

**TOWN OF SELMA
REGULAR COUNCIL MEETING
SEPTEMBER 13, 2016**

PRESENT: Mayor Cheryl Oliver, Mayor Pro-Tem Jackie Lacy, Councilmember Tommy Holmes, Councilmember William Overby, Councilmember Mark Petersen, Town Manager Jon Barlow, and Town Attorney Alan “Chip” Hewett.

OTHER STAFF PRESENT: Finance Director Karen Johnson, Planning/Economic Director Julie Maybee, Police Chief Richard Cooper, Fire Chief Phillip McDaniel, and Interim Town Clerk Brenda Thorne.

CONVOCATION: Mayor Oliver called the meeting to order at 6:00 p.m. in the Selma Jernigan Building and declared a quorum present.

Mayor Oliver asked everyone to observe a moment of silence in honor of the 9/11 victims and families, which many area churches and organizations had done this past Sunday were honored in their services. She said that day has special memories for everyone. Mayor Oliver stated that some were able to attend the Smithfield-Selma High School 9/11 service this past Monday, and as usual, they did a magnificent job. She said that this year’s speaker was one of the teachers, which was in the Pentagon when the plane hit. Mayor Oliver stated that his memories keep him awake at night, and many of us can remember where we were and what we were doing. She said that so many lost their lives, both those that were working in the buildings as well as the first responders that were so valiant in going in.

PLEDGE TO FLAG: Mayor Pro-Tem Jackie Lacy led in the pledge of allegiance to the flag.

APPROVAL OF AGENDA: Mayor Oliver stated that item 6a under Open Forum/Citizens’ Requests needed to be moved to 5b due to it being a formal presentation. She said that Angela Parrish, item 6b has requested to be removed and added to the October agenda due to illness.

Town Attorney Hewett asked Mayor Oliver if she was aware that there was a formal motion to deny the request on February 9, 2016.

Mayor Oliver stated that she and Ms. Parrish were aware.

Mayor Oliver stated that under Section 10 of the Mayor’s Report and Recommendation to add item 10g to set the date for September work session.

A motion was made by Councilmember William Overby and seconded by Councilmember Mark Petersen to approve the agenda as amended. Motion carried unanimously.

CONSENT AGENDA:

Minutes

Regular Council Meeting – August 9, 2016
Workshop Meeting – August 16, 2016
Special Council Meeting – August 23, 2016

Mayor Oliver requested that item 4a. approval of the minutes be moved to item 8e. for comments and changes to those.

**RECOGNITIONS/
PRESENTATIONS –
Emergency Services
Appreciation
Proclamation:**

Mayor Oliver read and presented the following proclamation to Police Chief Richard Cooper and Fire Chief Phillip McDaniel. Selma EMS was not in attendance due to being out on a call.

**PROCLAMATION
FIRST RESPONDERS APPRECIATION WEEK
IN SELMA, NORTH CAROLINA**

WHEREAS, our First Responders who serve as law enforcement officers, firefighters, and emergency medical services personnel are worthy of recognition for their courage, heroism, and concern for the welfare of the communities they serve, regardless of peril or injury to themselves; and

WHEREAS, First Responders risk their own safety and personal property in the performance of their duties to protect our citizens; and

WHEREAS, First Responders are our immediate defense against all emergencies that may threaten our communities, whatever their nature; and

WHEREAS, First Responders are ready to aid the people of Selma, North Carolina 24 hours a day, seven days a week; and

WHEREAS, First Responders are a vital part of every community that maintains safety and order in times of crisis, and volunteer in our towns and schools; and

WHEREAS, First Responders are highly trained, specialized workers who contribute their excellent skills for the public good and often for no pay; and

WHEREAS, the members of the First Responder organization undergo significant education, training, and personal sacrifice in order to achieve the expertise required to respond to every type of emergency situation.

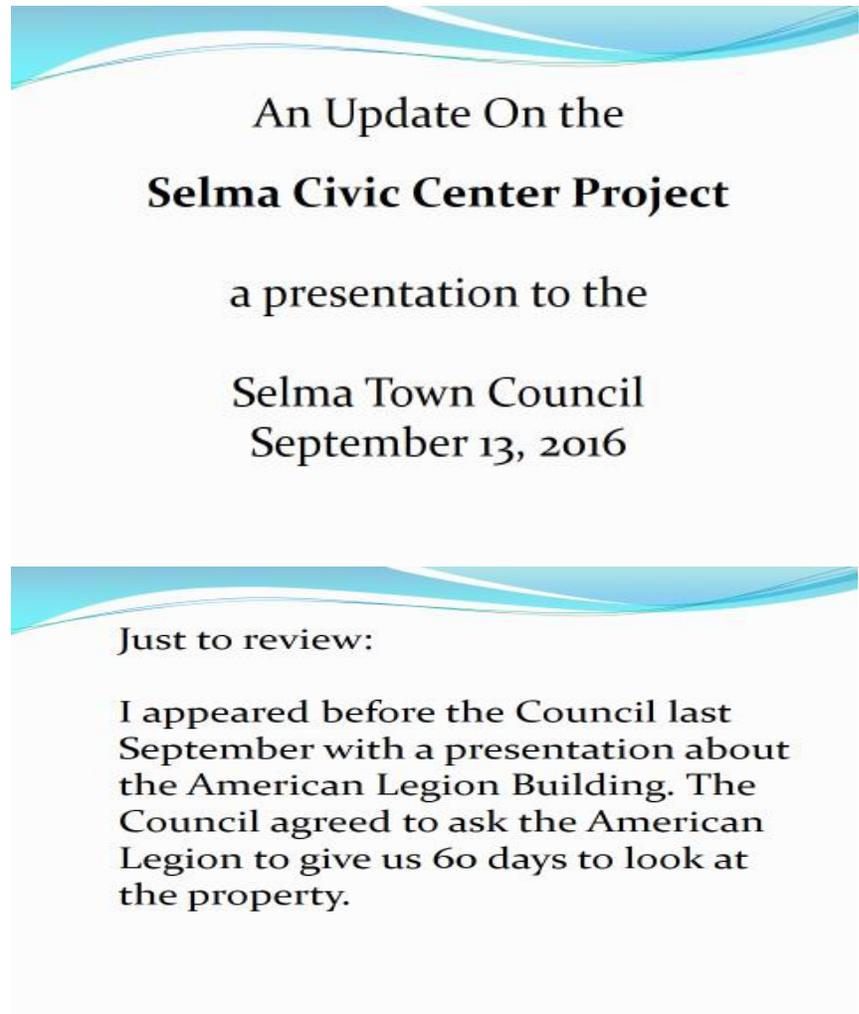
NOW, THEREFORE, I, Mayor Cheryl L. Oliver and the Town Council do hereby proclaim September 11, 2016 through September 17, 2016 as “First Responders Appreciation Week” in Selma, North Carolina, and hereby express our sincere appreciation

to all First Responders for their invaluable service provided to its citizens.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of the Town of Selma, North Carolina this thirteenth day of September in the year of our Lord two thousand and sixteen.

**Ann Williams, 405 North
Massey Street, Civic
Center Update:**

Ann Williams of 405 North Massey Street, Selma stated that she was present to give an update regarding the Civic Center. Following is her PowerPoint presentation:



During that timeframe, Hubert Holt and I met with one of the county building inspectors who said our plan for the civic center was “quite doable.”

We also met with numerous local contactors and determined that our renovation budget would be about \$300,000.

On December 8, the Council held a public hearing (where the only speakers were in favor of the purchase) and afterwards voted to offer a contract to purchase the building.

In February 2015, the Town received approval from the Local Government Commission and the contract for transfer of ownership was signed.

The Civic Center committee was formed and went to work.

The Selma Civic Center Committee members are:

Bobbi and John Wiggs who are in charge of the business side of the campaign – tracking campaign donations and brick orders and sending out thank you letters. Bobbi is also our most vigorous fund raiser.

We were told that the Council was receiving budget updates on our account each month.

Kenny Revell – who graduated with me in 1969 in the last class at Selma High School.

Kenny's main assignment on this committee will be to oversee the development the Operation Model, Rules of Use, and the Rental Fee Schedule for the Civic Center.

Hubert Holt – who holds electrical and plumbing licenses, worked for the Town of Selma for several years as the building inspector, and then worked as Director of Maintenance for the Johnston County Schools until his retirement in 2009.

PV Stone – who hold licenses in plumbing and HVAC and worked for the Johnston County Schools as Director of Construction until he retired in 2009.

Tom Hinnant – lifelong resident of Selma; a general contractor with unlimited license for over 50 years; construction consultant to the Johnston County Schools for 10 years.

Hubert Holt, PV Stone, and Tom Hinnant will supervise all aspects of the renovation project from bidding through substantial completion.

Of course, Mayor Oliver and I are members of the committee.

Once the committee began its work in February, after all the paperwork was completed for the purchase of the building, we developed several documents:

1. The main brochure
2. The business poster
3. The brick order form

Many decisions went in to what should be covered, what pictures we were going to use and exactly what we needed to say, what procedures we needed to put in place to make the brick purchase process as easy as possible, what levels of contributors were we going to establish, and how we going to honor volunteer labor and donated materials.

We officially kicked off our campaign the first week in April, but because of several factors, we really did not get started until May.

We are very appreciative to Steve Reed at *The Selma News* for trying to keep our project in the forefront of the community. But we also tried to use other means of getting the news out.

The Herald ran an article about the project which was picked up by *the News and Observer*.

Mickey Lamm from **WTSB** allowed me to record a free public service message to be played from time to time on the radio.

We also put the story about the civic center project on the town's website and in one of the **Tracks** newsletters that went out with the utility bills.

We have also talked to several groups here in town:

The Good Ol' Boys and Girls – Kenny, Hubert, Tom, and I were all at this dinner and we made a presentation and gave out materials.

The Richard B. Harrison Reunion – Johnny McPhail and I met with the business committee and made a presentation.

The Selma Masonic Lodge - I made a presentation to them.

Ozzie Fields helped us develop a list of families that used to own businesses here in the 40's and 50's, and we sent them letters and brochures about the project

We have visited every business in downtown Selma and have given out brochures and posters.

We have also sent letters and brochures to other businesses that have an address in Selma.

And starting the third week in August, we started a corporate campaign with letters and visits. This part of the work continues.

So, even though we have only really been out and about for four months, we believe we have tried valiantly to get the word out, because it has become apparent that word of mouth from one person to another, family to family, and friend to friend is very effective, but will take time.

As I am sure you all know, other groups have also been trying to raise money in this area this summer – The Selma 150th Anniversary Committee and the Girls and Boys Club.

These are both excellent groups and also need the money for very good causes.

Who
recognizes
this
picture?



Some of you may know – The television series was known as **The Millionaire**. I may be the only one here who has had that visit.



So even though the millionaire hasn't visited us yet, we believe we have had good success in the past 12 weeks. We have always talked about this project being *For the People, By the People* and the people are now coming on board and supporting it brick by brick and donation by donation.

Let's take a look at the bricks and plaque donations.

JOHNSTON COUNTY
WRITERS GROUP
SELMA

IN MEMORY OF
MARION C. SASSER
2-9-23 - 12-2-99

CHARLES R. PRICE
COL. USAF (RET)
SHS CLASS OF 1960
~LOGO:FLAG~

IN MEMORY OF
FRANK & VEDA EASON
SELMA, N. C.

BRADLEY B SASSER
SELMA AIRPORT
4-1916 3-1951
~LOGO:FLAG~

IN LOVING MEMORY
WC AND ADA BREWER
SASSER

SR HINNANT & SONS
CONSTRUCTION CO.
SELMA 1946-2005
LOGO:FLAG~LOGO:FLAG ~LOGO:FLAG

TOM HINNANT
KATHLEEN S HINNANT
MARRIED 1946
~LOGO:FLAG~

WILLIE K BROWN
US ARMY 1951-1953
LOVED BY FAMILY
~LOGO:FLAG~

IDA ETHRIDGE
O'NEAL
1892-1990

JOSEPH MILLARD
O'NEAL
1879-1962

DOROTHY REID
O'NEAL MORGAN
1923-2014

CPL BRIAN J COX
USMC 1990-94
GMA ELOISE GARRELL
~LOGO:FLAG~

SHERRILL G STEVENS
FAITHFUL SOLDIER
BELOVED GRANDDADDY
~LOGO:FLAG~

JAMES B WILKINSON
US ARMY AIR CORP
AFRICA-EUROPE WWII
~LOGO:FLAG~

SHERRILL GARDNER
STEVENS
DEVOTED PASTOR
~LOGO:FLAG~

MARGUERITE GODWIN
STEVENS
PRECIOUS MOTHER

MARGUERITE STEVENS
BELOVED "MV"
1926-2012

SHERRILL G STEVENS
CHAPLAIN - US ARMY
1945-1982
~LOGO:FLAG~

SELMA MASONIC
LODGE #320
EST. 1787

SMITHFIELD SIGN
DESIGN EST. 1986
SMITHFIELD NC

ODELL FOSTER
US ARMY WWII
BY TERESA & JOY
~LOGO:FLAG~

JOHNSTON COUNTY
RETIRED SCHOOL
PERSONNEL 2016

THE
ATTAYEK
FAMILY

LOVING MEMORY OF
REV RAYMOND T. &
HILDA B. SASSER

GRAY & DEBRA
SASSER
MARRIED 6-25-1983

THE
WOODARD FAMILY
REUNION

FORREST E (BUD)
AND MARY LEE
SASSER LUDWICK

OPHELIA, MARCIA
AND BARBARA WIGGS
SELMA BOOK CLUB

J. HAYDEN AND
MARCIA S. WIGGS
MARRIED 1938

WILLIAM J. (BILLY)
THOMPSON
1951-1983

JUDGE J. N. WIGGS
SELMA MAYOR
1950-1955

J. HAYDEN WIGGS
SELMA MAYOR
1964-1973

W. OSBORNE FIELDS
U S ARMY 1950-1952
KOREAN WAR
~LOGO:FLAG~

ERNEST WOODARD JR
CELESTA B. WOODARD
LOVING PARENTS

JOHN H WIGGS JR
BARBARA L WIGGS
MARRIED 4-20-1968

IN MEMORY OF
JOHN N AND OPHELIA
WOODARD WIGGS

SELMA CLOTHING
AND SHOE COMPANY
WOODARD AND WIGGS

PATRICIA L WOODARD
GRANDDAUGHTER OF
WT & SARAH WOODARD

TERRI NORTON MASON
6-9-1946 6-2-1996
JOYFUL FRIEND

WL "BILL" NORTON
9-1900 - 6-1980
MERCHANT-SUPPORTER

GLEND H. NORTON
11-1911 - 4-1995
TEACHER-LEADER

IN LOVING MEMORY
JIMMY AND FRANCES
WOODARD

CHLOE H STARLING
J WALTER STARLING
1893-1977 1885-'66

AL & GOLDA GASKILL
VET. USN 1957-1959
SELMA, NC
~LOGO:FLAG~

GENE THORNTON
SHS CLASS OF 1952
~LOGO:FLAG~

JAMES PERSON

EVA PERSON

SUE MASSEY

JOANN MASSEY

SSGTREMER WILLIAMS
ARMY KIA VIETNAM
NOV. 1967
~LOGO:FLAG~

DR. DICKY & KATHY
PARRISH

PAUL, LETA
MADIE AND LUKE
WOODALL

DUSTIN, BELVA
AND GRAYSON
WILLIAMS

WILLIAM T AND
DOROTHY DANIELEY
WOODARD

H.V.&MARY GASKILL
VETERAN U.S.C.G.
SELMA, NC
~LOGO:FLAG~

BJ & TOMMY WOODALL
GRANDCHILDREN LUKE
TOMMY BEN & MADIE

IN LOVING MEMORY
OF JAMES AND MARY
OLIVER
~LOGO:FLAG~

THAD AND JAN
WOODARD
GO YELLOW JACKETS

FRANK AND ROSA
THORNTON
FATHER AND MOTHER

HERBERT ALICE
LOUISE GERALDINE
GENE THORNTON

EVELYN DONNIERUTH
BETTY FB
JERRY THORNTON

SELMA FRIDAY
AFTERNOON BOOK
CLUB EST. 1901

MYRTLE THOMPSON
CAGLE
SELMA AIRPORT

ANN THOMPSON
RITTER

ZEB AND MARY
THOMPSON

OQUIN AND HAZEL
THOMPSON
THOMPSON GARAGE

MARY LEE THOMPSON
GIBBS

A.Z. AND HILDA
THOMPSON

NORWOOD THOMPSON
SANDRA THOMPSON

CHARLOTTE THOMPSON
BAILEY

MARILYN THOMPSON
GORDON

DR. NEAL THOMPSON

REBECCA THOMPSON
DAVIS

OQUIN P.
THOMPSON, JR

DAISY SINGLETARY

JAMES MIDNIGHT

JOYCE ANN STARLING
BROWN
CLASS OF 1950

HWY 301 GOAT MAN
AND HIS MENAGERIE
DTWOODARDSHS195457



We have also had a number
of donations:

\$10 Vera Harrison

\$250
RD Braswell Construction

\$500 John Scovill &
Associates

\$1,000 DJ Properties

\$1,000
Jack and Claudia O'Hale

Al Langley whose father owned Langley Jewelers which was located on our main street, retired from a career with the SBI and has now opened a T-Shirt company. He is donating 100 custom printed t-shirts which we can sell for \$15 each – therefore, Al is offering a material donation of \$1500.

\$2,500 Larry Stancil
Marathon

\$2500 - Anonymous

\$2,500 KS Bank
(check to be written Jan. 2)

\$5,025
Dr. Dicky and Kathy
Parrish

\$10,010 Dr. Ozzie Fields

\$30,000 First Citizens Bank
(pledged once we have \$100,000)

In July, we were encouraged by our biggest donor and others to go ahead and replace the roof on the building – first because it needs it and is in our plan, but also because it would show that something is happening with the project.

We asked the Town Manager to attend our meeting to hear our plan. We reviewed our outline of specifications for the roof plus requirements for liability insurance and workman's compensation insurance. We explained that even though the law would not require multiple bids because the work was going to be below \$30,000, that we were going to get at least two local prices and present them to the council in August of September. Mr. Barlow agreed and we proceeded to write the specifications and ask for prices from two contractors.

But as we neared to deadline for the bids, we suddenly decided that we might need to do something else first, so the bids were never picked up but are sitting out there with the roofing companies to be submitted when we get to that work.

Besides the brick and donations, we have also applied for several grants:

The Johnston County Tourism
Grant - \$10,000

Lowes Home Improvement
Municipality Grant - \$50,000

We expect decisions this month.

We have also spent a couple of hours with Jeff Adolphson who represents the State Historic Preservation Office (SHPO) since the building was nominated in 2005 to be placed on the list of National Historical Archives like the Harrison building was. We wanted to review our renovation plans with him to see if he had any concerns that we would be violating any of the historical elements. He had no concerns because we are not changing the structure. (tell story)

But he also talked to us about some other grants that we might explore. One of the issues with grants is applying for them during usually a very short specified time frame. Two that we are very interested in are not available until next February and March. One of them could net us over **\$200,000**.

And one of the large grants and others that we want to apply for require that we submit engineered plans. Of course, eventually, these same kinds of plans are required for building permits.

The roof replacement does not require engineering, but we decided to put the roof on hold and go for the engineering so we can apply for larger grants.

We have contacted two engineering firms to get quotes on the plans. We have received one quote, but are waiting on the other. The holdup seems to be that the second group is considering donating a portion of their services. Since we do not have those numbers for this meeting, we expect to have them for October.

Once we have the plans, we can apply for some larger grants, approach construction firms to ask them to donate materials based on what is called for, and ultimately get the permits necessary to for all aspects of the work.

This committee is very grateful for the donations that have been made to this project. It is unusual, in that, once again, it is being brought to life *by the people, for the people*. Every single donation is very special to us, and we are continuing to our efforts to reach everyone in and around Selma. And since we now understand some of the grant timelines, we know that we will need at least a year to get all our funding.

We appreciate your support.

Ms. Williams stated that she believed that a little over \$33,000 had been collected so far.

Mayor Oliver thanked Ms. Williams and the Civic Center Committee for the thorough presentation and all the work.

Town Manager Barlow stated that he received a copy of a letter yesterday from Johnston County Travel and Tourism awarding \$5,000 to the Civic Center.

**OPEN FORUM/
CITIZEN'S REQUESTS:**

**Angela Parrish, 411
Bennett Drive, Chicken
Ordinance:**

Ms. Parrish was unable to attend tonight's meeting due to illness.

**Eric Jackson, 1103 S.
Pollock Street, Starting
an Adult High School
Class & Basic Job Skills
Class:**

Mr. Eric Jackson of 1103 South Pollock Street, Selma, stated that what he was asking for was not going to cost a lot of money because it was already a part of Johnston Community College (JCC). Mr. Jackson asked for a Basic Skills Class and an Adult High School Class to be started in Selma. He said that one of the reasons he has asked for this is because many people in Selma do not have transportation to get to the main campus of JCC. Mr. Jackson stated that JCC through several grants and several programs has these programs available. He said the Basic Skills Class is to get people job ready with a résumé, interviewing techniques, and how to apply for jobs. Mr. Jackson stated one of the things that is looked at in economic development is if the community was job ready. He said that if you look at the demographics, you have many people that are living in poverty, and do not have more than a ninth or tenth grade education. Mr. Jackson stated that if the Town was looking to attract large businesses, it would have to have a job ready work force. He said that one of the things that this Council and other Councils have always been promoting was economic development, but you have to put the cart before the horse. Mr. Jackson stated that they needed to have a job-ready clientele. He said that about half the citizens that live in Selma are living below the poverty line; you haven't done your job. Mr. Jackson stated that he was not going to lay the blame on them, but you all are right here and have promoted economic development. He said that one of the things that is needed is a place. Mr. Jackson stated that he has talked with JCC, which does not pay for the place, but provides the teacher and instruction. He said that they would need 15 people for a job skills class. Mr. Jackson stated that many people are living in Selma that are looking for work and need work; they should be able to fill two to three of these classes if they are marketed and advertised correctly. He said that the Adult High School was another program that has a lot of merit, and was better than a GED. Mr. Jackson stated that the GED program had changed considerably, and had some costs to it. He said that he was not downplaying the GED, but the Adult High School was a program where the person comes

out with a high school diploma. Mr. Jackson stated that JCC offers this, but they need a place. He said that he had talked with the basic skills coordinator, and was advised that when there was a place, they would be ready to go. Mr. Jackson stated that the Library would work, but would need some computer work. He said that they have laptops, but if there were a large number of people, they would need some computer access. Mr. Jackson stated that this would mean opening the Library late one night, but was not sure of the details. He said that the third thing was that they have been talking about economic development by not just those in the community, but the Town Council. Mr. Jackson stated that this was something that he thought would build a lasting legacy, which was to form an economic job retention advisory committee. He said that this would not be a part of the SDP because the SDP has more than enough on its plate. Mr. Jackson stated that this was not concerning the Chamber of Commerce or Johnston County Economic Development. He said that this was a Town group composed of Town staff, Town Council, educators, business leaders, and citizens to help mentor people that are looking for work, to help get them into whatever Basic Skills Class or Adult High School or just kind of see where they are. Mr. Jackson stated that the Boys and Girls Club does a wonderful job with the young people in middle and high school, but there was a large segment in Selma 18 to 25 for whatever reason have fallen through the cracks. He said that they could sit here and discuss why, but when you look at the demographics the numbers speak for themselves. Mr. Jackson stated that this committee could catch some of these folks. He said that they need to take care of and look after its own. Mr. Jackson stated that Clayton has economic vitality, where Selma lost 200 jobs at the filter plant, 400 jobs with Johnston Ambulance Service, and 100 jobs at JR's. He said that companies that are looking to relocate that need a work force, whether it is in customer service or computer would look more favorable on a community that has at least 70% with a high school diploma. Mr. Jackson stated that he hoped this would not fall on deaf ears, and hoped that Council would pay some attention. He said that this would promote the Town, and would be helping those individuals who need a boost in the right direction. Mr. Jackson stated that he hoped Council would discuss, and they could work out the details at a work session. He said that he would like to get something started in September or maybe by the first of the year, just need a place.

Councilmember Petersen asked how big of a place.

Mr. Jackson stated that it would need to be big enough for 15 people. He said that the Library would work best because they have the computers.

Councilmember Overby asked how long the Basic Skills class would run.

Mr. Jackson stated that he thought it ran four to six weeks.

Councilmember Overby asked about the Adult High School.

Mr. Jackson stated he thought it was a semester, but some might already have credits, and it would be a matter of a refresher course. He said that this was better than a GED, because they are given a high school diploma.

Councilmember Overby asked if they would need separate places.

Mr. Jackson stated they could meet in the same place. He said that doing the Adult High School in Selma, they would have to talk to JCC because it is offered on the main campus. Mr. Jackson stated that they needed to bring the programs to the people. He said that even though it is only five miles, many people do not have the transportation to get to JCC. Mr. Jackson stated that this may be a pilot program, but once they get some of the logistics, this could be a model.

Mayor Pro-Tem Lacy stated that for the adult class, they could use the Jernigan Building.

Mr. Jackson stated that would be determined by how many they get. He said that they needed to talk to JCC about the logistics.

Mayor Oliver asked if computers were required.

Mr. Jackson stated that he was not sure. He said that he would find out and report back to Council about what is needed for the Basic Skills class. Mr. Jackson stated that once they had a place and 15 people, they could start that within a couple of weeks. He said that regarding the Adult High School, he had talked with them. Mr. Jackson stated that he did not have all the details, but thought it would be a good pilot project.

Councilmember Petersen stated that Johnston County Schools was using something called Grad Point. He said that it was used for two things; credit replacement and credit recovery. He said that it was all online. Mr. Petersen stated that the students work at their own pace to complete certain things.

Mr. Jackson stated that the GED has changed, and the person has to pay for each section. He said that if the person failed, they would have to start all over again. Mr. Jackson stated that a GED was not a high school diploma. He said that many entry-level jobs require a person to have a high school diploma.

Councilmember Overby asked who Council would deal with.

Mr. Jackson stated that it would probably be with JCC.

Mayor Pro-Tem Lacy asked about the committee to be formed.

Mr. Jackson stated that it would be an advisory committee of Town leaders, business leaders, and educators to be a resource for some of these folks. He said that it would show our community that they are interested in getting people job ready. Mr. Jackson stated that in the larger picture once they get growing, then they could bring in the Chamber of Commerce and Johnston County Economic Development, but it first begins at home. He said that they need to be proactive when it comes to jobs. Mr. Jackson stated that when you look at the world urban economic gap, it is very wide. He said that the further east you go, it is even worse. Mr. Jackson stated that Clayton for some reason was an island, and we need to be a part of that. He said that he thought that Selma had the resources and the people. Mr. Jackson stated that he thought if they could be shown the way, Selma could be just as desirable.

Mayor Oliver stated thanked Mr. Jackson for presenting the idea, and advised that it would be taken to their next work session. She asked Mr. Jackson to let her know of any special requirements for the Adult High School Class.

Councilmember Overby asked Mr. Jackson to bring someone from JCC with him to a Council meeting.

Mr. Jackson asked if this would be for the September or October work session.

Mayor Oliver stated that it would probably be October before they would need the JCC person present.

Councilmember Overby stated that he thought that they had several buildings in mind.

Mr. Jackson stated that he wanted to bring this to Council for them to think about. He said that he would bring someone from JCC or would at least have the information to present to Council.

**PLANNING &
ECONOMIC
DEVELOPMENT
UPDATE:**

**Discussion Concerning
Sidewalk Encroachment
Request in Central
Business District:**

Town Manager Barlow stated that this was an item that they wanted to bring to Council's attention. He said that the timing was good to talk about feeling out some inquiries recently made in the Central Business District. Mr. Barlow stated they were good ideas, but they did not have any way to make it work in the Town's Code. He said that since they were going through an update of the Development Codes, they thought these were reasonable to have a discussion with Council before staff spent too much time on it. Mr. Barlow said they could determine if this was something to pursue, so staff could write something into the Code to address these inquiries.

Planning Director Julie Maybee stated that the Town has received some requests about having sidewalk dining in the downtown business district, and being able to have sales outside businesses. She said that the parameters of the current ordinance does not address the land use out on public property. Ms. Maybee stated that if they were interested in having staff pursue that, she could have it incorporated into the rewrite of the Unified Development Ordinance by having the encroachments on the sidewalk. She said that a number of things needed to be taken into consideration. Ms. Maybee stated that the first thing to consider was the type of street, whether it is a Town or NCDOT street. Ms. Maybee stated that if it was a NCDOT street, the Town would need to have an encroachment agreement with them. She said that there were minimum requirements for ADA accessibility, as well as accessibility for emergency vehicles. Ms. Maybee stated that they need to have a discussion regarding open containers with restaurants. She said that if someone wanted to have beverages out on the sidewalk, there were liability issues with that. Ms. Maybee stated that there were residential uses above businesses. She said that if there was dining outside there should be hours taken into consideration, and other things such as smoking outside. Ms. Maybee stated that she wanted to mention that to Council for them to look at. She said that some cities have allowed this; however, state laws have changed recently that require minimum distances especially on a NCDOT street about how far back sidewalk dining should be from the road right-of-way, and speed limits. Ms. Maybee stated that there were many things to take into consideration.

Mayor Pro-Tem Lacy asked if any of the streets in the downtown area belonged to NCDOT.

Ms. Maybee stated that Anderson Street belongs to NCDOT, but Raiford Street belongs to the Town. She said that if Council would like for her to bring them some additional information, she would be glad to do so.

Councilmember Overby stated that they needed to open it up and allow it. He said that if they wanted growth in the downtown area, they needed to do something. Councilmember Overby stated that they would not see any growth if they did not work with the downtown merchants.

Mayor Oliver stated that she would agree. She said that Ms. Maybee knows the rules and regulations for NCDOT. She said that others might have been following downtown Raleigh. Mayor Oliver stated that it was a balance, and was not necessarily something that they would get absolutely perfect, but shows that workability and vision in bringing downtown Selma alive.

Councilmember Overby asked if Short's Café had tables in the front.

Planning Director Maybee stated that she had discussed this with the owners, and advised them that she was going to be discussing it with Council.

Councilmember Overby stated that he would leave it, and write the ordinance to permit it.

Mayor Oliver asked what was her guidance to them.

Planning Director Maybee stated that right now, it was not listed as a permitted use. She said that she has had other people that have wanted to do something, so they needed to look at the ordinance, and include it in the rewrite of the ordinance.

Councilmember Petersen asked what was done during the Oktoberfest event.

Ms. Maybee stated that they had a special event permit. She said since they had beverages, it came to Council.

Mayor Pro-Tem Lacy questioned if that one would be included in the on-street dining.

Ms. Maybee stated that would be a question if they have an ABC license. She said that she could give them some options, and they could decide whether to do that or not.

Mayor Pro-Tem Lacy stated that she was thinking about the Alley.

Ms. Maybee stated that most of these are geared towards restaurants. She said the General Statutes has a specific situation that defines what it is as far as the ABC types of licenses, and the ratio of food versus beverage sales.

Councilmember Overby asked if they were going to allow merchants to have sidewalk sales.

Mayor Oliver asked if anyone remembered from years ago, there was a discussion to keep things on the sidewalk below the awnings. She said that it was okay to put a curiosity item out to attract visitors. Mayor Oliver asked if Council okayed that. She said that she understood that a Code could not be found to that affect. Mayor Oliver stated that she did not know if it simply was not captured when the Code was amended. She asked if Council had that discussion.

Councilmember Overby stated that he remembered having them on the streets all the time when he was growing up.

Mayor Oliver stated that in that conversation they talked about Dollar General and other businesses as a routine thing, keep merchandise out in front. She said that she thought there were specs to be within so many feet from the building, and businesses could put out some items.

Ms. Maybee stated that once again it goes back to reducing it down into writing. She said that they needed to make sure as far as emergency exits and the ADA accessibility that they include it, and it could be applied and included in the Unified Development Ordinance.

Mayor Oliver stated that Selma's was tricky because the sidewalks were not big. She asked that they not be overwhelmed by what they could not do, but focus on what they could do.

Councilmember Holmes stated that he did not want it to block sidewalks so that people had to walk out into the street to get around it. He said that he did not want merchants setting their merchandise out in the street, and did not want drunks walking up and down the street in front of a restaurant with a beer bottle in their hand, and people uptown with their kids. Councilmember Holmes stated that there were many other things that they needed to consider before Council could state they approve it.

Mayor Oliver stated that Ms. Maybee had laid out many things that needed to be considered. She said that she would like to say go for it, and come back with recommendations on outside activities.

Ms. Maybee stated that was why she was working on the rewrite of the Code to include these provisions, because it would fit within the ordinance. She said that this just came up, and was timely so that they could incorporate it into the provisions to consider.

Mayor Oliver asked if this would be included in a presentation that would be made to Council in early November.

Ms. Maybee stated that was the plan.

Mayor Oliver stated that she understood that this came as a request from a merchant, and hoped that the Planning Board and consultant is taking a look at things that need to be updated across the board, or things that should be considered, things we do not have that we should have.

Ms. Maybee stated that there have been many changes in the General Statutes. She said that they need to make sure that they are in compliance with the General Statutes. Ms. Maybee stated that she has heard what they have talked to staff about, basically

you would like to see it in the ordinance, to try to make it more user friendly, and streamline the process.

**TOWN MANAGER’S
REPORT AND
RECOMMENDATIONS –
Moccasin Creek Board
Appointment:**

Town Manager Barlow stated that there was one vacant seat on the Moccasin Creek Board, and Johnston County was asking the Town to fill that vacancy. He said that in order to help identify someone for this position, he would need a map from Johnston County GIS identifying the boundaries of Selma’s district with a list of all the eligible citizens that could serve. Mr. Barlow stated that if Council knew someone, they could bring it back next month, and get that name to Johnston County.

Mayor Oliver stated that one name stood out for her, and that was Fire Chief Phillip McDaniel. She said she would like for someone on staff to be on the Board for at least a year, and bring back updates on things that they do such as cleaning and clearing. Mayor Oliver stated that she did ask Chief McDaniel if he was willing to serve. She said that he has agreed since they only meet once or twice a year.

A motion was made by Councilmember Tommy Holmes and seconded by Mayor Pro-Tem Jackie Lacy to appoint Fire Chief Phillip McDaniel to the Moccasin Creek Board. Motion carried unanimously.

Mayor Oliver asked Chief McDaniel to let them know what goes on and what the latest issues are. She said that some of it seems to be routine where they award bids for the cleaning out, but would like to have his insight and input.

Attorney Hewett asked if Dicky Braswell was still chairman.

Mayor Oliver stated that she was not sure.

Town Manager Barlow stated that he would send them a list of the current board members.

**Proposed Job
Description – Event
Planner:**

Town Manager Barlow stated that this was a new position that was discussed and funded in a part-time manner (\$15,000) in the Town’s budget. He said that this person would help coordinate events. Mr. Barlow stated that there was no job description, so one was drafted for Council’s consideration. He said that this person would work in the Parks and Recreation Department under the direction of the Parks and Recreation/Library Director Joe Carter. Mr. Barlow stated that this was a part-time, hourly job; therefore, there would be no benefits. He said that the hours would be irregular. Mr. Barlow stated that they would work a lot during special events, coordinating events, anything from Gazebo Galleria to Railroad Days. He said this would include anything else Mr. Carter needed any help with, because Mr. Carter had many other events other than sports. Mr. Barlow stated that the point was to

generate and market Selma better, and to generate interest in the things we do. He said that he hoped that someone could be identified that would be good at it, and would help Parks and Recreation. Mr. Barlow stated that Mr. Carter requested this position many years ago; however, it was never funded. He said that it was funded in this year's budget at \$15,000. Mr. Barlow stated that Council wanted to see a description of what responsibilities this person would have.

Mayor Oliver asked if the Parks and Recreation Director had seen the job description.

Town Manager Barlow stated that he had.

A motion was made by Councilmember William Overby and seconded by Councilmember Tommy Holmes to approve the job description for the part-time Event Planner. Motion carried unanimously.

**Budget Amendments for
Fiscal Year 2016/2017:**

Finance Director Karen Johnson stated that the first Budget Amendment was for a bucket truck loan and interest for the Electric Department.

Town Manager Barlow stated that there was a line item coded for the bucket truck; however, funds were not included. He said that the line item amount would change, but the total would not change.

A motion was made by Councilmember William Overby and seconded by Councilmember Holmes to approve Budget Ordinance Amendment #1. Motion carried unanimously.

**TOWN OF SELMA
BUDGET ORDINANCE AMENDMENT # 1
FISCAL YEAR 2016/2017**

BE IT ORDAINED by the Town Council of the Town of Selma, County of Johnston, State of North Carolina, and Meeting in Budget Session this 13th day of September 2016 that the Town Budget adopted on June 20th 2016, for FY 2016/2017 is hereby amended and adopted:

Section I. To amend the Electric Fund (Fund 63) for unanticipated/unbudgeted revenues and expenses during FY 2016. The Town's Electric Fund (Fund 63) accounts are to be amended as follows:

<u>Account No.</u>		<u>Debit</u>	<u>Credit</u>
63-7220-7304	Bucket Truck Loan (E)	30,668.21	Increase
63-7220-7305	Bucket Truck Interest (E)	1,965.99	Increase
63-3991-9910	Fund Balance Appropriated (R)		32,634.20 Increase

Section II. Copies of this Budget Ordinance Amendment shall be furnished to the Town Clerk, the Budget Officer, and the Finance Officer, and shall be available for public inspection and audit.

Adopted this 13th day of September 2016.

Finance Director Karen Johnson stated that Budget Amendment #2 was to move funds into the Civic Center fund to cover charges for a credit card and added the correct amount for the Civic Center payment. She said that these changes do not affect the bottom line.

Town Manager Barlow stated that last year, the first payment was \$19,830. He said that this year and next year should be \$20,000.

Mayor Oliver asked what was the utilities and fuel oil.

Ms. Johnson stated that was in the same department, but was taking a little from that line item to cover the expenses of the Civic Center.

A motion was made by Councilmember William Overby and seconded by Councilmember Tommy Holmes to approve Budget Ordinance Amendment #2. Motion carried unanimously.

**TOWN OF SELMA
BUDGET ORDINANCE AMENDMENT # 2
FISCAL YEAR 2016/2017**

BE IT ORDAINED by the Town Council of the Town of Selma, County of Johnston, State of North Carolina, and Meeting in Budget Session this 13th day of September 2016 that the Town Budget adopted on June 20th 2016, for FY 2016/2017 is hereby amended and adopted:

Section I. To amend the General Fund (Fund 10) for unanticipated/unbudgeted revenues and expenses during FY 2016. The Town's General Fund (Fund 10) accounts are to be amended as follows:

<u>Account No.</u>		<u>Debit</u>	<u>Credit</u>
10-4190-3512	Selma Civic Center (E)	100.00	Increase
10-4190-5000	Capital Outlay (E)	170.00	Increase
10-4190-3320	Utilities/Fuel Oil (E)		270.00 Decrease

Section II. Copies of this Budget Ordinance Amendment shall be furnished to the Town Clerk, the Budget Officer, and the Finance Officer, and shall be available for public inspection and audit.

Adopted this 13th day of September 2016.

Finance Director Karen Johnson stated that Budget Amendment #3 was for money that was not spent out of last year's budget for radios in the Police Department. She said that it was asked for those funds to be carried over so they could spend it all in the same year. Ms. Johnson stated that the Police Department had already

received the radios and spent those funds plus what the Police Department had in this year's budget.

Town Manager Barlow stated that this was going to be a two-year phase project with 15 last year and 15 this year to reprogram the radios to the new 911 system. He said that with the pricing they received, they were able to purchase 10 new radios with the same \$30,000. Mr. Barlow stated that they did not spend that money last year so it rolled over to the fund balance, and now they need to roll it back into this year's budget to make it back to \$30,000. He said that they would be able to accomplish the whole. Mr. Barlow stated that they were getting 10 new radios instead of reprogramming.

Police Chief Richard Cooper stated that the \$30,000 was the price to reprogram all the Police Department's radios to P25 Phase 1. He said that they prefer Phase 2, but the Town's radios were older, and could not be programmed to Phase 2. Chief Cooper stated that a few of the radios have a few more years on them. He said that they were told that if they purchased 10 new radios, they would come down on the price to reprogram all the other radios to Phase 1. Chief Cooper stated that they were able to purchase 10 Phase 2 radios.

Councilmember Petersen asked how many more Phase 2 radios would they need.

Chief Cooper stated that he did not know the exact figure, but thought there were 49 radios that they need to have total. He said that in the coming year, if they do not get Phase 2, their radios would age out. Chief Cooper stated that they need to look at different options to replace them as they go.

Councilmember Petersen stated that Phase 2 gives you the capability to communicate with multiple individuals simultaneously.

Chief Cooper stated that was correct.

Town Manager Barlow stated that there was \$25,500 in this year's budget plus \$15,000 from last year's budget for a total revision of \$40,500 for that total line item.

A motion was made by Councilmember William Overby and seconded by Councilmember Tommy Holmes to approve Budget Ordinance Amendment #3. Motion carried unanimously.

**TOWN OF SELMA
BUDGET ORDINANCE AMENDMENT # 3
FISCAL YEAR 2016/2017**

BE IT ORDAINED by the Town Council of the Town of Selma, County of Johnston, State of North Carolina, and Meeting in Budget Session this 13th day of September 2016 that the Town Budget adopted on June 20th 2016, for FY 2016/2017 is hereby amended and adopted:

Section I. To amend the General Fund (Fund 10) for unanticipated /unbudgeted revenues and expenses during FY 2016. The Town’s General Fund (Fund 10) accounts are to be amended as follows:

<u>Account No.</u>		<u>Debit</u>	<u>Credit</u>
10-5100-5000	Capital Outlay (E)	15,000.00	Increase
10-3990-0000	Fund Balance Appropriated (R)		15,000.00 Increase

Section II. Copies of this Budget Ordinance Amendment shall be furnished to the Town Clerk, the Budget Officer, and the Finance Officer, and shall be available for public inspection and audit.

Adopted this 13th day of September 2016.

Finance Director Karen Johnson stated that Budget Amendment #4 was for funds received for fire protection, and needed to recognize receipt of those funds.

A motion was made by Mayor Pro-Tem Jackie Lacy and seconded by Councilmember William Overby to approve Budget Ordinance Amendment #4. Motion carried unanimously.

**TOWN OF SELMA
BUDGET ORDINANCE AMENDMENT # 4
FISCAL YEAR 2016/2017**

BE IT ORDAINED by the Town Council of the Town of Selma, County of Johnston, State of North Carolina, and Meeting in Budget Session this 13th day of September 2016 that the Town Budget adopted on June 20th 2016, for FY 2016/2017 is hereby amended and adopted:

Section I. To amend the Fire Protection Fund (Fund 28) for unanticipated/unbudgeted revenues and expenses during FY 2016. The Town’s Fire Protection Fund (Fund 28) accounts are to be amended as follows:

<u>Account No.</u>		<u>Debit</u>	<u>Credit</u>
28-4340-2600	Supplies (E)	46,704.87	Increase
28-4340-3110	Travel & Training (E)	17,394.10	Increase
28-3434-0000	Contributions - Terminal (R)		64,098.97 Increase

Section II. Copies of this Budget Ordinance Amendment shall be furnished to the Town Clerk, the Budget Officer, and the Finance Officer, and shall be available for public inspection and audit.

Adopted this 13th day of September 2016.

Financial Statements:

Town Manager Barlow stated that under the year-to-date comparison for the financial statements ending August 2016, that the overall picture looked good. He said that in the General Fund they do not have the Town Hall Project, and Council would see a big difference in the public building and expenditures. Mr. Barlow stated that the numbers for the Water Fund were within \$900.00 from where they were this time last year. He said that for Sewer, their expenditures were better than they were the same time last year. Town Manager Barlow stated that under the Electric Fund, he thought that was bill time. He said that under power purchases under expenditures, it appears as if the Town spent twice as much this year as last. Mr. Barlow stated that it had to do with when the bill comes in and the check is written. He said that the central depository looked good, which was \$600,000 better than this time last year.

Mr. Barlow stated that in the monthly financial statement for August and being in the second month of the year, if you are looking at it at 8.3% a month, that would be about 16% of revenues and 16% of expenditures, which does not work like that. He said in July, the Town paid property/liability and workers' compensation premiums, which were very substantial. Mr. Barlow stated that they are paid up front at the first of the year. He said that over the next couple of months those figures would level out.

Mayor Oliver stated that last month, she pointed out that some of the Administration expenses were unduly high for that part of the year. She said that were sent an email back stating it was due to workers' compensation distribution, and Mr. Barlow wanted to take another look it to see why some departments were hit unduly versus others. Mayor Oliver asked if that was resolved.

Town Manager Barlow stated that the total number was to the dollar, but how some of the departments got appropriated was different. He said that he was going to have to look into it further. He said that water/sewer vice versa had more load than it should have. Mr. Barlow stated that he needed to find out why that distribution was done. He said that a lot of it could have been based on salaries, and the codes were changed on some of the people. Mr. Barlow stated that would be looked at and would get back to Council.

Councilmember Overby asked for the Sewer Capital Reserve if that was from the time they started until now, or if it was just this year. He said that there was an annual budget of \$44,000.

Town Manager Barlow stated that would be two months total of \$7,369.

Councilmember Overby asked if there was a total because they have not spent anything out of it.

Town Manager Barlow stated that he could get them a total since they have started collecting that revenue.

Councilmember Petersen stated that he had a question about the sewer. He asked when they would receive the figures on the storm that happened Labor Day weekend.

Town Manager Barlow stated that in the back of their agenda package, there was a report regarding the sewer flow ratios. He said that this is the new report card they are giving to Council on a monthly basis. He said that every month the Town gets a bill from Johnston County, which contains the amount of gallons they are going to bill the Town that month. Mr. Barlow stated that in August, they will get a bill for July's usage. He said that when he did this report, he had not received the bill from Johnston County. Mr. Barlow stated that they get a bill around the 9th or 10th of every month for the prior month. He said that for July and August, they received the bills for 30,600,000 gallons of sewer, and sold 19,000,000 gallons of water with a ratio of gallons sold to sewer was 161% or 1.6 gallons of sewer was sent back for every gallon of water sold. Mr. Barlow stated that historically over the past five to six years that was about at the Town's old number. He said that the last two years, it has been over 200%. Mr. Barlow stated that July was typically fairly dry. He said that he did see the bill, and the 30 million gallon number was about 23 million.

Councilmember Overby asked if they were seeing some trending down.

Town Manager Barlow stated that this area did not receive a lot of rainfall, but they did get some.

Mayor Oliver stated that 23 million gallons was better than 30 million.

Town Manager Barlow stated that 23 million gallons of sewer was a good number when they are selling 19 million. He said that this was not on that report, but would be on next month's report.

**Amended at November 8, 2016
Regular Council Meeting:**

Mayor Oliver stated that one thing that would be helpful would be to have the previous year's sewer flow ratio numbers provided in addition to this year's stats. She said that this would allow them to understand trends.

Councilmember Overby stated that this could be put in a graph, which would be even easier to read. He said that he was looking for a trend for it to come down.

Approval of Minutes:

Mayor Oliver stated that she wanted to do a quick run through of the minutes with changes that she has, and at the end Council could approve the minutes.

Mayor Oliver stated that in the August 9th minutes on the first page under approval of the agenda, which was more of a process in procedure, it said that Mayor Oliver stated that item 6a under Citizens Requests' needed to be removed, but of course the agenda is not put with the minutes, and it is hard to correlate. She asked that it be spelled out that by the request of Charles Hester, he asked to be removed from the Open Forum/Citizens' Request section. Mayor Oliver stated that that is say why because some things continue, and might happen more than once, and they have a track record of what is going on. She said that on the next page it alludes to, it has his name and address, so that it does not look like I pulled someone from the agenda for no reason. Mayor Oliver asked for an explanation as to who it was and why.

Mayor Oliver stated that in that same section of minutes on page 11, it states that Mayor Oliver asked Town Manager Barlow to come back with some options for Council to look at as far as using the building for storage or selling the property.

Mayor Pro-Tem Lacy asked what was the correction.

Mayor Oliver stated it was to change the order. She said that it should read "or selling the property" instead of "of selling the property."

Mayor Oliver stated that on page 15 of the August 9th minutes, the third full paragraph had an incomplete statement and should have "appropriate awards" at the end of the statement.

Mayor Oliver stated that in the August 16th minutes, second page, had a typo half way down. She said that it states Ms. Maybee that "a UDO," take the extra "e" off code. She asked that on page 4 at the bottom, it references CUR10. Mayor Oliver stated that she thought it should be CDR10 for Conditional District Rezoning unless there is something that is CUR10. She asked Planning Director Maybee if it was CDR10.

Ms. Maybee stated that whatever Mr. Benschhoff said, it would be changed to reflect that.

Mayor Oliver stated that on page five it was stated, "as Attorney Benschhoff made his presentation to accept the joint Planning Board and Council meeting," as he went through, he mentioned things that were new or on the way, but knew at one-point Councilmember Overby asked if we were doing things the same. She said that she stated that they were doing things the same except for where he said new. Mayor Oliver stated that it made her realize

that the new did not stand out. She said that she wanted to make sure the next time that they meet with him and they get to the point where the codes are finalized that there is a list of what is new, which might be in the works. Mayor Oliver conveyed that Ms. Maybee was indicating no, but asked if things could be bolded within the text to help them in their work session.

Ms. Maybee stated that it would be difficult to do. She said that they have incorporated revisions, but in this late state, they were almost done with it.

Mayor Oliver stated that was okay. She said that she wanted to make sure that they somewhat know about this code revision effort. She said that the Town had funded it, and there is a lot of really good work. Mayor Oliver stated that she thought even after they left that meeting, because this was the one where they talked about process and procedure a lot. She said that she thought from that prospective, one of the things Council had consistently asked for was to do things quicker. Mayor Oliver stated that she could pinpoint some things that she thought would make it quicker. She said that somehow they needed to pull together the problems they have solved as to why they needed to do the code rewrite; some way to say those were answered.

Ms. Maybee stated that in the material that was presented in the flow charts, would show how the process was being streamlined.

Mayor Oliver stated that the last thing that she had was the very last minutes page for August 23rd, which was just a comment. She said that the minutes were correct, but Councilmember Overby stated that the Town of Benson had a grant for \$2.8 million, which was a loan. She said that she wanted to make sure everyone was aware of that.

Councilmember Overby stated that staff could double check that, but he thought it was a grant.

Town Manager Barlow stated that he did, because he wondered how they did it. He said that he called Benson, and he said the interest rates were so low to take it all in loan that it was better for them to take the 60/40 grant/loan with a higher interest rate, but higher grant. He said that to take it all in loan with a really low interest rate worked out better.

A motion was made by Councilmember Mark Petersen and seconded by Mayor Pro-Tem Jackie Lacy to approve the minutes with the amended changes. Motion carried unanimously.

**TOWN ATTORNEY'S
REPORT –**

Attorney Chip Hewett stated that 9a. on the agenda is for the consideration by Council to determine whether or not they want to adjust the sign ordinance, and it would be specifically 17-355. He

**Sign Ordinance
Discussion:**

said that Mr. Al Benshoff was in the process of doing a rewrite. Attorney Hewett stated that this was one of those areas where they need to expedite or consider some type of revision before he is able to finish. He said that this came as a result of a variance request that was made and went before the Board of Adjustment where one variance was granted and one was denied. Attorney Hewett stated that through that process, it put under a microscope the signage along Highway 70 from Parrish Funeral Home over the bridge from Bojangles to the end of the demolished Regency property, which is a highly congested area with a lot of signage. Attorney Hewett stated that staff, the Planning Board, and Board of Adjustment has to go by the rules, the ordinances that the Town has, which is their playbook. He said that when they go by these variances, they are technical and difficult when you consider the Town's ordinance. Attorney Hewett stated that they do not have a lot of discretion. He said that if they do not meet all the determinations out of the four findings of fact that are required, they do not get a variance. Attorney Hewett stated that it was one of those things where if you do not get the variance then they have to move or readjust the sign. He said that there was a lot of sign congestion in that area. Attorney Hewett stated that the issue came to be in looking at the signs, even the signs that are not under consideration, it was determined that there were a number of signs in that area that are non-complaint as determined by the Board of Adjustment by the ordinance. He said that some of the research that was done in 2005, it was called an Amortization Schedule that was a clean-up of the signs that was to occur, but never happened. Attorney Hewett stated that over time, it has been there. He said that what they have before them is a situation where some of the signs are no longer in use, but the poles are still there. Attorney Hewett stated that if they want to put a sign up, for every pole that is there that has two poles is non-compliant. He said that it could not be done. Attorney Hewett stated that just because it was put there, it is non-compliant. He said that because of the sign being removed, or many times in the Town's ordinance, because of the amount of what it would cost to replace it, she had no choice to deny the permit. Attorney Hewett stated that she was just following the rules. He said that the consideration was on a scale of what do they do, it was discussed to relax that, at least for a period of time, and allow the existing signs that are there, the poles, to be utilized. Attorney Hewett stated that was the consideration, and that was what was coming before Council. He said that if Council basically says that what is there, just make sure they could keep it, but if they are expanding or moving to a new location, they need to take a look at it. Attorney Hewett stated that if they have two poles, let us figure out a way to get it permitted. He said that there was no question that because of the Ricks Road expansion that question is going to come and then the eventual interstate that NCDOT is going to look at this anyway. Attorney Hewett stated that regardless to how this is tweaked, Council would see some type of consideration later when all that comes through that area. He said that even though the Town permits the signs,

NCDOT may have something to say about that, which would be between the property owners and NCDOT. Attorney Hewett stated that what they are asking, does Council want to look at doing that, which would be specifically 17-355.

Councilmember Overby asked if they were talking about Popeye's.

Attorney Hewett stated that was correct. He said that Popeye's was one of the ones under consideration. Attorney Hewett stated that they could put another sign up after getting it permitted from the Planning Department, which would be two more poles and a sign. He said that there was no requirement to take down the other sign, and it was making them put more structures out there.

Councilmember Overby stated that when Ricks Road was widened, a turn lane installed and the interstate comes; they would have to offset that anyway and move it in.

Attorney Hewett stated that was under who's instruction.

Councilmember Overby stated that it would be under NCDOT.

Mayor Oliver stated that she did not see asking them to move it now, and then NCDOT comes along and telling them to move it again. She said that was expensive. Mayor Oliver stated that if they have it now, let it stay. She said that was the thing that the Code does not know about Highway 70 becoming I-42. Mayor Oliver stated that they know that the code is outdated. She said that there was a line in 17-355 about if it should cost more than \$6,000 to repair, they lose their grandfathering. Mayor Oliver stated that they know that it needs updating.

Attorney Hewett stated that if a bad storm came through and destroyed the Wendy's sign, they could not replace that sign. He said that according to the ordinance, it does not fit. He said that what they are trying to consider is do they keep what they have out there, and let it exist until NCDOT decides to something with the roads.

Mayor Oliver stated that she would like to see options that would allow them to do that.

Councilmember Overby stated that if they were to take that same situation out of that area to somewhere else if it would apply to them.

Attorney Hewett stated it would be a text amendment. He said that staff would be of the opinion mainly for safety reasons that it should be restricted sign ordinance. Attorney Hewett stated that it would be a text amendment where it is not isolated to that one area, but across the Town. He said that was the only area that he thought

there were existing poles where they could put a sign up on now. Attorney Hewett stated that a NCDOT permit for a sign is regulated by the state, and the Town's ordinance would not apply.

Town Manager Barlow stated that tonight they were not discussing the technical merits of amending the sign ordinance. He asked Council if this was something that they wanted to look at, and consider directing staff to initiate that process to amend the ordinance. Mr. Barlow stated that in 2005 the ordinance was changed, and there were many non-conforming signs in that area.

Attorney Hewett stated that he had talked to Attorney Al Benshoff about it, and have tried to come up with some ways to bypass the public hearing. He said that because of where they are in the Code, it could not be done. Attorney Hewett stated that it would need to go to the Planning Board on September 26th for its consideration, publicize a public hearing, and placed on the October 11th agenda. He said that the options would be to not do anything, change it, or to totally suspend that section.

Councilmember Overby asked if this was something that was rejected by the Board of Adjustment.

Attorney Hewett stated that Popeye's request was denied by the Board of Adjustment.

Councilmember Overby stated that he understood that they had to go to court.

Attorney Hewett stated not necessarily. He said that if Popeye's disagreed with the Board of Adjustment's decision, they would have to appeal to the Superior Court. Attorney Hewett stated that they would take the Town to court if they wanted to proceed that way; otherwise, the denial would stand. He asked could the Town change its rules. Attorney Hewett stated that the Town could do that as long as the Town goes through a public hearing, which was a different circumstance.

Councilmember Overby asked if they then could grant it if they change it.

Attorney Hewett stated that was correct.

Town Manager Barlow stated that it would be available to anybody, and would not be site specific. He said that it would be for any district that they chose.

Attorney Hewett asked Planning Director Maybee if she needed any additional instructions from Council to proceed. He said that they could recommend to suspend 17-355, go with an amendment, or leave it as is.

**MAYOR’S REPORT &
RECOMMENDATIONS –
Follow-up on
Recognition Awards for
Businesses and Citizens:**

Attorney Hewett stated that he would have some updates of pending litigation, and asked Council to go into closed session.

Mayor Oliver stated that she had asked Council to give some thought to what they might would like to do for citizens and businesses. She asked if there were any ideas to present. Mayor Oliver stated that she would like to get an idea of what they were thinking so that they might get some samples for the Work Session to look at.

Mayor Pro-Tem Lacy stated that the Selma businesses needed to be recognized.

Mayor Oliver stated that they were big players in economic development in growing the Town. She said that many people use partnership awards that have trophies that look like the handshake, a star, trophy, or plaque. Mayor Oliver stated that they have so many individuals that volunteer above and beyond. She said that she would like to consider some type of recognition.

Mayor Pro-Tem Lacy stated that at the time of recognition, she would like to have some type of dinner to present these awards.

Councilmember Holmes asked if they could be given some information, and if something like this could be taken care of in a Work Session.

Mayor Oliver stated that what she was looking for was specific ideas that they would try to get samples or pictures for a work session. She said that she did not want to spend a lot of time on it tonight.

Councilmember Overby stated that he would like to see the recognition board come tell us how they actually do it. He said that he had no idea how they pick who gets the awards. Councilmember Overby stated that it was the recognition of the businesses and homes.

Mayor Oliver stated that it was the Appearance Committee, which was different. She said that this would be for business economic development or citizen spirit. Mayor Oliver stated that this was not about appearance. She said that this would be something that Council would have to do. Mayor Oliver stated that it could be Council’s choice or they could appoint a group to do it.

Mayor Pro-Tem Lacy stated that an example was a lady that kept the flowers at the post office watered, and took care of them. She said that she did not know if the lady still did that, but she would be one she would highly recommend.

Mayor Oliver stated that it means a lot to folks, and it did not have to be huge. She asked if anyone thought of anything after this meeting to let her know. Mayor Oliver stated that she had talked to some local vendors, but there were some online places that would send free samples for their review. She asked Council to let her know if they have any ideas.

**Proactive Targeted
Marketing of Certified
Sites:**

Mayor Oliver stated that this kind of blended with what Mr. Jackson said earlier about being proactive. She said that she believed as a Council, and in concert with staff, they need to identify target business sectors that they think are appropriate for the Town's certified sites, and make contact with them on a regular basis. Mayor Oliver stated that she knew that they were trying to hold off until the new Planner II position was in place, and there was a segregation of duties, but she thought there were some things that they could go ahead and do in terms of identification. She said that she would like to bring this up at a Work Session. Mayor Oliver stated that this was to prompt some thought. She said that a good starter set on the Duke Energy site, they have a list of major industries in this area that they support. Mayor Oliver stated that was kind of a hint at what works well; it does not mean it is all-inclusive. She said that it was a neat starter set. Mayor Oliver stated that she would like to bring that to a Work Session. She said that they needed to figure out how they do that. Mayor Oliver stated that they do need to target industry sectors. She said they could pick 30 every six months or so and make some type of contact with them. Mayor Oliver stated that some of the restaurants and hotels in our area were here because someone picked up the phone and made a call. She said that it would be nice to have a concerted effort where we understand who is doing what, and they could all participate in it. Mayor Oliver asked that Council be thinking of that, and if they might know of other resources other than the Duke Energy list. She said that there were some older strategic documents that hint at it. Mayor Oliver stated that it was not like they had to start from square one. She said to get some action going would be great.

**Proposed Meeting with
Uptown Selma Property
Owners:**

Mayor Oliver stated that the proposed meeting with uptown property owners is with all uptown property owners, but was particularly interested in those that have vacant buildings. She asked how do they find out what their plans, are and how do they make sure everyone is aware of the SURF and revolving loan options that the Town has for businesses. Mayor Oliver stated that she had mentioned a project at a previous meeting where the Town, on behalf of those that wanted to have some of the walls on their building painted, sent out for bid as one big project so the cost would be less than individually contracting with a painter. She said that ideas like that could be brought up in that meeting; ideas that would help them. Mayor Oliver stated that she would be glad to write a letter to them. She said that she wanted to check with

Council before she did so to see if they were amenable to such a meeting.

Town Manager Barlow asked Planning Director Maybee if the inventory list that she kept if it were for all buildings or vacant buildings.

Ms. Maybee stated that it was for all the downtown area businesses.

Mayor Oliver asked Town Manager Barlow to look for some dates for that meeting. She said that tonight, she wanted to get some consensus on doing it.

**Proposed Meeting with
Rental Property
Owners:**

Mayor Oliver stated that another idea was a meeting with rental property owners. She said that about four years ago, they met with the top three owners of rental property in Selma. She said that they talked through some items about their contracts, and stressed the importance of quality of the properties.

Mayor Oliver stated that leads into the trip Ms. Maybee made to Covington, Georgia. She said that they dealt with an expansion of a pharmaceutical company in their area. Mayor Oliver stated that Selma was facing expansions by Novo Nordisk Pharmaceuticals and Grifolds. She said that the Town needed to get that message out to rental property owners. Mayor Oliver stated they were going to have people that will want to come to those properties, and are willing to pay good prices. She said that if property owners invest, they could get their money back. Mayor Oliver stated that they somehow needed to get the word out. She said that she did not know if Ms. Maybee had worked out a total communication plan, but that would be the type of thing they could share with rental property owners. Mayor Oliver stated that one of the things that was learned and helpful was that some of the folks do not have contracts with their tenants. She said that they had some model contracts to share with them, which she thinks are still available in Customer Service. Mayor Oliver stated that the top code violations were attached to the contracts. She asked if Council was okay with setting up this type of meeting sometime between now and Thanksgiving. Mayor Oliver stated that it could be an evening or Saturday morning meeting. She said that the uptown Selma property owner's meeting could be targeted at around 6:30 p.m. since they close at 6:00 p.m. Mayor Oliver stated that she would bring some dates to the next Work Session.

**Selma 101 Information
Sessions:**

Mayor Oliver stated that the 101 information session was about engaging citizens. She said that they have tried a number of things over the years. Mayor Oliver stated that one thing that was done was dividing the Town into eight segments, and members of the Council and Department Heads went out to each of the eight where informal updates were given. She said that the next year they collapsed the eight into four meeting groups, and held a Mayor's

roundtable discussion. Mayor Oliver stated that they had some one-off sessions, with one help about five years ago regarding electricity. She said that people learned about rebates for heating and air updates. Mayor Oliver stated that some towns have 101 sessions where departments have open houses, and/or meetings where they take questions from citizens. She said that they share their upcoming projects, what they are doing, why they are doing it, how the tax dollars are being spent in their department, and why. Mayor Oliver stated that she wanted to know what Council thought about it.

Mayor Pro-Tem Lacy stated that she thought the meetings where the Town was divided into four meeting areas was beneficial to those that came. She said that a lot of people came to those meetings, because it was taken to them instead of them having to come to us.

Mayor Oliver asked if she thought that was better than trying to call a collective meeting. She said that they were well attended. Mayor Oliver stated that many folks have comments, but do not want to stand up at a podium at a Town Council meeting.

Councilmember Holmes suggested that they try having it as they did in the past in the four areas of the Town to see how it works.

A motion was made by Councilmember Tommy Holmes and seconded by Mayor Pro-Tem Jackie Lacy to approve having meetings in four different areas of Town for 101 informational sessions with citizens.

Mayor Oliver stated that in the 101, one of the things it allows is for any department that wants to do it, is to have an open house to show apparatus or equipment.

Mayor Pro-Tem Lacy asked if that was left up to the departments.

Mayor Oliver stated that was correct, and Council would go after the four corners.

General Comments:

Mayor Oliver asked Council what would be a good date for the September Work Session.

After discussion by Council, it was their consensus to schedule the next Work Session meeting for September 29, 2016 at 6:00 p.m. in the Jernigan Building.

Mayor Oliver stated that they did not time bound these, but Council was still waiting on the animal control ordinance update and the Police body camera policy. She also asked Mr. Barlow if there was an update on the Time Warner Cable technology issues at Town Hall.

Town Manager Barlow stated that the long-term answer was that they were going to need to go either with a Town wifi network or a fiber optic network. He said that the Town is getting all that it is able to get out of its connection with Time Warner Cable. Mr. Barlow stated that there are some infrastructure issues that the Town is working through with its engineer. He said that it was technical, but could happen.

Mayor Oliver asked that it be done as quickly as they could move because it was hampering activities.

Mayor Oliver stated that it had been requested for updates on blighted properties be placed in the back of their agenda package. She asked since there was nothing there, did that mean there were no updates.

Ms. Maybee stated that based on the Council meeting discussion, the updates could be put on the website or in the agenda package. She said that there was an updated copy on the website.

Mayor Oliver stated they were expecting updated street resurfacing and paving priorities. She said that they were looking for more this year if they could with the Powell dollars.

Mr. Barlow stated that last month, they did last year's list and this year's, which was about \$270,000.

Mayor Oliver asked if there were dollars still available.

Town Manager Barlow stated that there was plenty of Powell Bill funds in reserve.

Mayor Oliver stated that what was asked for was for a view of what they could do this year in addition to what has already been done.

Mr. Barlow stated that they have it, but would have to go back and re-appropriate it back into the budget if they did another one this year.

Mayor Oliver stated that was the request, to see if they could get more done.

Mr. Barlow stated that he did not think that Public Services Director Alex Fuller had the list updated. He said that so much of the list last time was completed that they had not reprioritized the list.

Mayor Oliver asked that it be followed up on at a Work Session.

Town Manager Barlow stated that they hit the list hard during the last paving project. He said that a lot more was done than anticipated.

Mayor Oliver stated this upcoming Saturday was the Gazebo Galleria, October 1st – Railroad Days. She asked if the Town Hall dedication was still being planned.

Councilmember Overby asked what the timeframe was for open house at Town Hall.

Town Manager Barlow stated that some hours needed to be set.

After further discussion, Council set the dedication and open house for the new Town Hall building from approximately 11 a.m. to 1:00 p.m.

**COUNCILMEMBERS’
REPORT &
RECOMMENDATIONS-
Discussion Regarding
Closed Session Minutes:**

Councilmember Holmes stated that he wanted to remind everyone that the intersection of Highway 70 and 301 would be closed two or three nights this week for repairs.

Mayor Oliver stated that she planned to do a reverse 911 call to help people reroute themselves on those days.

Councilmember Overby stated that he wanted to discuss closed session meeting minutes. He said that he understood that the minutes were not being processed in the correct way. Councilmember Overby stated that all meetings are supposed to be approved. He said that there were about seven years of Closed Session minutes that are sitting out there that have not been touched or reviewed. Councilmember Overby stated that there were minutes that needed to be moved from closed session to public record. He said that he would like to put in place a process to be used. Councilmember Overby stated that he had talked with other Councilmembers from other Towns, and would like to see the minutes taken by the Town Clerk, the minutes put in their folders in a sealed envelope, which the Town Clerk would sign. He said that Council would determine if they want to approve them. Councilmember Overby stated that if they approve them, they would sign, seal, and give back to the Town Clerk. He said that the purpose of their signing is to know exactly who gave them back and who kept them. Councilmember Overby stated that the minutes contain confidential information and needed to be kept as confidential. He said that he would like to start it tonight and approve this one next month. Councilmember Overby stated that for the past seven years they need to work on and figure out how to take care of those Closed Session minutes that are out there.

Mayor Oliver asked if they were addressed in the Council’s Rules of Procedure.

Town Manager Barlow stated that they were not.

Mayor Oliver asked if they needed to formally adopt something before they enact it.

Councilmember Overby asked if something could be put together for Council's review.

Town Manager Barlow stated that it could be done. He said that there are several things going on there. Mr. Barlow stated to adopt them was one thing, but how often do you want to go back to see them because there were certain items that needed to remain sealed. He said that at some point in time the purpose of keeping the Closed Session minutes sealed is over then Council would go back and release those.

Councilmember Overby stated that they were having a Closed Session meeting tonight, and while they are fresh on their mind and could approve them next month.

Mr. Barlow stated that every month they would get the minutes in an envelope, you see it, you adopt it, and determine whether they need to be sealed or released. He said that they are put back into the envelope, they are picked up, and taken back to Town Hall so that way they remained sealed.

Mayor Pro-Tem Lacy asked if the Town Clerk would be able to stay in the meeting.

Town Manager Barlow stated that there would be times that the Town Clerk would have to be excused from the meeting.

Councilmember Overby stated that if for some reason the Town Clerk has to be excused, then the Town Manager would pick-up the minutes at that point.

Mayor Oliver asked Mr. Barlow to take that as an action item and put that together.

Town Manager Barlow stated that he would put that back into the Council Rules of Procedure for guidance on the closed session minutes.

Councilmember Petersen questioned the old Closed Session minutes. He said that Mayor Oliver and Mayor Pro-Tem Lacy were previewed. Councilmember Petersen asked if those that had not been on Council for seven years were authorized, and did they need to know what when on then.

Councilmember Overby stated that he thought so, because Council needed to be a part of those actions. He said that many of those could probably go public at this point.

Councilmember Petersen thanked Interim Town Clerk Thorne for the job she had done on the minutes. He said that he knew it was not an easy task. Councilmember Petersen stated that there were a few typos, but considering how many pages there were and how many hours spent listening, typing, and getting the pertinent details out, it was understandable.

Councilmember Holmes stated that anyone that types that much and does not make an error, he would like to see them.

Mayor Pro-Tem Lacy stated that she had a problem with Bailey Feed Mill. She said that for two consecutive days, the trains blocked off Preston Street. Mayor Oliver stated that someone in Town should do something about the trains blocking that street.

Town Manager Barlow stated that he should have told Council what was happening. He said that was at the Town's request because of the power line that was down. Mr. Barlow stated that it was too close to a live wire, and would have been disastrous if someone hit it. He said that Bailey Feed Mill put a train there so that no one could get near it. Mr. Barlow stated that Bailey Feed Mill did that at the Town's request.

Mayor Oliver asked when they were going to see some action regarding boarded up houses.

Planning Director Maybee stated that there was currently action being taken. She said that there was a process that needed to be followed with the property owners according to the Town's ordinance. Ms. Maybee stated that Johnston County Inspections was actively working on them.

Councilmember Petersen stated that there were three schools: Selma Elementary, Selma Middle, and Smithfield-Selma High School. He said that reports are coming out with each of them doing better, and each has improved. Councilmember Petersen stated that Selma Elementary and Selma Middle have gone from an "F" school to a "D". He said that someone might think that a "D" was terrible, but progress is being made there. Councilmember Petersen stated that Smithfield-Selma High School went from a "D" to a "C". He said that they have vision and things to work on to improve next year. Councilmember Petersen stated that there was a tremendous amount of progress being made. He said that no matter what they hear, things were going well. Councilmember Petersen stated that Selma was doing as well or better than other schools in Johnston County, but does not get the recognition that other schools receive.

**CLOSED SESSION –
NCGS 143-318.11(3) –
Litigation, 143-318.11(4)
Economic Development,
and 143-318.11(6)
Personnel:**

Town Attorney Hewett stated that the Town Council needed to go into closed session per North Carolina General Statute 143-318.11(4) a matter regarding a pending litigation matter, 143-318.11(5) a matter of economic development, and 143-318.11(6) a personnel matter.

A motion was made by Councilmember William Overby and seconded by Councilmember Tommy Holmes to go into closed session. Motion carried unanimously. 8:07 p.m.

Town Council returned to regular session at 8:30 p.m. with no action taken.

ADJOURNMENT:

With no further business, a motion was made by Councilmember William Overby and seconded by Councilmember Tommy Holmes to adjourn. Motion carried unanimously.

The meeting adjourned at 8:31 p.m.

BRENDA W. THORNE, Interim Town Clerk