

**COUNCIL MEETING  
AGENDA**

**Pineville Meeting Hut  
Tuesday, January 14, 2020  
6:30 p.m.**



**PINEVILLE TOWN COUNCIL AGENDA  
6:30 P.M. - PINEVILLE HUT MEETING FACILITY  
TOWN OF PINEVILLE, NORTH CAROLINA  
TUESDAY, JANUARY 14, 2020**

- 1) **Call Meeting to Order:**
  1. **Pledge Allegiance to the Flag:** *(MD)*
  2. **Moment of Silence:**
  3. **Introduction of New Police Officers**
  
- 2) **Adoption of Agenda:**
  
- 3) **Approval of the Minutes from the:** Work and Closed Session Meetings of December 4, 2019 and the Regular Council Meeting of December 10, 2019.
  
- 4) **Consent Agenda:** a) *Finance Report as of 12/31/19;* b) *Proclamation for School Choice Week*
  
- 5) **Public Comment:**
  
- 6) **Public Hearing:**
  - A. **IPEX USA, LLC** *(Travis Morgan)* Public Hearing for a request to expand business located at Rodney St. **(INFORMATIONAL)** *(vote will take place below in New Business).*
  
- 7) **Old Business:**
  - A. **Fleet Monitoring (GPS)** – *(Ryan Spitzer)* Town Manager will provide additional information regarding the Verizon GPS/Diagnostics program. **(ACTION ITEM).**
  
  - B. **Johnston Drive Realignment:**
    1. **NCDOT Agreement for Realignment of Johnston Drive** – *(Travis Morgan)* Council to review and vote on agreement with NCDOT for the realignment of Johnston Drive. **(ACTION ITEM).**
  
    2. **Budget Amendment for Realignment of Johnston Drive** – *(Travis Morgan)* will present a Budget Amendment for approval related to the realignment of Johnston Drive. **(ACTION ITEM).**
  
- 8) **New Business:**
  - A. **IPEX Expansion** – *(Travis Morgan)* Once the Public Hearing is closed, Council will vote to approve or deny the expansion. **(ACTION ITEM).**
  
  - B. **Presentation on Chamber of Commerce** – *(Mayor Edwards)* – John Holobinko will give a presentation on the progress of the new Pineville Chamber of Commerce. **(INFORMATIONAL).**

- C. PCAA Fee Waiver – (Ryan Spitzer) – Discuss and vote on whether to waive the fee for PCAA’s use of Jack Hughes Park (ACTION ITEM).**
- D. Approval of Bids for Electric – (Don Mitchell) – Two Bids for electrical work will be presented for review and approval (ACTION ITEMS):**
- 1. Bid #1:** Circuit Breaker Bid Recommendation for Polk Substation – Council to approve and award bid (ACTION ITEM).
  - 2. Bid #2:** Material Bid Recommendation for Carolina Place Mall – Council to approve and award bid (ACTION ITEM).
- E. Presentation by Chief Gerin – Fire Chief, Mike Gerin, will make a presentation on Understanding ISO Ratings. (INFORMATIONAL).**
- F. Meeting Schedule for 2020 – (Ryan Spitzer) – Each year Council must adopt the schedule of its meetings for the year. (ACTION ITEM).**
- G. Board Appointments: (Mayor Edwards) – Each year appointments & reappointments are needed for town/county boards, committees, etc. (ACTION ITEM).**
- H. Staff Update:**
- 1) Manager’s Report**
  - 2) Calendar of Events**
    - a) Save the date:** The date of Saturday, April 25<sup>th</sup> has been scheduled for a town-sponsored Shred Day. Details will follow at a later date.
    - b) Reminder for all Elected Offices:** Two hours of Ethics training is required for all Elected Officials following an election. The webinar can be purchased and viewed as a group or individually if necessary. Please think about a date you may want to view as a group.

**9) Adjourn**

*If you require any type of reasonable accommodation as a result of physical, sensory, or mental disability in order to participate in this meeting, please contact Barbara Monticello, Clerk of Council, at 704-889-2291 or [bmonticello@pinevillenc.gov](mailto:bmonticello@pinevillenc.gov). Three days’ notice is required.*

# **MINUTES**

**Minutes from the Town  
Council Regular and  
Closed Session Meetings of  
December 4, 2019 and the  
Regular Council Meeting of  
December 10, 2019**



**MINUTES OF THE  
TOWN COUNCIL WORK SESSION OF  
Wednesday, December 4, 2019- 6:00 P.M. (Meeting was rescheduled from 11/18/19)  
Pineville Telecommunications Bldg.  
118 College Street, Pineville, NC**

The Town Council of the Town of Pineville, NC, met in a Work Session on Wednesday, December 4, 2019 at 6:00 p.m. at the Telephone Building located at 118 College St. in Pineville NC. This meeting was rescheduled from 11/18/19.

**ATTENDANCE**

**Mayor:** Jack Edwards was absent.

**Mayor Pro-Tem:** David Phillips

**Council Members:** Melissa Davis, Debbie Fowler and Joe Maxim

**Town Manager:** Ryan Spitzer

**Town Clerk:** Barbara Monticello

**Finance Director:** Richard Dixon

**Real Estate Attorney:** John Buben

**CALL TO ORDER**

Council Member Joe Maxim was running late so Town Manager, Ryan Spitzer, did a short presentation to Council on the proposed new Town Hall site plan showing preliminary exterior and interior renderings.

At 6:30 p.m. Mayor Pro Tem David Phillips called the meeting to order. Council Member Melissa Davis moved to open the meeting, with Council Member Debbie Fowler seconding the motion. There were ayes by all and the meeting commenced.

**Closed Session:** It was decided to change the agenda and present the Real Estate item for discussion in Closed Session first since real estate attorney, John Buben was present. A motion was made and seconded to enter the Closed Session pursuant to NCGS 143-318.11(5) (*real estate item*). A lengthy discussion followed with Attorney Buben presenting information to Council on his findings regarding a real estate transaction. Council provided direction to both Town Manager, Ryan Spitzer and Real Estate Attorney, John Buben on how to proceed with the issue.

**Open Session:** A motion was made and seconded to go back into Open Session. There were ayes by all and the regular session reconvened.

**DISCUSSION ITEMS:**

**A. Time Clocks:** Town Manager, Ryan Spitzer, explained the 2 options available to the town: either Kronos or Time Clock Plus. The costs were comparable.

Council Member Melissa Davis asked what type of time clocks the City of Charlotte uses. Financial Director Richard Dixon commented that the city uses a combination of things, including an online time sheet.

Town Manager Ryan Spitzer advised that something would be set up for the first few months to allow people some leeway and before disciplining them if they are still not using the system correctly.

Council Member Joe Maxim was concerned with how to be consistent with all employees. Council Member Davis reminded council that even department heads were not putting in their time sheets correctly. Council Member Joe Maxim suggested the time clock system be tied to employee productivity in some way. He was more in favor of a GPS system than of a time clock for the Police Department.

Mayor Pro Tem David Phillips stated that employees start coming in at all hours of the day and it just gets worse from there. There needs to be some kind of accountability in place. Council Member Davis agreed, stating the system needs to be across the board and include everyone. Council Member Maxim then agreed that it would have to be done with all departments.

Town Manager, Ryan Spitzer, stated that the two quotes provided in their packets were for time clock systems. The less expensive system is web-based and does not have a box tied to it. A software-based system would be about half the cost of the ones quoted. Ryan then said he will get hard quotes and draw up a shell of procedures to follow. The Employee Handbook may need to be changed to include the new rules.

Council Member Joe Maxim said he expected clear and unfiltered expectations for all employees. Mr. Spitzer will bring back information for the January council meeting.

## **B. GPS on Town Vehicles**

Mayor Pro Tem Phillips was in favor of installing GPS on town vehicles because it will verify that an officer was in a particular area should a resident claim they had not been there. It also can verify how many cars are sitting together for 2 to 3 hours at a time.

Town Manager Spitzer stated that Geo Tab (Blue Arrow) was more expensive than Verizon and that the City of Charlotte uses Blue Arrow. Mayor Pro Tem Phillips stated that some of the cost of the GPS could come out of Asset Forfeiture monies, at least for the police vehicles. Council Member Joe Maxim thought that putting GPS on all vehicles was excessive but that it should extend beyond just the Police Department. Manager Spitzer stated we could look at installing GPS on the Police and Fire Department vehicles, as well as service vehicles. There was mention of a GPS system that was previously installed on police vehicles that caused some morale issues. Council Member Melissa Davis stated that despite how employees felt about installing GPS on town vehicles, they could either accept it or move on.

Questions were asked on what the "diagnostics" modular included. Mr. Spitzer will check on the diagnostics and exactly what it includes. Verizon's GPS runs about \$10,000 a year and the Geo Tab system is more expensive. He then stated he would bring the GPS information to the December Work Session and attempt to address concerns about the morale issue.

(Mayor Pro Tem Phillips called for a 10-minute break at 8:32 p.m. before resuming the meeting at 8:42)

## **C. COLA Increases**

A discussion resumed from an earlier meeting as to whether COLA increases should be given to employees. Council Member Davis stated her biggest concern was that some people needed increases and some people did not. With both a merit and COLA increase, an employee could get up to 5%. Council Member Debbie Fowler stated that most people were getting 2.5 % increases. Manager Spitzer stated that the decision was made that if police employees were getting 2.5%, then regular employees should get the 2.5 % as well. Officers get 2.5 % or they get nothing.

Council Member Fowler asked why the Police Department couldn't get just a 2% COLA? Mr. Spitzer stated that they had to continue using the step amount at 2.5% The COLA increase would need to stay at the 2.5 %. Council Member Elect, Les Gladden, stated that the City of Charlotte had done away with giving COLA increases but the county still gave both a merit and a COLA. Mayor Pro Tem Phillips added that the city did do away with COLA increases but employees were eligible for a bonus based on meeting three goals. Mayor Pro Tem Phillips' concern was the

increasing insurance costs along with the fact that after all the time and money that is invested in employees, they leave and go elsewhere for more money.

Council Member Maxim stated that he could not see any way around not giving employees a COLA increase. It had to be done in order to stay competitive with other towns.

Town Clerk Barbara Monticello then read comments that the Mayor had given her to read into the minutes. (Comments are attached and made part of these minutes).

Council Member Debbie Fowler stated that they had discussed salary increases last year at this time and she was against giving a COLA increase. It should be brought up during the budget meetings with the new council members present. She did not trust the figures that were calculated for the Telephone Department.

Council Member Melissa Davis asked about guaranteeing that department heads will do a better job. Council did not have any control over the merit increases. Mr. Spitzer responded that the performance of an individual is what is considered with the merit increase, but a COLA increase could not be considered in the same way. A COLA was based on environmental factors such as inflation and general rises in the cost of just about everything. Ms. Davis still could not see rewarding people for not doing a good job. Council Member Joe Maxim asked that she think of the job itself and not the person doing the job.

Mr. Phillips stated that at one time, we had people working here making \$14.00 an hour which equated to a .28-cent increase in pay. Employees cannot afford to live on that. If we continue to only pay 2-2.5% merit increases each year, we will continue to lose people. If someone worked here for 5 years and their salary increased a total of \$1.45 in that timeframe, that is disheartening. Manager Spitzer stated that 97% of our people get 2.5 % increases.

Council Member Maxim suggested we do the merit/cola increases at the same time. No one was against giving COLA increases, but had more concerns about the merit process. Council Member Maxim stated that in those years that we are able to give a COLA, we should go ahead and give employees a COLA. Council Member Davis reiterated her biggest complaint: rewarding people for doing a good job when they have not done a good job. Mayor Pro Tem Phillips suggested that they be sure evaluations were done fairly, correctly and that merit increases were based around the bell curve.

Ms. Davis asked how to handle increases with the friendships that have developed between employees that have worked together for many years. Mr. Spitzer responded that each department got only a certain amount of money for increases and each employee needed to fit within that amount. Ms. Davis again stated that unless they saw improvement, no one should get anything. Mr. Spitzer stated that nothing would change until the town invested in new evaluation software. His goal was to have new evaluation software by 7/1/20.

Mayor Pro Tem Phillips asked if this was something that Council needed to vote on to which Mr. Spitzer replied that they did. Mayor Pro Tem Phillips motioned that from now until 7/1/20, a 1% COLA raise be granted for the remainder of this fiscal year. The motion was seconded by Council Member Maxim. A vote showed three in favor, David, Joe and Melissa and one opposed, Debbie Fowler. Motion passed 3-1.

A brief discussion ensued regarding the See, Click Fix app. Council requested to see data from this app, which Mr. Spitzer will supply to Council.

Council Member Debbie Fowler moved to exit the Open Session and move into Closed Session. Motion was seconded by Melissa Davis. Meeting moved into closed session at 10:00 p.m.

**Closed Session:** Once back in Closed Session, pursuant to NCGS 143-318.11(6) (*personnel*), a personnel issue was discussed with feedback provided to the Town Manager. At 10:15 p.m. a motion was made and seconded to move out of the Closed Session and back into Open Session. There were ayes by all and Council was back in Open Session.

**Open Session:** Discussion focused on the percentage amount to award the Town Manager after giving him his evaluation. Council Member, Joe Maxim recommended a 3 ½ -4% increase, Mayor Edwards' (by way of comments read into the record by the Town Clerk), recommended a 4.5% increase, Council Member Melissa Davis was OK with an increase but on the lower end, not on the higher side and then suggested to revisit this again in six months. She was comfortable with a 2 ½ % increase, along with a 1% COLA. Council Member Debbie Fowler suggested a 2.5% increase, plus a 1% COLA increase and Mayor Pro Tem David Phillips recommended at 2 ½ % increase with a 1% COLA increase.

Council Member Debbie Fowler moved to approve a 2 ½% increase as of now, retroactive back to November, along with a 1% COLA increase. Additionally, Council will revisit his goals in six months to determine if another salary adjustment is needed. Council Member Melissa Davis seconded the motion and there were ayes by all.

**ADJOURNMENT:** Having no further business, Council Member Debbie Fowler moved to adjourn the meeting with Council Member Joe Maxim seconding the motion. There were ayes by all and the meeting was adjourned at 10:40 pm.

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Jack Edwards, Mayor

**ATTEST:**

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Barbara Monticello, Town Clerk



**MINUTES OF THE  
TOWN COUNCIL MEETING OF THE  
TOWN OF PINEVILLE, NORTH CAROLINA  
TUESDAY, DECEMBER 10, 2019**

The Town Council of the Town of Pineville met in Regular Session on Tuesday, December 10, 2019 at 6:30 p.m. at the Hut Meeting Facility in Pineville.

**ATTENDANCE**

Mayor: Jack Edwards  
Mayor Pro-Tem: David Phillips  
Council Members: Debbie Fowler, Melissa Davis and Joe Maxim  
Town Manager: Ryan Spitzer  
Planning & Zoning Director: Travis Morgan  
Finance Director: Richard Dixon  
Town Clerk: Barbara Monticello

**CALL TO ORDER**

Mayor Jack Edwards called the meeting to order at 6:31 p.m.

**PLEDGE OF ALLEGIANCE TO THE FLAG (JE)**

Council Member Joe Maxim led the group in the Pledge of Allegiance.

**MOMENT OF SILENCE**

Mayor Edwards asked for a moment of silence for Council Member Melissa Davis who lost her brother three weeks ago, Town Manager Ryan Spitzer who lost his grandmother and Pineville resident Debbie Pressley who passed away. He also asked that we remember our troops, first responders, police, fire and our military men and women as there was another active shooter incident in Jersey City, NJ today where six people were killed. .

**ORDER OF BUSINESS:**

**Adoption of the Agenda:**

Council Member Debbie Fowler made a motion to adopt the agenda. Council Member Melissa Davis seconded the motion and there were ayes by all. Motion passed 4-0.

**Approval of the Minutes from the Regular Council Meeting and Closed Session Meetings of November 12, 2019.**

Council Member Melissa Davis moved to approve the minutes, seconded by Council Member Debbie Fowler. There were ayes by all and the minutes were approved.

**Consent Agenda:**

The Consent Agenda consisted of the following items: a) *Finance Report as of 11/30/19.* b) *Accept the Official Election Results.* Council Member Debbie Fowler made a motion to adopt the agenda with Council Member Joe Maxim seconding the motion. There were ayes by all and the motion passed 4-0.

## **PUBLIC COMMENT:**

**Bobby French**, the new principal of Pineville Elementary school, spoke about how he went to Pineville Elementary School and has come back to the school as their principal. He was happy to see the diversity of his students, as well as the overall growth of Pineville. He commended his teachers as great mentors and reminded council that he was available to speak with anyone at any time.

**Jane Shutt** of Pineville Neighbors Place, spoke of the upcoming "Shop with a Cop" event. They received a lot of toys and funds for the event and were excited to be able to help the boys and girls of Pineville and Sterling Elementary Schools. She offered big thanks to some of the larger sponsors, such as Daimler Truck Company, Middle James Brewery, Pineville Tavern and Atrium Health. She stated this event has been a huge success and thanked Pineville Communications for assisting with the Food Drive as well as the entire community for their ongoing support.

**OLD BUSINESS:** *None*

## **RECOGNITION OF OUTGOING BOARD MEMBERS:**

Mayor Edwards presented outgoing Council Members David Phillips and Debbie Fowler with proclamations and gifts in recognition of their years of service. He thanked them for their time and contributions and wished them well. Both Mrs. Fowler and Mr. Phillips thanked their families and the residents for their support and for allowing them to serve as their representatives on the Town Council.

## **SWEARING IN CEREMONY:**

- a. **Oath of Office for Mayor** - Town Clerk, Barbara Monticello, was given the honor of swearing in Mayor Jack Edwards for his new term. He thanked Council and the residents of the town for their hard work and continued support.
- b. **Oath of Office for New Council Members** - Mayor Edwards was given the honor of swearing in the two new Council Members, Les Gladden and Amelia Stinson-Wesley.

Amelia Stinson-Wesley expressed that she was delighted and grateful to be in office. She thanked her family, her husband and her children for their support as well as the residents in Pineville that elected her. Les Gladden stated that it was not his first time on Council. He knew it was a 24/7 job requiring a lot of hours and that was why he appreciated the time the others had put into being on the board. He thanked those in attendance for their support.

## **NEW BUSINESS:**

There was one piece of new business that had to take place and that was to nominate someone to be Mayor Pro Tem. New Council Member, Les Gladden, noted that typically the Mayor Pro Tem was the person with the highest votes but in this case with new, staggered terms in place, that concept really didn't apply so much anymore and with Ms. Davis' years of experience on the board now, he nominated her for the spot of Mayor Pro Tem. Council Member, Joe Maxim, seconded the motion. There were ayes by all and Melissa Davis became the new Mayor Pro Tem for the board.

Mayor Edwards noted a date change for the January Work Session. Due to a conflict in his schedule, he requested it be moved from January 27<sup>th</sup> to January 21<sup>st</sup> since January 20<sup>th</sup> was a holiday. Council Member Joe Maxim made a motion to accept that date change and Council Member Amelia Stinson-Wesley seconded the motion. There were ayes by all and the date for the meeting was changed.

**ADJOURNMENT:** Council Member Amelia Stinson Wesley made a motion to adjourn with Mayor Pro Tem Melissa Davis seconding the motion. There were ayes by all and the meeting adjourned at 7:00 p.m. A reception with light refreshments followed.

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Mayor Jack Edwards

ATTEST: \_\_\_\_\_  
Barbara Monticello, Town Clerk

# CONSENT AGENDA ITEMS

- a) Finance Report as of 12/31/19*
- b) Proclamation for School Choice Week*

Town of Pineville  
 Budget vs. Actual  
 12/31/2019

	<u>Budget</u>	<u>Actual</u>	<u>% of Budget</u>
<b>Revenues</b>			
Property Tax	\$ 8,166,295	\$ 4,365,667	53.46%
Prepared Food Tax	675,000	373,729	55.37%
Room Occupancy	610,000	293,786	48.16%
Franchise Tax	900,000	546,533	60.73%
Sales Tax	1,400,000	670,283	47.88%
Storm Water	405,000	179,648	44.36%
Powell Bill	180,000	208,401	115.78%
Other	1,179,815	942,705	79.90%
Sale of Fixed Asset	3,500,000	-	0.00%
Appropriated F/B - Restricted Police	205,000	205,000	100.00%
Appropriated F/B Cultural and Tourism	88,185	88,185	100.00%
Total	\$ 17,309,295	\$ 7,873,937	45.49%
<b>Expenditures</b>			
Governing Board	\$ 121,500	\$ 136,573	112.41%
Administration	5,550,835	424,885	7.65%
Human Resources	201,083	75,662	37.63%
Zoning	368,222	150,095	40.76%
Police	5,268,789	2,509,562	47.63%
Fire	1,034,100	520,023	50.29%
Public Works	771,215	353,685	45.86%
Storm Water	431,375	144,151	33.42%
Powell Bill	892,413	49,027	5.49%
Sanitation	600,000	239,470	39.91%
Recreation	592,578	295,512	49.87%
Cultural/Tourism	1,373,185	693,686	50.52%
Cemetery	4,000	-	0.00%
Contingency	100,000	-	0.00%
Total	\$ 17,309,295	\$ 5,592,331	32.31%

**Town Of Pineville**  
**Johnston Road Realignment**  
**12/31/19**

	FY17	FY18	FY19	FY20	Total Project	Project Budget
<b><u>Road Realignment Revenue</u></b>						
DOT grant	-	-	-		-	
Transfer from Fund Balance					1,957,000	1,957,000
<b>Total Road Realignment Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>1,957,000</b>	<b>1,957,000</b>
<b><u>Road Realignment Expense</u></b>						
Land/Building	-	731,228	6,586	-	737,814	725,000
Engineering	-	74,089	47,278	31,459	152,825	307,000
Construction	-	-	-	-	-	925,000
<b>Total Road Realignment Expense</b>	<b>-</b>	<b>805,317</b>	<b>53,863</b>	<b>53,863</b>	<b>890,639</b>	<b>1,957,000</b>

## Town of Pineville

## Electric

12/31/2019

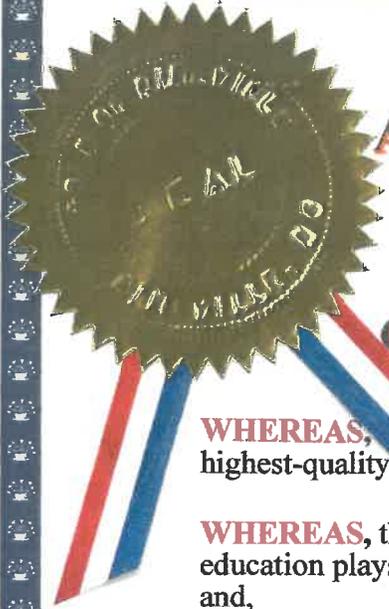
	<u>Budget</u>	<u>Actual</u>	<u>% of Budget</u>
Revenues			
Electric	14,438,143	7,711,249	53.41%
Expenditures			
Administration & Billing Support	488,739	267,700	54.77%
Purchased electricity	8,863,296	4,162,862	46.97%
Operations and Maintenance	5,086,108	874,021	17.18%
Total	14,438,143	5,304,582	36.74%

Town of Pineville  
ILEC Telephone Fund  
12/31/2019

	<u>Budget</u>	<u>Actual</u>	<u>% of Budget</u>
<b>Revenues</b>			
Revenues	1,464,345	744,277	50.83%
Telephone Reserves	1,210,450	1,210,450	100.00%
Total Revenue	<u>2,674,795</u>	<u>1,954,727</u>	73.08%
<b>Expenditures</b>			
Operating Transfer Out	357,749	357,749	100.00%
Operating Expenses	1,266,996	592,187	46.74%
Plant under Construction	<u>1,050,050</u>	<u>59,029</u>	<u>5.62%</u>
Total	<u>2,674,795</u>	<u>1,008,966</u>	37.72%

Town of Pineville  
CLEC Telephone Fund  
12/31/2019

	<u>Budget</u>	<u>Actual</u>	<u>% of Budget</u>
Revenues			
Revenue	1,033,604	604,731	58.51%
Transfer from ILEC	357,749	357,749	100.00%
Total	<u>1,391,353</u>	<u>962,480</u>	69.18%
Expenditures			
Operating Expenses	1,255,953	686,026	54.62%
Plant under Construction	<u>135,400</u>	<u>2,750</u>	<u>2.03%</u>
Total	<u>1,391,353</u>	<u>688,776</u>	49.50%



**A PROCLAMATION DESIGNATING  
THE WEEK OF JANUARY 26 –  
FEBRUARY 1, 2020 AS SCHOOL  
CHOICE WEEK IN PINEVILLE, NC**

**WHEREAS,** children in the Town of Pineville should have access to the highest-quality education possible; and,

**WHEREAS,** the Town of Pineville recognizes the important role that an effective education plays in preparing all students in the Town of Pineville to be successful adults; and,

**WHEREAS,** quality education is critically important to the economic vitality of the Town of Pineville; and,

**WHEREAS,** the Town of Pineville is home to a multitude of excellent education options from which parents can choose for their children; and,

**WHEREAS,** educational variety not only helps to diversify our economy, but also enhances the vibrancy of our community; and,

**WHEREAS,** our area has many high-quality teaching professionals who are committed to educating our children; and,

**WHEREAS,** School Choice Week is celebrated across the country by millions of students, parents, educators, schools and organizations to raise awareness of the need for effective educational options.

**NOW, THEREFORE,** I, Jack Edwards, Mayor of the Town of Pineville, do hereby recognize and call upon our citizens to commemorate this week with special events, celebrations and participation in supporting

**SCHOOL CHOICE WEEK** in the Town of Pineville,  
**January 26 – February 1, 2020**

**IN WITNESS WHEREOF,** I have hereunto set my hand this 14<sup>th</sup> day of January, in the year of our Lord two thousand twenty.

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Mayor Jack Edwards, Town of Pineville

# Public Hearing

A) IPEX USA, LLC

# Workshop Meeting



**To:** Town Council

**From:** Travis Morgan

**Date:** 1/14/2020

**Re:** 9919 Industrial Drive (IPEX expansion)

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## **REQUEST:**

Shawn White on behalf of Ipex would like to add the current vacant wooded property behind them that they own into their conditional plans. The proposal is a storage yard only for pipe and associated elements since they lost the lease to the nearby parcel they currently had been using.

## **BACKGROUND INFORMATION:**

Any conditional plan must first come before Pineville Town Council for approval and for any modifications or expansions. You may recall the last expansion Ipex did several years ago. At the last expansion it was discussed that sidewalks, screening, and similar would be considered next time they came before the board (see attached minutes)

## **SITE INFORMATION:**

**Size:** 10.707 acres (new)

**Storage area:** approximately 5.4 acres

## **STAFF COMMENT:**

The proposal is pretty straight forward, a gravel storage yard. This new site has all the zoning requirements such as landscape, trees, and sidewalks. It also has chain link fencing a berm and other screening features. Like many older roads there appears to be some issue or confusion with road right of way dedication. General housekeeping issue: Staff recommends the applicant formally record/clarify a 60' right of way as part of this process for Industrial and Rodney as needed. See atlas survey showing to middle of pavement.

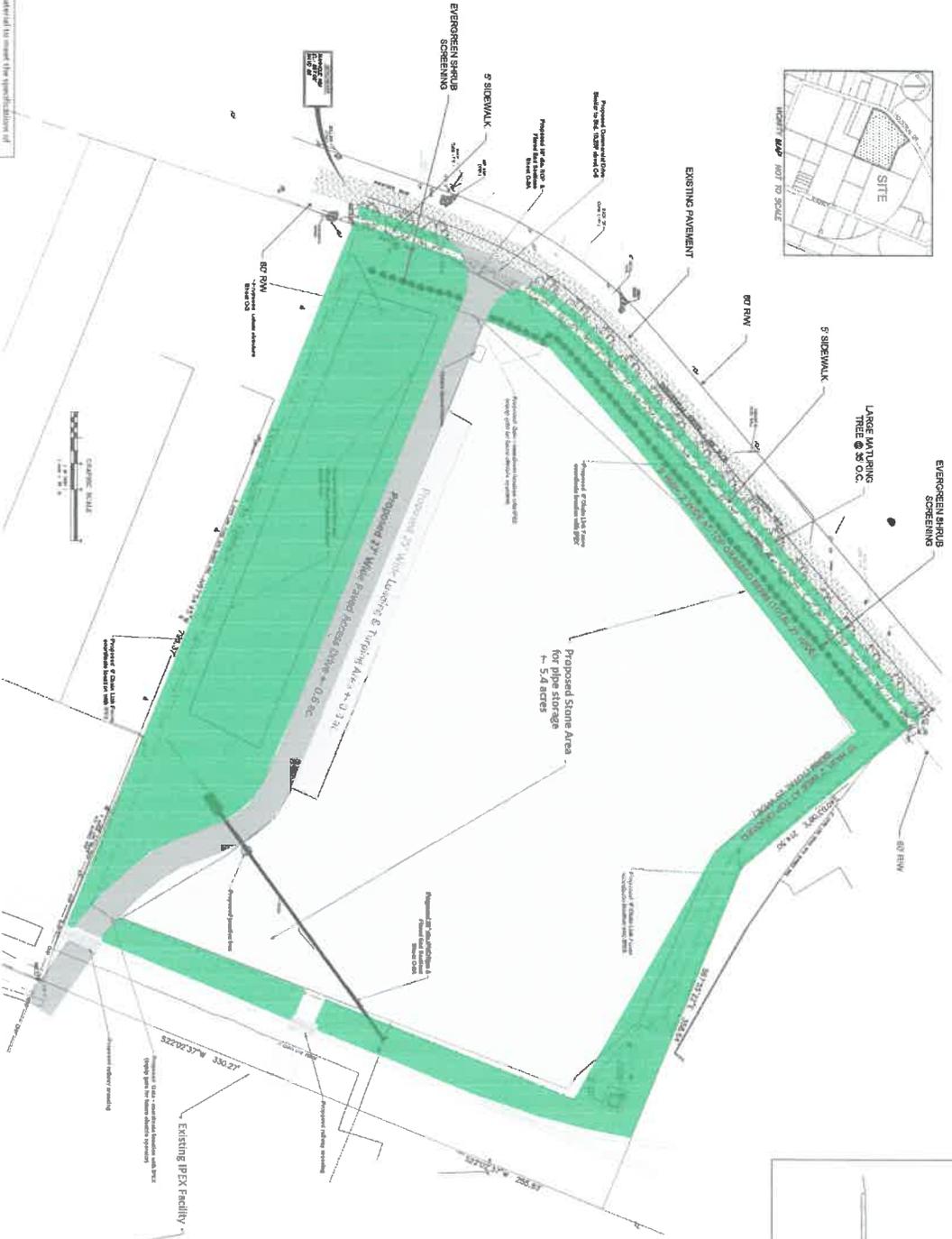
## **UPDATE:**

Applicant has agreed to road right of way dedication clarification on Rodney and Industrial roadways. Applicant has also agreed to the additional sidewalks and streetscape improvements along Rodney Street as previously discussed. These include curbing, sidewalk (will need to be back of curb style) and street trees where possible. Engineering drawings are still being done at this time. Planning and Public Works are ok with the proposal and recommend approval with the note that final engineering drawings be approved by the town before the project is submitted for permitting with the county.



**Expansion above in green. Total Ipex property below in red. Added new sidewalks in yellow**





Apply paving materials to meet the specifications of NCODI.  
 Concrete paving 3,500 psi (tested per ACI 308.2R-17)  
 Industrial Pavement grade. Construction joint spacing 125' x 12.5' x 2" saw depth.  
 Construction joints: 1" dia. smooth bars x 20' long spaced 17' o.c.

1 SITE PLAN  
 1" = 50'-0"

All site work, paving and grading to follow the recommendations in the "Report of Test Pit" August 28, 2018.

NO.	DESCRIPTION	BY	DATE

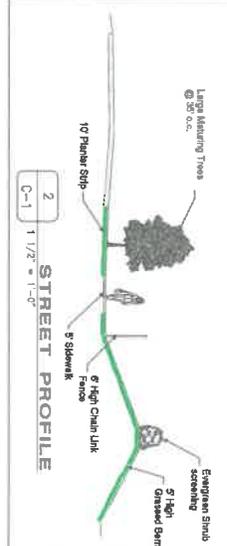
NO.	DESCRIPTION	BY	DATE

**D. ERIC SUTTON, PE**  
 6617 BERRYPATCH CT  
 CHARLOTTE, NORTH CAROLINA 28211  
 (704) 893.3777  
 ertc@ericsuttonpe.com



**Pipe Yard Expansion**  
 9919 Industrial Drive  
 Pineville, NC

Sheet No: **19022**  
 Date: **11/07/20**  
 Drawn: **AM NILES**  
 Check: **DEB**



**ZONING CODE SUMMARY**

PROJECT NAME: PIPE YARD EXPANSION  
 PROJECT NO.: 2020-000111  
 PREPARED BY: AM NILES, DEB  
 PROJECT LOCATION: 9919 INDUSTRIAL DRIVE, PINEVILLE, NC 28134

APPLICABLE ZONING: **INDUSTRIAL**

PERMITTED USES: **INDUSTRIAL**

PERMITTED ACCESSORIES: **INDUSTRIAL**

PERMITTED SIGNAGE: **INDUSTRIAL**

PERMITTED STRUCTURES: **INDUSTRIAL**

PERMITTED UTILITIES: **INDUSTRIAL**

PERMITTED PARKING: **INDUSTRIAL**

PERMITTED TRUCKS: **INDUSTRIAL**

PERMITTED STORAGE: **INDUSTRIAL**

PERMITTED OFFICES: **INDUSTRIAL**

PERMITTED RESIDENTIAL: **INDUSTRIAL**

PERMITTED COMMERCIAL: **INDUSTRIAL**

PERMITTED EDUCATIONAL: **INDUSTRIAL**

PERMITTED RECREATION: **INDUSTRIAL**

PERMITTED CULTURAL: **INDUSTRIAL**

PERMITTED HEALTH CARE: **INDUSTRIAL**

PERMITTED GOVERNMENT: **INDUSTRIAL**

PERMITTED PUBLIC UTILITIES: **INDUSTRIAL**

PERMITTED TRANSPORTATION: **INDUSTRIAL**

PERMITTED COMMUNICATIONS: **INDUSTRIAL**

PERMITTED OTHER: **INDUSTRIAL**

**MECKLENBURG LAND DEVELOPMENT NOTES:**

ALL 302' setbacks refer to Mecklenburg Land Development Standards Manual.

1. ALL 302' setbacks refer to Mecklenburg Land Development Standards Manual.

2. ALL 302' setbacks refer to Mecklenburg Land Development Standards Manual.

3. ALL 302' setbacks refer to Mecklenburg Land Development Standards Manual.

4. ALL 302' setbacks refer to Mecklenburg Land Development Standards Manual.

5. ALL 302' setbacks refer to Mecklenburg Land Development Standards Manual.

6. ALL 302' setbacks refer to Mecklenburg Land Development Standards Manual.

7. ALL 302' setbacks refer to Mecklenburg Land Development Standards Manual.

8. ALL 302' setbacks refer to Mecklenburg Land Development Standards Manual.

9. ALL 302' setbacks refer to Mecklenburg Land Development Standards Manual.

10. ALL 302' setbacks refer to Mecklenburg Land Development Standards Manual.

**ZONING: G-1**  
**TAX PARCEL: 205-099-20**



# **OLD BUSINESS**

**A. Fleet Management**

**B. Johnston Drive  
Realignment**

# Memorandum



**To:** Mayor and Town Council

**From:** Ryan Spitzer

**Date:** 1/9/2020

**Re:** Fleet Management

---

**Background:**

Town Council wanted to staff to investigate options for fleet management software for the Town of Pineville vehicle assets. The goal was to have a way to better deploy assets in the field and for the safety of personnel. Fleet Management software will allow dispatchers to see, in real time, where officers and fire department personnel are for safety. The software will also allow managers and department heads to keep track of assets and to monitor employees if necessary. The software can also be used as a data tool when citizens say that officers or employees have not been through their neighborhood on patrol.

Staff was able to find two companies that offer this service, Verizon and GeoTab. Verizon and GeoTab offer two different devices depending on the level of information Council would like. GeoTab is used by some departments in the City of Charlotte of is a little more costly than Verizon for the services that Town Council is looking for.

Council agreed at the December Work Session to proceed with Verizon for fleet monitoring. We will install in the devices on 81 vehicles to begin with and will be able to add additional units if necessary or switch units between vehicles if they are retired.

**Additional Information:**

Staff was able to get Verizon to agree to a month-to-month contract with no renewal fees. Verizon will help the town get the system set up and installed on computers. Public Works will need to coordinate with the departments to install the device in the vehicles.

**Costs:**

Year 1: \$20,806.05

Year 2: \$18,419.90

**Attachments:**

Verizon Contract

**Recommendation:**

Approve the contract with Verizon for fleet management services



**Verizon Connect NWF GSA # GS-07F-5559R**  
**Hardware & Service Order**

Adam Rose

Please review your contract agreement below.  
 For questions, please inquire with your sales contact.

adam.rose@verizonconnect.com

CONTRACT INFORMATION	
Date	11/18/19
Purchase Type	Purchase
Contract Type	GSA GS07F5559R
PO #	

COMPANY INFORMATION	
Company Name	Town of Pineville, NC
Doing Business As	
Address	PO BOX 249
City	PINEVILLE
State	NC
Zip	28134-0249
Time Zone	

ORDER INFORMATION	
Order Type	New Business
Customer Number	
Account Sub Type	PUBLIC SECTOR

CONTACT INFORMATION				
Please select the following roles: Signatory, Accounts Payable, install Main POC, Fleet Manager Main User				
Role	First Name	Last Name	Phone	Email

PRODUCTS & SERVICES									
SEQ	ITEM	SKU	CATEGORY	QTY	DEVICE CONTRACT TERM	NRC PRICE	NRC TOTAL	MRC PRICE	MRC TOTAL
1	SOL-GPS AND DIAGNOSTICS	SOL-GPS AND DIAGNOSTICS-VERIZON	SOLUTION	81	12 Months	0.00	2,386.65	0.00	1,534.95
1.1	GPS AND DIAGNOSTICS LTE	5500N4VL	HARDWARE	81	N/A	0.00	0.00	0.00	0.00
1.2	MONTHLY SERVICE 5500	MOH5500120	SERVICE	81	12 Months	0.00	0.00	18.95	1,534.95
1.3	USM OBDII BYPASS HARNESS	PARTS109	HARNESS	72	N/A	30.23	2,176.56	0.00	0.00
1.4	USM UNIVERSAL HARNESS	PARTS102	HARNESS	3	N/A	9.57	28.71	0.00	0.00
1.5	USM 9-PIN SQUARE HARNESS	PARTS100	HARNESS	6	N/A	30.23	181.38	0.00	0.00
1.6	CONFIGURABLE UPDATE RATE 60 5500	CUH5500060	ACCESSORY	81	12 Months	0.00	0.00	0.00	0.00
* Sales Tax and Shipping are additional to this subtotal									
					<b>* ONE TIME CHARGE:</b>	<b>\$ 2,386.65</b>	<b>* MONTHLY RECURRING CHARGES:</b>	<b>\$ 1,534.95</b>	

COMMENTS

SHIPPING INFORMATION			
	LOCATION 1	LOCATION 2	LOCATION 3
Company			
Contact			
E-Mail			
Phone			
Street Address			
City			
State			
ZIP Code			
Country			
Shipping Method			
Items to Ship			

TAX INFORMATION

<b>Tax Exempt</b>	
	If Tax Exempt, provide State Tax Exempt form to: <a href="mailto:nwfcontractcompliance@verizon.com">nwfcontractcompliance@verizon.com</a> Otherwise, please enter your Tax ID below
<b>Tax ID</b>	
<b>Credit Terms Requested</b>	

**TERMS AND CONDITIONS**

This order is pursuant to the Terms and Conditions of Verizon Connect NWF Inc's (VCN)(formerly Networkfleet) GSA Contract# GS-07F-5559R only. The PO# if listed above is for reference purposes only, including as a reference on any invoice from VCN. Any terms and conditions contained in a PO supplied by Town of Pineville, NC are rejected, void and have no force and effect. You acknowledge, guarantee, and warrant that you are legally authorized to enter into a recurring billing arrangement with VCN. Payment Terms are Net 30 days. You understand that in order to make any alternate payment arrangements, you will contact VCN in writing at [nwfaccountsreceivable@verizonconnect.com](mailto:nwfaccountsreceivable@verizonconnect.com) ten (10) days prior to the scheduled charge date to make the appropriate changes which require VCN's written consent. This order is subject to acceptance by VCN and is not binding on VCN until it has been accepted by VCN by either sending you notice of acceptance or the shipment of the products you have ordered. You acknowledge that Town of Pineville, NC has the power and authority to enter into this agreement and to perform its obligations hereunder, that the individual signing on behalf of Town of Pineville, NC has authority to do so, and that Town of Pineville, NC agrees to all of the terms and conditions of VCN's GSA Contract# GS-07F-5559R and agrees that this order is subject solely to the terms and conditions of VCN's GSA Contract# GS-07F-5559R.

**Notes:**

1. Any of the listed equipment marked as OPEN MARKET are products that are not listed on GSA Federal Supply Schedule Contract No. GS-07F-5559R (and, pursuant to FAR 8.402(f), should be noted applicably on all procurement documents including but not limited to Purchase Orders, BPAs, or individual task or delivery orders). OPEN MARKET products are manufactured by third parties and may be manufactured or substantially transformed in non-designated countries. Please contact us if you need country of origin information for a specific product.

**2. Taxes and Shipping:**

- a. Pricing provided does not include taxes. Taxes (if applicable) are applied to the monthly invoice.
- b. Shipping: FOB Destination. Shipping is included in the price above.

3. If applicable: "Qty" for Configurable Update Rate: Notwithstanding the "Qty" (quantity) specified above, the Monthly Recurring for the Configurable Update Rate each month will be determined by the fastest actual Configurable Update Rate per device enabled by the Customer at any time during the respective month, via Customer's SSP. Configurable Update Rate purchases for the 5000 series device models require the customer to enable the specific Update Rate feature (i.e. 15, 30, 45, 60 seconds) on their SSP after device activation and registration.

4. Discount for Networkfleet 5200 and 5500 series products only: New and existing Government customers purchasing either the Networkfleet 5200 or 5500 Series Devices, from 11/22/2019 to 12/31/2019, will receive a device discount of \$80.00 for each new 5200 or 5500 Series Device with a new line of Networkfleet Service and a minimum twelve (12) month Device Contract Term. The applicable Device will be activated on installation in a vehicle. The Networkfleet Services fee for the applicable Device begins at the time of activation of the Device. NOTE: Any executed order, received later than 12/31/2019, will be null and void and ineligible to receive the discount described above.

**CUSTOMER SIGNATURE**

I have read and agree to the terms and conditions.

<b>Print Name</b>	
<b>Signature</b>	
<b>Position</b>	
<b>Date</b>	

# Council Meeting



**To:** Town Council

**From:** Travis Morgan

**Date:** 1/14/2020

**Re:** **Johnston Drive Alignment NCDOT Municipal Agreement** (*Action Item*)  
**Johnston Drive Alignment Budget Amendment** (*Action Item*)

---

## **NCDOT MUNICIPAL AGREEMENT OVERVIEW:**

The Johnston Drive realignment project is progressing. The project is approved from the state and we have the formal state and municipal agreement that is needed. That is one of the reasons we have this as an item before you tonight. Staff wanted to provide both an update and to formally get the signatures needed in that municipal agreement to proceed. See attached document.

This agreement is the formal breakdown of the dollars involved with the project from the town and from the grant. Kimley-Horn are our engineers and project administrators on the Town's behalf. Below is the project construction cost. Not including the land.

Construction cost of project is	<b>\$2,610,000</b>
Grant award	\$1,175,000
Town construction matching funds	<b>\$1,435,000</b>

*I would also note that these are estimates and the construction package still needs to go out for bids after we sign this agreement.*

## **OTHER INFORMATION:**

We had to modify the request to break the project into two sections. 1) the immediate intersection of Johnston and Main street (that will qualify for the grant) and 2) the lower section of Johnston and Childers that does not qualify for the grant. We were able to extend the area that qualified for the grant to extend to where the new right turn lane starts on Johnston. This is a significant improvement related to grant funding.

Because some of the needed and acquired properties are not within the approved grant area, we have had to back out the cost of the needed properties from the grant request and that changes the number from the previous budget numbers.

## **BUDGET AMENDMENT:**

We need a budget amendment to account and add the cost of the land to the project. The amount of the amendment is \$535,000. This is due do the structure of the grant and not being able to include the cost of land. See attached budget and budget amendment.

\*I would note that we have \$1,600,000 available toward this project from prior Hospital 2017 agreement and with the grant the total is \$2,775,000 in funds to offset cost to the Town.



**TOWN OF PINEVILLE  
BUDGET AMENDMENT**

**WHEREAS**, the Governing Board of the Town of Pineville, North Carolina adopted on the 24th day of June, 2019, the Town of Pineville budget for the fiscal year beginning July 1, 2019 and ending on June 30, 2020; and

**WHEREAS**, it is appropriate to amend the accounts in the fund listed for the reasons stated;

**NOW, THEREFORE, BE IT ORDAINED** by the Governing Board of the Town of Pineville, North Carolina, that in accordance with the authority contained in G.S. 159-15, the following accounts are hereby amended as shown and that the total amounts are herewith appropriated for the purposes shown.

<u>Johnston Road Realignment</u>	<b>To</b>	<b>From</b>
Road Realignment Revenue	535,000	
General Fund Balance		535,000
	<hr/>	<hr/>
<b>Total</b>	<b>535,000</b>	<b>535,000</b>

**To transfer funds from general fund balance to the Johnston road realignment capital project**

Adopted this 14th day of January, 2020

Town of Pineville, North Carolina

---

John Edwards, Mayor

ATTEST:

---

Barbara Monticello  
(Seal)

**Town Of Pineville**  
**Johnston Road Realignment**  
**Revised Budget**

	Account	Actual	Project Budget
<b>Road Realignment Revenue</b>			
DOT grant	3362.0000.60	-	1,175,000 matching grant
Transfer from G/F	3991.1000.60	1,957,000	1,957,000 5/18/2018 B/A for construction and engineering
Transfer from G/F	3991.1000.60	535,000	535,000 1/14/2020 B/A for Land
<b>Total Road Realignment Revenue</b>			<b>3,667,000</b>
<b>Road Realignment Expense</b>			
Land/Building	8000.7100.60	737,814	750,000
Engineering	8000.7300.60	152,825	307,000
Construction	8000.7300.60	-	2,610,000
<b>Total Road Realignment Expense</b>			<b>3,667,000</b>

# **NEW BUSINESS**

- A. IPEX**
- B. Chamber of Commerce Presentation**
- C. PCAA Fee Waiver**
- D. Approval of Bids for Electric**
- E. Presentation – Chief Gerin**
- F. Meeting schedule 2020**
- G. Board Appointments**
- H. Staff Update:**

*1) Managers Report*

*2) Calendar of Events*

# Memorandum



**To:** Mayor and Town Council

**From:** Ryan Spitzer

**Date:** 1/9/2020

**Re:** PCAA Field Use Fees

---

## **Overview:**

At a previous Council Meeting staff was asked to look in to if the Town could waive the field usage fees for PCAA. After a discussion with the Town Attorney it was determined that the Town could waive the field usage fees.

Pursuant to 160A-209(c)(24), cities and towns have the right to levy property taxes, or in this case to use taxes/town revenue for any of the following which includes to establish, support or maintain public parks and programs of supervised recreation. Since PCAA is a non-profit organization operated by the board of volunteers serving Pineville, NC and providing to our citizens a service, the Town can provide support to the league, via waiving fees or reimbursing them for the use of the fields.

At this moment, the waiving of these fees would be in addition to the \$10,000 the Town provides PCAA for the mowing and upkeep of the fields. Moving forward, if Council agreed to waive these field usage fees, Parks and Recreation would monitor their requests to make sure they are in line with historical usage. By waiving these fees we do not want to adversely affect the organizations and teams that also use the field.

## **Attachments:**

Field cost per season

	<b>Field &amp; Preps</b>	<b>Lights</b>	<b>Total</b>	<b>Year Total</b>
<b>Spring 2016</b>	\$ 3,097.50	\$ 800.00	\$ 3,897.50	
<b>Fall 2016</b>	\$ 2,586.00	\$ 650.00	\$ 3,236.00	\$ 7,133.50
<b>Spring 2017</b>	\$ 4,188.00	\$ 155.00	\$ 4,343.00	
<b>Fall 2017</b>	\$ 3,306.00	\$ 309.00	\$ 3,615.00	\$ 7,958.00
<b>Spring 2018</b>	\$ 4,494.00	\$ 1,320.00	\$ 5,814.00	
<b>Fall 2018</b>	\$ 2,586.00	\$ 555.00	\$ 3,141.00	\$ 8,955.00
<b>Spring 2019</b>	\$ 4,605.00	\$ 1,520.00	\$ 6,125.00	
<b>Fall 2019</b>	\$ 3,513.00	\$ 1,240.00	\$ 4,753.00	\$ 10,878.00

**There invoice for Spring 2020 would be \$4,836.00  
(That does not include lights)**



TO: Pineville Mayor and Town Council  
VIA: Ryan Spitzer, Pineville Town Manager  
FROM: Don Mitchell, Electric System Manager  
DATE: December 2, 2019  
SUBJECT: Circuit Breaker Bid Recommendation Polk Substation

---

**Overview:**

Southeastern Consulting Engineers received formal bids on November 13, 2019 for 12.47 kV circuit breakers for the Polk Substation. Attached you will find bid tabulations and recommendations from Southeastern. We concur with their recommendations that the circuit breaker bid totaling \$77,936.00 be awarded to Siemens Industry care of National Transformer Sales.

**Attachment:**

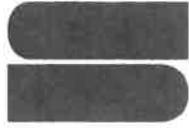
Southeastern Consulting Engineers, Inc. November 15, 2019 Bid Recommendation

**Recommendation:**

Award bids to Siemens Industry care of National Transformer Sales.

**Procedure:**

Action item to award bids.



# Southeastern Consulting Engineers, Inc.

November 15, 2019

Mr. Don Mitchell  
Electric Systems Manager  
ElectriCities of North Carolina  
11316 Sam Furr Road  
Huntersville, North Carolina 28078

Ref.: Material Bid Recommendations  
Polk Substation Circuit Breakers

Dear Don:

ElectriCities received proposals on November 13, 2019, from two suppliers and representatives solicited for providing four 15 kV Circuit Breakers for the Polk Substation in Pineville.

A tabulation of the bids received is attached.

We have evaluated the bids based on compliance with the specifications, cost and delivery and are therefore recommending you award a contract to Siemens Industry c/o National Transformer Sales for the purchase of the circuit breakers. The amount of the contract, excluding tax, will be \$77,936.00.

We have included the completed purchase requisition form to be used in generating a purchase order. The P.O. should be made out to Siemens Industry and sent to National Transformer Sales for order entry at the following address:

National Transformer Sales  
ATTN: Dee Powell  
2613 Discovery Drive  
Raleigh, North Carolina 27616

Very truly yours,

SOUTHEASTERN CONSULTING ENGINEERS, INC.

By   
Kevin J. Smorgala, P.E.  
Design Engineer

KJS/lc

600 MINUET LANE P.O. BOX 240436 CHARLOTTE, NC 28224  
PHONE: (704) 523-6045 FAX: (704) 523-8317

**BID TABULATION**  
**15KV Circuit Breakers for Polk Substation**

**Town of Pineville**  
**c/o Electricities of North Carolina**

Date: **November 13, 2019**  
Time: **2:00 PM, EST**

<u>Bidder</u>		
<b>Four - 15KV Circuit Breakers</b>	<b>National Transformer Sales</b> Raleigh, NC	<b>Myers Controlled Power, LLC</b> North Canton, Ohio
<b>Manufacturer</b>	<b>\$77,963.00</b>	<b>\$83,508.00</b>
<b>Delivery</b>	<b>Siemens Industry, Inc.</b>	<b>Myers Controlled Power, LLC</b>
	<b>17 weeks ARO</b>	<b>16-18 weeks ARO</b>



**PURCHASE REQUISITION  
POLK SUBSTATION BREAKERS**

**VENDOR TO:**  
Siemens Industry Inc.  
700 Siemens Road  
Wendell, NC 27591

**SHIP TO:**  
ATTN: Rock Love  
Town of Pineville  
118 College St.  
Pineville, NC 28134  
P: 704-650-8719  
F: 704-889-2292

**P.O. NUMBER:**  
**SCE\_SIEM11132019\_P(Polk)**  
*[The P.O. number must appear  
on all related correspondence,  
shipping papers, and invoices]*

P.O DATE	REQUISITIONER	SHIPPED	F.O.B. POINT	TERMS
	Kevin Smorgala	Best Way	436 Cone Ave	Net 30

QTY	DESCRIPTION	UNIT PRICE	TOTAL
4	15kV Circuit Breakers per proposal SF191526461	\$19,484.00	\$77,936.00

1. Please send two copies of your invoice.
2. Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.
3. Please notify us immediately if you are unable to ship as specified.
4. Send all correspondence to:

11316 Sam Furr Road  
Huntersville, NC 28078  
P: 704-948-0550  
F: 704-948-0111

PO Box 2819  
Huntersville, NC 28078

<b>SUBTOTAL</b>	<b>\$77,936.00</b>
<b>SALES TAX</b>	<b>\$5,650.36</b>
<b>SHIPPING AND HANDLING</b>	n/a
<b>OTHER</b>	n/a
<b>TOTAL</b>	<b>\$83,586.36</b>

Account No.	Amount

Kevin Smorgala

Requested by

Authorized by

Date



TO: Pineville Mayor and Town Council  
VIA: Ryan Spitzer, Pineville Town Manager  
FROM: Don Mitchell, Electric System Manager  
DATE: December 2, 2019  
SUBJECT: Material Bid Recommendation Carolina Place Mall

---

**Overview:**

Southeastern Consulting Engineers received formal bids on November 13, 2019 for materials to construct Phase 3 of the Carolina Place Mall Underground Improvements. Attached you will find bid tabulations and recommendations from Southeastern. We concur with their recommendations that Padmounted Switchgear totaling \$56,474.00 be awarded to S&C Electric Company and that the bid for all other materials totaling \$98,674.63 be awarded to Anixter Power Solutions.

**Attachment:**

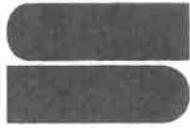
Southeastern Consulting Engineers, Inc. November 15, 2019 Bid Recommendation

**Recommendation:**

Award bids to S&C Electric Company and Anixter Power Solutions.

**Procedure:**

Action item to award bids.



# Southeastern Consulting Engineers, Inc.

November 15, 2019

Mr. Don Mitchell  
Electric Systems Manager  
ElectriCities of North Carolina  
11316 Sam Furr Road  
Huntersville, North Carolina 28078

Ref.: Material Bid Recommendations  
Pineville Carolina Place Mall Phase 3 Material

Dear Don:

ElectriCities received proposals on November 13, 2019, from four suppliers and representatives solicited for providing electrical material necessary for Phase 3 of the Carolina Place Mall Underground Improvements.

A tabulation of the bids received is attached.

We have evaluated each item quoted based on compliance with the specifications, cost and delivery. These are the bidders we are recommending:

Schedule I - Padmount Switchgear	S&C	\$56,474.00
Schedule II - Conductors	Anixter	\$82,644.25
Schedule III - Connectors and Terminators	Anixter	\$5,649.80
Schedule IV - Concrete/Fiberglass Products	Anixter	\$4,876.00
Schedule V - Junction Boxes	Anixter	\$5,504.58

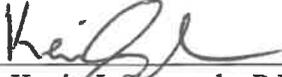
The total bid price for the above listed items excluding Sales Tax is \$155,148.63.

We recommend you accept these modified offers and prepare purchase orders for each vendor. We have included the completed purchase requisition forms to be used in generating POs.

600 MINUET LANE P.O. BOX 240436 CHARLOTTE, NC 28224  
PHONE: (704) 523-6045 FAX: (704) 523-8317

Very truly yours,

SOUTHEASTERN CONSULTING ENGINEERS, INC.

By  \_\_\_\_\_  
Kevin J. Smorgala, P.E.  
Design Engineer

KJS/lc

**BID TABULATION**  
Equipment for Carolina Place Mall Phase 3

Town of Pineville  
c/o Electricities of North Carolina

<b>Bidder</b>	Anixter Columbia, SC	Wesco Clayton, NC	Shealy Greenville, SC	S&C c/o RW Chapman Charlotte, NC
<b>Bid Bond</b>	5%	5%	5%	5%
<b>Schedule I</b>				
<b>Padmount Switchgear</b>	No Bid	\$69,740.00 Hubbell 16 weeks	\$57,742.00 Federal Pacific 8-10 weeks	\$56,474.00 S&C 18 weeks
<b>Manufacturer:</b>				
<b>Lead Time:</b>				
<b>Schedule II</b>				
<b>Conductors</b>	\$82,644.25 Okonite 11/29 Run	\$84,396.00 CME 16 weeks	\$93,679.75 Southwire 16 weeks	No Bid
<b>Manufacturer:</b>				
<b>Lead Time:</b>				
<b>Schedule III</b>				
<b>Connectors &amp; Terminators</b>	\$5,649.80 Raychem Stock	\$6,191.00 T&B 18-20 weeks	\$6,326.80 Richards 2 weeks	No Bid
<b>Manufacturer:</b>				
<b>Lead Time:</b>				
<b>Schedule IV</b>				
<b>Concrete/Fiberglass Products</b>	\$4,876.00 Concast 5-6 weeks	\$6,020.00 Concast 5-7 weeks	\$6,180.00 Concast 5-6 weeks	No Bid
<b>Manufacturer:</b>				
<b>Lead Time:</b>				
<b>Schedule V</b>				
<b>Manufacturer:</b>	\$5,504.58 Highline	\$6,117.00 Power Design 18-20 weeks	\$4,053.00 Highline <sup>1</sup> 12-14 weeks	No Bid
<b>Junction Boxes</b>				
<b>Lead Time:</b>	12-14 weeks			

1. Quote did not provide the junction points as required.



PURCHASE REQUISITION  
CAROLINA PLACE MALL PHASE 3

**VENDOR TO:**  
S&C Electric Company c/o  
Robert W. Chapman & Company  
P.O. Box 240748  
Charlotte, NC 28217

**SHIP TO:**  
ATTN: Rock Love  
Town of Pineville  
118 College St.  
Pineville, NC 28134  
P: 704-650-8719  
F: 704-889-2292

**P.O. NUMBER:**  
**SCE\_S&C11132019\_P(Mall)**  
*[The P.O. number must appear  
on all related correspondence,  
shipping papers, and invoices]*

P.O DATE	REQUISITIONER	SHIPPED	F.O.B. POINT	TERMS
	Kevin Smorgala	Best Way	436 Cone Ave	Net 30

QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
		Schedule 1 Padmount Switchgear consisting of:		
2		Type 9 Configuration (PME-9, 65152R1-F1)	\$13,897.00	\$27,794.40
2		Type 11 Configuration (PME-11, 65162R1-F1)	\$14,340.00	\$28,680.00

<b>SUBTOTAL</b>	<b>\$56,474.00</b>
<b>SALES TAX</b>	<b>\$4,094.36</b>
<b>SHIPPING AND HANDLING</b>	n/a
<b>OTHER</b>	n/a
<b>TOTAL</b>	<b>\$60,568.36</b>

- Please send two copies of your invoice.
- Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.
- Please notify us immediately if you are unable to ship as specified.
- Send all correspondence to:

11316 Sam Furr Road  
Huntersville, NC 28078  
P: 704-948-0550  
F: 704-948-0111

PO Box 2819  
Huntersville, NC 28078

Account No.	Amount

Kevin Smorgala  
Requested by

Authorized by

Date



PURCHASE REQUISITION  
CAROLINA PLACE MALL PHASE 3

**VENDOR TO:**  
Anixter Power Solutions  
Attn: Barbie Sturkie  
801 Pulaski St.  
Columbia, SC 29201

**SHIP TO:**  
ATTN: Rock Love  
Town of Pineville  
118 College St.  
Pineville, NC 28134  
P: 704-650-8719  
F: 704-889-2292

**P.O. NUMBER:**  
**SCE\_APS11132019\_P(Mall)**  
*[The P.O. number must appear on all related correspondence, shipping papers, and invoices]*

P.O DATE	REQUISITIONER	SHIPPED	F.O.B. POINT	TERMS
	Kevin Smorgala	Best Way	436 Cone Ave	Net 30

QTY	DESCRIPTION	UNIT PRICE	TOTAL
	Schedule 2, 3, 4 & 5 consisting of:		
16,500'	16,500' of 15kV 750 kCM Al. URD (Okonite 162-23-3096)	\$5.93/ft	\$72,494.25
17,500'	17,500' of 15kV 1/0 Al. URD (Okonite 161-23-3069)	\$2.03/ft	\$10,150.00
40	600A 15kV Deadbreak Elbows (ELB-15/28-610H750 w/ CSS-K1)	\$135.37	\$5,414.80
10	15kV Bushing Inserts (LBI215)	\$23.50	\$235.00
4	Switchgear Box Pads (Concast FC-74-76-36-6264)	\$1,219.00	\$4,876.00
2	600A Cable Junction, 3-way (FSC6553DGB w/ 3-DJ625A3U)	\$1,895.79	\$3,791.58
1	200A Cable Junction, 4-way (FSC6541DGB w/ LJ215C4U)	\$1,713.00	\$1,713.00

<b>SUBTOTAL</b>	<b>\$98,674.63</b>
<b>SALES TAX</b>	<b>\$7,153.91</b>
<b>SHIPPING AND HANDLING</b>	n/a
<b>OTHER</b>	n/a
<b>TOTAL</b>	<b>\$105,828.54</b>

- Please send two copies of your invoice.
- Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.
- Please notify us immediately if you are unable to ship as specified.
- Send all correspondence to:

11316 Sam Furr Road  
Huntersville, NC 28078  
P: 704-948-0550  
F: 704-948-0111

PO Box 2819  
Huntersville, NC 28078

Account No.	Amount

Kevin Smorgala

Requested by

Authorized by

Date

# Pineville Fire and Rescue

2019-2020

Insurance Services Office (ISO) Review



# ISO Inspection/Rating Overview

- Conducted by the NC Office of the State Fire Marshall
- Sept. 30<sup>th</sup>, 2019
- “Inspections are conducted by officials with NCDOL, Office of the State Fire Marshall and required on a regular basis as part of the North Carolina Rating System. Routine Inspections assess proper staffing levels, sufficient equipment, proper maintenance of equipment, communications capabilities and water resource availability, among other things.”
- NCDOL assesses these areas, and then assigns a numeric Rating.



# Rating Scale

- FD's rated on a Scale of 10-1.
- Uses the Fire Suppression Rating Schedule (FSRS)
- Uses a 100 Point Scale.
  - Communications Systems- 10 Points
  - FD Itself (Training, Personnel, Capabilities, Equipment, Etc.)- 50 Points
  - Water Supply- 40 Points
  - Community Risk Reduction- Extra Credit to 5.5 Points
- The Higher the Points, the Lower the ISO Rating



# 9S Rating

- The minimum Level of Fire Protection
- Qualifies Homeowners to be eligible to receive reduced Insurance Premium Rates.
- Last done 2015



# Where we Were VS. Where we Are

- Where we Were
  - Split 5/95
  - Last done 2007
- Where we are
  - ISO Rating 3
  - Effective April 1<sup>st</sup>, 2020



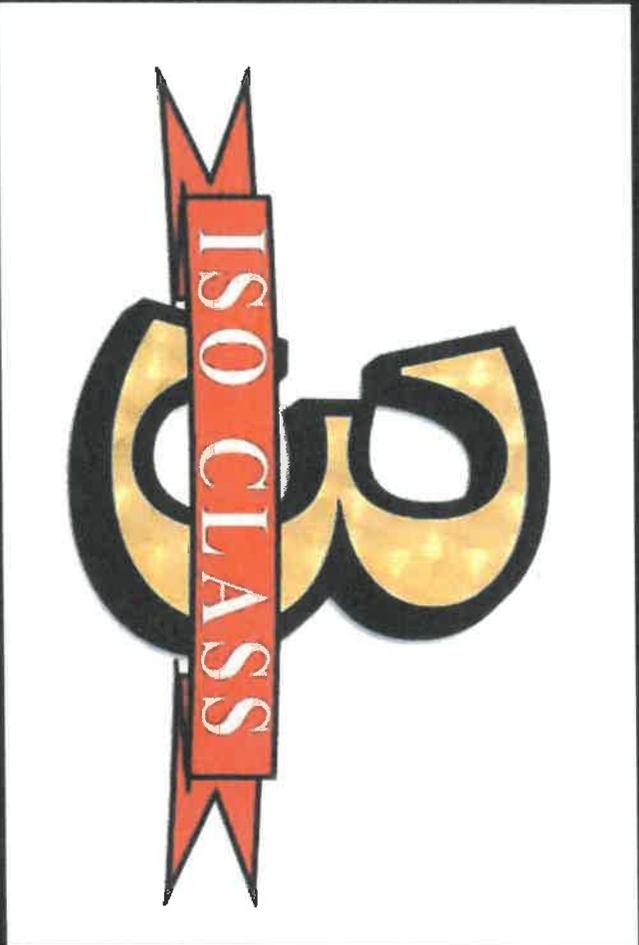
## What Does it Mean?

- Many States (including NC), adjust Insurance Premiums based on FD ISO Ratings.
- Homeowners should see lower Homeowner's Insurance Premiums
- Businesses should see lower Insurance Premiums

\* The Rating is a great indication of FD Readiness.... And how we can better ourselves.



Questions?



# Memorandum



**To:** Mayor and Town Council

**From:** Barbara Monticello

**Date:** 1/9/2020

**Re:** New Business: Annual Meeting Schedule

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At the beginning of each new calendar year, Council should adopt a schedule of meetings for the year. Attached please find the schedule of both the regular Town Council Meetings and the Work Sessions for the 2020 calendar year.

Please note the Work Session for January has already been re-scheduled to Tuesday, January 21<sup>st</sup>. Additionally, there is a proposal to change the regular Council Meeting for August from the 11<sup>th</sup> to the 18<sup>th</sup>.

There are two Work Session dates that conflict with holidays in May and December and will need to be rescheduled to other days.

**Action Requested:** Council can adopt the schedule as presented with the one Work Session that has already been rescheduled, then change the dates of the other meetings as it gets closer to the time or change the three remaining dates now, and adopt the schedule with the changes.



**SCHEDULE OF COUNCIL MEETINGS FOR 2020 (2<sup>nd</sup> Tuesday of each month @ HUT Meeting Facility @ 6:30 pm)**

Tuesday, January 14<sup>th</sup>, 2020

Tuesday, February 11, 2020

Tuesday, March 10, 2020

Tuesday, April 14, 2020

Tuesday, May 12, 2020

Tuesday, June 9, 2020

Tuesday, July 14, 2020

~~Tuesday, August 11, 2020~~ Proposing to reschedule to August 18, 2020

Tuesday, September 8, 2020

Tuesday, October 13, 2020

Tuesday, November 10, 2020

Tuesday, December 8, 2020

**SCHEDULE OF WORK SESSION MEETINGS FOR 2020 (4<sup>TH</sup> Monday of each month @ Pineville Tele/Elec Bldg. @ 6:00 pm)**

~~Monday, January 27, 2020~~ Rescheduled to Tuesday, January 21, 2020

Monday, February 24, 2020

Monday, March 23, 2020

Monday, April 27, 2020

~~Monday, May 25, 2020~~ Memorial Day Holiday – Will need to reschedule to another day

Monday, June 22, 2020

Monday, July 27, 2020

Monday August, 24, 2020

Monday, September 28, 2020

Monday, October 26, 2020

Monday, November 23, 2020

~~Monday, December 28, 2020~~ Christmas Holiday – Will need to reschedule to another day

# Memorandum



**To:** Mayor and Town Council

**From:** Barbara Monticello

**Date:** 1/9/2020

**Re: New Business:** Annual Appointments

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Each year the Council appoints representatives to various boards and committees as required by state law, town policy or agency regulations. This is typically done at the beginning of the year although some county committees/boards operate on a fiscal, rather than a calendar year and make their appointments at that time. The appointments that need to be made for 2020 are as follows:

**THE PLANNING BOARD CURRENTLY CONSISTS OF THE FOLLOWING MEMBERS:**

Jim Knowles (3 year term expires 12/19) *Recommend reappointment*

~~Amelia Stinson Wesley (3 years term expires 12/19)~~ *Term Expired/Open Seat/Recommend Consideration of Applicant below*

Thomas White (3 year term expires 12/21)

Eric Fransen (3 year term expires 12/19) *Recommend reappointment*

William Chaney (3 year term expires 12/21)

Bolyn McClung is the alternate for this board. He has been offered the regular spot on this board but has declined and asked to be removed as the alternate as well. That leaves two alternate spots open. \* See below.

**THE BOARD OF ADJUSTMENT (BOA) CURRENT CONSISTS OF THE FOLLOWING MEMBERS:**

Mark Matthews (3 year term expires 12/20)

Joseph Yarber (3 year term expires 12/20)

Thomas White (3 year term expires 12/21)

William Chaney (3 year term expires 12/21)

*There are currently four members on this board with one open seat available in addition to two alternate seats that are also open. No reappointments are necessary at this time but recommending consideration of Applicant below for the open seat.*

\* See below.

\* Resident, Randy Smith, who currently is the town's representative on the CharMeck Storm Water Action Committee expressed interest in participating on both these boards. His Application for appointment is attached for your review.

**TELEPHONE BOARD:** The Telephone Board will consist solely of Town Council Members, the Town Manager and Telecommunications Director.

**Terms for the following boards/committees are as follows:**

<u>Committee</u>	<u>Current</u>	<u>Proposed</u>	
<b>CITIZENS TRANSIT ADVISORY GROUP:</b>	Tommy Fellers (term expires 6/30/20)	Keep as is	
<b>ARTS and SCIENCE COUNCIL: ADVISORY COMMITTEE</b>	Kristy Detwiler, 2 year term expiring 6/30/20 Greg Record, (resident) 2 year term expiring 6/30/20	Keep as is Keep as is	
<b>CRTPO (MUMPO) REPRESENTATIVE:</b>	Jack Edwards, term expired 12/19	Mayor Jack Edwards (s/b Elected Official)	
<b>MTC REPRESENTATIVE:</b>	Jack Edwards, term expired 12/19	Mayor Jack Edwards	
<b>CENTRALINA COG DELEGATE:</b>	Jack Edwards, term expired 12/19 Ryan Spitzer, <i>Alternate</i>	Open for discussion Open for discussion	
<b>MECKLENBURG COUNTY PLANNING COMMITTEE:</b>	David Phillips, term expired 12/19	Jack Edwards/Open for discussion	
<b>ELECTRICITES:</b>	Jack Edwards, term expired 12/19 Ryan Spitzer, <i>Alternate</i>	Jack Edwards (main) Ryan Spitzer (alternate) Open for discussion	
<b>TAX COLLECTOR:</b>	Mecklenburg County, term expired 12/19	Mecklenburg County	
<b>TOWN ATTORNEY:</b>	Janelle Lyons, term expired 12/19	Janelle Lyons	
<b>MUNICIPAL EDUCATION: ADVISORY COMMITTEE</b>	Joe Maxim, 2 year term expired 12/19	Joe Maxim	
<b>THE CHARLOTTE-MECKLENBURG STORM WATER ADVISORY COMMITTEE:</b>	Randy Smith (Resident) term expires 6/30/21	Keep as is	
<b>CENSUS 2020 COMMITTEE:</b>	Troy Fultz (Resident) No term expiration provided	Keep as is	
<b>AIRPORT ROUNDTABLE:</b>	Theresa Brunner (Resident) (no term provided)	Keep as is	
<b>HAZARD MITIGATION COMMITTEE:</b>	Gerelyn Garcia (Resident) (no term provided) Libby Boatwright (Alt Resident) Brian Elgort (Town Rep) Mayor Edwards (Alt. Town Rep)	Keep as is Keep as is Keep as is Keep as is	
<b>PINEVILLE PARKS &amp; RECREATION BOARD:</b>	Megan Bailey Sue Bankston Randy Brantley Tad Hardy	Lorraine Haynes Yvette Haynes Barbara Manning Clay Perry (Chair)	Keep all as is but may have two additional interested parties

**Action Requested:** Recommend reappointments to all in red be made first in one motion if all in agreement. Recommend appointments to open seats on Planning Board/BOA in blue be made in a second motion. All other items are open for discussion.



# Application for Board Appointments

Town of Pineville

P.O. Box 249

Pineville, NC 28134

Name: Randy Smith Date: \_\_\_\_\_  
 Address: 3116 Kennys St. Pineville NC 28134 Phone: 980 224 7747  
 Email Address: randyj74@icloud.com Cell Phone: 704 231 9020

Which Board do you wish to participate on: Planning Board  Board of Adjustment

Please explain briefly why you are seeking appointment to this board:

Planning Board: I grew up in the construction business - My family worked in Residential and Comm. building. I have always been interested land use projects, and have become an advocate for responsible development.

Board of Adjustments: I have been involved with zoning appeals with the SWAC. I have always been interested in land use and how the decision effect the community and the environment.

Please describe any professional experience you may have that would be relevant to this board:

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Please describe any committees, organizations or other boards you may have participated on or educational background you have that would qualify you for this position on the board:

I currently serve on the City of Charlotte / Meck Co. Storm Water Action Committee. (SWAC)

Please tell us anything else about yourself that would be beneficial to this board: During my career I have been involved with Municipalities and their purchase process. I have also been involved Hybrid Electric Commercial vehicle development. While I was working I never found time to volunteer in the communities I lived in. I am retired now and want to give back to my community using the experience I have gained.

Signature: Randy Smith Date: 1-9-2020

# JANUARY 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1 New Year's Day	2	3	4
5	6	7	8	9	10	11
12	13	14 Regular Council Meeting @ 6:00 pm @ Hut	15	16	17	18
19	20 M L King Day Town Offices Closed	21 Work Session @ 6:00 pm @ Telephone Bldg.	22	23	24	25
26	27	28	29	30 Proposed Telephone Brd. Meeting @ 3:30 pm @ Telephone Bldg.	31	1

## FEBRUARY 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
2	3	4	5	6	7 Senior Valentine Banquet @ Belle Johnston @ 6:00 pm 	8
9	10	11 Town Council Meeting @ HUT @ 6:30 pm	12	13	14 Valentine's Day	15
16	17 Presidents' Day	18	19	20	21 Down to Earth Pineville Players @ Hut @ 7:30 pm	22 Down to Earth Pineville Players @ Hut @ 7:30 pm
23 Down to Earth Pineville Players @ Hut @ 2:30 pm	24 Council Work Session @ 6:00 pm @ Telephone Bldg.	25	26	27	28 Down to Earth Pineville Players @ Hut @ 7:30 pm	29 Down to Earth Pineville Players @ Hut @ 7:30 pm

# **ADJOURNMENT**