MINUTES

City Council
Pre-Agenda Session
Tuesday, March 22, 2022

Members Present: Lewis Dorsett, Mayor; John Glass, Mayor Pro Tem; Council Members: Roger Blackwell, Robert (Trey) Gray, Lorie McCroskey, and Larry Warlick.

Members Absent: Tim Williams.

Others Present: Zeb Holden, City Manager; Beth Koonce, City Attorney; Travis Snider, Master Police Officer; Lori Nurse, Finance Director, John Harrison, IT Director; Matthew Wells, Planning Administrator; Duncan Walser, Planning Technician; and Susan Swaim, City Clerk.

Media Present: None.

Mayor Dorsett asked if there were any additions, deletions, or changes to the agenda. Being none, Manager Holden reviewed several items with Council including the possibility of creating an emergency shelter at the recreation center as part of a county wide emergency shelter plan, continued public hearing regarding mobile food vendor regulations, and updated Council on the NCDOT U-6018 (I-85/Hwy.62) project.

Councilman Warlick shared that the TAC met today and advised that let dates for projects in Archdale continue to be extended.

Mayor Dorsett stated that he, Mayor Pro Tem Gray, and Councilwoman McCroskey attended the EDC Meeting in Asheboro last week. He hopes that members of Council will continue making an effort to attend those meetings in the future.

With no further discussion, Mayor Dorsett adjourned the March 22, 2022 Pre-Agenda session.

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Media Present: None.

Item 1. Call to Order.

Mayor Dorsett called the meeting to order, welcomed everyone, and asked Officer Snider to see that their attendance was registered.

Item 2. Invocation and Pledge of Allegiance.

Councilman Warlick gave the invocation and Mayor Pro Tem Glass led those present in the pledge of allegiance to the flag.

Item 3. Council Action to Accept or Amend the Agenda.

Councilman Blackwell made a motion to accept the agenda as presented. The motion was seconded by Councilman Warlick and was approved unanimously.

Item 4. Consideration of Consent Agenda: These items are considered routine, non-controversial, and are considered and approved by a single motion and vote.

A. Approval of the Minutes for the February 22, 2022 City Council Meeting.
B. Approval of the Minutes for the February 25-26, 2022 City Council Retreat.
C. Approval of the Minutes for the March 8, 2022 Special Called Meeting.
D. Financial Summary Report.

Councilman Warlick made a motion to approve the Consent Agenda as presented. The motion was seconded by Mayor Pro Tem Glass and was approved unanimously.

Item 5. Public Comment Time.

Susan Swaim, City Clerk, read into the record an email received from Tabitha Hrobuchak, 221 Aldridge Lane, Archdale, regarding crosswalk/sidewalks leading to the Park from her neighborhood.

Mike Liner, 1401 Sagewood Lane, Archdale, addressed Council. Mr. Liner stated that during his career, he strived to promote in-house when possible. He further stated that the City has done well with promoting from within and he would like to see that continue with Interim Police Chief David Jones being named as the Police Chief.

Item 6. Public Hearing: Resolution Authorizing the City of Archdale to Apply for a building Reuse Grant for the Aeolus Filter Corporation Economic Development Project (Project Filter).

Kevin Franklin, President, RCEDC, addressed Council on this item. Mr. Franklin thanked Council for the opportunity to speak tonight regarding the Aeolus Filter Corporation project. He shared information regarding Aeolus Filter Corporation and their continued growth in Archdale. Mr. Franklin advised that Aeolus intends to renovate a portion of their existing building to accommodate new equipment and increase manufacturing space. He further advised that the total investment by the corporation will total approximately $2,240,000.00. Mr. Franklin shared that this project would retain 32 jobs and create 17 new jobs with an average annual wage of $41,824.00 which exceeds the current Randolph County average wage. He stated that the corporation is eligible for a building reuse grant in the amount of $85,000.00 to assist with renovation expenses. Mr. Franklin explained that the City of Archdale will serve as the Applicant with no required match as previously required with this type of grant. He outlined the grant program for Council. Mr. Franklin offered to answer any questions Council may have regarding the project.

Mayor Dorset then opened the public hearing and asked if there was anyone in attendance that wished to speak in support or opposition of the proposed Resolution.

Being none, Mayor Dorsett closed the public hearing and turned the matter over to Council for discussion and possible action.

With no further discussion, Councilman Warlick made a motion to approve the Resolution authorizing the City of Archdale to apply for a Building Reuse Grant for the Aeolus Filter Corporation Economic Development Project. The motion was seconded by Councilwoman McCroskey and was approved unanimously.

Item 7. Public Hearing (Continued from January 25, 2022): Text Amendment to the Zoning Ordinance; Article III, Addition of Section 3.24 (Mobile Food Vendor Regulations); Article XVII, Section 17.4 (General Definitions).

Duncan Walser, Planning Technician, addressed Council on this item. Mr. Walser advised that the following is a potential text amendment to the City's Zoning Ordinance that would enable the regulation of Mobile Food Vendors. He stated the text amendment is a revised version of the ordinance presented at the November 23, 2021 Council meeting. Mr. Walser further stated this amendment would enable the regulation of Mobile Food Vendors, which are currently not defined or regulated by the City's Zoning Ordinance.

Mayor Dorsett asked if there was anyone in attendance that would like to speak in favor or opposition to the proposed text amendment.

Being no one to speak, Mayor Dorsett closed the public hearing and turned the matter over to Council for discussion and possible action.

Councilman Gray shared that after conversation during the most recent City Council retreat and since, Councilmembers have a revised draft of the proposed text amendment for consideration. He outlined the proposed changes which included: Definition of Mobile Food Vendor and Mobile Food Unit, location of mobile food units

during operation and storage of those units, number of days and time frame units are allowed to operate, and requirement of insurance.

Councilman Gray made a motion to approve the text amendment to the Zoning Ordinance; Article III, Addition of Section 3.24 (Mobile Food Vendor Regulation); Article XVII, Section 17.4 (General Definitions) including the conditions outlined in the revised draft. The motion was seconded by Councilman Blackwell. The motion was approved unanimously.

Councilman Gray then revised his motion to include the following consistency statement: The amendment is consistent with Plan Archdale, the City's adopted Comprehensive Plan, and supports the four focus areas of the plan. Specifically the plan with the proposed text as described tonight will: Create a more livable and inclusive community; target development opportunities that have low levels of external environmental impact; build a strong, diverse, and resilient economy; food trucks are beneficial for local economic development by creating accessible, low-cost business opportunities in the food industry; food trucks generate foot traffic and customers who may also support other nearby local businesses; manage growth in what we hope to be a vibrant and dynamic City; the amendments include safety standards to ensure that mobile food vehicles will not obstruct the safe movement and circulation of pedestrians, bicycles, or vehicular traffic; foster a sense of place; amendments will allow and encourage a new, mobile land use type and provide clear and appropriate standards for this use to operate in an orderly manner; and are consistent with the well-being of communities and public spaces. The motion was seconded by Councilman Blackwell and was approved unanimously.

Item 8. Public Hearing: Adoption of Minimum Standards for Nonresidential Buildings and Structures.

Matthew Wells, Planning Administrator, addressed Council on this item. Mr. Wells shared that the City of Archdale adopted a Minimum Housing Ordinance for residential structures in 2010. He further shared that based on recent observations and complaints received by staff regarding several dilapidated commercial structures across the City, it was determined that the City would need to adopt standards to abate issues with nonresidential structures. Mr. Wells advised that the Planning Board voted unanimously in favor of adoption of the standards with added corrections, which he outlined for Council.

Mayor Dorset then opened the public hearing and asked if there was anyone in attendance that wished to speak in support or opposition of the proposed adoption of Minimum Standards for Nonresidential Buildings and Structures.

Mike Liner, 1401 Sagewood Lane, Archdale, addressed Council. Mr. Liner thanked Council for addressing this issue. He stated that there are several buildings that need to be looked at closely.

With no one else to speak, Mayor Dorsett closed the public hearing and turned the matter over to Council for discussion and possible action.

Councilman Blackwell thanked Mr. Liner for his comments.

After further discussion regarding property liens and requirements due to state and federal law, Councilman Blackwell made a motion to adopt the Minimum Standards for Nonresidential Buildings and Structures. The motion was seconded by Councilman Warlick and was approved unanimously.

Item 9. Water and Sewer Extension Request for Property along Archdale Road, being Randolph County Parcel #7717957195

Matthew Wells, Planning Administrator, addressed Council on this item. Mr. Wells advised that staff has been approached by Ellis Developments Group to consider a large development consisting of single-family residential, townhomes, and a small commercial tract. He stated that the property is currently zoned R-40 with a Future Land Use Plan designation of Countryside due to the property not being directly served by City utilities. Mr. Wells shared that the applicant has been advised that rezoning cannot be considered until a water and sewer extension request is approved by City Council. He further shared that after review by staff along with the City's contracted engineer at Jamestown Engineering, it is the belief that the request is not viable at this time due to the lack of current services and the Future Land Use Plan designation. Mr. Wells reported that more data will be collected through an ongoing Sewer Asset Inventory Assessment study to help evaluate downstream capacity which will help determine what can and cannot be served outside the City's current service area.

Matt Hook, Ellis Developments, Raleigh, NC addressed Council. Mr. Hook shared that the owner of the property is wishing to sell the property for residential development and his firm has entered into an agreement to purchase the property contingent upon obtaining all necessary permits and approvals. He further shared that he understands that there have been many applications for development within the City and with those applications come growing pains and believes projects such as this may help jump-start solutions to those issues. Mr. Hook stated that his firm is open to working with the City and finding a solution to the issues so that development of that land may take place.

Mayor Dorsett thanked Mr. Hook for his comments. He shared the City has plenty of capacity at the sewer plant but may not have line capacity in this area outside of the City which are two different issues, and the AIA study will help determine that information. Mayor Dorsett advised that the City has recently approved two large subdivisions, hence the need to study the capacity of individual lines to serve future growth.

Councilman Warlick inquired as to when the AIA study is expected to be completed. Manager Holden stated the study may take another eight to ten months, although the flow metering portion of the study is to begin next month with an estimated completion date being four to six months once evaluated. He further stated that staff has been forthcoming with the applicant regarding this issue due to the property being outside the City limits and the existing service area.

With no further discussion, Councilman Warlick made a motion to deny the water and sewer extension request for property along Archdale Road, being Randolph County Parcel #7717957195. The motion was seconded by Mayor Pro Tem Glass and was denied unanimously.

Item 10. Request by Hafele America Co. for a High Density Development Permit (HDDP) for property located at 3901-A Cheyenne Drive, being Randolph County Parcel #7718915778.

Duncan Walser, Planning Technician, addressed Council on this item. Mr. Walser shared that Hafele American Co. is seeking a HDDP to construct a 94,200 square foot addition to the company's existing building located at 3901-A Cheyenne Drive. He further shared that the project will also include a sidewalk along Cheyenne Drive, an emergency access road, additional paved area and parking, as well as a new underground stormwater control device. Mr. Walser reported that the project has an estimated time frame for completion between April 2022 to October 2022.

With no further discussion, Councilman Blackwell made a motion to approve the request by Hafele America Co for a High Density Development Permit for property located at 3901-A Cheyenne Drive, being Randolph County Parcel #7718915778. The motion was seconded by Councilman Warlick and approved unanimously.

Item 11. Authorization for Manager to Enter Contract for Demolition of City-Owned Buildings at 591 Robin Lane.

Manager Holden addressed Council on this item. Manager Holden mentioned that the City acquired this property with the intention of connecting the existing greenway system towards Wheatmore Middle School and surrounding neighborhoods. He stated that the home and small outbuilding on the property are planned for demolition. Manager Holden advised that quotes were sought with Timmy Causey Grading and Demolition being the lowest quote in the amount of $8,500.00.

With no further discussion, Councilman Blackwell made a motion to authorize the Manager to enter contract with Timmy Causey Grading and Demolition for demolition of City-owned buildings at 591 Robin Lane in the amount of $8,500.00. The motion was seconded by Mayor Pro Tem Glass and was approved unanimously.

Item 12. Archdale Public Library Annual Report – Matt Shaw, Manager.

Matt Shaw, Manager of the Archdale Public Library presented the Library's annual report to Council. He asked that we remember Susan Coltrane who passed away in March 2022. Ms. Coltrane retired from Randolph County Public Libraries with 32 years of service. Mr. Shaw also mentioned Carol Matta who retired in July 2021 and was the children's librarian in Archdale for 20 years.

Mr. Shaw shared that today is the one-year anniversary of the Library reopening its doors to the public after being closed due to COVID-19. He reported that in-person story time and meetings of monthly book clubs have recently resumed. He shared that community groups are also now able to book meeting spaces. Mr. Shaw mentioned that Haley Garner has been hired as the new children's librarian and will be launching programs for school-aged children in the coming weeks.

Mr. Shaw shared that the Library is offering the service of printing documents sent to them by e-mail by patrons which is extremely popular and used daily by local residents.

He further shared there has been an increase in copier and fax services due to Archdale Office Supply closing their retail storefront.

Mr. Shaw reported that the Board of Trustees unanimously voted in January 2022 to abolish fines on overdue library materials except for digital devices such as mobile hotspots. He shared that research has shown that fines do not have much of an impact on the return of library materials, but rather deter people from using libraries. Mr. Shaw mentioned the Real2 program which allows public school students to check out books using their "lunch number" instead of needing a physical library card.

Mr. Shaw thanked Council for their support and requested their continued financial support for the coming fiscal year. He also thanked City staff for being pro-active with building repairs and maintenance at the Library.

Item 7. Additional Items.

There were no additional items.

Item 8. Adjournment.

With no further business, Mayor Dorsett adjourned the Tuesday, March 22, 2022 City Council meeting.

Lewis W. Dorsett, Mayor

ATTEST:

Susan T. Swaim, City Clerk