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**Minutes of the Roanoke Rapids City Council**

A regular meeting of the City Council of the City of Roanoke Rapids was held on Tuesday, May 17, 2016 at 5:15 p.m. in the Council Chambers at the Lloyd Andrews City Meeting Hall.

**Present:** Emery G. Doughtie, Mayor

Carl Ferebee, Mayor Pro Tem

Ernest C. Bobbitt)

**Council Members**

Suetta S. Scarbrough)

Carol H. Cowen)

Wayne Smith)

Joseph Scherer, MPA, MS, City Manager

Lisa B. Vincent, MMC, NCCMC, City Clerk

Kathy Kearney, Deputy City Clerk/Human Resources Manager

Leigh Etheridge, Finance Director

Kelly Lasky, Planning & Development Director

John Simeon, Parks & Recreation Director

Larry Chalker, Public Works Director

Stacy Coggins, Fire Chief

Christina Caudle, Main Street Director

Chuck Hasty, Police Chief

Mayor Doughtie called the meeting to order and opened the meeting with prayer.

**Adoption of Business Agenda**

Mayor Doughtie asked Council members about any known conflicts of interest with respect to the matters before them this evening.

There being none, motion was made by Councilman Smith, seconded by Councilman Bobbitt and unanimously carried to adopt the business agenda for May 17, 2016 as presented.

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**Special Recognitions**

**Recognition of Graduates of the 2016 Citizens Police Academy**

Chief Hasty stated this is the 15th year of the Citizens Police Academy. He stated the first academy was held under Councilman Bobbitt’s tenure as Chief. He recognized the following graduates of the 2016 Citizens Police Academy, indicating that Ms. Robinson’s granddaughter would be accepting her certificate as she is in Florida:

**Kathleen Robinson**

**Crystal Bradley**

**Susan Hargrave**

**Virginia Brumley**

Ms. Hargrave thanked the officers for taking the time to share with the Citizens Police Academy all that they do on a daily basis.

Mayor Doughtie thanked the Academy graduates for their interest in the community, and the time and effort put forth to accomplish this goal.

**Recognition of Officer of the Quarter**

Chief Hasty stated Deputy Chief Jackson came up with the idea to recognize an officer each quarter. He stated even though we now have a City-County Drug Task Force, Master Officer Roy Ball is just as committed to getting drug dealers off the streets, and led the Police Department in drug seizures and arrests. Chief Hasty recognized Master Officer Roy Ball as the ***Officer of the Quarter*** for January – April.

Mayor Doughtie congratulated Master Officer Ball.

**Public Comment (Scheduled)**

**Ann Moore/Chuck Hasty (RRPD Police Club)**

Ms. Ann Moore of 306 Marshall Street, Roanoke Rapids, NC presented a rough sketch showing the proposed memorial for the fallen Police Officers and K-9s from the Roanoke Rapids Police Department. She also referred to

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the information distributed to Council earlier by Chief Hasty showing the proposed location of the memorial in Veterans Park. Ms. Moore stated the monument has been ordered and they are shooting for the weekend around July 4th to hold a dedication ceremony.

Chief Hasty stated on behalf of the Roanoke Rapids Police Club, he is asking Council to consider approval of the placement of the memorial in Veterans Park.

Councilwoman Scarbrough asked Ms. Moore to share with everyone why she is so interested in this project.

Ms. Moore explained that this was something that was important to her father who served as an officer with the Roanoke Rapids Police Department for many years. She stated one of the last conversations she had with him was about his concern that something should be done to honor the officers who have fallen in the line of duty. She stated since working as a volunteer with D.I.R.T., Herman and Ruth Moseley suggested a fundraiser to pay for the memorial as a way to honor her dad and his desire for these men to be recognized for giving the ultimate sacrifice.

Councilwoman Scarbrough commended Ms. Moore for suggesting this nice addition to our community.

**Approval of Council Minutes**

Motion was made by Councilwoman Cowen, seconded by Councilman Bobbitt and unanimously carried to approve the following Council Minutes: *April 26, 2016 Special Meeting (Budget Work Session)* and *May 3, 2016 Regular Meeting*.

**City Council Appointments/Reappointments**

**Library Advisory Committee & Senior Center Advisory Committee**

A ballot vote was taken and City Clerk Vincent announced that Alice Newsome, Marci Merritt and Janet Moore received the unanimous vote for

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reappointment to the Library Advisory Committee, and Larry Beale received the unanimous vote for appointment to the Senior Center Advisory Committee.

Motion was made by Mayor Pro Tem Ferebee, seconded by Councilman Smith and unanimously carried to reappoint Alice Newsome, Marci Merritt and Janet Moore to the Library Advisory Committee, and to appoint Larry Beale to the Senior Center Advisory Committee.

**New Business**

**Consideration of Extension of Sweeping Agreement (Agreement No. 3193) with North Carolina Department of Transportation (NCDOT)**

Public Works Director Chalker stated in May of 2012, City Council authorized the Mayor and Clerk to execute an agreement with NCDOT for the City to perform routine sweeping of various streets and bridges within the corporate limits on an as needed basis—specifically the NC Highway 48 Bridge at the Paper Mill. He stated one year extensions have been requested and granted each year since 2013, and NCDOT is again requesting that the City Council extend this agreement for an additional period of one year (through June 1, 2017).

Motion was made by Councilwoman Scarbrough, seconded by Councilman Bobbitt and unanimously carried to extend the Sweeping Agreement (Agreement No. 3193) with the North Carolina Department of Transportation (NCDOT) for a period of one year (through June 1, 2017) and to authorize Mayor Doughtie to execute the following letter:

May 3, 2016

Ms. Lisa Vincent, City Clerk

City of Roanoke Rapids

P. O. Box 38

Roanoke Rapids, NC 27870

**SUBJECT: Sweeping Agreement – City of Roanoke Rapids**

**WBS 4B.104211**

**Agreement No. 3193**

**Purchase Order #5900009952**

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Dear Ms. Vincent,

This letter is in reference to the subject agreement. In accordance with the agreement, the North Carolina Department of Transportation is exercising its option to extend this agreement for an additional period of one year. All other terms and conditions of the agreement will remain the same.

Your authorized agent’s signature in the designated space below will be evidence of your acceptance of these terms.

If you accept this extension, the agreement will remain in effect from June 1, 2016 through June 1, 2017.

If you have any questions, or if I can be of any further assistance, please advise.

Respectfully,

Jerry P. Page, PE/s/

Division Four Project Manager

JPP/

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized Agent Date

City of Roanoke Rapids

**Consideration of Amendments to Chapter 91 “Animals” of the Roanoke Rapids Code of Ordinances (§ 91.52 Keeping of Bees)**

Planning & Development Director Lasky stated during last year’s session of the General Assembly, a law was passed that changed the number of hives an individual could keep on their property. She stated prior to that, the City had adopted an ordinance regulating the number of hives. She stated according to NCGS 106-645, a city ordinance must allow up to five hives on any parcel within the city’s planning jurisdiction.

Planning & Development Director Lasky stated in order to comply with the new law, we are proposing revisions to Section 91.52 to modify the maximum number of hives based on lot area and to add a new subsection to require placement of hives at ground level or securely attached to an anchor or stand.

Motion was made by Councilman Bobbitt, seconded by Councilman Smith and unanimously carried to adopt the following ordinance:

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ORDINANCE NO. 2016.11

**AN ORDINANCE TO AMEND CHAPTER 91 “ANIMALS” OF THE ROANOKE RAPIDS CITY CODE.**

**NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROANOKE RAPIDS that:**

**SECTION 1.** Section 91.52 “Keeping of Bees” be amended to read as follows:

**§ 91.52 KEEPING OF BEES.**

It shall be unlawful for any person to keep, maintain or operate any bee containment systems, honey-producing hives, or any such bee related production within the City limits, except under the following conditions:

1. The maximum number of hives allowed shall be determined based on lot size

as follows:

***Lot Area (square feet)******Maximum Number of Hives Allowed***

Less than 50,000 5

50,001 – 60,000 6

60,001 – 70,000 7

70,001 or larger 9

(B) No hive shall be located in a front yard and no hive shall be closer than fifteen (15) feet from any property lines.

(C) The area wherein the hive(s) shall be located shall be screened from view by either an opaque fence of not less than four (4) feet in height, any/or an equivalent screening of vegetation. In no case shall a hive be visible from a public street or highway.

(D) Each hive must have an adequate water supply at the hive. The water supply must be unobstructed to allow for easy access to bees.

(E) All beekeeping equipment and hives must be maintained in good order and condition.

(F) The hive(s) shall be placed at ground level or securely attached to an anchor or stand.

**SECTION 2.** This Ordinance shall become effective upon adoption.

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**City Manager’s Report**

City Manager Scherer stated mostly to beat today’s deadline to file budget, finance and study bills, legislators introduced 132 bills this past week. He stated looking ahead to next week, the Thursday deadline for filing local bills represents the last major opportunity for new bill introductions this session. He stated for this week, bills filed of interest to municipalities include:

**SB 846** which would make significant changes affecting how municipalities receive local sales tax revenue. One section would eliminate the adjustment factors and instead adjust distribution based upon a county’s economic development tier, beginning next fiscal year. As a Tier 1 county, I would expect some increase in sales tax revenue. Another section would eliminate $17.6 million in state funds, as of July 1st, 2016, set aside last year to insure no county or city lost money as a result of the sales tax reallocation that was agreed to last year. We have no estimate yet of how this bill could impact us.

**HB 1070** which would give state and local government retirees a 4% COLA. Since this raise is higher than the Local Government Employees Retirement System investment gains, this change would increase each participating local government’s contribution rate. Again, we do not have current data on how this would impact our budget this coming fiscal year.

Both chambers filed bills **(HB 1082/SB 844)** that would replace the current three tier system of measuring economic distress with an index. The index would benchmark each county’s performance, based upon 4 factors, against the state’s median performance. The Department of Commerce would have exclusive discretion using the rankings to determine which counties to allocate funds such as the CDBG, the Job Development Investment Grant (JDIG), Main Street and the One NC Fund. Also, the Department of Commerce would have total authority to determine the level of a local required match before a community could receive funds.

City Manager Scherer stated unlike any Memorial Day since the turn of the century, the upcoming Memorial Day holiday will be observed without the United States actively engaged in full-scale warfare in a foreign land. He stated as of last December, America and our NATO coalition partners formally ended formal military engagement in Afghanistan, the longest U.S.-initiated war in American history.

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City Manager Scherer stated sadly, for far too many of us, Memorial Day’s primary purpose has been cheapened and corrupted. He stated the day has become one to celebrate the unofficial start of summer, a day to fire up that shiny new grill for outdoor barbecues or a day to rush to the nearest big-box store to save $300 on a new flat-screen TV.

City Manager Scherer stated others tend to confuse the holiday with Veterans Day in November. He stated Veterans Day marks a nation’s homage to all men and women – living and dead – who have served in the armed forces in the nation’s 10 major wars. He stated Memorial Day is different. He stated it is a day that a grateful nation has set aside to solemnly and soberly remember and honor those who have paid the ultimate sacrifice on our behalf.

City Manager Scherer encouraged everyone who can to attend the Memorial Day ceremony at Cedarwood Cemetery on May 30th at 10:00 a.m. He stated if individuals are unable to attend, he asked that in the coming days, they fly our nation’s flag in honor and in memory. He stated you can fly it on your lawn, display it in your window or display it in any proper way you can. He stated this is the least we can do to remember these brave women and men who helped us preserve the freedoms we have, and should be so thankful for.

**Finance Director’s Report**

Finance Director Etheridge reported that during the month of April, the Finance Department issued 103 purchase orders, wrote 68 payroll checks, 315 direct deposit vouchers and 317 accounts payable checks. She pointed out that the year-to-date expenditures exceeded revenues by $20,870.26. She stated for this month as well, revenues are expected to be low but all departments are trying to watch their budgets and spend only what is absolutely necessary to fund operations.

Finance Director Etheridge reported that the Sales & Use Tax receipts for the month of April totaled $236,740.46 (adopted budget for this category is $2,174,214.00 and the percentage of actual money collected of adopted budgeted figures is at 70.1%). She pointed out that the sale tax percentage of revenue collected at this same time last year was at 68.5%.

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Finance Director Etheridge reported that the monthly cost associated with the 2007 Series Bonds totaled $108,671.26 (breakdown: $46,274.36 Re-Marketing Fee; $54,881.99 Swap Payment; $5,729.91 Interest Payment; $145.00 Wire Fee; $1,640.00 Administrative Fees).

Finance Director Etheridge reported that the department continues to diligently work on the annual 2016-2017 budget planning process in addition to day-to-day operations and projects.

**Departmental Reports**

**Human Resources**

Human Resources Manager Kearney reported that she is advertising four vacant positions: *Recreation Program Assistant II; Part-Time Public Works Worker; Part-Time Lifeguard; Part-Time Library Assistant.*

Human Resources Manager Kearney reported that during the month of April, we received a total of 25 applications and hired the following: *Clayton Barmer, Fire Department* and *Joshua Hilliard, Public Works Department.*

Human Resources Manager Kearney thanked everyone that came out and purchased tickets for the BARC Fish Fry. She stated they sold 452 plates and appreciate the help from D.I.R.T. and Mr. & Mrs. Herman Moseley. She stated the funds raised will help BARC to help employees in need and also to fund a $500.00 college scholarship for a child of a City employee.

**Police**

Chief Hasty stated his written report is included with the Council’s agenda information but he would like to highlight a few other things. He stated May 15 – 21 is Law Enforcement Officer Memorial Week. He stated there were 35 in the line of duty deaths this year. He stated Deputy Chief Jackson and Sergeant Burnette took part in a memorial service on May 25 in Halifax put on by the Blue Steel Motorcycle Club. He stated he will be attending a memorial service in Jackson on May 20 put on by the Fraternal Order of Police Lodge 47. Chief Hasty stated unfortunately, we have had three officers to die in the line of duty. He presented the following information on those three deaths:

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**Patrolman Clifton L. Massey**

***End of Watch: Thursday, November 21, 1946***

Patrolman Clifton Massey was shot and killed after being attacked by two brothers in a pool hall where he was taking his dinner break. The brothers had entered the pool hall, gone to the restroom, and then came out and immediately attacked Patrolman Massey.

One of the brothers was able to disarm the officer and then both men fled outside. As Patrolman Massey got up to chase after them, one of the brothers returned and shot Patrolman Massey with his own service weapon, killing him.

Both brothers were eventually apprehended and convicted of second degree murder. The brother who shot him was sentenced to 30 years and the other was sentenced to 20 years.

**Lieutenant Willard Edward “Son” Vaughan**

***End of Watch: Monday, May 9, 1977***

Lieutenant Willard Vaughan was shot and killed while responding to a silent alarm at a convenience store.

Lieutenant Vaughan and another officer and a deputy sheriff responded to the silent alarm at a convenience store. He drove past the scene and met with the deputy down the road. Lieutenant Vaughan and the deputy started driving back toward the crime scene with Lieutenant Vaughan’s police vehicle in front. The deputy slowed down to look down a dirt road when he saw the brake lights of Lieutenant Vaughan’s police vehicle come on. Lieutenant Vaughan exited his vehicle and the deputy stated that he saw a tremendous amount of gunfire.

One of the two suspects ran in front of Lieutenant Vaughan’s vehicle and opened fire at close range. Lieutenant Vaughan was hit four times and the suspect one time. The deputy pulled up and the suspect shot at the deputy, hitting his vehicle. The deputy then shot and hit the suspect a second time. The two suspects were arrested at the scene. A third suspect was arrested hours later in Emporia, Virginia.

Lieutenant Vaughan’s killer was convicted of second degree murder and sentenced to life in prison on September 19, 1977.

Lieutenant Vaughan had served with the Roanoke Rapids Police Department for 21 years and was planning to retire in three months.

**Sergeant Calvin Edward Daniel**

***End of Watch: Sunday, March 27, 1983***

Sergeant Calvin Daniel suffered a fatal heart attack while performing CPR on another man who had also suffered a heart attack.

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Sergeant Daniel had served with the Roanoke Rapids Police Department for 13 years.

Chief Hasty reported that May 15 through May 30 is the Governor’s Highway Safety Program “Click It or Ticket” Campaign. He stated they will have extra patrols out during this time.

Chief Hasty stated he is wearing the new summer uniform which is cooler and provides more room to move around. He stated the guys will start wearing this uniform on May 20.

**Planning & Development**

Planning & Development Director Lasky reported that her department has completed review of the construction plans for the new Manning Elementary School. She stated they have also been corresponding with the State Employees’ Credit Union (SECU) about their plans for their new location on E. 10th Street, and about a new location for the banners on the fence at this location. She stated SECU does plan to have a decorative fence where the banners can be displayed.

Planning & Development Director Lasky reported that the new retail store Label Shopper has opened next to Dunham’s on Premier Boulevard.

Planning & Development Director Lasky reported that the developers of the solar farm on American Legion Road, approved by Council last year, plan to move forward with the installation of the solar farm.

Planning & Development Director Lasky reported that she is in the process of working with the Upper Coastal Plain Council of Governments to update our official zoning map with the goal of having it available on-line.

Planning & Development Director Lasky reported that the Building Inspector issued 40 building permits from January 2016 to April 2016 with a construction value of $1.2 million.

Planning & Development Director Lasky stated during the last two meetings regarding the MaSuKi, Inc. Conditional Use Permit request, some members of the public wanted to know what would happen with the lawsuit filed by MaSuKi, Inc. concerning the first application. She reported that the lawsuit has been withdrawn by MaSuKi, Inc.

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**Parks & Recreation**

Parks & Recreation Director Simeon reported that the Canal Half Marathon will be held this Saturday beginning at 8:00 a.m. He stated registration is down this year but they still expect a good crowd.

Parks & Recreation Director Simeon reported that we have a break in shows at the Theatre for the next several weeks but there are several reunions and weddings planned.

Parks & Recreation Director Simeon reported that the new concession stand at Ledgerwood is progressing nicely.

Parks & Recreation Director Simeon reported on the US 158 Project meetings regarding the Master Plan which will take about 8 to 12 weeks to complete. He stated once completed, we will be able to seek grant funding for these projects.

**Public Works**

Public Works Director Chalker reported that the Cemetery staff performed nine openings and closings and sold three lots. He stated the total collected for these services was $10,828.00 and the year-to-date amount collected was $102,237.00.

Public Works Director Chalker reported that 51 letters were sent out for lot cutting and nuisance ordinance violations. He stated one lot was cut by City forces in the amount of $422.50 and the total year-to-date amount assessed was $39,612.00.

Public Works Director Chalker reported that they have done a tremendous amount of work in many areas. He highlighted the following: *demolished and hauled away building #1 at Ledgerwood; formed and poured cement at Ledgerwood; moved the police receiver system from City Hall to the top of the water tower at Becker Village Mall.* He stated he is grateful to the Roanoke Rapids Sanitary District for allowing the City to do this. He stated this allows us to get back to using one repeater which makes for a neater system.

**Fire**

Chief Coggins reported that the firemen were engaged in a total of 668 man-

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hours of training. He stated the Fire Marshal conducted 29 fire prevention inspections or re-inspections and completed 4 plan reviews for proposed new businesses within our fire district.

Chief Coggins reported that fire hydrant testing should be completed by the end of next week.

Chief Coggins reported that the firemen completed work on Veterans Park and the AMVETS prepared a luncheon for the entire department in appreciation for the work.

Chief Coggins reported that four firemen attended thermal imaging training classes and three firemen attended a class on design and construction of containers for training purposes.

Chief Coggins reported that there will be a Community CPR Class on Saturday, May 28 from 2:00 to 5:00 p.m. at Fire Station No. 1.

Chief Coggins reported that they conducted a fire extinguisher safety class at Roanoke Rapids Savings Bank.

**Main Street**

Main Street Director Caudle reported that Main Street recently held a retreat and Dr. Pat Mitchell, Assistant Director of the NC Department of Commerce, was the keynote speaker. She indicated that prior to the event, Dr. Mitchell toured Historic Roanoke Rapids and conducted a few individual meetings. Main Street Director Caudle indicated that the Board will take information gleaned from the retreat and develop a plan of work for FY 2016-2017. She stated they will hold another session in June, and the Mayor and City Council members are invited to attend.

Main Street Director Caudle reported that we will host two meetings in July at the Arts Council building on the Avenue—one for NC Main Street and the second for the North Carolina Downtown Development Association (NCDDA). She indicated that she will be traveling to Raleigh tomorrow for a NCDDA meeting.

Main Street Director Caudle reported that this Friday, May 20 is the official grand opening of Joy J’s Clothing at 935 Roanoke Avenue. She encouraged

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everyone to attend to see the completely renovated inside of the building.

Main Street Director Caudle reported that the Fridays in the Park Concert Series artists and dates have been announced as follows:

* Friday, June 17: JaShaun Peele (Jazz/R&B)
* Friday, July 15: Voices of Grace (Gospel)
* Friday, August 19: Wild Country Band (Country)

Main Street Director Caudle indicated that all concerts will be held from 7:00 to 8:30 p.m. at Centennial Park.

There being no further discussion, motion was made by Councilman Smith, seconded by Councilwoman Cowen and unanimously carried to adjourn.



**Lisa B. Vincent, MMC, NCCMC, City Clerk**

**Approved by Council Action on: 6/14/2016**