



Minutes of the Roanoke Rapids City Council

A regular meeting of the City Council of the City of Roanoke Rapids was held on **Tuesday, January 8, 2019 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)

Carol H. Cowen)

Suetta S. Scarbrough)

Wayne Smith)

Council Members

Joseph Scherer, MPA, MS, City Manager

Gilbert Chichester, City Attorney

Traci Storey, City Clerk

Kathy Kearney, Deputy City Clerk/Human Resources Manager

Chuck Hasty, Police Chief

John Simeon, Parks & Recreation Director

Larry Chalker, Public Works Director

Jason Patrick, Fire Chief

Christina Caudle, Main Street Director

Absent: Leigh Etheridge, Finance Director

Kelly Lasky, Planning & Development Director

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 no conflicts, motion was made by Councilman Smith, seconded by Councilman Bobbitt and unanimously carried to adopt the business agenda for January 8, 2019 with the addition of a Closed Session to discuss Personnel Issues under Item 7a).

Special Recognitions

Fire Department – Retirement of Chief Coggins

City Manager Scherer announced Chief Stacy Coggins retired on December 1, 2018 after serving the City of Roanoke Rapids and its citizens for 30 years. He stated in accordance with NCGS 160A-291.1, the City has the opportunity to award a firefighter with his helmet and badge for \$1.00, which he will pay. He presented Chief Coggins his helmet and badge.

City Manager Scherer said Chief Coggins as Fire Chief for the past five years has performed in an outstanding manner and helped improve the performance and professionalism of the department during his tenure. His dedication to duty and commitment to excellence made him a valuable member of the City Administration and helped influence others to higher professional achievement and development. He consistently sought ways to improve the Fire Department with an uncommon perception to the morale and welfare needs of the firefighters. His charismatic and cheerful attitude were infectious and spread throughout the department and his peers in the City Administration. Chief Coggins was able to accomplish much more than most Fire Chiefs because of his exceptional technical competence, organizational keenness and his ability to work with and lead others. With a natural frankness and sincerity, he displays concern for the feelings of individuals and equality of human treatment. These traits: his honesty, integrity, and unparalleled professional spirit and aptitude generated immediate confidence in him by others. He is an outstanding leader. On this occasion of your retirement, I express my sincere appreciation for your dedication and efforts as Fire Chief as well as your continued success and join with your many friends wishing you and your family the best possible future. He presented Chief Coggins his City plaque and clock.

Chief Coggins thanked Council for giving him the opportunity to work in this capacity. He thanked his wife, Angela and boys, Braxton and Ayden. He thanked the guys in the back in blue, Chief Clements, Chief Cook and Chief Patrick. He stated it's easy to leave people when you have people that have a passion for what they do. It's been very humbling and an exciting journey, but when the time comes to move on you know it. He thanked them for the opportunity and stated the new Chief they picked couldn't be a finer man. He exemplifies professionalism and he will take the department to new heights and he looked forward to seeing what he was going to do.

Motion was made by Councilman Smith, seconded by Councilman Bobbitt and unanimously carried to award Chief Coggins his helmet and badge for and in consideration of the sum of \$1.00 as required by NCGS 160A-294.1.

Fire Department – Promotion Ceremony of Jason Patrick as new Fire Chief

City Manager Scherer announced Chief Jason Patrick is the City's new Fire Chief. He is a dedicated professional who strives for perfection in all endeavors. He was selected from a talented group of applicants to lead the department into the future. Chief Patrick is highly knowledgeable about all aspects of the fire service and brings a wide variety of experiences to the position. He represents the embodiment of pride and professionalism in the fire service and these concepts are and have always been his benchmark as an advocate of tradition loyalty and support for the Roanoke Rapids Fire Department. He formally introduced Chief Patrick as the new Fire Chief along with his father, Dwayne Patrick and his daughter, Olivia who pinned his Fire Chief badge on his uniform.

Chief Patrick thanked City Council and City Manager Scherer for giving him the opportunity to serve in this capacity. He also thanked Chief Coggins for everything he has done so far and he was looking forward to working with the guys more and moving the department forward.

Police Department – Retirement of Sergeant Mark Peck

Chief Hasty announced Sergeant Mark Peck retired on December 31, 2018 after serving the City of Roanoke Rapids and its citizens for 18 years. His service is greatly appreciated and will be remembered. He requested Council consider a motion to award Sergeant Peck's badge and side arm to him in accordance with General Statute 20-187.2(a).

Motion was made by Councilman Smith, seconded by Councilman Bobbitt and unanimously carried to award Sergeant Peck his service side arm and badge for and in consideration of the sum of \$1.00 and upon his securing a permit as required by NCGS 14-402.

Chief Hasty presented Sergeant Peck with his side arm and badge. He also presented a plaque to him in recognition of distinguished and dedicated service to the City of Roanoke Rapids, January 7, 2000 – December 31, 2018. Chief Hasty shared a story of when they first started working together. He thanked Sergeant Peck and stated he was a great friend and a great asset to the community. He said he hated he was retiring but he understood.

Sergeant Peck thanked Councilman Bobbitt - he hired him. He said when he first moved here, he did not have anybody, but now he has family, brothers and sisters.

Mayor Doughtie stated Chief Coggins spent his entire career with the City and he thanked him for staying here in Roanoke Rapids, raising a family that has contributed to the community. He thanked him for not just being the Fire Chief, but for giving back to the community.

He thanked Sergeant Peck and all his fellow officers for keeping everyone safe. He said both gentlemen have other things to look forward to as they move forward with the change of pace in life. He hopes all those mature to be what they would like them to be.

Mayor Doughtie said to Chief Patrick that he was moving on to another era of his life even though he was still here working with the City. He congratulated him on his promotion as the new Fire Chief. He stated he was sure he would do a good job and has always heard good things about him. He thanked all the departments and everybody who makes the City what it is and what it can be and they continue to strive to move forward in a positive way.

Approval of Council Minutes

Motion was made by Councilman Bobbitt, seconded by Councilwoman Cowen and unanimously carried to approve the December 18, 2018 Regular Meeting minutes as drafted.

New Business

Emergency Operations Center (EOC) Policy

City Manager Scherer presented an Emergency Operations Center Policy and stated an Emergency Operations Center is a central command and control facility responsible for carrying out the principals of emergency preparedness and emergency management or disaster management functions at a strategic level during an emergency and ensuring continuity of operations and services for the City. The common function of an EOC is to collect, gather and analyze data, make decisions that protect life and property, maintain continuity of the organization within the scope of applicable laws and disseminate those decisions to all concerned agencies and individuals. The proposed administrative policy formalizes the process to activate and operate a City EOC, thereby enabling the city

administration to respond more quickly and efficiently to any emergency situation. He requested City Council consider a motion to adopt the Emergency Operations Center Policy.

Motion was made by Mayor Pro Tem Ferebee, seconded by Councilwoman Scarbrough and unanimously carried to adopt the Emergency Operations Center Policy as presented.

City Manager's Report

City Manager Scherer reported Public Works is completing the installation of concrete bases for the first round of the new wayfinding signs around town. Once the concrete has set, they will begin installing the posts and signs.

He stated Public Works also continues to collect leaves all over town. Citizens have increased their usage of social media sites to find out when and where Public Works will be collecting leaves. We need the public to understand the City has 90 miles of roadway where they collect leaves with only four vehicles, so it takes a while to hit every part of town. Their new dump trucks and asphalt repair vehicle are due in by the end of January.

He said the Planning and Development Department continues to work on reviewing plans for the proposed Dollar General store near 8th and Jackson Streets. This includes site plans, building plans and they are also working with NCDOT to review a traffic impact analysis (TIA) report from the developer regarding vehicle and pedestrian safety issues in the immediate area, including Roanoke Avenue. No plans have been approved yet by the Department. Department personnel are working on reported vehicle and nuisance code violations. The Planning Board will have a meeting on the 17th of this month regarding a proposed rezoning request in the Vine Street area. Sammy Shearin has just been issued a demolition permit for the fire-damaged home at 125 Monroe Street, which was subject to an Ordinance at last month's Council meeting. From the meeting, the owner was given until January 18th to demolish the remains of the residence. We have issued a deadline for demolition until the end of business day on Wednesday, January 23rd.

City Manager Scherer announced the Parks and Recreation Department is putting on a half marathon/8K race on the Canal Trail on March 30th. They are conducting an industrial league for basketball this winter, with an initial meeting tonight. The demolition at Chaloner Park is basically complete, they are now waiting for good

weather to begin construction of the new facilities. A wreath laying ceremony will be held at the Martin Luther King Jr. Park on January 20th at 3:00 p.m.

He reported the Police Department recently conducted two traffic stops for DWI violations where the drivers were also charged with child abuse/neglect since there were children in the vehicle. One of their new vehicles has been received, no due in date for the others.

He said the Fire Department is working on a grant to replace the old fire safety training trailer they use for children to learn what to do in the event of a fire in their home. The new trailer is more interactive with videos and laser activation devices and can also be used by adults as well. Chief Patrick reports that Kevin Hawkins is in the next stage of this treatment to receive stem cells to fight his cancer and is doing well.

City Manager Scherer stated the Main Street Roanoke Rapids group reports the planned repaving of Roanoke Avenue is scheduled to begin March 15th. NCDOT plans to maintain traffic on the Avenue as much as they can during the project. Painters are finishing painting today the front façade of the open venue at 1026 Roanoke Avenue, and Public Works will install the new light fixtures there.

Councilman Smith asked City Manager Scherer if he could talk with the department heads so City Council can get their monthly reports at the first meeting of the month rather than the last meeting of the month. He feels that there is so much happening and they are running behind in being informed. City Manager Scherer replied he did not see any reason that could not be done and would have those ready next month. He did say if the first meeting was in the first seven days of the month, it may be difficult for them to capture all the information and have it ready the first week of the month. He said they would try, but if not, they can just send the reports out to them. Mayor Pro Tem Ferebee agreed there may be some times where it falls within the first couple of days and that would make it tough to get them.

Councilman Smith asked if they had done any more of the new streetlights. City Manager Scherer replied they were waiting on Dominion to coordinate with the City to find a commercial area to put up some proposed brighter LED streetlights for the commercial part of town. Councilman Smith stated he looked at the ones on Franklin Street and they look good.

Mayor Doughtie asked when NCDOT begins repaving Roanoke Avenue has there

been any discussion or would it help for them to reroute trucks to the side streets. Public Works Director Chalker replied they have had detailed discussions with NCDOT and those discussions will continue right up until the date they put machine out there. They are constantly talking about traffic flows. NCDOT's desire is to keep traffic on Roanoke Avenue because of the weight of the trucks going to the paper mill. The base is much better prepared to handle those weights. Most of the City's side streets such as Jackson and Hamilton Streets are the original concrete streets from back in the 1920s and 1930s. They are very tough and durable but if those trucks branch out to any other areas of the city, they would have concerns. With other projects going on within the city, they try to monitor truck traffic to make sure they do not get off on some of the City's side streets because of the weight rating of those streets. They are not built for that amount of weight and they are in pretty rough shape anyway because they are a little behind in resurfacing because of budgetary constraints. Again, with this project, they are in detailed discussions with the NCDOT District Office and will continue to do so to find the best solution for traffic flow and to get those weighted trucks on the proper streets.

Other Business/Closed Session

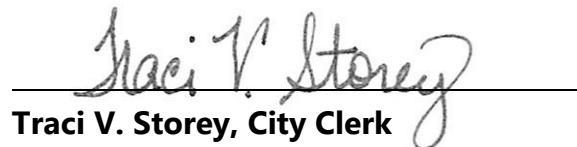
Motion was made by Councilman Smith, seconded by Councilman Bobbitt and unanimously carried to go into Closed Session to discuss Personnel issues as allowed by NCGS 143-318.11(a)(6).

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Minute Book Pages 19326 - 19330 contain Minutes and General Account of a Closed Session which have been sealed until such time as public inspection of those minutes would not frustrate the purpose of the Closed Session.

Other Business/Open Session

There being no further business, motion was made by Councilwoman Scarbrough, seconded by Councilman Bobbitt and unanimously carried to adjourn. The meeting adjourned at 6:20 p.m.



Traci V. Storey, City Clerk

Approved by Council Action on: January 15, 2019