



# Minutes of the Roanoke Rapids City Council

A Work Session of the City Council of the City of Roanoke Rapids was held on **Tuesday, September 6, 2022 at 5:30 p.m.** in the Council Chambers at the Lloyd Andrews City Meeting Hall.

**Present:** Emery G. Doughtie, Mayor  
 Carl Ferebee, Mayor Pro Tem  
 Sandra W. Bryant)  
 Wayne Smith)  
 Rex Stainback)

## **Council Members**

Kelly Traynham, City Manager  
 Geoffrey Davis, City Attorney  
 Traci Storey, City Clerk  
 Carmen Johnson, Finance Director  
 Bobby Martin, Police Chief  
 John Simeon, Parks & Recreation Director  
 Davis Wise, Planning & Development Director  
 Jason Patrick, Fire Chief  
 Larry Chalker, Public Works Director  
 Tony Hall, Main Street Development Director

**Absent:** Christina Caudle, Human Resources Director

Mayor Doughtie called the meeting to order at 6:00 p.m.

### **Police Vehicle Upfit and Radio Funding**

Police Chief Martin stated further to their last meeting he has discovered that the prices of portable and mobile radios have increased due to inflation which increases the original amount approved by City Council. He asked City Council to consider more funding for their radios.

He said he also found through his research on the upfit for the patrol vehicles that the \$5,400 that was originally approved by City Council is \$3,800 less than they actually need. He went through three different vendors. He took the information provided by Councilman Smith and that helped him get to where he was. The items in the quote to Councilman Smith were partial or a very small upfit for a patrol vehicle. He found that there was at least \$3,800 more that needs to be given to properly upfit the 14 vehicles they plan to purchase. He asked City Council to consider \$53,200 in addition to what they already approved to have all 14 vehicles upfitted.

Chief Martin stated the portable and mobile radios went up almost \$200 each. City Council had originally approved \$199,000. He said was seeking their approval for an additional \$78,089 to complete the purchase of the mobile and portable radios along with the additional funding to upfit their 14 new patrol vehicles. He did reach out to several vendors per the city's policy so he would get quality upfit prices. He reported B&G Electronics was able to give them a good price on the mobile and portable radios.

City Manager Traynham added that the request is an additional \$3,800 per vehicle for a total increase of \$53,200. This combined with what had already been approved brings the total back up to \$128,800 which was originally requested. She stated this does not require a vote tonight because this is for discussion at the work session. They plan to bring a budget amendment for their consideration at the September 20, 2022 meeting.

Councilman Smith asked what they were going to do with the five Dodges they already have that do not qualify for what they want the Fords to qualify for. Chief Martin replied there were different upfits and equipment for different styles of vehicles. The reason they went with the Fords right now is because the Dodges are not available until well into 2023. Once they purchase the 14 Ford Explorers they will stick with the Explorers. They had to go with the Dodge Durangos before because they were the cheaper of the two. Since they are no longer available they had to go with the Ford Explorers. The difference between the prices of the two vehicles are approximately \$2,500 at the most. There are some things of the upfit that will go in the Dodges that won't go in the Ford such as consoles and things like that. As for the lighting inside, they have to give them the make and year model of the vehicle because they have different schemes for each vehicle.

Councilman Smith asked if they were paying more for the upfit of the Ford Explorers as opposed to the Dodge Chargers. Chief Martin replied no, the upfit for the Dodge Chargers would be \$9,200 as well.

Councilman Smith asked if they have gun locks in the back of the Dodge Chargers for shotguns. Chief Martin said they have them in their patrol vehicles. That is something with them carrying rifles that they get through the LESO program that are now being handed out to officers for use while they are on duty. They are required to have those locks in those vehicles for protective purposes. Since they have shotguns it makes sense to get the double locks versus just the single lock. They are following the guidelines that the feds have put down in regards to military program they are involved in by receiving those small arms.

Councilman Smith asked if they were going to go back and put those locks in the Dodge Chargers. Chief Martin replied they have some of them already in their vehicles at this point. If they could get enough funding he would like to see those in all of them. He added it depends on what officer has those LESO issued rifles as well.

City Manager Traynham clarified that the additional upfit costs were for the vehicles to be leased from Enterprise and not for existing vehicles so Enterprise can complete the order and upfit the vehicles. Chief Martin replied yes.

Mayor Pro Tem Ferebee confirmed that Chief Martin researched and found out he did not have enough funds to finalize and get what he needed done. Chief Martin replied that was correct.

Mayor Pro Tem Ferebee asked City Manager Traynham for the total additional funds needed for the upfit. She replied \$53,200 which would bring the end result of the total upfit budget to the originally requested amount of \$128,800.

Mayor Doughtie confirmed they were not having to spend any more money than the original budget, but they were not saving any like they thought they might. City Manager Traynham replied that was correct for the upfit of the vehicles, but the cost of radios has increased.

Mayor Doughtie stated City Council would vote on this at the next meeting on September 20, 2022.

### **Roanoke Rapids Theatre Fee Schedule**

Public Works Director Chalker said he would like City Council to discuss the possibility of amending the fee schedule at the next meeting to add some items associated with the Roanoke Rapids Theatre.

He said since the City has taken the Theatre back, there has been discussion among staff about some opportunities to rent portions of the building out by the day. They do not have the mechanism on the Fee Schedule to accept those funds.

He recommends three different rental fees as follows:

1. \$5,000 – For the lobby, no production per day.
2. \$7,500 – For the lobby, auditorium, no production per day.
3. \$10,000 – For full production per day.

He stated these were based on easily obtainable market values and the fees were obtained by the previous owner. He recommends City Council attach these fees to the current Fee Schedule in the form of an amendment in order to handle that business should it become available.

Public Works Director Chalker added that one specific example is Dominion Power needs the availability to rent this facility should there be a hurricane. They use this property to

stage a large amount of vehicles, use it for training and to feed the crew before they go out. This item would be on the agenda for the September 20, 2022 meeting.

Councilman Smith asked if these fees include clean-up fees. Public Works Director Chalker replied the clean-up would be on whomever rents the facility. They would put that in the terms of the rental.

Mayor Doughtie asked if Dominion were to stage and use the facility for several days and have training in the auditorium that would not be a production, so would they pay \$7,500 per day. Public Works Director Chalker explained it was a multi-step process where there would be visiting power companies that send their crews to help out. They check them in, inspect their equipment and send them in the building to receive safety training and to sign some release forms. They feed them and send them to their assigned area to handle any damage that needs to be corrected. He said the \$7,500 per day would be the proper level for them.

Mayor Pro Tem Ferebee said the fees looked a little high to him and asked if this would prevent Dominion from coming to stage. Public Works Director Chalker replied these fees were based on the most recent visits by Dominion; it is within \$200. The fees are based on what they were paying the previous owner.

Public Works Director Chalker stated that the City Manager has received a number of calls about renting the facility. They have been making some repairs (compressor in 1 HVAC system, roof repairs), but now the building is ready to go. They just need the mechanism to be able to rent it and accept the funds.

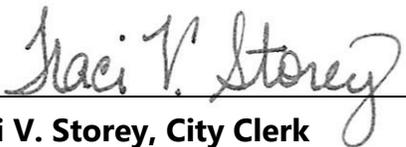
Mayor Doughtie said they would consider the amendment at the September 20<sup>th</sup> meeting.

### **Miscellaneous**

City Manager Traynham announced the annual 9/11 Remembrance will be held on Saturday, September 10<sup>th</sup> at 8:45 a.m. in Centennial Park. The Fire Department will be involved in the event with the bell ceremony.

### **Adjournment**

There being no further business, the meeting adjourned at 6:17 p.m.

  
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Traci V. Storey, City Clerk

**Approved by Council Action on: September 20, 2022**