



# **Town of Carrboro**

301 W. Main St.

Town Hall

Carrboro, NC 27510

## **Meeting Minutes Board of Aldermen**

**Tuesday, January 8, 2019**

**7:00 PM**

**Board Chambers - Room 110**

**Present:** Mayor Lydia Lavelle, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Randee Haven-O'Donnell, Alderman Jacquelyn Gist, Alderman Sammy Slade, Alderman Damon Seils

**Also Present:** David Andrews, Town Manager; Catherine Dorando, Town Clerk; Nick Herman, Town Attorney

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### **POETRY READING, RESOLUTIONS, PROCLAMATIONS, AND ACKNOWLEDGEMENTS**

Gary Phillips read a poem entitled, "To Be of Use" by Marge Piercy.

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### **RECOGNITION OF THE CHAPEL HILL- CARRBORO CHAMBER OF COMMERCE FIREFIGHTER AND POLICE OFFICER OF THE YEAR**

Mayor Lavelle recognized the Chapel Hill-Carrboro Chamber of Commerce Carrboro police officer and fire fighter of the year. Sergeant Ryan Daniels, was Carrboro Police Officer of the Year and Relief Driver David Riggs, was Carrboro Firefighter of the Year. Sergeant Daniels was unable to attend the meeting.

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### **COMMENTS IN RECOGNITION OF THE PASSING OF COMMUNITY AND ADVISORY BOARD MEMBER ARTHUR BEVIN RAMSEY**

Mayor Lavelle provided comments to honor the life of Arthur Bevin Ramsey. Bevin was a member of the Town's Economic Development Commission and Arts Committee at the time of his passing.

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## **CHARGE ISSUED**

The Town Clerk issued a charge to Jowan Murdaugh, a member of the Youth Advisory Board.

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## **REQUEST FOR INFORMATION REGARDING POSSIBLE ASSISTANCE TO RESIDENTS AFFECTED BY THE FEDERAL GOVERNMENT SHUTDOWN**

Alderman Gist mentioned the effects of the federal government furloughs and suggested that the Town provide information to the community regarding those cuts and resources that are available.

**MOTION WAS MADE BY ALDERMAN GIST, SECONDED BY ALDERMAN HAVEN-O'DONNELL FOR STAFF TO PROVIDE THIS INFORMATION TO THE PUBLIC AND TO SCHEDULE A FUTURE AGENDA ITEM IF THE SITUATION WORSENS AND THE GOVERNMENT REMAINS SHUTDOWN. VOTE: AFFIRMATIVE ALL**

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## **APPROVAL OF OCTOBER 23, NOVEMBER 13, NOVEMBER 27, AND DECEMBER 4, 2018 MEETING MINUTES**

**MOTION WAS MADE BY ALDERMAN CHANEY, SECONDED BY ALDERMAN SEILS TO APPROVE THE MINUTES OF NOVEMBER 13, 2018 AND NOVEMBER 27, 2018, AS AMENDED AND TO TABLE THE APPROVAL OF THE MINUTES FOR OCTOBER 23, 2018 AND DECEMBER 4, 2018 UNTIL THE NEXT MEETING. VOTE: AFFIRMATIVE ALL**

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## **AN ORDINANCE AMENDING CHAPTER 2 OF THE TOWN OF CARRBORO TOWN CODE REGARDING FLEXIBILITY IN MEETING SCHEDULE**

The purpose of this item was to amend the Town Code to be reflective of the Board of Aldermen 7:00 p.m. meeting time and to allow further flexibility in meeting days.

Alderman Haven-O'Donnell reminded all that this was a trial basis for the 7:00 p.m. meeting start time and asked that staff schedule an agenda item in June for review.

**A motion was made by Alderman Haven-O'Donnell, seconded by Alderman Gist, that this ordinance be approved.**

### **AN ORDINANCE AMENDING CHAPTER 2 OF THE TOWN OF CARRBORO TOWN CODE REGARDING PROCEDURES OF THE GOVERNING BODY Ordinance No. 11/2018-19**

THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO ORDAINS:

Section 1. Town Code Section 2-1 "Regular Meetings" is amended to read as follows:

The Board shall hold its regular meeting, or meetings, on Tuesdays. Regular Board meetings shall ordinarily be held at the Town Hall beginning at 7:00 p.m., unless the Board determines, in advance, to hold such meetings on a different day, at another time and/or another place.

Section 2. All provisions of any Town ordinance in conflict with this ordinance are repealed.

Section 3. This ordinance shall become effective upon adoption.

**This 8<sup>th</sup> day of January 2019.**

**The motion carried by the following vote:**

**Aye:** Mayor Lydia Lavelle, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Randee Haven-O'Donnell, Alderman Jacquelyn Gist, Alderman Sammy Slade, Alderman Damon Seils

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### **ECONOMIC DEVELOPMENT REPORT FOR THE MONTH OF JANUARY**

The purpose of this agenda item was to update the Board on the economic development activity within the Town.

**MOTION WAS MADE BY ALDERMAN CHANEY, SECONDED BY ALDERMAN SEILS TO ACCEPT THE ECONOMIC DEVELOPMENT REPORT FOR THE MONTH OF JANUARY.  
VOTE: AFFIRMATIVE ALL**

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### **REQUEST TO CONSIDER RESOLUTION TO CONTINUE PARTICIPATION IN THE TRANSPORTATION DEMAND MANAGEMENT PROGRAM**

The purpose of this agenda item was for the Board of Aldermen to consider authorizing the Town Manager to Execute a Memorandum of Agreement with the Town of Chapel Hill for Carrboro's participation in the Regional Transportation Demand Management program for FY2019-2020.

Alderman Slade asked for staff to look into if the Town of Carrboro could be designated as a "Best Workplace Employer" for next year to model for downtown businesses what they too can do, and for staff to pursue a process towards designating downtown Carrboro as "Smart Commute Best Workplace Employer" zone with all of our downtown businesses.

Alderman Chaney asked if staff can look into additional funding and to make sure that we are getting everything that we can from the partnership.

**A motion was made by Alderman Chaney, seconded by Alderman Slade, that this resolution be approved.**

**A RESOLUTION AUTHORIZING THE MANAGER TO EXECUTE A MEMORANDUM OF AGREEMENT WITH THE TOWN OF CHAPEL HILL FOR CARRBORO'S PARTICIPATION IN**

THE REGIONAL TRANSPORTATION DEMAND MANAGEMENT PROGRAM FOR FISCAL  
YEAR 2019-20

WHEREAS, the North Carolina Department of Transportation, Capital Area MPO, and Durham- Chapel Hill-Carrboro MPO have provided funding to the Triangle J Council of Governments to support Transportation Demand Management activities in the region; and

WHEREAS, the Triangle J Council of Governments has issued a call for Transportation Demand Management grant applications for FY19-20; and

WHEREAS, the Town of Carrboro has partnered with the Town of Chapel Hill since 2010 on Transportation Demand Management program promotions; and

WHEREAS, Carrboro has developed a set of Transportation Demand Management activities as a sub-recipient of the Town of Chapel Hill's FY19-20 Transportation Demand Management grant application;

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the Town of Carrboro that the Board approves continued participation in an application for regional Transportation Demand Management funding in FY19-20, and authorizes the Town Manager to execute a Memorandum of Agreement with the Town of Chapel Hill for that purpose.

**This 8<sup>th</sup> day of January 2019.**

**The motion carried by the following vote:**

**Aye:** Mayor Lydia Lavelle, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Randee Haven-O'Donnell, Alderman Jacquelyn Gist, Alderman Sammy Slade, Alderman Damon Seils

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**CONTINUATION-3 OF THE PUBLIC HEARING SANDERWAY AIS CUP -REQUEST FOR FURTHER CONTINUATION**

The purpose of this agenda item was to request that the Sanderway AIS CUP Public Hearing be further continued to February 26<sup>th</sup>, 2019. The second continuation meeting, originally scheduled for January 15<sup>th</sup>, 2019 did not leave sufficient time to present updated stormwater materials to the project neighbors.

**A motion was made by Alderman Gist, seconded by Alderman Chaney, that this resolution be approved.**

**A RESOLUTION TO CONTINUE THE SANDERWAY AIS CUP PUBLIC  
HEARING TO FEBRUARY 26<sup>TH</sup>, 2019.**

**WHEREAS**, the Carrboro Board of Aldermen opened the public hearing for the review of the Sanderway AIS Conditional Use Permit on June 26<sup>th</sup>, 2018; and

**WHEREAS**, the Carrboro Board of Aldermen held a second public hearing for the project on October 16<sup>th</sup>, 2018;

**NOW, THEREFORE BE IT RESOLVED** by the Carrboro Board of Aldermen do hereby continue the Public Hearing for the Sanderway AIS Conditional Use Permit to February 26<sup>th</sup>, 2019.

**This 8<sup>th</sup> day of January 2019.**

**The motion carried by the following vote:**

**Aye:** Mayor Lydia Lavelle, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Randee Haven-O'Donnell, Alderman Jacquelyn Gist, Alderman Sammy Slade, Alderman Damon Seils

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**PRESENTATION AND FUNDING REQUEST BY THE ORANGE COUNTY VETERANS  
MEMORIAL COMMITTEE**

The purpose of this agenda item was to receive a presentation from the Veterans Memorial Committee and to consider their funding request of \$25,000 in support of the Orange County Veterans Memorial.

Jim Merritt and Bruce Runberg, representing the Veterans Memorial Committee, discussed the proposed memorial with the Board and stated that they are requesting \$25,000 from all entities. It was emphasized that it is a non-political memorial.

Alderman Slade stated that there is a typical cost share proportion that Orange County government employ and that if the town does eventually put up monies in support of this monument it should do so using that formula. Alderman Slade requested that we learn from recent history, specifically that there be an attempt towards time proofing this memorial to veterans in a way that Silent Sam was not. He suggested that there be a candid consideration of truth and morality (in regard to what modern U.S. wars represent) in advance and for this meaning to be captured explicitly in the monument so that it in turn can be in relation to the individuals who sacrificed in war. He expressed the belief that this could more meaningfully acknowledge veterans and the sacrifices that they have made.

Alderman Gist stated that she supports the Town's contribution to the project. She asked staff to look at the budget to see if there is \$25,000 available for such a contribution.

Alderman Chaney asked if the possible allocation would be funded in FY 18-19 or allocated during the 19-20 process. She stated that the perceptions of monuments can change over time, particularly when people view them as static representations of the past. She asked if the memorial would be able to accommodate the fact that there will be Orange County families affected by war in the future, so they can feel it is relevant to them and their experience.

Alderman Haven-O'Donnell stated that proportional funding would be necessary and that it can be examined during the next budget cycle.

David Andrews, the Town Manager, stated that the funding formula for previous joint projects has been 43% Orange County, 43% Chapel Hill, an 14% Carrboro but it would need to be amended to include Hillsborough.

Amber Mathwig, a ten-year Navy veteran, provided data related to veteran populations and stated that the monument should include additional voices and underrepresented veteran populations before the Board approves the funding.

Alderman Seils stated that this memorial could be a forward looking project in how the Town's involvement could include additional voices in the conversations and language that is used for the memorial.

**A motion was made by Alderman Haven-O'Donnell, seconded by Alderman Seils, that this resolution be approved.**

**A RESOLUTION CONCERNING A REQUEST FOR FUNDS TO SUPPORT THE  
SECOND PHASE OF THE ORANGE COUNTY VETERANS MEMORIAL**

WHEREAS, the Town of Carrboro Board of Aldermen has received a presentation from the Orange County Veterans Memorial Committee on January 8, 2019; and

WHEREAS, the Orange County Veterans Memorial is located within Orange County's Southern Government Services Campus on 2501 Homestead Road in Chapel Hill; and

WHEREAS, the Orange County Veterans Memorial honors the memory of all service men and women from all military branches, including residents of Carrboro who have served in those branches; and

WHEREAS, the Orange County Veterans Memorial is designed to provide a place for people to reflect and thank those who have served and are serving, and

WHEREAS, the Orange County Veterans Memorial Committee requests the Town of Carrboro Board of Aldermen fund the next phase of construction of the Orange County Veterans Memorial at the level of \$25,000.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO:

Request that staff look into the funding proportionality equation, to have the monument group reach out to Amber Mathwig to have language suggestions, and to request that the language used is educational and forward thinking, staff could add this discussion to the assembly of governments meeting.

**This 8<sup>th</sup> day of January 2019.**

**The motion carried by the following vote:**

**Aye:** Mayor Lydia Lavelle, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Randee Haven-O'Donnell, Alderman Jacquelyn Gist, Alderman Sammy Slade, Alderman Damon Seils

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**COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) AND INDEPENDENT AUDIT  
FOR FISCAL YEAR ENDED JUNE 30, 2018**

The purpose of this agenda item was for the Board of Aldermen to receive a presentation from the Town's independent auditor, Dixon Hughes Goodman LLP, regarding the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2018.

John Frank, with Dixon Hughes Goodman LLP, delivered the Comprehensive Annual Financial Report for fiscal year ended June 30, 2018.

Alderman Chaney asked about the impact of GASB75 and any potential impact on the Town's bond rating. Mr. Frank stated that it would not have an impact on the Town's ability to borrow money within the next fiscal year.

**A motion was made by Alderman Seils, seconded by Alderman Foushee, that this resolution be approved.**

A RESOLUTION ACCEPTING THE COMPREHENSIVE ANNUAL FINANCIAL REPORT  
AND INDEPENDENT AUDITOR'S SAS 114 LETTER FOR THE FISCAL YEAR ENDING  
JUNE 30, 2018

WHEREAS, the Carrboro Board of Aldermen have received the Comprehensive Annual Financial Report including Independent Auditors' opinion and Report to the Board of Aldermen for fiscal year ending June 30, 2018; and

WHEREAS, the Aldermen have been informed by the Town's independent auditors, Dixon Hughes Goodman LLP, that the Town's financial statements are free of material misstatement and that the audit tests conducted by the firm did not uncover any material weaknesses;

NOW THEREFORE, THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO;

Section 1: Accept the Comprehensive Annual Financial Report with Independent Auditors' Report and Report to the Board for fiscal year ending June 30, 2018.

**This 8<sup>th</sup> day of January 2019.**

**The motion carried by the following vote:**

**Aye:** Mayor Lydia Lavelle, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Randee Haven-O'Donnell, Alderman Jacquelyn Gist, Alderman Sammy Slade, Alderman Damon Seils

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**MATTERS BY BOARD MEMBERS**

Alderman Haven-O'Donnell asked if the "5 Tips for Civil Discourse" that were printed and placed in the Boardroom could be discussed at the Board's retreat and combined with the previous 11 rules that have been in existence for years.

Alderman Gist suggested adding them to the retreat as a discussion topic and then if there isn't time it could be included as a future agenda item.

After discussion, staff was directed to schedule a future agenda item with the discussion guidelines for February. Staff was asked to try to compile and join the lists in advance of the meeting.

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**CLOSED SESSION PURSUANT TO NCGS 143-318.11 - (A)(4) AND (9) - ECONOMIC DEVELOPMENT MATTER AND TO DISCUSS OR TAKE ACTION REGARDING PLANS TO PROTECT PUBLIC SAFETY AS IT RELATES TO EXISTING OR POTENTIAL THREATS**

**MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN FOUSHEE TO ENTER INTO CLOSED SESSION PURSUANT TO NCGS 143-318.11 - (A)(4) AND (9). VOTE: AFFIRMATIVE ALL**

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**OPEN SESSION**

**MOTION WAS MADE BY ALDERMAN CHANEY, SECONDED BY ALDERMAN SEILS TO ENTER INTO OPEN SESSION. VOTE: AFFIRMATIVE ALL**

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**ADJOURNMENT**

**MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN GIST TO ADJOURN THE MEETING. VOTE: AFFIRMATIVE ALL**