



REGULAR WORK SESSION MEETING

MONDAY SEPTEMBER 28, 2015 @ 3:00 PM

CHERRYVILLE FIRE DEPARTMENT

411 E. CHURCH ST. CHERRYVILLE, N.C. 28021

The Honorable Mayor H.L. Beam III called the meeting to order at 3:03 pm. Those in attendance were Councilmember's David Kiser, Jill Puett, City Manager Ben Blackburn, City Clerk Paige H. Green, City Attorney Palmer Huffstetler Jr., Finance Director Dixie Wall, Police Chief Chad Hawkins, Fire Chief Jeff Cash, and Public Works Director Brandon Abernathy, Police Captain Cam Jenks. No media was present.

City Manager Ben Blackburn asked Mayor Beam and the Council to amend the agenda and move agenda item six to agenda item one because we have a citizen present that would like to speak about this item. The agenda was amended.

ITEMS FOR DISCUSSION OR ACTION:

CONSIDERATION TO NAME A PUBLIC FACILITY RE: TENNIS COURT AT AARON MOSS PARK:

Mrs. Sumer Smith and several other Cherryville High School Alumni have filled out an application for naming the tennis court at Aaron Moss Park after Ms. Donna Lavery. Mrs. Smith shared that she would like to see the tennis courts named Donna Lavery Tennis Court for many reasons. The application ask the following two questions and below them are their responses:

What general contributions did this individual give to the community that warrant the requested name?

Donna Lavery, high school teacher, basketball, track, and tennis coach- career has spanned multiple principals and athletic directors. She has turned the tennis program from a minor fall sport for girls or spring sport for boys into a ministry for young men and women. Academics and sportsmanship are critical to Lavery. Always self-effacing, Lavery is quick to not the importance of the tennis program and how it helps skilled young players contribute to their

team and to be successful athletes. If you attend a Friday night football game, you will see Lavery—selling programs. This fundraiser helps her tennis team get uniforms and other equipment needed to run her program. However, these funds do not match the needs of the team. Ms. Lavery has always given to the sport, not only in a timely fashion, but monetarily. If there is a student who cannot financially afford to play, Lavery has given students racquets and any other means needed to be a part of the team. Whether it be, work out transportation, or pay for uniform and equipment out of her own pocket. There are endless examples of her generosity and commitment to the teams she coaches.

What specific contributions did the individual make support of the establishment or improvement of the facility that warrant the name?

Lavery has been the only tennis coach at Cherryville high school since the 1980's. She has had lasting an impact on the hundreds of students who had the opportunity to be coached by her. There is no other member of Cherryville's community who has contributed more to tennis in this city; her name is synonymous with tennis around Cherryville. She has had numerous fundraisers to assist in maintaining this park, she cleans the park herself before and after tennis matches, she takes pride in the CHS tennis courts as if they were her own. Lavery has been a dedicated supporter of the city tennis park and has assured a worthy and enduring legacy for the recreation system through her tennis program. Her program has established a tradition and practice that has shown to best serve the interests of the City of Cherryville. Her exceptional leadership warrants her name on the city tennis park. If needed, we have a multitude of former and present tennis players, as well as, citizens of our community who are willing to write personal letters of how she has impacted their lives in a positive way—not only through teaching tennis skills but life skills as well.

Mrs. Smith also shared a letter written by Cherryville High School's Athletic Director Scott Harrill recommending Ms. Donna Lavery for the Outstanding Coaches Award. Mr. Harrill's letter shared that throughout Ms. Lavery's teaching career she has seen student athletes go off to college to further their education. He explained that she is the type of coach that develops lifelong relationships where these student athletes return to see her at school. Mr. Harrill shared that Ms. Lavery does so much more than coach tennis, track and basketball. She teaches life lessons through sports and she is a dedicated teacher in the Science Department. Ms. Lavery has the energy and excitement of a first year teacher even though she has been working for over thirty years.

Mayor Beam shared that he feels like if anyone deserves this, Donna Lavery would be the one. Mayor Beam commented on how he knows that Ms. Lavery does so much for so many. Mayor Beam shared that Ms. Lavery is not verbal about all she does because she is not looking for any recognition.

Councilmember's Puett agreed with Mayor Beam and shared that Ms. Lavery is a great person that does so much for others.

Councilmember Kiser pointed out that at the top of the third page of the Public Facility Naming Policy it states clearly the item being discussed. The policy states that facilities on public lands may under certain circumstances be named separately from the parks and facilities where they are located.

This item will be on the agenda for October 12.

CONSIDERATION OF BUDGET AMENDMENT RE: PAVING ELECTRIC DEPT – POLICE DEPT PARKING LOT, CHIEF CHAD HAWKINS:

Police Chief Chad Hawkins shared a memo as a formal request to have the electrical department access driveway paved. Currently the area is a gravel surface that causes several problems. Some of those are:

- *Lacks professional appearance for a government facility located on the most traveled highways in the city.
- *Prevents employees from maintaining clean and professional equipment.
- *Prevents water from being channeled properly by the concrete guttering, causing the yard to flood and fill the basement of the police department with water. The gutter is full of gravel and silt preventing water from draining properly.
- *It is not cost effective to continuously replace stone on the surface, or utilize man power to constantly maintain it.

The major benefit of asphaltting the access area is it will be a permanent solution. Once the area is paved, the city will see a cost savings through reduced material purchases as well as labor to maintain the area.

Chief Hawkins received three bids for the paving and the cost would be \$35,000. Chief Hawkins explained that the paving would go up to the dock of the electrical department. City Manager Blackburn shared that Councilmember Dalton is not against paving this area but thinks we should wait and include this item in next year's budget. Mr. Blackburn also explained that the funds would come out of the electric fund balance to cover the cost. Mr. Blackburn shared that if this project takes place this year we have a small window of opportunity to get it accomplished. Cold weather is coming and asphalt cannot be laid in cold weather. The bid prices are good for ninety days.

Brandon Abernathy shared that the drain has stopped up two or three times and flooded the lawn of the police department and the basement.

Councilmember Puett shared that the police department would also get the runoff water from First Street.

Councilmember Kiser shared that if it is going to be wetter this winter than normal than it certainly needs to be done.

Mr. Blackburn also shared that asphalt prices are down right now.

Chief Hawkins commented that the water issue causes smells that are not pleasant.

This item will be on the October 12 agenda.

UPDATE/INFORMATION RE: IRRIGATION METER BILLING, FINANCE DIRECTOR DIXIE WALL:

Finance Director Dixie Wall explained the irrigation fees to Mayor Beam and Councilmembers. Mrs. Wall explained that it would save the city money to consolidate the irrigation bill with the utility bill. Currently customers with irrigation meters receive two bills. Mrs. Wall stated that we have approximately 20 to 25 customers that this would affect. The change for the customer would be that once the irrigation meter is consolidated with the utility bill, the city would not be able to inactivate the irrigation billing as we do currently. Most customers with irrigation systems call to have their systems turned off in the winter months when the system is not in use so they do not have to pay the minimum fees. Once it is turn off, the customer does not receive a bill until it is requested by the customer to have it turned back on. Our customers are not charged for the service of having the irrigation turned off and on. Once the irrigation service is added to the utility bill, the city will not be able to inactivate the account like we have in the past, and the customer will have to pay the minimum on the irrigation system every month even if there is no usage. All electric and water meters are read regardless if they are on or off. After some discussion, Council directed staff at the August work session to move forward with adding the irrigation water meters to the customer's main account and only send out one bill.

Mr. Blackburn shared that this item needs to be discuss by Council to decide if a fee should be charged to turn the meters off and on, or should the meter be removed when customer request it to be turned off. Mr. Blackburn attended a managers meeting learned that Mt. Holly charges \$100.00 to turn off and on, Bessemer City charges \$40.00 and Belmont charges \$40.00. If the irrigation meter is left in the meter box and off, the customer still has the availability of the water and availability fees would apply.

This item will be on the agenda for October 12.

CONSIDERATION OF ELECTRICITIES COST OF SERVICE STUDY, CITY MANAGER BEN BLACKBURN:

City Manager Blackburn shared information about Electricities providing a Cost of Service Study to member cities. The benefits of the study are as follows:

- Ensure that all rate schedules are set at levels that recover the full cost of providing service to those customers.
- Ensure that billing component charges are set at levels that recover an appropriate allocation of fixed and variable cost based on how customers use electricity.
- Determine if there is cross subsidization between customer classes.

Cost of service is one of many considerations in setting rates so other issues will also come into play such as economic development objectives and rate continuity when deciding how to implement the findings of a study. If rate changes are desirable, Electricities can help determine the impact it would have on our customers and help the City of Cherryville look at options for phasing in changes that would have unacceptable impacts if implemented all at once. Since a wholesale rate reduction has been implemented for the FY1516 rate year and since there are no wholesale rate changes anticipated over the next few years, the timing is good to more easily manage customer impacts.

It takes about 3 to 6 months for a cost of service study to be generated after all data has been supplied by the city, It is a good idea to begin the process 9 to 12 months prior to the desired implementation date so that there is time factored in for data compilation and backend analysis. For instance, if implementation were desired for the rate year starting July 1, 2016, it would be beneficial to initiate the process as soon as possible.

This will be on the agenda for the October 12 meeting.

CONSIDERATION OF APPOINTMENT TO ELECTRICITIES BOARD OF COMMISSIONERS, CITY MANAGER BEN BLACKBURN:

Mr. Blackburn shared with Mayor Beam and the Council that currently Cherryville has two seats filled on the Electricities Board of Commissioners. Mayor Beam and Councilmember Dalton hold those two seats at this time and Mr. Blackburn shared that Cherryville needs another member. He asked that Mayor Beam and the Councilmembers think about someone they would like to see in the vacant seat.

This will be on the agenda for the October 12 meeting.

DISCUSSION OF JOB DESCRIPTION FOR PARKS DIRECTOR, CITY MANAGER BEN BLACKBURN:

City Manager Blackburn shared with Mayor Beam and the Council a job description for a Parks Director. Mr. Blackburn explained that he took several other job descriptions and comments from Councilmember Dalton to put the job description together. He also shared that Councilmember Dalton has already approved this job description in an e-mail. Below is a copy of the job description:

GENERAL DEFINITION OF WORK:

Performs intermediate work in the repair, maintenance and care of parks and related structures and equipment; does related work as required. Work is performed under regular supervision of the Recreation department.

ESSENTIAL FUNCTIONS / TYPICAL TASKS:

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

1. Maintain all athletic fields, parks, and community building grounds
 - a. Drags and lines ball fields; operates tractor with drag and line attachments.
 - b. Operates riding and hand mowers, weed eaters and other maintenance equipment.
 - c. Performs work tasks including mowing grass, trimming shrubs and trees, watering and assisting with horticultural practices such as fertilization and planting.
 - d. Performs maintenance, minor construction and repair duties on recreational facilities such as field house dug out buildings and concessions, playgrounds, picnic areas and other recreational areas.
 - e. Checks equipment for safety.
2. Coordinate with outside organizations, such as:
 - a. Little League
 - b. Dixie Youth
 - c. YMCA

KNOWLEDGE, SKILLS, AND ABILITIES:

General knowledge of the tools, materials and equipment used in grounds maintenance work; general knowledge of the materials, equipment, tools and techniques of the standard building trades; some knowledge of safety precautions applicable to the duties of the class; ability to understand and follow instructions; ability to operate mowers, tractors and related machinery and equipment; ability to perform manual labor for extended periods of time; some knowledge of lawn and field care, including but not limited to fertilizing, seeding, weed removal; some knowledge about athletic field maintenance and layout; ability to establish and maintain effective working relationships with associates.

PHYSICAL REQUIREMENTS:

This is medium work requiring the exertion of 50 pounds of force occasionally, up to 20 pounds of force frequently and some heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects; work requires balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, grasping, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for depth perception,

visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arm's length, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to outside environmental conditions, extreme heat, vibration, hazards, atmospheric conditions, and oils.

SPECIAL REQUIREMENTS:

Possession of a valid North Carolina issued Driver's License.

Mayor Beam asked if this position exist at this time and Mr. Blackburn replied, "No it is not a budgeted position." Mayor Beam wanted to know if the person that fills the position would be responsible for all the duties listed, or would he also use some of Brandon's employees.

Councilmember Kiser asked if this would be discussed at the October meeting. Mayor Beam stated that he is not ready to make a decision that quick on this especially since it is not budget time. Councilmember Kiser shared that he feels like everyone needs to set down and discuss this that a regular meeting is not the place. Mr. Blackburn shared that Councilmember Parker feels like this needs to be discussed in detail.

Mayor Beam asked that this be an agenda item for the October meeting.

OTHER BUSINESS:

Mayor Beam has been told by other Councilmembers that they would like to change the time that Work Session meetings are held.

Mayor Beam asked that Appointment to the ABC Board be on the October agenda.

Councilmember Puett asked if the city would be doing anything for Public Power Week.

Mayor Beam asked how many cut off's the utility office had this month.

Chief Jeff Cash shared with Mayor Beam and Council that he has been involved in Little League for 26 years. Chief Cash shared that parks and recreation has always been ran by many people. In the past, the City of Cherryville has hired teenage kids to work in the recreation department. It helped the recreation department and gave the teenagers a summer job. Around 2000 the position of the recreation director was done away with. Prior to the YMCA, the City of Cherryville ran all recreation including the ballfields and the pool.

ADJOURNMENT:

Councilmember Puett made a motion to adjourn the work session. Councilmember Kiser seconded the motion and the vote was unanimous. The meeting adjourned at 4:00 pm.

Adopted this 12 day of October 2015.

H.L. Beam III

Mayor, H.L. Beam III

Paige H. Green
City Clerk, Paige H. Green

(SEAL)