



**PINEVILLE TOWN COUNCIL WORK SESSION AGENDA  
PINEVILLE COMMUNICATIONS BLDG.  
118 COLLEGE ST., PINEVILLE, NC  
MONDAY, NOVEMBER 18, 2019  
6:00 P.M.**

- 1) Call Meeting to Order:**
- 2) Discussion Items:**
  - A. Time Clocks** – Information previously distributed to Council Members
  - B. GPS on Town Vehicles**
  - C. COLA** – Complete discussions on COLA increases
- 3) Motion to Close the Open Session and Open the Closed Session**
  - A. Closed Session:** *Discussion of matters pursuant to NCGS 143-318.11(6), Personnel Item*
- 4) Motion to End the Closed Session and Move Back into Open Session**
  - A. Salary Adjustment for Town Manager** – Council vote on any adjustments to the Manager's salary (**ACTION ITEM**).
- 5) 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.*



# Memorandum

**To:** Mayor and Town Council

**From:** Ryan Spitzer

**Date:** 11/14/2019

**Re:** Employee Time Clocks

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**Overview:**

At the October Work Session Council had asked for prices on installing time clocks in the town office buildings. The Town received quotes from two vendors who are recommended by the Government Finance Officers Association to work with local governments.

Both of these options have various ways for employees to clock in and out. Employees can use biometrics, RFID, or PINs. The data is stored on a server and then downloaded by the Finance Department for payroll.

**Attachments:**

Kronos Quote  
TimeClock Plus

**Time Clock Comparison**

<u>System</u>	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Total</u>
TimeClock Plus	\$29,101.44	\$5,773.44	\$5,773.44	<b>\$40,648.32</b>
Kronos	\$29,310.80	\$6,816.00	\$6,816.00	<b>\$42,942.80</b>



## Workforce Ready Proposal

Date:	11/7/2019	Customer PO #:	
Version #:	0	Salesperson:	Patrick Friel
Expires:	12/27/2019		

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Bill To:	Attn: Richard Dixon Town of Pineville 200 Dover St. Pineville, NC 28134	Ship To:	Attn: Richard Dixon Town of Pineville 200 Dover St. Pineville, NC 28134
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FOB:	Shipping Point	Solution ID:	
Shipping Method:	FedEx Ground		
Currency:	USD	Email Contact:	rdixon@pinevilenc.gov
Payment Terms:	N30	Phone #:	704-889-1722

### SaaS Services

Item	License/Qty	Unit Price	Price
Workforce Ready Time Keeping	100	\$3.78	\$378.00
Workforce Ready Integration Hub	1	\$0.00	\$0.00
<b>Minimum Monthly Total:</b>			<b>\$378.00</b>

### Equipment - Purchase

Item	Qty	Unit Price	Total Price
Kronos InTouch 9100 H4, Standard, KR B/C	8	\$2,624.35	\$20,994.80
<b>Total Price:</b>			<b>\$20,994.80</b>

### Equipment - Purchase Support

Item	Duration	Total Price
DEPDT EXCHANGE SUPPORT SERVICE	1 YR	\$2,280.00
<b>Total Price:</b>		<b>\$2,280.00</b>

### Accessories

Item	Qty	Unit Price	Total Price
NORTH AMERICA POWER KIT FOR EXTERNAL OUTLET, INTOUCH STD	8	\$0.00	\$0.00
<b>Total Price:</b>			<b>\$0.00</b>

### Setup Fees

Item	Total Price
Workforce Ready Setup Fee	\$1,500.00
<b>Total Price:</b>	<b>\$1,500.00</b>

### Quote Summary

Item	Total Price
Minimum Monthly Fee	\$378.00
One Time Setup Fees	\$1,500.00
<b>Total Equipment Purchase and Accessories Fee</b>	<b>\$23,274.80</b>

Kronos | Time & Attendance • Scheduling • Absence Management • HR & Payroll • Hiring • Labor Analytics

Kronos SaaS, Inc 3040 Route 22 West, Suite 200 Branchburg, NJ 08876 (800) 225-1561 [www.kronos.com/kronossaashr](http://www.kronos.com/kronossaashr)

**TimeClock Plus v7 OnDemand TCP Cloud Hosted Solution  
Estimated Proposal -Town of Pineville**

TCP v7 OnDemand TCP Cloud Software Licensing						
Item Description	Quantity	Monthly Calculated Unit cost	First Year Cost	Second Year Cost	Third Year Cost	Total Three Year System Cost
v7 Professional OnDemand Clockable Employee License	100	\$3.00	\$3,600.00	\$3,600.00	\$3,600.00	\$10,800.00
Unlimited Administrative Users / Timekeepers	Included	Included	Included	Included	Included	\$0.00
Unlimited Workstation Licenses	Included	Included	Included	Included	Included	\$0.00
Unlimited Employee Self Service Users	Included	Included	Included	Included	Included	\$0.00
All future version upgrades (with Cloud Subscription)	Included	Included	Included	Included	Included	\$0.00
Flat File Interface and Modules	1	\$500.00	\$500.00	\$0.00	\$0.00	\$500.00
<b>Total TCP v7 OnDemand Cloud/SaaS Licensing</b>			<b>\$4,100.00</b>	<b>\$3,600.00</b>	<b>\$3,600.00</b>	<b>\$11,300.00</b>
TCP RDT@ Clocking Terminals						
RDT Touch 400	8	\$1,698.00	\$13,584.00	\$0.00	\$0.00	\$13,584.00
<b>Total RDT@ Hardware</b>			<b>\$13,584.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$13,584.00</b>
TCP Hardware and Software Maintenance and Support						
Annual Hardware Maintenance and Support - Expedited Depot Repair (16% of Hdwe)	1	\$2,173.44	\$2,173.44	\$2,173.44	\$2,173.44	\$6,520.32
Premium Software Maintenance & Support Version Upgrades Included	1	Included	Included	Included	Included	\$0.00
Shipping and Handling UPS - TBD						
<b>Total Hardware Maintenance &amp; Support</b>			<b>\$2,173.44</b>	<b>\$2,173.44</b>	<b>\$2,173.44</b>	<b>\$6,520.32</b>
Professional Services & Training						
Onsite or Remote Implementation & Training (hours)	12	\$225.00	\$2,700.00	\$0.00	\$0.00	\$2,700.00
<b>Total Implementation and Training</b>			<b>\$2,700.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,700.00</b>
<b>Total Proposed Investment</b>			<b>\$22,557.44</b>	<b>\$5,773.44</b>	<b>\$5,773.44</b>	<b>\$34,104.32</b>
Optional Clocking Terminals and Accessories						
RDT Touch 400 Magnetic Badge Terminal		\$1,853.00				
RDT Touch 400 Barcode Badge Terminal		\$2,007.00				
RDT Touch 400 HID Proximity Badge Terminal		\$2,316.00				
BIO RDT Touch 400 Fingerprint Entry Terminal		\$2,522.00				
MobileClock Kiosk License (per device i.e. iPad, iPhone)		\$399.00				
Battery Backup Option Per Clock		\$206.00				
Power over Ethernet Option Per Clock		\$200.00				
WiFi 80211 b/g/n Adaptor		\$103.00				
Camera Option Per Clock		\$206.00				

# Memorandum



**To:** Mayor and Town Council

**From:** Ryan Spitzer

**Date:** 11/14/2019

**Re:** Town Vehicle Monitoring

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## **Overview:**

At the October Work Session Council had asked for prices on installing vehicle monitoring devices in town owned vehicles. I contacted the City of Charlotte to see who they use. Charlotte uses Geotab. I received a quote and presentation from the Geotab retailer in this area. I am still waiting on a quote from Verizon for fleet monitoring.

The Geotab information should be a good starting point for discussion on what services Council would like to see in a vehicle monitoring system.

## **Attachments:**

Geotab Presentation



## BlueArrow Telematics Proposal

## BlueArrow Telematics Company Overview

BlueArrow Telematics, founded in 1991, offers industry-leading mobile workforce technologies customized for organizations of all types and sizes. We insure customers maximizes their ROI by providing the correct solution with training and support from an experienced, dedicated key account representative.

BlueArrow provides in-house integration services to help bring data from various applications into a single source. We currently partner with over 200 software and hardware vendors to provide unique solutions for almost any scenario in telematics. Don't spend days researching various technologies since BlueArrow is a one-stop source for every need!

Remember, BAD decisions in purchasing a telematics solution will cost you in 3 ways...

### **Time, Money, & Frustration!**

Partner with BlueArrow Telematics and take advantage of our best products, best pricing, and best support in the telematics industry!





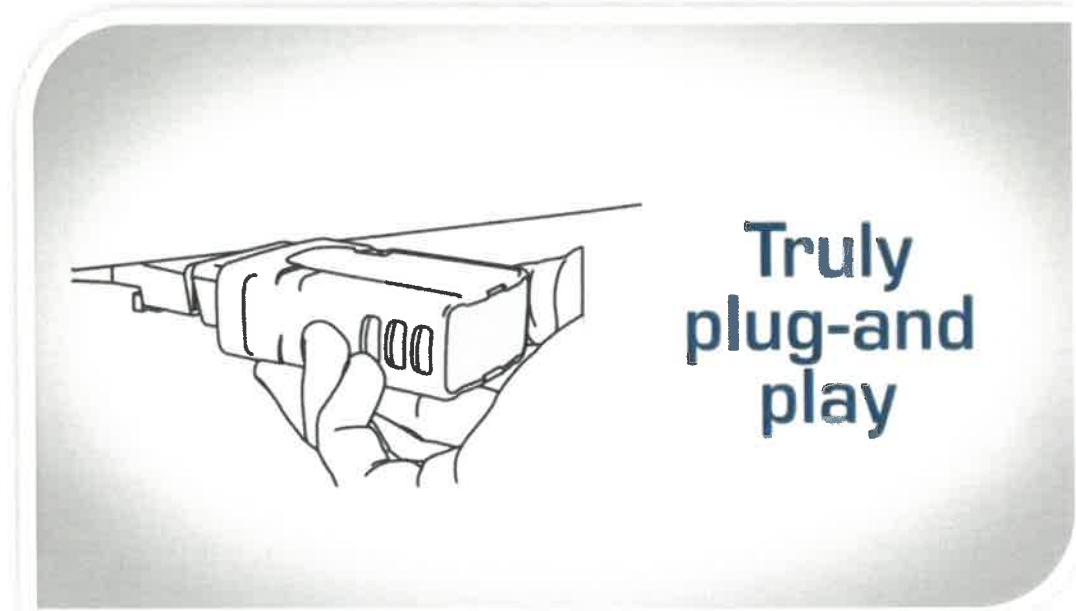
[Vehicle Tracking](#) [In-Vehicle Cameras](#) [Asset Tracking](#) [Paperless Forms](#) [Distracted Driving](#) [Collision Avoidance](#) [Maintenance](#) [Routing](#) [Compliance](#) [Pricing](#)

# Vehicle Tracking

**BlueArrow Vehicle Tracking:**



Click the Play Button to view video in your web browser

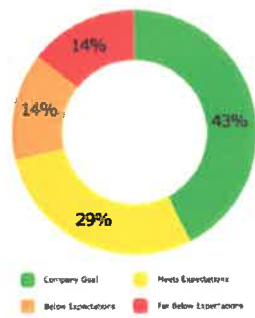


## BlueArrow Vehicle Tracking:

- **Productivity** and improved customer service by using real-time GPS tracking, trip reporting, and dispatching and routing tools
- **Safety** with the availability of in-vehicle driver coaching, risk and driver behavior reporting, accident notifications and reconstruction, and the ability to locate a stolen vehicle
- **Optimization** of vehicle maintenance with predictive maintenance abilities and remote diagnostics, and optimization of fuel management by tracking idling and other fuel-guzzling habits
- **Compliance** with solutions for electronic logging and Hours of Service, IFTA reporting, and vehicle inspections
- **Integration** of other software systems such as onboard camera technology or CRM software



**BlueArrow Vehicle Tracking (Driver Rewards / Scorecard):**



Name	Distance	Total Score	Scoring Classification	Speeding 15 Miles Over Posted Limit	Speeding	Sentbolt Use	Hard Acceleration	Hard Braking	Hard Cornering
2016 Honda CR-Z	37.20	100.0	Meets Expectations	0.0	0.0	0.0	0.0	0.0	0.0
2015 Chevrolet Silverado	100.40	83.2	Meets Expectations	0.0	0.0	0.0	0.0	0.0	0.0
2015 GMC Canyon	26.10	73.8	Below Expectations	0.0	0.0	0.0	0.0	0.0	0.0
2016 Express Cargo	55.80	56.8	Far Below Expectations	0.0	0.0	0.0	0.0	0.0	0.0

- Quickly identify the riskiest drivers or best drivers.
- Rate each driver compared to fleet and compared to fleet goals.
- Reduce overall risk and claims.
- See the cost of bad driving habits to your fleet, e.g. wear and tear on tires.
- Be proactive. Take proper actions to change driving behavior.

BlueArrow Telematics works alongside our customers to help you use our comprehensive scorecard data to build a driver rewards program to incentivize safe driving within your fleet. The scorecard makes viewing overall driver behavior very simple.

## BlueArrow Vehicle Tracking (GO Talk):

GO TALK is perfect for any fleet wanting to provide more detail rich information to their drivers about their driving habits. Fleets who want to improve driving habits by empowering their drivers with helpful, real time feedback, as well as adopting lasting safety habits will benefit from this solution.

### GO Talk Features:

- Real time spoken driver feedback
- Customize text to speech messages for drivers
- Provide drivers with steps to improve driving habits
- Improve fleet safety
- Plug-and-play, quick installation
- Supports multiple languages (see Specifications for setup)



## BlueArrow Vehicle Tracking (NFC Reader):

The IOX-NFCREADER lets you monitor vehicles based on their driver. Drivers swipe in at the start of their trip, linking them to their vehicle. Dispatchers or managers can then easily view where each driver is at any point in time, and can monitor which driver is currently operating a given vehicle.



### NFC Reader Features:

- Assigning Drivers to vehicles allows reporting based on Driver
- Tracks Driver across multiple vehicles to track different driving habits
- Plug-and-play, quick installation
- Driver ID Whitelist for authorizing drivers (see Specifications for setup)

**BlueArrow Vehicle Tracking Options:**

Plans	GPS Tracking	Driver Behavior	Engine & Fuel Data	Active Tracking	Lifetime Warranty
Geotab Basic	Yes	No	No	No	No
Geotab Regulatory	Yes	No	No	No	No
Geotab Pro	Yes	Yes	Yes	No	No
Geotab Pro Plus	Yes	Yes	Yes	Yes	Yes

# Pricing



**Sourcewell BlueArrow Telematics Geotab Equipment Pricing: Town of Pineville, NC**

Equipment	Description	Qty	Price Per	Total
Geotab GO Device	GPS Tracking Device. Simple Plug n Play Installation. Plugs into vehicles engine port for power	1	\$62.50	
Y Harness with Mounting bracket	Similar to the extension Harness however, this harness puts out 2 available ports. One for the GPS unit and one to keep open for other use.	1	\$30	
Go Talk (Optional)	Attachable accessory that allows for real time in vehicle driver coaching using customizable phrases such as "please slow down."	1	\$95.66	
Auxiliary Harness	Attachable Accessory that allows the GO device to monitor use of Auxiliaries such as Lights & Sirens. Up to 4 Aux inputs, with additional accessory can expand to 8 inputs.	1	\$36.99	
NFC Reader (Optional)	This device is used to put in a vehicle so when a driver switches in/out they can use a fob with their driver name to swipe in/out	1	\$57.40	
NFC Key Fob (Optional)	Driver Identification Fob to let agency know who is always driving the vehicle	1	\$3.83	
NFC Key Fob Bag of 20 (Optional)		1	\$51.02	

**Sourcewell BlueArrow Telematics Geotab Monthly Service Pricing: Town of Pineville NC**

Subscription Plan	Description	Qty	Price Per	Total
Pro Plus Subscription	<ul style="list-style-type: none"> <li>&gt; The Pro Subscription standard data such as location, trip history, speeding, idling and fleet maintenance plus all the features of the Pro Subscription</li> <li>&gt; Active Tracking...see vehicles moving live on the map</li> <li>&gt; Roadside Assistance</li> <li>&gt; Engine Diagnostic.</li> <li>&gt; Unsafe Driver Behavior Notifications and Driving Coaching.</li> <li>&gt; Fuel Management Platform.</li> <li>&gt; SDK and APIs that are open, free and easy to use.</li> <li>&gt; Driver ID via NFC.</li> <li>&gt; Route Optimization.</li> <li>&gt; Automatic IFTA Mileage Reporting</li> <li>&gt; Driver Application (Geotab Drive) scalable for future needs</li> <li>&gt; Accident Reconstruction</li> </ul>	1	\$19.39	
Pro Subscription	<ul style="list-style-type: none"> <li>&gt; The Pro Subscription standard data such as location, trip history, speeding, idling and fleet maintenance plus more....</li> <li>&gt; Engine Diagnostic.</li> <li>&gt; Unsafe Driver Behavior Notifications and Driving Coaching.</li> <li>&gt; Fuel Management Platform.</li> <li>&gt; SDK and APIs that are open, free and easy to use.</li> <li>&gt; Driver ID via NFC.</li> <li>&gt; Route Optimization.</li> <li>&gt; Automatic IFTA Mileage Reporting</li> <li>&gt; Driver Application (Geotab Drive) scalable for future needs</li> <li>&gt; Accident Reconstruction</li> </ul>	1	\$16.33	

[Vehicle Tracking](#) [In-Vehicle Cameras](#) [Asset Tracking](#) [Paperless Forms](#) [Distracted Driving](#) [Collision Avoidance](#) [Maintenance](#) [Routing](#) [Compliance](#) [Pricing](#)

## Next Steps

**Thank You!**

BlueArrow Telematics

(919) 954-8060

[mgm@bluearrowmail.com](mailto:mgm@bluearrowmail.com)



# Memorandum

**To:** Mayor and Town Council

**From:** Ryan Spitzer

**Date:** 11/14/2019

**Re:** COLA and Merit Increases

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## **Overview:**

Town Council wanted to be presented with information on what a 2% COLA would cost the Town if started in January and if the Town had enough funds to cover this. With open vacancies and health insurance coming in lower than projected, the Town does have enough money to cover a 2% COLA for employees if done in January. The Town's projected budget surplus for the current FY is \$149,428 for the General Fund and \$113,416 for the ILEC/CLEC Fund. It would cost the Town \$56,588 and \$8,750 those funds respectively. New employees hired in the current year would not get the COLA at the end of their probationary period.

The PD will be the only outlier in the COLA and Merit Increase. Since the PD is set up on a step basis their COLA would have to 2.5% and the Merit Increase 0% or 2.5%.

## **Attachments:**

COLA Analysis

**Town of Pineville  
COLA Analysis**

<b>Department</b>	<b>Actual 10/31/2019</b>	<b>Projected 06/30/2020</b>	<b>FY20 Budget</b>	<b>Projected</b>	<b>Hiring for Current Vacancies</b>	<b>Projected Over/Under 06/30/2020</b>	<b>2% COLA Jan-June</b>
General Fund	1,776,469.86	5,329,409.58	5,658,838.55	329,428.97	(180,000.00)	149,428.97	<b>56,588.39</b>
Telephone	239,194.63	717,583.89	875,000.00	157,416.11	(44,000.00)	113,416.11	<b>8,750.00</b>