the Town Hall lobby with furniture and Town Administrator David Epley informed the Board that Drexel had provided samples of fabrics to choose from and a decision has been made on which design to use. He expected the project to start within the next eight weeks.

### **DISCUSSION OF ICARD WATER TOWNSHIP WATER CONTRACT**

Town Administrator David Epley informed the Board that the Town of Long View pays \$475.00 per month or \$5700.00 annually to Icard Township Water Corporation for customers connected to the water system. The Town receives a minimum of \$2,679.00 per month or \$32,148.00 annually in utility revenues from customers connected to the water system. To date maintenance costs have been minimal within this system.

Administrator Epley further stated that the Town of Long View has the option to purchase the system, at a price agreed on by both parties minus the depreciation of the purchase price, anytime after the five year anniversary date of the transfer date. The five year anniversary date was on June 27, 2005. He also noted that the contract may be terminated by either party with a two year notice in writing. Further more, water lines may be extended as determined by the Town without any required per meter payment. If the agreement is terminated, then the Corporation is obligated to purchase the extended water lines using the same appraisal method mentioned above with the exception of a 120 day purchase.

Administrator Epley stated that the options were as follows: (1) Terminate the contract and return the customers to Icard Township Water Corporation with a two year written notice, (2) Purchase the water system at a cost to be determined as explained above, or (3) Leave the situation as is and continue maintaining the water system and collecting all the revenues from the water system.

Town Administrator David Epley recommended to the Board that they approve option 3.

Alderman Randall Mays said that the Town did not know what kind of material the pipes were made of and recommended that the Town give it back to the Icard Township Water Corporation. Alderman Ken Bumgarner agreed and said that the Town should begin the project to get water to the South side.

Alderman Jackie Bowman questioned whether giving the system back to Icard Water Corporation would affect the long term future growth of Long View. It was noted that the Town would still be able to grow on the south side, Rhodhiss, and other areas.

Alderman Jackie Bowman said that he did not know if he could make a decision at this time. He said that he would like to know the costs if the Town were to buy the line.

Attorney Redmond Dill said the Town would need to make sure that the decision to terminate the agreement would not affect any residents within Town.

The Board agreed they would bring this to a vote at the April 16, 2007 Board Meeting.

### **LONG VIEW POST OFFICE**

Town Administrator David Epley informed the Board that the Town has prepared a letter to request for a Long View Post Office that will be located across the street from Town Hall. This letter will be sent to James F. Tarter, Manager of Post Office Operations and to Graham Fields at Senator Elizabeth Dole's Office.

Town Administrator David Epley noted that this would be a significant investment capital wise and this will need to be kept in mind when developing next year's budget.

Finance Director James Cozart said that he was told that it would be about four weeks after the letter is received by Post Office Operations before the Town would receive response. He also stated that because of Hurricane Katrina, post offices around Louisiana needed to be replaced, and as such, Post Office Operations would not be able to fund the building of a post office for our town. However, since Long View has decided to build its own building, the Town has a greater chance of being approved for a post office.

### **OTHER ITEMS**

#### **Discussion of FY 2007 – 2008 Rate Structure**

Town Administrator David Epley informed the Board that last year the Town made an adjustment on its water rates to make the payments on the Raw Water Pump Station. The Town also made a \$2.00 adjustment on sewer as per the agreement with Hickory. The Town did not increase \$1.00 on the garbage collection fee. Administrator Epley said that he and Finance Director James Cozart agreed that in the coming Fiscal Year that the Town could do without an increase on sewer but would suggest implementing the \$1.00 on the Tipping Fee.

#### **Tax Rate**

Town Administrator David Epley informed the Board that there will be a reevaluation of the tax rate in Burke County. He suggested leaving the tax rate at \$0.40.

#### **Discussion of Recreation Center Rental Fees for Non-Residents**

Town Administrator David Epley informed the Board that the Town of Long View has a large amount of out of Town visitors that rent the Recreation Center and the Town is not generating enough revenue at this time to justify renting at the current fees. Administrator Epley suggested that In-Town resident fees remain the same but for Outside-Town renters it should be increased. As of now, it would cost \$100.00 to rent the hall and kitchen or just \$75.00 for the hall.

Finance Director James Cozart said that at this time the Town does not come close earning what is being spent to maintain the Recreation Center. He suggested that the Town increase the rental fee to \$500.00 and keep the deposit at \$300.00 for outside customers. In-Town customers would remain the same.

Alderman Jackie Bowman and Alderman Ken Bumgarner agreed that this should go into effect in the new fiscal year. The rest of the Board was in agreement.

Alderman Vernon Moyer asked about the rental of the Centennial Picnic Shelter. He believed that those who reserve the shelter should have a right to use it. Alderman Ken Bumgarner suggested a policy should be put into effect for the rental of the Picnic Shelter. Alderman Vernon Moyer suggested the cost for renting the shelter for a four hour period to be \$25.00.

### **Centennial Celebration**

Alderman Vernon Moyer asked if there will be another coordination meeting before the Centennial Celebration. He also said that he spoke with the Lion's Club and they were requesting information about the Centennial Celebration. Administrator Epley stated that Table Rock would be donating water for the Lion's Club to sell and Centennial Coordinator Chuck Moseley would be talking care of the food.

Alderman Randall Mays voiced his concerns about having everything ready for the Centennial Celebration. Town Administrator David Epley said that he would speak with Centennial Coordinator Chuck Moseley and make sure that everything is being taken care of.

### **14<sup>th</sup> Ave Dr SW Update**

Town Attorney Redmond Dill informed the Board about the progress on 14<sup>th</sup> Ave Dr. SW.

### **LUNCH BREAK – 12:00 NOON:**

### **DISCUSSION OF MINIMUM HOUSING STANDARDS (DAN WEEKS)**

Code Enforcement Officer Dan Weeks informed the Board about the updates of Minimum Housing standards. He informed the Board that he will be working to bring the enforcement process up to current protocol from now until July and should present new Housing Standards to the Board in May 2007.

Code Enforcement Officer Dan Weeks informed the Board that the Town also needed to establish a Housing Board in which the Board of Aldermen could appoint the members or elect to have the Planning Board serve. The Housing Board would work as an appeals forum in case someone would challenge Mr. Week's decision.

Town Attorney Redmond Dill believed that the Planning Board would be the logical choice to serve a dual purpose as the Planning Board and then the Housing Board.

However, the meeting for each the Housing Board and Planning Board would need to be at a different times. Mr. Redmond Dill also suggested that the Town do proper publication before the implementation of Minimum Housing.

Code Enforcement Officer Dan Weeks informed the Board that once Minimum Housing was started, it would work mainly by written complaints, by staff member complaint or by petition signed by at least five Town residents stating a complaint. Once he was notified, he would then judge by the surrounding houses whether the house in question would meet the criteria.

Code Enforcement Officer Dan Weeks informed the Board that funds would need to be allocated for Minimum Housing. He estimated that it would cost \$6,000 to \$8,000 per house. Alderman Jackie Bowman made an opening suggestion that the Town budget \$50,000.

Attorney Redmond Dill believed that the Town should handle this by a case by case basis based on location, cost values, etc. He believes the bidding process should be awarded by the Board. When the Town decides to enforce Minimum House, the Board would make a budget amendment and Mr. Weeks would then notify the owner that the complaint needs to be handled.

Alderman Randall Mays said that with this Minimum Housing the Town will have more leverage to persuade citizens to take care of their housing violations and more than likely the Town will not always have to utilize it funds.

Town Administrator David Epley informed the Board that some money was needed in a line item for this project and the Board would need to make amendments as needed. He also suggested that Code Enforcement Officer Dan Weeks would need to be made a Department Head and in turn make Code Enforcement/Minimum Housing its own department.

Alderman Randall Mays asked whether commercial was included with Minimum Housing and Mr. Weeks informed he that it was only for residential. Mr. Weeks explained that if a commercial building needed to be torn down, the Town would have to go through Catawba County Building Services.

#### **DISCUSSION OF RAW WATER PUMP STATION PROJECT (RICH ANDERSON –HSMM)**

Town Engineer Rich Anderson informed the Board about the progress in getting the price of bids for the Raw Water Pump Station lower. The Board was in agreement that the bid will not be awarded unless it is under \$500,000.

Mr. Anderson said that in order for the bid to be lower the plan would need to be revised. One thing he mentioned that might be removed was the variable speed drives for the pumps. Water Plant Superintendent agreed that it would be nice to have them but they were not required. Mr. Anderson also noted that the structural bids for the building were

at a wide range and costs were high and varied. He noted that he is currently working on getting the cost down for it.

Alderman Randall Mays urged Mr. Anderson that this needed to be figured out soon because the Town has raised the fees of its citizens to pay for it.

Engineer Rich Anderson asked what the Board thought of having multiple contractors to bid on this project to get the price down. Mayor Norman Cook and Alderman Ken Bumgarner said that they had no problem with that as long as it was a reputable company. Alderman Ken Bumgarner also expressed his concerns about making sure not to have any change orders as they raise costs. Mr. Bumgarner wished to make noted that Mr. Anderson needed to let the contractors know that the project was not to exceed \$500,000.

Town Administrator David Epley informed the Board that the Town planned to have this project bid by the end of May and under construction before the next fiscal year.

Alderman Randall Mays asked if was possible for the Town of Long View to take responsibility for construction of the building and if so how much would it save the Town. Mr. Anderson said that he would found out and get back to the Board.

The Board agreed that if they cannot get the bid under \$500,000 then they will go with another option.

### **SIDEWALK PROJECT**

Town Engineer Rich Anderson informed the Board that the plans on the Sidewalk Project are about ready for bid. The Encroachment plans are at the State and the Town is currently waiting on them.

Alderman Vernon Moyer asked about lighting for the sidewalk and Town Engineer Rich Anderson responded that typically Duke Power handles lighting.

### **FUTURE CAPITAL OUTLAY PROJECT**

Town Administrator David Epley informed the Board of the factors that the Town will have to think about in terms of budgeting. Factors mentioned were the Post Office, the Sidewalk Project with an extension to the sidewalk, and the Raw Water Pump Station. He stressed the need to be conservative with spending this year.

### **KENWORTH**

Attorney Redmond Dill said that the Kenworth Deal is close to completion.

### **CLOSED SESSION:**

Mayor Cook called for a closed session to discuss a personnel issue. Motion was made by Alderman Ken Bumgarner, seconded by Alderman John McDaris to go into closed session at 2:00 p.m. The vote was unanimous.

Motion was made by Alderman Randall Mays, seconded by Alderman Ken Bumgarner to adjourn closed session and return to regular session at 2:05 p.m.

**ADJOURNMENT:**

There being no further discussion, the 2007 – 2008 Budget Retreat adjourned at 2:06 p.m. upon motion by Alderman Vernon Moyer, seconded by Alderman John McDaris. The vote was unanimous.

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Stephanie C. Watson  
Town Clerk

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Norman E. Cook  
Mayor