

**Town of Benson
Benson Conference Center
Board of Commissioners
Regular Meeting
Thursday, June 30, 2016
7:00 PM**

A G E N D A

- I. **Call Meeting to Order** (*Mayor Massengill*)
- II. **Pledge of Allegiance**
- III. **Approval of the Agenda**
- IV. **Consent Agenda** (*Mayor Massengill*)
 - A. Minutes for June 14, 2016
 - B. PTO Transfer for Kim Pickett
- V. **Public Comment** (*Mayor Massengill*)
 - A. Individuals wishing to address the Board are asked to provide their name and address for the record.
- VI. **Department Reports**
 - A. Written Reports
 - B. Planning Department- Voluntary Demolition Update (*Erin King*)
 1. Presentation
 2. Minimum Housing Action Flowchart
 3. Minimum housing template letter
 - C. Public Works Department- NCDOT Planting Update (*Matt Zapp*)
- VII. **Old Business** (*Mayor Massengill*)
 - A. Consider adoption of the FY 2016- 2017 Fee Schedule. (*Kimberly Pickett*)
- VIII. **Public Hearings** (*Mayor Massengill*)
- IX. **New Business** (*Mayor Massengill*)
 - A. Consider a request to provide compost material to Town of Benson residents/ businesses at no charge (*Matt Zapp*)
 1. The available compost is a recycled byproduct of the yard waste collections process
 2. Materials need to distributed or moved to an alternate site
 3. Staff will man the Porter Street Yard Waste Site, allowing residents to collect the compost
 - a. 2nd and 4th Saturdays from 9 AM - 12 Noon
Saturday July 9 and 23
Saturday August 13 and 27
Saturday September 10
 - B. Consider Lease agreement renewal for State Highway Patrol. (*Matt Zapp*)
 - C. Financial Report for May 2016 (*Kim Pickett*)
 - D. Consider Project Ordinance Amendment #2 for Restrooms on second floor. (*Kimberly Pickett*)
 - E. Consider Budget Amendment #12-2016 End of Year Cleanup, Fiscal Year ending June 30, 2016. (*Kimberly Pickett*)
 - F. Project Ordinance for \$40,000 in Tree Trimming. (*Matt Zapp*)

1. The Electric Department contracts for the clearing power lines and right of ways annually.
 2. The \$40,000 project ordinance allows the Electric Department to reduce power outages due to fallen trees/ limbs.
- G. Consider Budget Amendment #13 related to Tree Trimming within the Town of Benson
(Kim Pickett)
- H. Project Ordinance for \$143,653 in Asphalt Paving *(Matt Zapp)*
1. The proposed project ordinance will allow the Town of Benson to utilize Powell Bill Funds for the current and upcoming fiscal years.
 2. Based upon the Asphalt Prioritization process, the Town of Benson will bid out the paving of downtown streets such as North Market, North Elm, South Elm and NW Railroad Streets.
 3. Benson will go out for bid regarding asphalt paving in July 2016
 4. Paving would occur in October or November 2016; subject to contractor availability.
- I. Consider Budget Amendment #14 related to Asphalt Paving within the Town of Benson
(Kim Pickett)
- J. Consider an updated Town of Benson Capital Improvement Plan via Resolution 173-2016
(Matt Zapp)
1. Hard copies of the Capital Improvement Plan will be made available at the meeting.
- X. **Town Manager Report** *(Matt Zapp)*
- A. July 4th Celebration Downtown Benson Monday, July 4, 2016
 - B. Town Hall closed for Independence Day Monday, July 4, 2016
 - C. Friday Night Hoops Friday, July 8, 2016
 - D. Board of Commissioners Meeting Tuesday, July 12, 2016
 - E. BPD Business Watch Meeting Thursday, July 14, 2016 at Noon
 - F. Friday Night Hoops Friday, July 22, 2016
 - G. Board of Commissioners Meeting Thursday July 28, 2016
- XI. **Town Attorney** *(Isaac Parker)*
- XII. **Board of Commissioners Report** *(Commissioners)*
- XIII. **Mayor Report** *(Mayor Massengill)*
- XIV. **Information Only**
- XV. **Closed Session**
- A. Closed Session: NC GS 143-318.11 (a) (5) (6)
 1. Closed Session: NC GS 143-318.11 (a) (5) (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.
- XVI. **Adjourn the Meeting** *(Mayor Massengill)*