

The Town of Warsaw Board of Commissioners met in regular session on February 14, 2022 at 6:00pm at the Warsaw Town Hall.

Board Members Present:

Mayor A.J. Connors
Commissioner Scotty Smith
Commissioner Russell Eason
Commissioner Owen Martin
Commissioner Ebony Wills-Wells
Commissioner Jack Hawes

Also Present:

Town Manager, Scotty Summerlin (MS Teams)
Town Clerk, Lea Turner
Public Works Director, Craig Armstrong
Police Chief, Patrick Giddeons
Dream Works Warsaw, Brian DiCicco
Town Attorney, Ken Thompson

Mayor Connors opened the meeting with prayer led by Pastor Brian DiCicco. Prayer was followed by the Pledge of Allegiance.

Commissioner Russell Eason made a motion to accept the agenda. Commissioner Scotty Smith seconded the motion. The vote was unanimous to accept the agenda.

Consent Agenda:

Mayor Connors asked for a motion to approve the Consent Agenda items. Commissioner Russell Eason made the motion to approve the Consent Agenda items. Commissioner Scotty Smith seconded the motion. The vote was unanimous to approve the following Consent Agenda items: (1) Approval of Minutes from January 10th Regular Commissioner Meeting (2) Polling Place Usage Agreement 2022-23 Election Cycle – Warsaw Recreation Building (3) Conflict of Interest Policy Adoption, Board Members and Staff (4) Resolution Number 2022-2-14: Surplus RAM Truck – Police Department.

Public Comments:

Mrs. Marcia George shared a complaint with the Commissioners about a Warsaw Police Officer. Mrs. George stated that an officer stopped the care giver of her toddler grandchildren and left them on the side of the road to have to walk home from I-40 to Tanglewood. Mrs. George stated the officer did not offer them a ride home nor did he offer for them to call someone to come get them.

Mr. Marshall George stated that he felt the problems his family is having with a particular police officer are misdirected. He stated that he believes the officer has problem with him and should leave his family alone.

Mr. Wesley Boykin spoke in reference to his budget concerns. He stated there are unmet needs with street repairs and standing water. Mr. Boykin also shared a concern he had with the Police Department in which he was stopped and the police officer wanted to lecture him, but not give their name. He voiced concern about the officer approaching his passenger door with his hand on his holstered weapon. Mr. Boykin stated there needs to be more citizen/police interactions and relations.

Management, Marketing & Operating Agreement – DreamWorks Warsaw:

Jason Williams with DreamWorks gave a report on the current state of DreamWorks Warsaw. Mr. Williams advised that they were seeking a long-term agreement. He shared the benefits of wellness. He also stated that they had reviewed the numbers and were able to reduce the overall budget while increasing revenues. Mr. Williams stated that they were averaging 30 new members and about \$16,000 in revenue each month. Mr. Brian DiCicco stated they try to keep a community centered approach. He mentioned their current tutoring program and a Karate program coming up for the kids.

Commissioner Scotty Smith questioned their membership goal. Mr. Williams stated that 1500 could be possible. The potential goal was not time specific. Mr. Williams also stated they were reorganizing and making room for more equipment to accommodate the increased numbers.

Commissioner Ebony Wills-Wells questioned senior programming. Mr. DiCicco stated they currently have a senior chair aerobics course. They also have partnered with the insurance programs such as Silver Sneakers, Silver & Fit and HealthWays.

Commissioner Owen Martin made a motion to approve the Multiple Year Agreement. Commissioner Russell Eason seconded the motion. The vote was unanimous to approve the Multiple Year Agreement for Management, Marketing and Operating of DreamWorks Warsaw.

Mowing & Grounds Maintenance Contract Bid Tabulation & Award Recommendation:

Manager Summerlin advised that he and Public Works Director, Craig Armstrong had performed a financial analysis of bringing the mowing back in-house and how costly it would be. Just in the first year, the estimated cost would be \$162,450. He stated there was a tough decision to be made after bids came in. It was his recommendation to award the contract to the third lowest bidder, Atlantic Coast Land, LLC. Summerlin asked Armstrong to speak toward the bids and his experiences with the current contractor. Armstrong advised that the lowest bid was from the current contractor. There had been several issues with staffing in which the current contractor was having a hard time completing the required workload. Armstrong stated that after reviewing the second lowest bid and speaking to references, he felt there would be similar concerns with staffing issues. The third lowest bid, however, came from a company that has been in business for a number of years and offers benefits to their employees. This contractor could provide several 3-man teams to this project and complete the work within one (1) day. They also employ a field supervisor to check on work being completed.

Commissioner Russell Eason made a motion to award the contract to Atlantic Coast Land, LLC for 3 years. Commissioner Scotty Smith seconded the motion. The vote was unanimous to award the contract for 3 years to Atlantic Coast Land, LLC.

C2NC Sewer-Capital Project Budget Ordinance & Recommendation of Award:

Cecil Madden with McDavid Associates came and spoke with the Board in reference to the C2NC force main extension project. Mr. Madden explained that there would be a 3,000LF force main extension from C2NC to a 12" gravity sewer line back to the Waste Water Treatment Plant. There was a bid opening on Thursday in which six (6) bids were received. The lowest bid came in from KBS Construction. Mr. Madden recommends the Board approve a Project Budget Ordinance and approve a Resolution of Tentative Award to KBS Construction. Mr. Madden explained that this was a tentative award as there are still conditions to be met by C2NC. Among other stipulations, the award will be contingent upon C2NC providing the required funds to complete the work. A Commerce grant and Duplin County EDRLF loan have been approved for C2NC.

Commissioner Russell Eason made a motion to approve the Project Budget Ordinance. Commissioner Owen Martin seconded the motion. The vote was unanimous to approve the Project Budget Ordinance.

Commissioner Jack Hawes made a motion to approve the Resolution of Tentative Award. Commissioner Russell Eason seconded the motion. The vote was unanimous to approve the Resolution of Tentative Award to KBS Construction.

Mr. Madden also gave an update on Contract Numbers 42 and 43. CN42 with Eberhart Construction is currently at the point of rewiring the old filters and the new actuators are ready to go in. Perkins Company has been to check the wiring. The electrical for the influent pump station has been installed. CN43 with Step Construction is complete.

Mr. Madden updated the Board on Contract 44, which is the new clarifier project. The contractor has been given the notice to proceed. Demolition on the old clarifier is planned to start later this week.

On Contract 46, W. College St sewer extension, work is underway. KBS has bored the new services and hopes to have most of the pipe installation completed this week.

Clarification on Medical Insurance Paid for Retirees & Recommendation to Revise Policy:

Manager Summerlin explained that the medical insurance for retirees needed to be clarified. He stated that initially it was 30 years of service and 62 years of age. Then it was decreased to 25 years of service and age of 62. There is no length of time in which the Town would pay this coverage. Attorney Thompson stated that with the ambiguity of the policy it was best to presume it was meant in perpetuity.

Commissioner Wills-Wells stated that she felt if the employees have done their due diligence, then they should be taken care of. Commissioner Jack Hawes stated it was hard enough to find employees, so we need to either pay well or offer benefits.

After more discussion Attorney Thompson advised if there are still questions the best solution would be to void the current policy if they do not want to continue it and then table the discussion of creating a new policy.

Commissioner Owen Martin made a motion to do away with the current policy. Commissioner Russell Eason seconded the motion. The vote was unanimous to do away with the current policy. This will end the current policy as of today, so all employees currently employed will be covered by this policy. Any new employees hired after tonight will be under a new policy once created.

Commissioner Owen Martin made a motion to table the discussion of creating a new policy. Commissioner Russell Eason seconded the motion. The vote was unanimous to table the discussion of creating a new policy.

Manager's Update:

Manager Summerlin advised of the first budget meeting to be held Thursday, February 24, 2022 at 6pm.

The Duplin Municipal Association meeting will be Thursday night this week and guest speakers will be there to discuss American Rescue Plan Act monies.

Mayor's Update:

Mayor Connors announced the airport ribbon cutting for the Forestry Service for Thursday the 24th at 2pm.

Board Comments:

Commissioner Owen Martin thanked Paster DiCicco for having his group cleaning up the streets. He also stated that he would like to see better police/citizen relations.

Commissioner Jack Hawes congratulated the Police Department hiring three (3) new officers.

Commissioner Ebony Wills-Wells stated that we are Warsaw Strong and that we need to work together.

Mayor Connors recognized Angela Mainor to speak about the Board of Elections. Ms. Mainor gave a flyer as to the dates for filing and voting. Voting to take place May 2, 2022.


Adjournment:

Commissioner Owen Martin made a motion to adjourn the meeting. Commissioner Russell Eason seconded the motion. The vote was unanimous to adjourn the meeting.



Mayor

Attest:



Town Clerk

**RESOLUTION
ESTABLISHING CAPITAL PROJECT BUDGET ORDINANCE
2021 SEWER SYSTEM IMPROVEMENTS
C2NC SANITARY SEWER PROJECT
TOWN OF WARSAW**

- WHEREAS,** Town of Warsaw owns, operates, and maintains a sanitary sewer collection system, and
- WHEREAS,** C2NC LLC proposes to construct a Biogas Facility on Penny Branch Road requiring up to 250,000 gallons per day of sewer capacity, and
- WHEREAS,** improvements must be designed and constructed to convey the sewer from the proposed Biogas Facility to the Town of Warsaw's collection system, and
- WHEREAS,** C2NC LLC will make available funds necessary to design and construct those required sanitary sewer collection improvements, a balanced budget has been prepared for the Town of Warsaw Board of Commissioners' consideration and approval,

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF TOWN OF WARSAW:


That the attached project budget is hereby approved.

That the Town will contract with an engineering firm for design and permitting of required improvements and to provide technical services during construction activities.

That the Engineer will solicit bids for the required improvements and make a recommendation of award for the construction contract to the Town.

That the Mayor and Town Manager are authorized and directed to execute all documents associated with award of construction contracts on behalf of the Town of Warsaw.


Adopted this the 14th day of February, 2022 at Warsaw, North Carolina.



A.J. Connors, Mayor
Town of Warsaw

(SEAL)

ATTEST:



Lea Turner
Town Clerk

2021 SEWER SYSTEM IMPROVEMENTS
 CONTRACT NO. 45 – C2NC SEWER
 TOWN OF WARSAW
 FEBRUARY 14, 2022

		APPROVED BUDGET <u>FEB 14, 2022</u>	CHANGES THIS <u>AMENDMENT</u>	ADOPTED BUDGET <u>FEB 14, 2022</u>
<u>REVENUES</u>				
xx-xxxx-xxxx	C2NC	\$200,000.00	\$0.00	\$200,000.00
xx-xxxx-xxx	Department of Commerce	\$400,000.00	\$0.00	\$400,000.00
xx-xxxx-xxxx	Sales Tax Refund	<u>\$10,000.00</u>	<u>\$0.00</u>	<u>\$10,000.00</u>
	TOTAL REVENUES	\$610,000.00	\$0.00	\$610,000.00
<u>EXPENSES</u>				
Construction				
xx-xxxx-xxxx	<i>CN 45-C2NC Sewer</i>	<u>\$446,000.00</u>	<u>\$0.00</u>	<u>\$446,000.00</u>
	Subtotal Construction	\$446,000.00	\$0.00	\$446,000.00
xx-xxxx-xxxx	Contingency	\$44,600.00	\$0.00	\$44,600.00
xx-xxxx-xxxx	Engineering	\$56,400.00	\$0.00	\$56,400.00
xx-xxxx-xxxx	Construction Observation	\$52,000.00	\$0.00	\$52,000.00
xx-xxxx-xxxx	Legal and Administrative	\$3,000.00	\$0.00	\$3,000.00
xx-xxxx-xxxx	Permits and Other	<u>\$8,000.00</u>	<u>\$0.00</u>	<u>\$8,000.00</u>
	TOTAL EXPENSES	\$610,000.00	\$0.00	\$610,000.00

⌋