

MINUTES

Lowell City Council

Regular Meeting

Tuesday, July 14, 2020, 7:00 P.M.

I. CALL TO ORDER – Mayor Sandy Railey

Mayor Sandy Railey called the meeting to order at 7:00 p.m. Those attending in-person were Councilmember Ken Ervin, Councilmember Candy Funderburk, Councilmember Thomas Gillespie, Councilmember Shane Robinson, City Manager Kevin Krouse, and City Clerk Beverly Harris. There were no members of the public present in the Council Chambers due to COVID-19 social distancing guidelines. The meeting was teleconferenced to the public and the agenda and meeting materials were made available prior on the city's website. The City Attorney Jim Windham and Councilmember Bonham were absent.

II. INVOCATION / PLEDGE OF ALLEGIANCE

Councilmember Gillespie gave the invocation and led everyone in the pledge of allegiance.

III. ADOPTION OF AGENDA FOR THIS MEETING

Mayor Railey asked to add an item under section 7, item F. The item will be to request to set a public hearing for CDBG-NR scope revision.

Councilmember Ervin made a motion to adopt the agenda with the revision of adding item F under Section 7, followed by a second motion for Councilmember Gillespie. The vote was unanimous.

IV. PUBLIC COMMENTS

A. Comments received prior via email or telephone were presented by the City Clerk.

- a. Debbie Robinson, 303 Rankin Ave
Requesting pavement of Rogosin Blvd Extension (Received via email and given to Council prior to meeting.)

V. CONSENT AGENDA ITEMS

- A. Minutes from Council Meeting Held June 9, 2020
- B. Proclamation Designating July as Parks and Recreation Month

Councilmember Ervin made a motion to adopt the consent agenda items, followed by a second from Councilmember Gillespie. The vote was unanimous.

VI. UNFINISHED BUSINESS

A. Bulk Pick Up Discussion and Possible Action to Change How Service is Provided

Kevin Krouse stated the amount of refuse being placed outside of cans continues to grow and the routes have become larger with added homes. The substantial amount of bulk pickup every week is also shortening the life of the trash trucks considerably, as much as 4 years according to public works. A new trash route would require an extra truck and additional employees depending on how Thomas divides duties. Mr. Krouse discussed the following options with Council for consideration: A) Only pick up what is in a city issued receptacle. Provide bulk pick up 2-4 times per year free to the customer; B) Continue to pick up bulk which would be considered anything outside of the city receptacle and charge a fee per item; this option will require additional staff and to replace the backup truck sooner.

There was further discussion on bulk pickup and the options given among Councilmembers.

Councilmember Ervin made a motion directing staff to draft an ordinance amendment using option A and present at the next meeting for review, followed by a second from Councilmember Gillespie. The vote was unanimous.

B. Inter-Local Agreement with Gaston County to Conduct Required Fire Inspections

Kevin Krouse stated the cost for the required fire inspections will be \$7,800 annually. Staff recommends the inter-local agreement with Gaston County to conduct the required fire inspections.

Councilmember Gillespie made a motion to accept the inter-local agreement with Gaston County for fire inspections, followed by a second from Councilmember Funderburk. The vote was unanimous.

C. Amended Contract for 2019 Audit

Kevin Krouse stated the NCLGC is requiring an amended audit contract for the FY2019 audit from Collis and Associates.

Councilmember Ervin made a motion to approve the amended contract for FY2019 audit, followed by a second from Councilmember Funderburk. The vote was unanimous.

VII. NEW BUSINESS

A. Public Hearing to Consider a Zoning Map Amendment Request

Description: On May 22, 2020 staff received a request from Mr. John Shuler to rezone the properties located at 110 Belt Drive, 111 Belt Drive, 3400 Redbud Drive and others on Redbud Drive Lowell, NC Property Parcel ID #'s 185209, 185208, 185207, 116886, 185213, 185212 from the RS-8 Zoning District to the C-3 General Business Zoning District.

Councilmember Funderburk made a motion to go into Public Hearing, followed by a second from Councilmember Ervin. The vote was unanimous.

John Shuler (Applicant): Area is more fitting for commercial instead of residential and feels the rezoning is a good idea. Mr. Shuler grew up on Redbud Drive.

There were also two other residents present who did not want to speak but were in favor of the rezoning to C-3.

Councilmember Ervin made a motion to close the public hearing, followed by a second from Councilmember Funderburk. The vote was unanimous.

Councilmember Ervin made a recommendation to approve the rezoning request located at 110 Belt Drive, 111 Belt Drive, 3400 Redbud Drive and others on Redbud Drive Lowell, NC Property Parcel ID #'s 185209, 185208, 185207, 116886, 185213, 185212 from RS-8 to C-3, followed by a second from Councilmember Gillespie. The vote was three in favor (Gillespie, Funderburk, Ervin), and one opposed (Robinson). The motion passed with the majority being in favor.

B. Update to Fee Schedule Regarding Meter Set Fees

Kevin Krouse stated staff recommends 3 changes to the fee schedule: 1) Change meter set fee from \$75.00 to \$175.00. This fee is for new water meters for new development or requested from a customer. The need for the increase is because of the new cost of the new AMI water meters; 2) Adding a cost for an 8-inch sewer tap; 3) Adding a clarification that "No system development fees are charged for fire protection meters."

Councilmember Ervin made a motion to approve the updates presented to the fee schedule, followed by a second from Councilmember Funderburk. The vote was unanimous.

C. Street Paving Schedule for FY2020-21

Staff stated the public works department conducts a pavement condition survey annually. In 2019 the City completed seven (7) paving projects totaling \$121,514. Six new projects are recommended for 2020 as they exhibit severe deficiencies. Staff presented a street paving recommended schedule rated from worst to best condition of the street.

Councilmember Funderburk made a motion to approve paving of streets #7 (Phillips Street), #9 (Ash Street), and #12 (Walnut Street) and add #15 (Rogosin Blvd) to be added to the list to be paved in the future, followed by a second from Councilmember Ervin. The vote was unanimous.

D. Selection of Engineering Firm for Asset Inventory & Management Grant

Kevin Krouse stated the Council accepted a \$150,000 Asset Inventory and Assessment Grant from NCDEQ in April. The grant funds, engineers will digitally map our system and we will also purchase a software program to view and maintain the lines. Smoke testing and other work will be done to locate inflow and infiltration issues in the sewer system. Kevin Krouse stated an engineering firm needed to be selected to perform the work. A request for qualifications was sent out and advertised. Two firms submitted responses were: Wooten Company and LKC Engineering. Staff recommends selecting the Wooten Company based on their experience and long-standing good reputation in NC.

Councilmember Gillespie made a motion to select Wooten Company as the engineering firm for the Asset Inventory & Management Grant, followed by a second from Councilmember Ervin. The vote was unanimous.

E. Request to Set Public Hearing for Zoning Map Amendment

Scott Attaway requested to set public hearing for August 11, 2020 with the Lowell City Council for consideration of a zoning map amendment to the Lowell Zoning Map. The rezoning is for parcel ID #127779 and #127822 which is currently zoned C-2 and the proposed zoning will be I-2 general industrial.

Councilmember Ervin made a motion to set a Public Hearing for the Zoning Map Amendment presented on August 11, 2020, followed by a second from Councilmember Gillespie. The vote was unanimous.

F. Request to Set Public Hearing for CDBG-NR Scope Revision

Councilmember Ervin made a motion to set a Public Hearing for CDBG-NR Scope Revision on August 11, 2020, followed by a second from Councilmember Gillespie. The vote was unanimous.

VIII. STAFF REPORTS

Kevin Krouse gave the following staff reports:

Parks & Recreation – Discussed two recent mask give-away events; playground equipment ordered for Bob Bolick Park; Pen Pal Program; fall sports registration and festivals on hold due to COVID; and National Night Out scheduled for August 3rd.

Police Department – Gave update on Law Enforcement Risk Review process for Police Department.

Public Works: Discussed recent multiple water line breaks due to Fire Department flushing lines.

Planning & Zoning: Working on UDO updates with N-Focus.

IX. CITY ATTORNEY REPORT

Jim Windham was absent from the meeting.

X. CITY MANAGER REPORT

Kevin Krouse gave updates on the following items:

Contract signed with Butler Stowe for audit.

CDBG-I going through engineering now. Our attorney working on easements.

Interviews for finance officer position begin this week.

New police officer (Kohl Scott) started July 1.

XI. MAYOR AND CITY COUNCIL GENERAL DISCUSSION

Councilmember Robinson thanked public works for their recent work on water leaks.

Councilmember Funderburk thanked PW and inquired about potholes around town belonging to NC DOT.

Councilmember Ervin thanked all employees for excellent service.


XII. CLOSED SESSION - NCGS 143-318.11(a)(5)

A motion was made at 8:50pm by Councilmember Robinson to go into Closed Session in accordance with provisions of NCGS 143-318.11(a)(5), followed by a second from Councilmember Gillespie. The vote was unanimous.

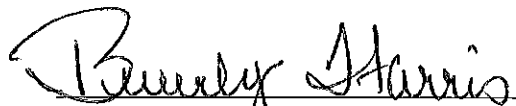
The Council reconvened from Closed Session at 9:15 pm.

XIII. ADJOURN

Councilmember Ervin made a motion to adjourn the meeting, followed by a second from Councilmember Robinson. The vote was unanimous. The meeting ended at 9:15 pm.



Mayor, Sandy Railey



City Clerk, Beverly Harris



PROCLAMATION

Designation of July as Parks and Recreation Month

WHEREAS parks and recreation programs are an integral part of communities throughout this country, including in the City of Lowell; and

WHEREAS our parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled, and also improve the mental and emotional health of all citizens; and

WHEREAS parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS parks and recreation areas are fundamental to the environmental well-being of our community; and

WHEREAS parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and


WHEREAS our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS the City of Lowell recognizes the benefits derived from parks and recreation resources

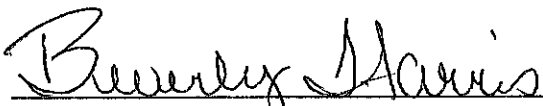
NOW THEREFORE, BE IT RESOLVED BY the City Council that July is recognized as Parks and Recreation Month in the City of Lowell.

Proclamation adopted this the; 14th day of July, 2020.


Sandy Railey, Mayor



ATTEST:


Beverly Harris, City Clerk

(SEAL)

CITY OF LOWELL, NORTH CAROLINA

Rates, Fees, and Charges FY 2020-2021

WATER RATES

	<u>Inside</u>	<u>Outside</u>
RESIDENTIAL		
Minimum 1500 Gallons	\$9.60	\$19.20
Per 1000 Gallons after Minimum	\$7.37	\$14.75
COMMERCIAL		
Minimum 1500 Gallons	\$13.42	\$26.84
Per 1000 Gallons after Minimum	\$9.76	\$19.52
IRRIGATION - Per 1000 Gallons - \$7.16		

SEWER RATES

	<u>Inside</u>	<u>Outside</u>
RESIDENTIAL		
Minimum 1500 Gallons	\$10.93	\$21.85
Per 1000 Gallons after Minimum	\$6.45	\$12.90
COMMERCIAL		
Minimum 1500 Gallons	\$15.29	\$23.78
Per 1000 Gallons after Minimum	\$8.22	\$13.47
SEWER ONLY CUSTOMER - Per 1000 Gallons - \$13.29		
SEPTIC SEWER - Minimum \$4.79 / Per 1000 Gallons \$2.83		

SYSTEM DEVELOPMENT FEE / TAP FEE / METER FEES

SYSTEM DEV. FEES:	<u>Water</u>	<u>Sewer</u>	WATER TAP FEES:	<u>Inside</u>	<u>Outside</u>
	¾ in - \$500	\$1,200		¾ in - \$800	\$1,100
	1 in - \$830	\$2,000		1 in - \$1,400	\$1,800
	1.5in - \$1,660	\$4,000		1-1/2" - \$2,000	\$2,400
	2 in - \$2,660	\$6,400		2" - \$2,600	\$3,000
	3 in - \$5,320	\$12,800			
	4 in - \$8,310	\$20,000	SEWER TAP FEES:	4" - \$1,000	\$1,400
	6 in - \$16,620	\$40,000		6" - \$1,500	\$1,900
	8 in - \$26,590	\$64,000		8" - \$3,000	\$3,500
	10 in - \$38,220	\$92,000			
	12 in - \$51,510	\$124,000			

IRRIGATION METER: \$300.00 **METER SET FEE:** \$175.00 *****No System Development Fees for Fire Protection Meters**

GARBAGE COLLECTION CHARGES

RESIDENTIAL	
Roll Cart (1)	\$7.70
Ea. Add'l Roll Cart	\$7.70
COMMERCIAL	
Roll Cart (1)	\$15.00
Ea. Add'l Roll Cart	\$15.00

MISCELLANEOUS UTILITY SERVICE CHARGES

New Account Activation Fee	\$50.00
Deposit (<i>Waived for Homeowners – but must show proof of ownership</i>)	\$150.00
Penalty / Late Fee – If not paid by due date on bill.	\$5.00
Returned Check Fee	\$30.00
Delinquent Service Charge (<i>Scheduled for Cut-Off</i>).....	\$50.00
Water Meter Calibration Request (<i>Defective meter replaced free of charge</i>)	\$10.00
Replacement Meter (<i>Found to be damaged by customer</i>)	\$40.00
Tampering Fee (<i>Turning on water service that has been shut off by Public Works for non-pymt or hydrant tampering</i>)	\$250.00
Copies (per sheet).....	.25 cents

PLANNING AND ZONING FEES

Residential Zoning Permits	
New Home Construction	\$100
Multi-Family	\$100 + \$10 per unit
Home Additions/Expansions	\$50.00
Internal Up-Fit/Remodel (No Expansion)	\$25.00
Accessory Structures (350 sq ft or less)	\$25.00
Accessory Structures (Greater than 350 sq ft) ...(<i>May also require a conditional use permit</i>)	\$50.00

Non-Residential Zoning Permits

Up to 5,000 sq ft	\$250.00
5,001 sq ft – 10,000 sq ft	\$350.00
Over 10,000	\$350.00*

**(Plus \$100.00 for each additional 10,000 sq. ft + City Engineering Cost Billed Monthly During Project)*

Sign Permits	\$50.00
Zoning Verification Letter	\$50.00
Home Occupation Permit	\$25.00
Temporary Use Permit	\$50.00

Telecommunications Tower Permit (New)	\$5,500.00
Telecommunications Tower Permit (Co-Location)	\$300.00
Zoning Map Amendment	\$350.00
Text Change Application	\$250.00
Conditional Use Permit	\$300.00
Variance Application	\$250.00
Appeals	\$250.00

Subdivision Review

Preliminary Plat Submission	(0-50 lots)	\$300.00 + \$5.00 per lot
	(51+ lots)	\$10.00 per lot
Preliminary Plat Resubmission	(0-50 lots)	\$250.00 per lot
	(51+ lots)	\$5.00 per lot
Construction Plan Submission		\$500.00*

**(Plus City Engineering and Construction Inspection Cost Billed Monthly During Project)*

(To be applied to all Site Plans and Subdivision Plans that involve infrastructure installations. Construction Inspection/Engineering services to cover: Potable water, sanitary sewer, storm drainage, curb and gutter, streets, and sidewalk facilities.)

Final Plat Submission	\$250.00*
	<i>*(Plus Final City Engineering Fees) (Balance of Above Fees Due Prior to Approval)</i>
Commercial / Industrial Site Plan Review	\$500.00*
	<i>*(Plus Applicable City Engineering Fees)</i>
Recombination/Exempt/Easement Plats	\$75.00
Driveway Cut Permit	Residential \$25.00 / All Other \$50.00

New Development Street Signage

The City of Lowell will provide street signage for new developments at cost plus twenty-five percent (25%).

RENTAL FEES

Community Center	(Residents) \$100 User Fee + \$100 Deposit = \$200 Total (Cash)
	(Non-Residents) \$150 User Fee + \$100 Deposit = \$250 Total (Cash)
Harold Rankin Park Picnic Shelter	\$15.00 (4 hour increments)
Truck Rental (Must have active water account) ... <i>(Charge subject to weight and specifications)</i>	\$67.47 Minimum Charge

PARKS & RECREATION FEES

Basketball Registration	(Residents) \$50.00 / (Non-Residents) \$65.00
Soccer (Fall & Spring) Registration	(Residents) \$50.00 / (Non-Residents) \$65.00
Baseball Registration	(Residents) \$50.00 / (Non-Residents) \$65.00
T-Ball Registration	(Residents) \$50.00 / (Non-Residents) \$65.00