

NOTICE

SPECIAL PLANNING RETREAT

Thursday & Friday, May 15 & 16, 2003

Caraway Conference Center

Notice of a Special Meeting of the City Council of the City of Asheboro, North Carolina, is hereby given. Said Planning Retreat will be held on Thursday, May 15, and Friday, May 16, 2003, at Caraway Conference Center, Asheboro, NC. Each planning session will begin at 9:00 AM.

All officers of the City and any and all other persons whomsoever are hereby given notice that such meeting will be held.

This call is issued pursuant to the ordinance of the City of Asheboro relative to the time and place of holding meetings, both regular and special of the City Council of said City.

By order of the Mayor.

This the 6th day of May, 2003, at 9:00 AM.

S/ Carol J. Cole
Carol J. Cole
City Clerk

#

**AMENDED NOTICE OF A SPECIAL MEETING OF THE CITY
COUNCIL OF THE CITY OF ASHEBORO**

Thursday and Friday, May 15 –16, 2003

Caraway Conference Center

Notice of a special meeting of the City Council of the City of Asheboro, North Carolina is hereby given. Said meeting will begin at 9:00 o'clock AM on Thursday, the 15th day of May, 2003, at the Caraway Conference Center, which is located at 4756 Caraway Mountain Road in Sophia, North Carolina. Said meeting will be held over the course of two (2) days at Caraway Conference Center and will resume on the second day, Friday, May the 16th, 2003, at said Conference Center at 9:00 o'clock AM.

This special meeting of the City Council is being held for the following purposes:

- (a) A planning retreat will be held and conducted by the City Council during the course of this special meeting that is scheduled to encompass two days; and
- (b) In addition to matters related to the planning retreat portion of this special meeting, the Council will consider and act upon the question of whether or not to adopt an ordinance that amends the existing Sewer Use and Pretreatment Ordinance of the City of Asheboro.

All officers of the city and all other persons whomsoever are hereby given notice that such meeting will be held. This call is issued pursuant to the ordinance of the City of Asheboro relative to the time and place of holding meetings, both regular and special, of the City Council of said City.

By order of the Mayor on this the 12th day of May, 2003.

S/ Carol J. Cole
Carol J. Cole, City Clerk
City of Asheboro, North Carolina

**SPECIAL MEETING
ANNUAL PLANNING RETREAT
ASHEBORO CITY COUNCIL
THURSDAY, MAY 15, 2003, 9:00 AM
FRIDAY, MAY 16, 2003, 9:00 AM
CARAWAY CONFERENCE CENTER**

The Asheboro City Council held its annual planning retreat on Thursday & Friday, May 15-16, 2003, 9:00 AM, at the Caraway Conference Center in Sophia, North Carolina. The following officials and members were present: Mayor David Jarrell; Council Members Talmadge Baker, Linda Carter, Nancy Hunter, John McGlohon, Archie "Mack" Priest, David Smith, and Paul Trollinger; City Manager John Ogburn; City Attorney Jeff Sugg; City Clerk Carol Cole; Finance Director Debbie Juberg; and City Engineer Dumont Bunker.

Mayor Jarrell called the planning session to order and gave an invocation.

(1) Recreation Issues.

Parks & Recreation Director Allen Oliver reported on recreation issues. He reported on the acquisition of the Armory building; gave an update on the County Recreation Master Plan; and reviewed the proposed changes for FY 2003-2004 at the Municipal Golf Course. Mr. Oliver stated the current Golf Pro is retiring and feels that this will be a good time to reorganize the Pro Shop when the new Golf Pro takes over July 1, 2003. He listed the proposed changes as follows: (1) Beginning July 1, 2003, the sale of golf merchandise and concessions will be the responsibility of the city. Items sold will be golf balls, T-shirts, hats, gloves, shirts, and concessions. The Golf Pro will be allowed to sell and repair golf clubs. (2) The Pro Shop will be reorganized and the interior of the building will be painted in the fall. The Card Room will be turned into an office for the Golf Pro and storage for merchandise and concessions. Vending machines will be installed for concession sales.

Mr. Trollinger moved that council approve the proposed reorganization of the Pro Shop. Mrs. Carter seconded the motion, which carried. Mr. Baker voted against the motion.

(2) Human Resources Issues.

Human Resources Director Myers Johnson reported on the impact that the City Nurse has had on the health and well being of employees, which has resulted in saving the City money by keeping employees on the job and reducing the number of trips to the Emergency Room. The City Nurse also schedules health screenings and classes on various health matters for city employees, which is good for the employees' health and morale. Mr. Johnson also reported on retiree insurance and potential changes; upcoming pay and classification study in FY 2003-2004; and HIPAA (Health Insurance Portability and Accountability Act of 1996).

(3) Public Safety Issues.

Fire Issues

Fire Chief Jim Smith reported that five of his personnel have retired or will be retiring this fiscal year. He will be filling these positions and is also requesting the addition of three new firefighter positions. Chief Smith proposes to install defibrillators on four units and to provide lap top computers on two fire trucks. His department will continue to have hazardous material training. He is seeking grant money to assist with funding of the haz mat training and providing masks, gloves, and other materials and supplies, as well as a listening device to drop down into wells, etc. He has purchased a used van to transport supplies and materials for hazardous or emergency situations. Fire personnel try to keep the situation under control until help arrives on the scene.

Chief Smith reported that there have been 97 annexations since the last fire insurance rating. He will see what the results are after the next inspection before plans are made for construction of new fire stations and staffing.

Police Issues

Police Chief Gary Mason reviewed the Asheboro Police Department's command structure, criminal investigations, special operations, administrative services and captain responsibilities.

Chief Mason reported that complaints concerning drug activity inside the City of Asheboro are constantly increasing, and there are increasing signs of gang activity. Gambling establishments and prostitution houses are also a growing concern. He reported on the successes of his department, the challenges, and the steps being taken to address these issues.

(4) Public Works, Utilities & Annexation Issues.

City Engineer Dumont Bunker reported on the proposed improvements for Sunset Avenue, which include power lines placement; repair of water line leak under railroad; retrofit existing street light poles for decorative look; removal of existing granite curb and replace with concrete curb; replacement of sidewalks with new concrete sidewalks in decorative off-set joint pattern; add low height landscaped areas at intersections, crosswalks and hydrants; make all crosswalks stamped asphalt in red brick pattern; and mill 1 1/2" of asphalt on street and resurface entire street.

After discussion, it was the consensus of the council to put the power lines underground; use the existing street light poles and bring up to standard; go with the concrete curbing; and to check into diagonal parking on Sunset Avenue.

Mr. Bunker reported on the estimated costs to curb and gutter and pave West Ward Street. He also reported on curb and gutter advantages and curb and gutter issues (cost, etc.) for Glenwood Road, Dellwood Avenue and Stowe Avenue.

Mr. Bunker reported on the upgrading and replacement of old water lines. (The City has 220 miles of water lines.) He showed an old galvanized pipe that causes some residents to have muddy water.

Community Development Director Lynn Priest described the proposed areas for annexation, which are North Shore in Legend Park and Brownmire in Carolina Hills.

Water Resources Director Melvin Allen reported on water and wastewater usage and capacity.

Mr. Allen and City Attorney Jeff Sugg worked on amending the City of Asheboro's Sewer Use and Pre Treatment Ordinance. Mr. Sugg reviewed the ordinance and recommended that council adopt said ordinance by reference.

Upon motion by Mr. McGlohon and seconded by Mrs. Carter, council voted unanimously to adopt the ordinance by reference. The amended Sewer Use and Pre Treatment Ordinance will be codified in the Asheboro City Code at length. The original ordinance is on file in the city clerk's office (54 ORD 5-03).

Mr. Sugg also reviewed and recommended adoption, by reference, of a resolution adopting the schedule of charges and fees for the Division of Water Resources for the remainder of 2002-2003 Fiscal Year.

Upon motion by Mr. Priest and seconded by Mrs. Carter, council voted unanimously to adopt the following resolution by reference:

63 RES 5-03

**RESOLUTION ADOPTING THE SCHEDULE OF CHARGES AND FEES FOR
THE DIVISION OF WATER RESOURCES FOR THE REMAINDER OF
THE 2002-2003 FISCAL YEAR**

WHEREAS, on May 15, 2003, the City Council of the City of Asheboro adopted an ordinance amending Chapter 52 of the Code of Asheboro; and

WHEREAS, said ordinance is captioned as the "Sewer Use Ordinance" and has an effective date of June 1, 2003; and

Minutes (Planning Retreat)

Page 4

May 15-16, 2003

WHEREAS, said ordinance provides that the fees which are to be utilized in order to recover from users of the City of Asheboro wastewater disposal system the costs of implementation of the program established under the Sewer Use Ordinance are to be set forth each fiscal year in the City of Asheboro's Schedule of Charges and Fees for the Division of Water Resources; and

WHEREAS, on the recommendation of the Director of Water Resources and the City Manager, the City Council has determined that the current charges and fees that have been established by the Division of Water Resources for users of the City of Asheboro wastewater

disposal system are set at the appropriate rate for purposes of establishing a Schedule of Charges and Fees, as envisioned by the recently adopted Sewer Use Ordinance, that is applicable for the time period extending from June 1, 2003, to the date upon which a Schedule of Charges and Fees is adopted for the 2003-2004 fiscal year; and

WHEREAS, the rates for the charges and fees currently collected by the Division of Water Resources pursuant to the Sewer Use Ordinance are accurately specified in the attached document that is entitled "City of Asheboro Division of Water Resources Schedule of Charges and Fees" and identified as "EXHIBIT 1," said document is incorporated by reference into this resolution as if copied fully herein.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Asheboro as follows:

Section 1. In light of all of the pertinent factors associated with owning, operating, and maintaining a municipal wastewater system, the City Council finds the charges and fees established in the Schedule of Charges and Fees that is attached to this resolution as EXHIBIT 1 and incorporated by reference to be reasonable and appropriate.

Section 2. The City Manager, by and through the Division of Water Resources, is hereby authorized and directed to collect the charges and fees recorded in EXHIBIT 1 from June 1, 2003, until a new schedule of charges and fees is adopted by this Council for fiscal year 2003-2004.

Adopted the 15th day of May, 2003.

S/ David H. Jarrell
David H. Jarrell, Mayor

ATTEST:

S/ Carol J. Cole
Carol J. Cole, City Clerk

**City of Asheboro
Division of Water Resources
Schedule of Charges and Fees**

<u>Parameter</u>	<u>Cost/ Analysis</u>	<u>Parameter</u>	<u>Cost/ Analysis</u>
Acidity	7.00	Aluminum	15.00
Alkalinity	7.00	Antimony	15.00
Chlorine	7.00	Arsenic	15.00
Specific Conductance	7.00	*Barium	25.00
Color	25.00	*Beryllium	25.00
Turbidity	7.00	*Boron	25.00
Total Hardness	7.00	Cadmium	15.00
Dissolved Oxygen	7.00	*Calcium	25.00
B.O.D. (5-day)	18.00	Chromium	15.00
C.O.D.	12.00	*Chromium (hexavalent)	25.00
*Total Organic Carbon	40.00	*Cobalt	25.00
pH & Temperature	7.00	Copper	15.00
Total Solids	7.00	Iron	15.00
Total Suspended Solids	7.00	Lead	15.00
Settleable Solids	7.00	*Magnesium	25.00
Chloride	7.00	Manganese	15.00
*Chloroform	105.00	Mercury	25.00

Cyanide	20.00	*Molybdenum	25.00
Fluoride	15.00	Nickel	15.00
Formaldehyde	66.00	*Potassium	25.00
Sulfate	12.00	* Selenium	25.00
*Sulfide	16.00	Silver	15.00
*Sulfite	15.00	Sodium	15.00
Ammonia Nitrogen	10.00	*Tin	25.00
Kjeldahl Nitrogen	15.00	Zinc	10.00
Nitrate Nitrogen	12.00		
Nitrite Nitrogen	12.00	* Chronic Bioassay	350.00
Phosphorous Ortho	10.00	(Pass/Fail)	
Total Phosphorous	12.00	* Annual Pollutant	1,316.00
Oil & Grease	20.00	Analysis Monitoring,	
*Phenols	29.00	including top 10 peak	
Surfactants	12.00	scans for each GC/MS	
Fecal Coliform	20.00	organic parameter	
Total Coliform	20.00		
Standard Plate Count	20.00		

(*) Denotes rates that are subject to change with commercial laboratory rate increases.

Sampling cost is \$50.00 per day.

Sampling cost for sites furnished with flow proportional samplers is \$25.00 per day.

Special Charges

<u>Septage Volume</u>	<u>Charge per Load</u>
Each truck load up to 2,000 gallons	\$50.00
Recreation vehicles	\$5.00

Surcharges

All industrial users of the POTW are subject to industrial waste surcharges on discharges which exceed the following levels.

Minutes (Planning Retreat)

Page 6

May 15-16, 2003

<u>First Limit</u>	<u>Second Limit</u>	<u>Parameter</u>	<u>Charge per Pounds in Excess</u>
300 mg/l	800 mg/l	BOD	\$0.12
750 mg/l	2000 mg/l	COD	\$0.04
300 mg/l	600 mg/l	TSS	\$0.19
45 mg/l		TKN	\$0.64

Mayor Jarrell recessed the planning session at 4:25 PM on Thursday, May 15, 2003 until 9:00 AM on Friday, May 16, 2003

Mayor Jarrell reconvened the planning session at 9:00 AM, Friday, May 16, 2003.

All members of the city council and Mr. Ogburn, Mr. Sugg, Ms. Cole, and Ms. Juberg

were in attendance.

(5) Finance and Budget Issues.

City Manager John Ogburn reviewed the General Fund revenue and reported on where we were last year on April 30, 2002, and where we are now on April 30, 2003. He reviewed the proposed 2003-2004 Budget and outlined the capital expenditures, salaries and fringe benefits. Mr. Ogburn also reviewed the Water and Sewer Fund's revenues and expenditures.

Finance Director Debbie Juberg reported on water rates (inside and outside), collection issues, long-term financing of water/wastewater system, etc. Ms. Juberg reviewed and recommended amendments to the City Code concerning billing periods; paying service charges; discontinuance of service for delinquents accounts, restoration fee; deposit required for water service; adjustment policy; user charges for residential sanitation customers; receptacles for multifamily residential, commercial, and business enterprises; and user charges for commercial sanitation customers.

Mr. Ogburn recommended that language be added to the City's Mission Statement to include "public safety." Council concurred.

Other items discussed by council were: finding a place for a Farmers' Market; consideration of council using its Public Works and Finance Committees so that it will be more active and knowledgeable in decision making; setting up a calendar of meeting dates; having a representative of the council to serve on the Tourism Committee; and having a "Clean Sweep" for the whole community for one day.

Mrs. Carter invited the city council to meet with the Chamber of Commerce's Midtown Committee, the Redevelopment Commission and the Community Appearance Commission on May 29, 2003, to discuss downtown issues.

Mr. Sugg reminded council that if a quorum of the council is present at a meeting, the law requires that the meeting be advertised as a special meeting of the council.

There being no further discussion, Mayor Jarrell adjourned the meeting at 11:55 AM.

Carol J. Cole, CMC, City Clerk

David H. Jarrell, Mayor

