



**TOWN OF HARRISBURG, NORTH CAROLINA
HARRISBURG TOWN HALL
TOWN COUNCIL MEETING**

**December 13, 2021
6:00 PM**

AGENDA

1. CALL TO ORDER

- A. The Town Hall Council Chambers will be open at our normal capacity. Masks are required to be worn by the public during the meeting. The public may also join the meeting via the Zoom platform at the following link:

<https://us02web.zoom.us/j/89982103181?pwd=N3JDTnUwNkVISGJkamJ3eXBQTTh6dz09>

Meeting ID # 899 8210 3181
Passcode: 783311

Or join by phone:
301.715.8592
or
929.205.6099

- B. AGENDA ADOPTION
- C. INVOCATION
- D. PLEDGE OF ALLEGIANCE
- E. SPECIAL PRESENTATIONS
- F. PUBLIC COMMENT - Anyone wishing to address the Town Council may do so during the Public Comment section. Please state your name and address for the record, be courteous and do not repeat what has already been said. Please keep your comments about the subject and not personal in nature.

2. CONSENT AGENDA

- A. Consider the minutes of the November 8, 2021 Town Council Meeting
- B. Consider the minutes of the November 8, 2021 Closed Session.
- C. Consider Town Council and Advisory Board Meetings Calendar for 2022 Calendar Year
- D. Consideration of FY2022 AMI Water Meter Purchase

3. COMMUNICATIONS

- A. TOWN MANAGER/FINANCE MONTHLY REPORT
 - B. MAYOR'S COMMENTS
 - C. COUNCIL COMMENTS
 - 4. **PUBLIC HEARINGS**
 - 5. **OLD BUSINESS**
 - A. Special Recognition for outgoing Mayor and Council Members
 - 6. **NEW BUSINESS**
 - A. Oaths of Office for Newly Elected Mayor and Town Council Members
 - B. Consideration of 2022 Appointments to the Transportation Advisory Committee (TAC) and the Technical Coordinating Committee (TCC) of the Cabarrus-Rowan Urban Area Metropolitan Planning Organization (CRMPO)
 - C. Consideration of Appointment to the WSACC Board of Directors for Calendar Year 2022.
 - 7. **ACTION ITEMS**
 - 8. **CLOSED SESSION**
 - 9. **ADJOURNMENT**
-

Town of Harrisburg's Vision Statement

Harrisburg will be the best small town in North Carolina based on low density housing, excellent economic opportunities, a safe living environment, and efficient and effective municipal services. Amenities such as excellent recreational programs, adequate open space, attractive shopping opportunities, a diversity of restaurants, and a connected system of roadways, sidewalks, greenways, and bicycle lanes will continue to enhance the quality of life of the Town. These services and amenities will be provided while retaining reasonable tax rates and debt levels.



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consider the minutes of the November 8, 2021 Town Council Meeting

Presenting Personnel:

Suggested Motion or Action:

Motion to approve the November 8, 2021 Town Council Meeting minutes, as presented.

Description/Background:

Recommendation:

Staff recommends approval.

Fiscal Impact:

None

Attachments:

1. November 8, 2021

**TOWN OF HARRISBURG, NORTH CAROLINA
TOWN COUNCIL MEETING
MONDAY, NOVEMBER 8, 2021
6:00 PM**

MINUTES

This meeting was held in person as well as virtually via the Zoom platform.

Mayor Steve Sciascia called the meeting to order.

PRESENT: Mayor Steve Sciascia; Mayor Pro-Tem Ron Smith, Councilmembers Diamond Staton-Williams, Ian Patrick, Rick Russo, Rodney Dellinger, John Booth, Troy Selberg

1A.

ZOOM NOTIFICATION

The Zoom meeting link and details were published and advertised before the meeting took place and were shown on the agenda.

1B.

AGENDA ADOPTION

MOTION:

Mayor Pro-Tem Smith made a motion to approve the agenda as presented. Second was made by Councilmember Selberg. **The motion passed 7-0.**

1C.

INVOCATION

Mayor Steve Sciascia conducted the invocation.

1D.

PLEDGE OF ALLEGIANCE

1E.

SPECIAL PRESENTATIONS

- Veteran's Day Proclamation
- Presentation of Certificates to Fall 2021 Citizen's Academy Graduates. This year's participants were: Arica Rucker, Ave Leath, Chisa Brookes, Jeff LaVoie, Kayla Seigler, Monica Long, Neil Swiacki, Peggy Hoeferlin, Sujit Chemburkar, and Zahida Mirza.
- Youth Council Update – Youth Council executive members explained the purpose of the Youth Council, the roles of the executive members and the committees. They also talked about their fall meetings and the service projects they are currently involved in.
- Audit Presentation – Brian Lee, Finance Director; and Tom McNeish from Elliot Davis presented the audit information.

1F.

PUBLIC COMMENT

- Sherry Bruce, 8380 Willow Oak Lane – spoke against the proposed Blume Corner Development
- Laura Carriker, 9058 Hickory Ridge Road – spoke against the proposed Blume Corner Development
- Tracy Thompson, 9910 Lower Rocky River Road - spoke against the proposed McKinley Subdivision
- Chris Jones, 3313 Burnage Hall – spoke against the proposed Blume Corner Development
- Eric Johnson, 8468 Blume Parkway – spoke in favor of the proposed Blume Corner Development
- Steve George, CSC Group – spoke concerning the proposed McKinley Subdivision – addressing concerns that have been brought up by residents tonight
- William Duffy, 8253 Scarlet Oak Court – spoke against the proposed Blume Corner Development

- Melanie Freeman – sent in a comment via email and it was read by the Town Clerk – commented asking Council to vote no to the Blume Corner rezoning that is on the agenda for consideration tonight.

2.

CONSENT AGENDA

- A. Consider the minutes of the October 4, 2021, Called Town Council Meeting
- B. Consider the minutes of the October 4, 2021, Closed Session
- C. Consider the minutes of the October 11, 2021, Town Council Meeting
- D. Consider the minutes of the October 11, 2021, Closed Session
- E. Consider FY2022 Budget Ordinance Amendments
- F. Consider approval of the FY22 Waterline Replacement Design Contract with the Wooten Company
- G. Consider FY2022 Landscaping Contract for Harrisburg Park

MOTION:

Councilmember Selberg made a motion to approve the Consent Agenda. Second was made by Councilmember Booth.
The motion passed 7-0.

3A.

COMMUNICATIONS

TOWN MANAGER/FINANCE REPORT

Manager Report:

- Water Quality
 - Discolored water in various areas around Town
 - Low water levels in Lake Fisher that Concord pulls from to provide us water at some of our feeds
 - Lake down over 88 feet
 - Concord getting more water from Albemarle
 - Bypassing some feeds from Concord and pulling more from other feeds and Charlotte
 - Hopefully by end of week there will be no further discoloration of water
 - Notify customer service if any is detected
 - Still safe to drink
- Holcomb Woods Athletic Complex
 - Ribbon cutting on 11/3
 - Will primarily host adult athletics and cricket
 - Also will could have youth sports soccer if needed
- Communications Survey Post Card
- Trick or Treat at the Park
 - Held at Harrisburg Park for first time
 - Over 4,000 people in attendance
 - Largest crowd at this event
- Disc Golf
 - Will be completed this month and opened
 - Waiting on baskets to be delivered
 - Be on the lookout for announcements of its opening
- Veterans Park
 - Closed last Friday for repairs to the pebble walking area
 - Also had to make some repairs to the monument pedestal
- Veterans Day
 - Reminder that this Thursday is Veteran's Day and the Town offices will be closed

- Thanks to all veterans for your service

Mayor Pro-Tem Smith asked about Council Chambers room capacity – Mr. Connor explained that we set the capacity for social distancing and will adjust when the governor reduces restrictions or removes the emergency declaration.

Mr. Smith also asked about the ability of councilmembers to vote remotely after COVID restrictions are lifted. Attorney Rich Koch stated there has been no guidance on this yet.

Mayor Sciascia asked about concerns about delays when calling 911 for those Harrisburg residents that have a Charlotte address. Lt. Measimer stated that he had spoken with the resident in question and directed them to someone who could give them all the information they need.

Mayor Sciascia also stated that we had a resident in Addison Park who had an issue of laundry that was ruined due to hydrant flushing. Engineering and Public Works Director, Rob Donham said that they are working to ensure that proper notification is given when hydrants are being flushed.

Finance Report:

Finance Director Brian Lee presented the Finance report.

Law Enforcement Report:

Lt. Chris Measimer presented the Law Enforcement report.

3B.

COMMUNICATIONS

MAYOR'S COMMENTS

- Congratulated the newly elected Mayor, Jennifer Teague, and Councilmembers, Altyn Cotell, Maurice Price Jr., and Diamond Staton-Williams, who was re-elected.

3C.

COMMUNICATIONS

COUNCIL'S COMMENTS

Councilmember Dellinger

- Thanked all of the staff members as well as resident Laura Carriker for their work in testing and working to improve the sound experience for residents who join the meetings via the Zoom platform.

4A.

PUBLIC HEARING

None

5A.

OLD BUSINESS

Consideration of Conditional Rezoning, Zoning Map Amendment and Annexation for McKinley Residential Subdivision off Lower Rocky River Rd. (H2020-07 (R)). Timmons Group, on behalf of the property owners of parcels 5526-14-5424 and 5526-21-2487 has submitted a request to rezone approximately 193.12 acres of land located on the western side of Lower Rocky River Road near the intersection of Pioneer Mill Road. The applicant proposes to develop a single-family subdivision with 162 detached units, with a combination of 80' wide lots (138) and 100' wide lots (24) and minimum lot sizes of 1/3rd acre. To achieve this, the applicant is requesting that the property be rezoned from County CR (Countryside Residential) to CZ-RL (Conditional Zoning Residential Low Density) utilizing Conservation Subdivision guidelines. The proposed gross density of the site is 0.85 dwelling units per acre.

The property is in the County. The applicant has also submitted a Petition requesting Annexation for the subject property which is contiguous to the current Town of Harrisburg corporate limits.

A staff report is included for more information and a site plan is submitted for your consideration. If approved, staff will continue reviewing the site plan in accordance with our Unified Development Ordinance (UDO) during the subsequent Preliminary Plat and Construction Document (CDs) reviews. Staff is recommending approval of the rezoning request

with conditions included in the staff report.

A Public Hearing on the annexation and rezoning request was properly held at the September Town Council meeting. Final action on the annexation and rezoning was to be taken at the October 11th meeting. However, the final action was deferred to November 8th meeting at the request of the applicant, as approved by the Town Council at the October 11th meeting.

Sushil Nepal, Planning and Economic Development Director, presented the background information.

After some discussion, the following action was taken:

MOTION:

Councilmember Russo made a motion to approve the Conditional Rezoning, Zoning Map Amendment and Annexation for parcels along Lower Rocky River Rd. (H-2020-07 (R)). Second was made by Councilmember Booth. **The motion passed 4-3 (Mayor Pro-Tem Smith, Councilmembers Dellinger and Patrick voting against).**

The following Consistency Statement was then proposed:

CONSISTENCY STATEMENT:

This rezoning as presented in the staff report and presentation and the applicant's application, presentation tonight and at a previous meeting, and with the stated conditions, including the two additional conditions, is consistent with the provisions of the Harrisburg Area Land Use Plan and is therefore reasonable and in the public interest.

MOTION:

Councilmember Booth made a motion to approve the proposed Consistency Statement. Second was made by Councilmember Selberg. **The motion passed 4-3 (Mayor Pro-Tem Smith, Councilmembers Dellinger and Patrick voting against).**

5B.

OLD BUSINESS

Consideration of Conditional Rezoning and Zoning Map Amendment of Properties at the Corner of Rocky River Rd. and Hickory Ridge, Shoppes at Hickory Ridge (Blume Corner). (H2021-05 (R)). ESP Associates, on behalf of the property owners and developers of parcel 55164783470000 has submitted a request to rezone approximately 14.281 acres of land located at the southeast corner of the intersection of Rocky River Road and Hickory Ridge Road (Blume Corner). The applicant proposes to develop a mixed-use development with five commercial/office buildings and 55 attached residential units (town homes). To achieve this, the applicant is requesting that the property be rezoned from RE (Residential Estate) to CZ-B1 (Conditional Zoning Neighborhood Commercial/Office). The proposed gross density of the residential portion of the site is 6.19 dwelling units per acre. The property is in the Town of Harrisburg corporate limits and therefore an Annexation is not required.

A staff report is included for more information and a site plan is submitted for your consideration. If approved, staff will continue reviewing the site plan in accordance with our Unified Development Ordinance (UDO) during the subsequent Preliminary Plat and Construction Document (CDs) reviews. Staff is recommending approval of the rezoning request with conditions included in the staff report.

A Public Hearing on the rezoning request was properly held at the September Council meeting. Final action on the rezoning was to be taken at the October 11th meeting. However, the final action was deferred to November 8th meeting at the request of the applicant, as approved by the Town Council at the October 11th meeting.

Sushil Nepal presented the background information.

After some discussion, the following action was taken:

MOTION:

Councilmember Selberg made a motion to approve the Conditional Rezoning and Zoning Map Amendment for parcels at the Corner of Rocky River Rd and Hickory Ridge (H-2021-05 (R)). Second was made by Councilmember Booth. **The motion passed 4-3 (Mayor Pro-Tem Smith, Councilmembers Dellinger and Patrick voting against).**

The following Consistency Statement was then proposed:

CONSISTENCY STATEMENT:

This rezoning as presented in the staff report and presentation and the applicant's application, presentation tonight and at a previous meeting and with the stated conditions, including the additional conditions is consistent with the provisions of the Harrisburg Area Land Use Plan and is therefore reasonable and in the public interest.

MOTION:

Councilmember Selberg made a motion to approve the proposed Consistency Statement. Second was made by Councilmember Booth. **The motion passed 4-3 (Mayor Pro-Tem Smith, Councilmembers Dellinger and Patrick voting against).**

5C.

OLD BUSINESS

Consideration of Amendment to the previously approved rezoning condition #15 for the Harrisburg Town Center project (H 2018-14 (R)). Town Council approved the rezoning request H2018-14-(R) at the May 13, 2019 meeting and amended condition #15 at December 9, 2019, October 12, 2020, December 14, 2020 and April 12, 2021 meetings. The original approval was to rezone 15.03 acres property in Harrisburg Town Center (PIN #55079703680000 & 55078785890000) from Planned Unit Development (PUD) to Conditional City Center (CZ-CC). The rezoning was approved with following conditions, as amended:

1. Applicant agrees to obtain any and all applicable local, state, and federal permits required for development before any development activity can take place.
2. Applicant agrees not to use vinyl siding and utilize high quality building materials for all buildings. All architectural design and building elevations shall be submitted to the town for review and approval.
3. Applicant agrees to restrict outside storage.
4. Applicant agrees to continued maintenance of buildings and grounds in the form of deed restrictions, establishment of HOA or restrictive covenants recorded and will run with the land.
5. Applicant agrees to contribute proportionate funds to the Towns' regional storm water management system servicing the proposed Town Center Development.
6. Applicant agrees to contribute funds for onsite and off-site roadway improvements documented in the Traffic Impact Analysis (TIA) directly related to proposed development.
7. Applicant reserves the right to combine Buildings 10 and 11, contingent on future market demand. Additionally, the Applicant reserves the right to renovate or demolish and rebuild in place Building 13 dependent upon future structural investigations of the existing structure. Any changes will need to be reviewed and approved by the Town.
8. Applicant agrees to build a maximum of 333 residential units and 829,600 square feet of mixed use. Applicant reserves the right to trade up to 10% of the gross floor area of proposed office use to retail use and/or trade up to 20% of the gross floor area of proposed retail use to office use. Any changes will need to be reviewed and approved by the Town.
9. Applicant agrees to build approximately 15,000 square feet Public Green Space and 9,000 square feet Central Plaza at no cost to the Town. Applicant will provide approximately 19,500 square feet for the Art Center. The Applicant reserves the right to arrange the program, operate and control the use of these spaces within the limits of Federal, State and Local laws and shall not conflict with Town's Park and Recreation Programs.
10. Applicant agrees that parking for each phase will be reviewed and approved as part of site plan and appropriate temporary surface parking lots in lieu of parking garages to support early phases of development.
11. Applicant agrees that loading/unloading spaces on the street will be serviced at night-time off-hours.
12. Applicant shall be permitted to convert Professional Blvd and Physicians Blvd as a pedestrian friendly and a living-streets and may be temporarily closed for special events in accordance with Town's Street Closure Guidelines.
13. Applicant shall be permitted to allow retail spaces for Pharmacies, Health and Personal Care Stores to the extent that such uses are not stand-alone buildings but are integrated within the mixed-use buildings.
14. Applicant shall be permitted for ground floor residential on Building 17 on Parcel 4, where the building is designed to setback from the street and have a central courtyard and the ground floor of building 16 and 18 on Parcel 4 shall be restricted to retail, office, and other commercial uses.

15. Applicant agrees that the zoning shall revert to its original PUD if the Applicant fails to submit and secure Council approval on revised Site Plan by December 31, 2021.

The original applicant is no longer pursuing the Town Center project, the current property owner has submitted a revision of previously approved rezoning site plan for staff review. In discussion with Town Council and staff regarding the revised site plan, there are several pending questions that need to be addressed, and that the extension of Condition #15 will allow the applicant to do so before it is brought forward for council consideration.

The property owner reached out to the Town requesting an extension of Condition #15 through June 30, 2022, currently set to expire on December 31, 2021. If Condition #15 is not extended, the approved Center City rezoning on the property will expire and will revert to the original Planned Unit Development (PUD). If the zoning is reverted to the PUD, any new development of the site outside of the PUD allowances would be required to begin the rezoning process from the beginning.

Staff consulted legal counsel to discuss the appropriate process to bring forward the applicant's request to Town Council and, as advised, this item is put under "old business" for Town Council's consideration.

After some discussion, the following action was taken:

MOTION:

Councilmember Selberg made a motion to deny extending the timeline for the Rezoning Condition #15 through June 30, 2022, for the Harrisburg Town Center project (H2018-14 R) and allow the property to revert to the original PUD zoning designation.

After some discussion, Councilmember Selberg withdrew his motion, and the following motion was taken:

MOTION:

Councilmember Selberg made a motion to approve extending the timeline for the Rezoning Condition #15 through June 30, 2022, for the Harrisburg Town Center project (H2018-14-R). Second was made by Mayor Pro-Tem Smith. **The motion passed 6-1 (Councilmember Staton-Williams voting against).**

6A.

NEW BUSINESS

Consider the construction of a new Pump Track cycling facility at Harrisburg Park. Parks & Rec Staff, along with volunteer help from their Advisory Board, have researched the opportunity to add a Bicycle Pump Track to the facilities at Harrisburg Park. The track would be constructed in the grassy area above Shelter #1 in the former sand volleyball footprint, that is currently not being utilized for any specific purpose. This pump track was initially included with the Harrisburg Park Phase 1 project but was cut due to costs early in the project. As the project was completed with funding remaining, this portion of the project is being brought back before Council. Additionally, a mountain bike training area will be constructed in the area adjacent to the pump track. Construction will be handled by Parks & Rec Staff and volunteers with the only costs incurred being for materials.

Pump tracks are a looped sequence of rollers and berms (swoopy, banked turns) for bike riders. It's designed to maximize the biker's momentum, so they can ride with minimal pedaling. The mountain bike training area will include rocks, stone, wooden ramps/beams, and dirt features to allow beginners to learn at their own pace how to maneuver mountain bike trails. These two new amenities will complement the Town's existing mountain bike trails in Harris Depot and Harrisburg Parks.

Jim Spina, Parks and Recreation Director, along with Adam Abernathy, Parks Superintendent, and Jason Marshall, Parks and Recreation Advisory Board Member, presented the background information.

After some discussion, the following action was taken:

MOTION:

Mayor Pro-Tem Smith made a motion to approve the construction of a Pump Track Cycling Facility in Harrisburg Park not to exceed \$6,000. Second was made by Councilmember Selberg. **The motion passed 7-0.**

6B.

NEW BUSINESS

Consider Sheriff's Department Offices Expansion and related ARPA Grant Ordinance and FY2022 Budget Ordinance Amendment.

The Town currently contracts with the Cabarrus County Sheriff to provide police protection within municipal limits. Over the years, the size and complexity of the Harrisburg unit has grown with the needs of the Town. For the last several years, the Town has been planning to provide offices and storage space for the Sheriff's Deputies to serve the critical needs of the Department. The Department is currently housed in one single office within Fire Admin offices and can no longer effectively operate out of this space. In addition, the increased number of offices and extra square footage will allow the Deputies to properly distance themselves and maintain better protection against the spread of COVID. The long-term plan has been to eventually house the Sheriff's Deputies within the future Train Station community building. Due to delays caused by NC Rail and the private rail carrier, the Sheriff's Deputies are in need of space long before the train station project is expected to be completed and this enables the Town to address a near-term, COVID-related spacing issue.

The proposal and associated costs are to construct temporary modular offices on the rear lot area of Fire Station #1. Fire Department management has been consulted and are agreeable to the location selected. This will also free up office space for the Fire Department Administration group that could use the additional area.

The total cost of construction for the modular installation with delivery, setup, site work, new parking, sidewalks, utilities, and misc. expenses is approximately \$125,000. The monthly lease cost is projected at about \$2,400 per month and utility costs are projected to be an additional \$500 per month.

The Town intends to utilize American Rescue Plan Act (ARPA) grant funds for the initial cost of the facility and operational funds for the monthly lease and utilities.

After some discussion, the following action was taken:

MOTION #1:

Councilmember Selberg made a motion to authorize \$125,000 for the installation of a temporary Sheriff's Deputies' office and storage space at Fire Station #1 site and approve the related ARPA Grant Ordinance. Second was made by Councilmember Staton-Williams. **The motion passed 7-0.**

MOTION #2:

Councilmember Selberg made a motion to approve the FY2022 Budget Ordinance Amendment in the amount of \$20,300 for the monthly recurring costs for the temporary Sheriff's Deputies' office and storage. Second was made by Councilmember Staton-Williams. **The motion passed 7-0.**

6C.

NEW BUSINESS

Consider Interlocal Wastewater Agreement with Water and Sewer Authority of Cabarrus County. Under Article 20 of Chapter 160A of the North Carolina General Statutes, as amended (the "Interlocal Act"), municipalities and counties are authorized to enter into interlocal cooperation undertakings with other local governments for the joint exercise of any power, function, public enterprise, right, privilege, or immunity of local governments in North Carolina.

Since its inception in 1992, WSACC has provided wholesale raw water and sewer service to the Member Jurisdictions upon their submission of flow allocation requests. In 2000 and 2001, WSACC and each Member Jurisdiction entered into a Sewage Service Agreement (collectively, the "Sewage Service Agreements") for the purposes of, without limitation, establishing certain terms and conditions regarding bulk wastewater transmission and treatment services provided by WSACC. The WSACC owned and operated Rocky River Regional Wastewater Treatment Plant ("RRRWTP") is currently permitted to treat 26.5 million gallons of wastewater per day (26.5 MGD) ("RRRWTP Permitted Capacity"). Given the fast pace of development occurring in the Member Jurisdictions, WSACC may not have adequate capacity to fulfill all flow allocation requests. WSACC is in the process of expanding its infrastructure at RRRWTP which will result in increased treatment capacity and additional allocation availability. WSACC is also in the process of seeking a flow factor reduction from the Division of Water Resources at the Department of Environmental Quality (the "Flow Factor Reduction") which would also increase the capacity available for allocation. In exercising their public and essential governmental functions, WSACC, by and through its Board of Directors, and the Member Jurisdictions, by and through their governing bodies, have determined that it is in the best interests of their respective constituents to allocate wastewater treatment capacity to each Member Jurisdiction so that the Member

Jurisdictions can individually elect how to utilize their allocated capacity; and WSACC and the Member Jurisdictions desire to set forth herein their agreement for such wastewater treatment capacity allocation.

After some discussion, the following action was taken:

MOTION:

Mayor Pro-Tem Smith made a motion to Authorize the Town Manager and Attorney to enter into an Interlocal Wastewater Agreement with WSACC in substantial conformity with the 10/12/2021 Draft agreement. Second was made by Councilmember Selberg. **The motion passed 7-0.**

7.

ACTION ITEMS

- Make sure we are notifying everyone when hydrants are being flushed
- Look into information regarding remote voting by Council after the State Emergency Order is lifted
- Look into options for developing Town Center

8.

CLOSED SESSION

MOTION:

Mayor Pro-Tem Smith made a motion to go into Closed Session to discuss personnel matters. Second was made by Councilmember Selberg. **The motion passed 7-0.**

Upon returning from Closed Session, the following action was taken:

MOTION:

Mayor Pro-Tem Smith made a motion to come out of Closed Session and return to regular business. Second was made by Councilmember Selberg. **The motion passed 7-0.**

9.

ADJOURNMENT:

MOTION:

There being no further business, Councilmember Selberg made a motion to adjourn the meeting. Second was made by Councilmember Booth. **The motion passed 7-0.**

ATTEST:

Steve Sciascia, Mayor

Janet Rackley, Town Clerk



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consider the minutes of the November 8, 2021 Closed Session.

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Recommendation:

Fiscal Impact:

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consider Town Council and Advisory Board Meetings Calendar for 2022 Calendar Year

Presenting Personnel:

Suggested Motion or Action:

Motion to approve the meetings calendar for Town Council meetings and all Advisory Board meetings for calendar year 2022.

Description/Background:

A meetings calendar has been provided for review and consideration for calendar year 2022. All regular Council and Advisory Board meetings are shown on the calendar. Please note that the October 2022 Town Council meeting is listed on Tuesday, October 11th, due to the Columbus Day holiday falling on October 10th, which is the second Monday of October.

Recommendation:

Staff recommends approval.

Fiscal Impact:

None

Attachments:

1. Calendar

2022

January						
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February						
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March						
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April						
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May						
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29	30	31				

June						
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July						
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31						

August						
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September						
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October						
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30	31					

November						
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December						
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25	26	27	28	29	30	31

Notes:

TOWN COUNCIL

2nd Monday, 6:00 pm

PLANNING & ZONING

ADVISORY BOARD

3rd Tuesday, 6:00 pm

FIRE DEPARTMENT

ADVISORY BOARD

3rd Thursday, 6:00 pm

@ Fire Admin Building

NEIGHBORHOOD MTGS.

3rd Thursday, 6:00 pm

@ Town Hall

PARKS & RECREATION

ADVISORY BOARD

3rd Monday, 6:00 pm

SUSTAINABILITY

ADVISORY BOARD

2nd Wednesday, 6:30 pm

YOUTH COUNCIL

4th Tuesday, 6:00 pm

PLEASE NOTE

Some regular meetings
may be moved if they
conflict with holidays



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of FY2022 AMI Water Meter Purchase

Presenting Personnel:

Robert Donham, Town Engineer

Suggested Motion or Action:

Motion to approve the attached contract to purchase 720 AMI water meters for an amount not to exceed \$190,000.

Description/Background:

The FY2022 budget has funding of \$264,000 for the replacement of old mechanical, Hershey water meters. The Town currently has 660 meters remaining throughout the water system. The attached quote provides for 720 new AMI, smart meters to complete the Hershey replacement project and provide some meters for standard repair and replacement, at a rate of approximately 50 meters per month. Given the difficulties seen in the supply chain and the extremely limited quantity of supplies available, staff recommends initiating this purchase to best ensure the Town has the supply of meters to continue repairs and replacements into the Spring.

Recommendation:

Staff recommends approval of the purchase of 720 AMI water meters not to exceed \$190,000

Fiscal Impact:

The quoted purchase price of the 720 meters is \$229 per meter and a total price of \$176,421, with tax, however, the quote is subject to change to reflect market prices at the time of the order due to the current economic conditions and supply chain issues. Staff is recommending authorizing approximately 7.5% of contingency between the quoted price and the Council-authorization to allow for these price changes that may be incurred on the actual order date. This results in a total purchase price of approximately \$190,000, with tax.

Kamstrup AMI meters are distributed by a single provider in our area, Fortiline, which qualifies the purchase as a sole-source provider, therefore, exempting it from the formal bidding requirements applied to the purchase of supplies of more than \$90,000, as no other bidders would be able to provide the product. The purchase is within the budgeted line item and no budget modification is necessary.

Attachments:

1. Fortiline - AMI Water Meter Quote

QUOTE

FORTILINE
WATERWORKS



a **MORSCO** brand

Due to the continued cost and supply challenges in the PVC and HDPE markets, the pricing of these products will be based solely on the availability at the time of shipment. Also, given the volatility in these markets we will not be responsible for product availability, shipment delays, or changes in prices, as they are out of our control. Bid prices should be considered an estimate, these materials will only be priced at time of shipment until the current supply chain challenges are resolved. These terms are in lieu of our standard terms. We are confident that continued transparent communication will give you the information you need to best conduct your business. We appreciate your partnership.

CUSTOMER NO	QUOTING BRANCH	QUOTE NO	QUOTE DATE	PAGE
210618	FORTILINE CHARLOTTE	6126805	10/13/21	1

CUSTOMER	PROJECT INFORMATION
HARRISBURG, TOWN OF P O BOX 100 HARRISBURG, NC 28075	720 METERS

LINE	QTY	UOM	DESCRIPTION	UNIT PRICE	TOTAL PRICE
10	720	EA	***** GIVEN THE CURRENT PRICING AND SUPPLY CHAIN CHALLENGES ALL MATERIAL WILL BE PRICED AT TIME OF SHIPMENT AND THE PRICES BELOW ARE TO BE USED AS AN ESTIMATE FOR BID PURPOSES ONLY ***** 5/8X3/4 FLOWIQ 2250 METER USG 7-1/2" LL AMI	229.0000	164,880.00
				Subtotal:	164,880.00
				Tax:	11,541.60
				Bid Total:	176,421.60

ALL STOCK DELIVERIES ARE SUBJECT TO SHIPPING CHARGES

All PVC and HDPE material is quoted for shipment within 7 days of quote/bid date. All other material is quoted for shipment within 30 days of quote/bid date.

After 7 days for PVC and HDPE or 30 days for all other material, ALL quoted prices are subject to review based on current market conditions.

Ent By JAA 10/15/21 13:37:46



TOWN OF HARRISBURG

Agenda Item Details

Title:

Special Recognition for outgoing Mayor and Council Members

Presenting Personnel:

Lee Connor, Assistant Town Manager

Suggested Motion or Action:

N/A

Description/Background:

Outgoing Councilmembers John Booth and Troy Selberg and Mayor Steve Sciascia will be recognized for their service to the Town.

Recommendation:

N/A

Fiscal Impact:

None

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

Oaths of Office for Newly Elected Mayor and Town Council Members

Presenting Personnel:

Suggested Motion or Action:

N/A

Description/Background:

The Oath of Office will be administered to the newly elected Mayor, Jennifer Teague, and Council Members Diamond Staton-Williams, Altyn Cotell and Maurice Price, Jr.

Recommendation:

N/A

Fiscal Impact:

None

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of 2022 Appointments to the Transportation Advisory Committee (TAC) and the Technical Coordinating Committee (TCC) of the Cabarrus-Rowan Urban Area Metropolitan Planning Organization (CRMPO)

Presenting Personnel:

Lee Connor, Assistant Town Manager

Suggested Motion or Action:

If approved:

Motion to appoint Ron Smith as the Transportation Advisory Committee (TAC) representative of the Cabarrus-Rowan Urban Area Metropolitan Planning Organization (CRMPO) for the Town of Harrisburg, along with Diamond-Staton-Williams as the alternate for the 2022 calendar year. Motion to appoint Sushil Nepal as the Technical Coordinating Committee (TCC) representative of the Cabarrus-Rowan Urban Area Metropolitan Planning Organization (CRMPO) for the Town of Harrisburg, along with Rob Donham as the alternate for the 2022 calendar year.

Description/Background:

Each year, the North Carolina Department of Transportation (NCDOT) requires the MPO to supply a list of current TAC and TCC representatives along with their alternates. At present, Councilman Ron Smith is the appointed member and Councilwoman Diamond Staton-Williams serves as the alternate to represent the Town of Harrisburg on the TAC. Currently, Sushil Nepal serves as the TCC representative and Rob Donham is the alternate. The TAC and TCC appointees must be available to attend regular monthly meetings and also participate on regional transportation planning committees.

All currently appointed and alternate members have all acknowledged a willingness to continue in their roles.

Recommendation:

Staff recommends reappointing all four of these individuals to their same positions as 2021 for the 2022 year.

Fiscal Impact:

None

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Appointment to the WSACC Board of Directors for Calendar Year 2022.

Presenting Personnel:

Suggested Motion or Action:

Motion to appoint Rob Donham to the WSACC Board of Directors for the calendar year 2022 and appoint Mallory Hodgson as the alternate.

Description/Background:

The Water and Sewer Authority of Cabarrus County (WSACC) requires the Town to appoint a member of the Town to WSACC's Board of Directors, along with a designated alternate on an annual basis. Currently, Mayor Steve Sciascia is the Town's appointed boardmember, with the former Town Manager as the alternate.

Most members of the WSACC board are Public Works / Engineering Directors or Town managers that have the appropriate background in water and sewer treatment and collection utilities to be effective members. Rob Donham, Interim Assistant Town Manager/Engineering and Public Works Director, and Mallory Hodgson, Civil Engineer have the necessary background and working knowledge to be considered suitable candidates. Furthermore, their working knowledge of the Town's arrangements with WSACC, in particular, the current capacity allocation models, would prove to be valuable assets on the Board.

Recommendation:

Staff recommends appointing Rob Donham to the WSACC Board of Directors for calendar year 2022 with Mallory Hodgson as the alternate.

Fiscal Impact:

None.

Attachments:

None