



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

**August 8, 2022
6:00 PM**

AGENDA

1. CALL TO ORDER

- A. The Town Hall Council Chambers will be open at our normal capacity. The meeting may also be accessed via the Zoom platform at the following link:

<https://us02web.zoom.us/j/83481877476?pwd=YzFjTlBDZWQweU9NVVWR0QjFhRVVqQT09>

Webinar ID: 834 8187 7476

Passcode: 212521

Or join by phone:

301.715.8592

312.626.6799

- B. AGENDA ADOPTION

- C. INVOCATION

- D. PLEDGE OF ALLEGIANCE

- E. SPECIAL PRESENTATIONS

1. Review and Presentation of 2022 July 4th Event and Recognition of Hero Sponsors

- 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 July 11, 2022, Town Council Meeting.

- B. Consider the minutes of the July 11, 2022, Closed Session

- C. Consideration of Approval of Purchase of Brush Hawg 2224-C Knuckle Boom Loader

- D. Consideration of Approval of Contract to Purchase Caterpillar 308 Mini Excavator DCABC.

3. COMMUNICATIONS

- A. TOWN MANAGER/FINANCE MONTHLY REPORT
- B. FIRE DEPARTMENT UPDATE
- C. LAW ENFORCEMENT UPDATE
- D. MAYOR'S COMMENTS
- E. COUNCIL COMMENTS

4. PUBLIC HEARINGS

5. OLD BUSINESS

6. NEW BUSINESS

- A. Consideration of appointment to the Fire Advisory Board
- B. Consideration of Approval of Resolution for request of Surface Transportation Block Grant Funding in Coordination with the Cabarrus-Rowan Metropolitan Planning Organization (CRMPO)
- C. Consideration of Capital Authorization and FY2023 Budget Ordinance Amendment for Deputy Vehicles

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 July 11, 2022, Town Council Meeting.

Presenting Personnel:

Suggested Motion or Action:

Motion to approve the minutes of the July 11, 2022, Town Council Meeting.

Description/Background:

Recommendation:

Fiscal Impact:

Attachments:

1. July 11 Minutes

**TOWN OF HARRISBURG, NORTH CAROLINA
TOWN COUNCIL MEETING
MONDAY, July 11, 2022
6:00 PM**

MINUTES

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

Mayor Jennifer Teague called the meeting to order.

PRESENT: Mayor Jennifer Teague; Councilmembers Diamond Staton-Williams, Ian Patrick, Rodney Dellinger, Altyn Cotell, Rick Russo and Ron Smith

ABSENT: Mayor Pro-Tem Maurice Price Jr.

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:

Councilmember Smith made a motion to approve the agenda as proposed. Second was made by Councilmember Dellinger. **The motion passed 6-0.**

1C.

INVOCATION

Reverend Skidmore from Harrisburg Presbyterian Church conducted the invocation.

1D.

PLEDGE OF ALLEGIANCE

1E.

SPECIAL PRESENTATIONS

1F.

PUBLIC COMMENT

None

2.

CONSENT AGENDA

- A. Consider the minutes of the June 13, 2022, Town Council Meeting
- B. Consider the minutes of the June 13, 2022, Closed Session
- C. Consider approval of the Town Center Roadway Connection Project and Davis Creek Greenway Design contracts with RK&K
- D. Consider approval of the Stallings Road Sidewalk Extension Design contract with Kimley-Horn and Associates, Inc.
- E. Consider approval of the FY2023 Sanitary Sewer Evaluation Survey Project contract with Duke's Root Control
- F. Centralina Regional Council Charter Ratification Resolution

MOTION:

Councilmember Smith made a motion to approve the Consent Agenda. Second was made by Councilmember Cotell.
The motion passed 6-0.

3A.**COMMUNICATIONS****TOWN MANAGER/FINANCE REPORT****Manager Report:**

- Main Street paving has been delayed and should begin early next week. Much of the parking will be blocked off in phases. Contact Mallory Hodgson in Public Works if you need any details.
- Kudos to our staff on a hugely successful July 4th event. Parks and Recreation staff stayed late throughout the night to pick up trash and get Harrisburg Park cleaned up for use the next day. Jim Spina will present financial data from the event at next month's Town Council meeting. We had about 35,000 total in attendance, on Monday the park was at what we believe to be max capacity. Would like to focus on quality moving forward and not increasing the quantity of attendees.
- Our Planning and Economic Development Director, Sushil Nepal, has departed his position with the Town. Zac Gordon will fill in as the Interim Planning and Economic Development Director while we work through the hiring process for a replacement.
- Congratulations to our Communications Director on the birth of her new daughter. Jayme Woodell is a contractor filling in for major functions of her job while she is out on leave.
- Beginning July 15th, Lt. Chris Measimer is being promoted to Captain with the Cabarrus County Sheriff's Department.
- We have filled the Customer Service Supervisor position. Becca Haggard began working with us today.
- Mallory Hodgson has an update on the Stallings Road water – door hangers contained inaccurate information. A small area will be affected as waterline tie ins are made. We expect water service to be turned back on by noon this Friday morning. We will not use the contractors for this door hanging service again. A map will be posted on social media tomorrow.

Finance Report:

Finance Director Brian Lee presented the Finance report.

Law Enforcement Report:

Lt. Chris Measimer presented the Law Enforcement report.

Fire Department Report:

Fire Chief Bryan Dunn presented the Fire Department report

3B.**COMMUNICATIONS****MAYOR'S COMMENTS**

- Thank you to everyone for your help with the July 3rd and 4th events. It was my first time really attending these as Mayor and enjoyed seeing everyone. The parking shuttles seemed to run smoothly.

3C.**COMMUNICATIONS****COUNCIL'S COMMENTS****Councilmember Dellinger:**

- Questions for Chief Dunn regarding Cabarrus County EMS being informed of the Stallings Road closure after seeing an ambulance unable to get through. Chief Dunn responded by saying that our street closures have been communicated to each County EMS location. Explained how road closures appear on County map systems. Lt. Measimer confirmed that road closures have been communicated by the County via maps and multiple emails.
- Questions for Lt. Measimer regarding recent breaking and entering of Town Center businesses.
- Carolina Christmas Angels (Kelly Troutman) has invited Council and the Mayor on December 10th to attend a 4-6:30 pm event where gifts are handed out in an Angel Tree style community event. Donations are accepted at Hartsell Funeral Home. Will send email to Council.

Councilmember Smith:

- Based on the July 4th space issues, would like to review if parking could be pushed off site and bus visitors into the park. Rob Donham stated that staff will discuss this in upcoming event review meetings. Not aware of receiving any complaints from local businesses that were bombarded with parking during the event. Jim Spina stated that the Parks crews cleaned parking lots at each entrance to the park to ensure litter wasn't left behind.
- Received one request from a resident to open food trucks earlier that day for lunch, as restaurants were hard to find open on the 4th.
- Requested explanation of June 30th takeover of Flowes Store Road area under the Harrisburg Fire Department jurisdiction. Chief Dunn stated that we have had about four calls to this area since the takeover, and all seems to be running smoothly. Flowes Store Station is still operating at the moment.
- Questions for Lt. Measimer regarding recent police chase details. Thank you for receiving the donated furniture from AAA office that closed nearby.
- With Stallings Road being closed, it appears that the heavy traffic flow was coming from Rocky River area.
- Received phone call from Flowers Farm resident thanking Mallory and Public Works crews for moving these projects forward.

Councilmember Russo:

- Commented on the number of people attending the July 4th event.
- Would like to know when Planning Director and Public Works Director positions will be filled. Rob Donham stated the position has been posted online since March 2022 with not much success. May use same talent acquisition process to fill both positions rather than the online website we currently hire through.

Councilmember Patrick:

- Would like to see Pharr Mill projects get started now that July 4th events are behind us.

4A.**PUBLIC HEARING**

None

5A.**OLD BUSINESS**

H2022-02 R – Consider annexation and rezoning a portion of parcel (PIN 5517-31-9093) off Stallings Road for a single-family home. The property owners of parcel 5517-31-9093 have submitted a request to subdivide and rezone a portion of this parent parcel, approximately 4.25 acres of land located off Stallings Rd and annex into the Town. A portion of the proposed parcel is currently in the Town's ETJ, and the remainder is in the County. Rezoning/annexation will keep the parcel in one jurisdiction and allow the owner to build a single-family home on the newly created lot. To achieve this, the applicant is requesting that the properties be rezoned from County LDR (Low Density Residential) to RE (Residential Rural Estate). The RE district has a maximum density of 0.80 dwelling units per acre. The proposed density is 0.24 dwelling units per acre and the lot meets the RE dimension requirements per the UDO.

The newly created lot will require annexation to take it out of the County and the Town's ETJ. The Planning and Zoning Board recommended approval at their May meeting.

Town Council public hearing was held June 13, 2022, to hear public comment on the rezoning and annexation.

A staff report has been provided for more information, but there are no site-specific plans for these parcels. Staff is recommending approval of the rezoning request as presented.

Zac Gordon presented the background information.

After some discussion, the following action was taken:

MOTION:

Councilmember Patrick made a motion to approve the Annexation, Rezoning and Zoning Map Amendment for Property off Stallings Rd. H-2022-02 (R). Second was made by Councilmember Russo. **The motion passed 6-0.**

CONSISTENCY STATEMENT:

Based on the application, staff report and presentation, this rezoning as proposed, is consistent with the provisions of the Harrisburg Area Land Use Plan and is therefore reasonable and in the public interest.

MOTION:

Councilmember Patrick made a motion to approve the Consistency Statement as proposed. Second was made by Councilmember Smith. **The motion passed 6-0.**

5B.

OLD BUSINESS

H2022-04 R – Consider rezoning a parcel at 9625 Reedy Lane associated with an annexation request for the Town’s services. The property owners of the parcel addressed 9625 Reedy Lane have submitted a request to rezone the parcel, approximately 15 acres of land located off Reedy Lane. The applicant proposes to annex the parcel into the Town of Harrisburg town limits to have access to the Town's sewer services for the lot. The lot is currently in Cabarrus County. To achieve this, the applicant is requesting that the property be rezoned from County CR (Countryside Residential) to RE (Residential Rural Estate). The RE district has a maximum density of 0.80 dwelling units per acre. The proposed density is 0.067 dwelling units per acre and the lot meets the RE dimension requirements per the UDO.

The property in question is in the County and requires annexation. The Planning and Zoning Board recommended approval at their May meeting.

Town Council public hearing was held June 13, 2022, to hear public comment on the rezoning and annexation.

A staff report has been provided for more information, but there are no site-specific plans for these parcels. Staff is recommending approval of the rezoning request as presented.

Zac Gordon presented the background information.

After some discussion, the following action was taken:

MOTION:

Councilmember Russo made a motion to approve the Annexation, Rezoning and Zoning Map Amendment for parcel at 9625 Reedy Lane H-2022-04 (R). Second was made by Councilmember Cotell. **The motion passed 6-0.**

CONSISTENCY STATEMENT:

Based on the application, staff report and staff presentation, this rezoning as proposed and is consistent with the provisions of the Harrisburg Area Land Use Plan and is therefore reasonable and in the public interest.

MOTION:

Councilmember Smith made a motion to approve the Consistency Statement as proposed. Second was made by Councilmember Cotell. **The motion passed 6-0.**

5C.

OLD BUSINESS

Consideration of Contracts for Fire Training Grounds. Training is paramount to successful and safe firefighting operations. Currently, the Harrisburg Fire Department does not have a permanent solution to the problem of providing realistic training to its members. The training Division relies on the use of donated structures for most of its training. Our closest Burn Building is 26 miles away from Harrisburg. This makes training more than one crew difficult, along with the associated cost of driving that far. It also reduces our staffing during days when companies are training.

To meet the needs and goals of our membership, the Training division has designed a cost-effective, safe, local solution to address these issues. Across the country, many fire departments are building burn buildings from Shipping Containers. These provide a very economical way to design buildings that mimic the jurisdictions they serve. For example, the closest burn building is in Salisbury at the Rowan Cabarrus Community College (RCCC). The Burn Building is constructed of steel and concrete and when built in 2014, the cost was \$850,000. In May of 2021, RCCC constructed another building used for non-live fire training at a cost of just over \$1.4 million. The building the Training Division has designed is 3850 square feet and costs \$53,000.

Along with the burn building, the Harrisburg Fire Department needs a tower where members can practice technical rescue techniques. In following the same model as the burn building, we have found a manufacturing company which makes a very affordable solution. The company is called Affordable Drill Towers. Working with their design team, the Training division has created a 3-story training tower that will provide ample challenges for our members to train on. The tower itself is designed out of scaffolding and provides many opportunities for different disciplines compared to traditional brick and mortar structures. This unique design is cost-effective and will meet our needs. In attempting to gather multiple bids on these towers, we did not find another company with the same design or concept currently available. Having our own training buildings will also assist us and getting the maximum number of points for our ISO rating.

Would like to approve the contract first, then ensure that a professional is hired before construction to mitigate liability concerns.

After some discussion, the following action was taken:

MOTION:

Councilmember Smith made a motion to approve the two contracts for \$53,000 and \$130,510 for the purchase/construction of burn containers and a training tower at Fire Station #2. Second was made by Councilmember Patrick. **The motion passed 5-1 (Councilmember Cotell voting against).**

5D.

OLD BUSINESS

Consideration of Resolution by the Governing Body Whereby the Establishment and Maintenance of Accounts Have Been Authorized to Facilitate Investment in Commercial Paper. General Statute 159-30 pertains to the investment of idle funds for local governments, which states, in short, that the Finance Officer shall have the power to purchase, sell, and exchange securities on behalf of the governing board. The investment program shall be so managed that investments and deposits can be converted into cash when needed.

Funds may be deposited in any bank, savings and loan association, or trust company. In addition to these deposits, the Finance Officer may deposit any portion of idle funds in the following securities:

- Obligations of the United States or obligations fully guaranteed both as to principal and interest by the United States
- Obligations of the Federal Financing Bank, Credit Banks, Cooperatives, Fannie Mae, and other federal entities
- Obligations of the State of North Carolina
- Bonds and notes of any North Carolina local government
- Savings certificates issued by savings and loan associations organized under NC law or any federal savings and loan associations.
- Prime quality commercial paper bearing the highest rating of at least one nationally recognized rating service and not bearing a rating below the highest by any nationally recognized rating service
- Various other investment vehicles identified in subsections 7-13 of G.S. 159-30-c

The Town has historically invested its idle funds in the North Carolina Capital Management Trust, which is an incredibly stable fund, however, it earns interest and dividends at a rate very similar or slightly below the Fed Fund's rate. The rate that the Town has earned over the past few years ranges from 2.25% at the height of rates prior to the pandemic to as low as 0.01% during the pandemic.

The Finance team has connected with a highly reputable investment advisor with Multi-Bank Securities, Inc. to begin investing in commercial paper using a laddered maturity strategy. This strategy evenly distributes investments between short-term rungs, intermediate rungs, and long-term rungs. As short-term investments mature, the funds are reinvested into long-term securities and securities are held until maturity. It is an effective strategy in all interest rate environments.

The Town would establish a ladder that ranges from three to nine months so that the funds remain liquid within any given fiscal year and the Town has the flexibility to capitalize on advantageous market moves. The laddered strategy incorporates and compensates for volatility in interest rates and provides a steady rate of return that is not affected by daily or monthly market volatility and removes the necessity to try to time the market.

The following relevant documents have been provided to Council:

1. **A Non-Corporate Resolution** which labels the Finance Director, Deputy Town Manager, and Town Manager as authorized account personnel and designates the Finance Director as having the Council-provided authority to establish and maintain one or more accounts with MBS, Inc. and Pershing, LLC, for the purpose of investing in, or otherwise acquiring, selling, possessing, transferring, exchanging, pledging, or otherwise disposing of or realizing upon and generally dealing with 1) Cash Transactions in Securities, and 2) Cash and Margin Transactions in Securities.
2. **Resolution of Town Council** authorizing the Finance Director and the Town Manager's Office to invest idle funds in approved investment securities under G.S. 159-30(c), specifically a laddered maturity strategy for commercial paper holding the highest rating, and approving MBS, Inc. as the Town's investment advisor and custodian of funds.
3. **Reference Sheet** showing municipalities who currently work with Brian Lee of MBS, Inc., who will be the Town's dedicated Investment Advisor and fund manager.

Brian Lee presented the background information.

After some discussion, the following action was taken:

MOTION:

Councilmember Cotell made a motion to approve the resolutions authorizing the establishment and maintenance of investment accounts by the Finance Officer in accordance with G.S. 159-30. Second was made by Councilmember Dellinger. **The motion passed 6-0.**

6A.

NEW BUSINESS

Consideration of appointment to the Fire Department Advisory Board. The Fire Advisory Board has 5 members, three are representatives of the Town of Harrisburg and two members are representatives of Cabarrus County. Two current members' terms expired on June 30, 2022. The open positions were first advertised on the Town's website on April 23rd. Thus, these positions were advertised for over 60 days in total. The only applications received were from current members of the advisory board. The advisory board has recommended appointment of the two applicants.

Barry Lefler was the only applicant with complete information. The other application is incomplete and will be brought back to Council next month.

After some discussion, the following action was taken:

MOTION:

Councilmember Russo made a motion to approve the reappointment of Barry Lefler to the Fire Department Advisory Board. Second was made by Councilmember Staton-Williams. **The motion passed 6-0.**

6B

NEW BUSINESS

Consideration of approval of the Land Purchase Contract for the Little Property for the Back Creek Greenway Project. Town Staff has worked with property owners along the Back Creek Greenway alignment to acquire access easements for use and construction of the greenway. The subject property is 8.87 acres of landlocked and undeveloped land. It is adjacent to an existing Town-owned property where the Public Works Facility is located. The landowner has agreed to sell the land to the Town for the cost of the 2022 ad valorem taxes assessed by both the Town and Cabarrus County, estimated at approximately \$500. In no event shall the cost of the property exceed \$500. The tax-assessed value of the land is \$37,520.

The intended future use by the Town is for a greenway.

Mallory Hodgson presented the background information.

After some discussion, the following action was taken:

MOTION:

Councilmember Smith made a motion to execute the contract for the purchase of the Clarence Little Property in the amount of the 2022 ad valorem taxes on that parcel, not to exceed \$500. Second was made by Councilmember Cotell. **The motion passed 6-0.**

7.

ACTION ITEMS

- Follow up to design of expanded Fire Department facility
- Councilmember Smith asked: Is there a way for a resident to validate if someone has a solicitation permit? Lee Connor stated that the Town's Planning Department issues this permit, and residents should be able to request this permit. If they cannot provide the permit, residents can contact the Cabarrus County Sheriff's Department.

8.

CLOSED SESSION

Councilmember Smith made a motion to go into Closed Session to discuss legal matters. Second was made by Councilmember Patrick. **The motion passed 6-0.**

Upon returning from Closed session the following action was taken:

MOTION:

Councilmember Smith made a motion to come out of Closed Session and return to regular business. Second was made by Councilmember Cotell. **The motion passed 6-0.**

9.

ADJOURNMENT:

MOTION:

There being no further business, Councilmember Smith made a motion to adjourn the meeting. Second was made by Councilmember Cotell. **The motion passed 6-0.**

ATTEST:

Jennifer Teague, Mayor

Janet Rackley, Town Clerk



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consider the minutes of the July 11, 2022, Closed Session

Presenting Personnel:

Suggested Motion or Action:

Motion to approve the minutes of the July 11, 2022, Closed Session.

Description/Background:

Recommendation:

Fiscal Impact:

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Approval of Purchase of Brush Hawg 2224-C Knuckle Boom Loader

Presenting Personnel:

Mallory Hodgson, Project Manager

Suggested Motion or Action:

If approved, Motion to award a contract to Joe Johnson Equipment, LLC for the purchase of a Brush Hawg 2224-C Knuckle Boom Loader for \$196,896.31.

Description/Background:

The Town Public Works Department is seeking to replace the 2004 Model 2200-B Grapple Loader Brush Truck. The new brush truck will become the primary limb and brush collector for the Town. The existing brush truck would become a secondary collector to be used for peak seasons. Having two brush trucks will also keep operations moving should one require service. As the Town grows, the second brush truck will be critical to maintaining consistent operations and keep up with the work load, while continuing to provide weekly yard waste services.

Recommendation:

Staff recommends approval of the attached contract with Joe Johnson Equipment LLC for the purchase of a Brush Hawg 2224-C Knuckle Boom Loader in the amount of \$196,896.31.

Fiscal Impact:

The fiscal impact of this contract is \$196,896.31 and will be funded through the Capital Reserve Fund - General Fund. The Town budgeted \$275,000 for this piece of equipment as part of the FY2023 Budget Ordinance and was able to come in significantly under budget. This contract is exempt from competitive bidding through the NC Sheriff's contract bid exception.

Attachments:

1. Public Works Equipment Joe Johnson Equipment Brush Hawg 2224-C Knuckle Boom Truck Lot 2573



Subsidiary of Federal Signal Corporation

704-289-6488



jjei.com



info@jjei.com



4519 Old Charlotte Hwy. Monroe NC 28110



July 19, 2022

Quote #: 0222035-R1

City of Harrisburg
5405 Harrisburg Industrial Park Drive
Harrisburg, NC 28075

Attention: Corey Jones

RE: Brush Hawg 2224-C Knuckle Boom Loader

Dear Corey,

We would like to take this opportunity to thank you for your continued interest in Joe Johnson Equipment (JJE) and Nu-Life Environmental's industry-leading line of innovative brush and limb collection products.

JJE is pleased to present the following quotation to provide one (1) new Brush Hawg 2224-C Knuckle Boom Loader, mounted on a new International per NCSA contract # 22-06-0426R Lot # 2573.

We appreciate the opportunity to assist with this equipment requirement and ask that you not hesitate to contact us should you require additional information.

Respectfully Submitted,

Rusty Brines

Regional Sales Manager

Joe Johnson Equipment

Cell: (980)239-8008

rbrines@jjeusa.com

Clean Air. Clean Water. Clean Streets.



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704-289-6488



jjei.com



info@jjei.com



4519 Old Charlotte Hwy. Monroe NC 28110



Quotation

To provide one (1) new Brush Hawg 2224-C Knuckle Boom Loader, mounted on a new international chassis, standard equipped as described below:

General Specifications:

- Multi-lever Hydraulic Controls
- Dual Stand-Up Operator Station
- 4-way Adjustable Stabilizers with Dual Holding Valves on Vertical Cylinders
- Heavy Duty 30" Diameter Slewing Bearing
- 2-Stage Planetary Gear Drive and Disc-Valve Motor
- 20' 8" Overall Reach
- Single Stage Direct-Mount Pump
- Telescopic Tip Boom Extension, designed to enhance below grade reach
- 48" X 60" Bucket
- Continuous Bucket Rotator
- 18' Tapered Dump Body (42" – 74"), with 24" Walk-Through
- 15-Ton Scissor Hoist
- 5 Micron Synthetic Drop-In Return Filter
- Factory Mounting and Painting
- Dump body Undercoating
- LED Clearance and Taillights
- One (1) year parts & labor warranty
- Three (3) year structural warranty

Additional Enhancements Included:

- 60" Exterior Toolbox Curbside
- Dual Front Bumper Strobing Light LED Clear
- Tarp Tray
- Joystick Controls

Purchase Price \$196,896.31

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704-289-6488



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4519 Old Charlotte Hwy. Monroe NC 28110



Terms & Conditions

Strictly Subject to Availability and Prior Sale

Subject to revision based on events beyond our control due to wildly fluctuating material prices

Pricing in USD, taxes and fees to be paid at time of tag & title if applicable

Price Includes PDI, delivery and training

FOB: Harrisburg, NC

Payment Terms: Due upon receipt

Purchase order required

Delivery: To be confirmed at time of order

Quotation valid for 7 days

Clean Air. Clean Water. Clean Streets.



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Approval of Contract to Purchase Caterpillar 308 Mini Excavator DCABC.

Presenting Personnel:

Mallory Hodgson, Project Manager

Suggested Motion or Action:

If approved, motion to award a contract to Carolina Cat for \$149,994.50 for the purchase of a Caterpillar 308 Mini Excavator DCABC.

Description/Background:

The Town of Harrisburg Public Works Department is replacing the 2016 Caterpillar 308.E2 CR Excavator due to age and condition. The equipment is used by Public Works Water and Sewer crews for water and sewer line repair, installation of new pipe lines, meter boxes, fire hydrants and other tasks as required.

Recommendation:

Staff Recommends approval of the attached contract with Carolina CAT for \$149,994.50

Fiscal Impact:

The Fiscal Impact to the Town is a total of \$149,994.50. Staff budgeted \$150,000 for the purchase of the excavator in the FY2023 Budget Ordinance from the Water and Sewer Enterprise fund, which is funded by the Capital Reserve Fund - Water and Sewer. This contract will utilize the NC Sourcewell Group Purchasing Bid exception.

Attachments:

1. Carolina CAT Town of Harrisburg 308 rev 2 wih CVP40



Paul Carpenter
Territory Manager
Charlotte

Celebrating
75
YEARS
of Excellence

SHIP
TO

CONTACT:

DATE	FOB	SHIP VIA	WHEN
7/8/2022	Charlotte		

	Caterpillar 308 Mini Hyd Excavator DCA8C Tier 4 Final Engine Long Stick with Bkt linkage Cab Deluxe with A/C Heated air susp fabric seat Standard backfill blade Triple Grouser Tracks with Pads Cat Key with passcode option am/fm radio Rear Camera Extra Counterweight QC Lines QC controls Advanced Next Gen Monitor LED Lights Heater water jacket Bucket linkage with lift eye 2 way control kit Ship/Storage Stick Steer All Standard Features Work Tools Hyd Thumb and Coupler 30" HD CAT Bkt 36" HD CAT Bkt Pins CVP40 Compactor Plate CVP40 Mounting Bracket CVP40 Connector Lines List \$10,278 \$2,782 \$2,889 \$265 \$8,715 \$699 \$1,030 15% Discount \$8,736 \$2,365 \$2,456 \$225 \$7,408 \$594 \$876 Sourcewell -Contract # 032119-CAT 20% off Machine List 15% off work Tool List Town of Harrisburg Member # 100143 I-Quote # 206652	\$162,580	
	TOTALS	\$22,659.30	\$162,819.00
TERMS:	Payment due upon receipt of invoice.	Total List	\$185,478.30
		Freight & Prep	1,000.00
WARRANTY:	24 month/ 2000 hours standard	Sourcewell	32,563.80
INSURANCE:		Subtotal	\$153,914.50
CSA:		Taxes	0.00
MAKE:		Subtotal	\$153,914.50
TRADE-IN:	MODEL:	Additional Dealer Discount	-3,920.00
	S/N:	Grand Total	\$149,994.50
SUBMITTED BY:Brian Hoffman		ACCEPTED BY:	



Harrisburg NC

FIRE DEPARTMENT



TOWN OF HARRISBURG FIRE DEPARTMENT

Application for Town of Harrisburg Fire Department Advisory Board

Town of Harrisburg Fire Department Advisory Board

When the Town of Harrisburg incorporated the Fire Department as a Town service in 2006, a five-person Harrisburg Fire Department Advisory Board was created. This Board consists of three persons from the incorporated Town area, to be selected by the Board and approved by the Town Council, and two persons from the un-incorporated area to be selected by the Board, first approved by the Town Council, with final approval from the County Commission.

The members may not be Fire Department employees. In addition, the Board may recommend that the Town Council appoint an ex-officio (non-voting) member who may be an employee of the Fire Department. The Fire Department Advisory Board typically meets the 3rd Thursday of each month at 6pm.

If you are interested, please complete the form below and return to Town Clerk, Town of Harrisburg, PO Box 100, Harrisburg, NC 28075, or submit via email to jrackley@harrisburgnc.org.

Town of Harrisburg Fire Department Advisory Board Purpose

The Board's primary purposes are to advise the Town Council, Town Manager and the Fire Chief on matters of policy, administration and operations. Additionally, the Board will advise the Town Manager and Town Council in financial planning, which shall include the acquisition of equipment, procurement of property construction of new buildings and remodeling current buildings. The Board shall also track the progress of the Fire Department's key objectives as outlined in the annual report and review the Harrisburg Fire Department By-Laws on an annual basis, recommending any changes to Harrisburg Town Council for final approval.

APPLICANT INFORMATION			
Name		Date	
Address		Apartment/Unit #	
City	State	Zip	
Phone	Email Address		
Are you able to attend regularly scheduled meetings once a month?	YES ☐	NO ☐	
Are you a resident of Cabarrus County?	YES ☐	NO ☐	If so, dates?
Are you a resident of Harrisburg?	YES ☐	NO ☐	If so, dates?
Have you ever been convicted of a felony?	YES ☐	NO ☐	If yes, explain?

REFERENCES	
<i>Please list three references.</i>	
Name	Relationship
Company	Phone ()
Address	
Name	Relationship
Company	Phone ()
Address	
Name	Relationship
Company	Phone ()
Address	

EMPLOYMENT	
Company 1	Phone ()
Address	City / State
Job Title	
Responsibilities	
Dates	From To
Company 2	Phone ()
Address	City / State
Job Title	
Responsibilities	
Dates	From To

EDUCATION	
School	From To
Degree	Major
Additional Information	

ADDITIONAL COMMENTS

Provide a brief statement outlining why you wish to serve on the Fire Department Advisory Board.

Based on what you know about the Town of Harrisburg Fire Department Advisory Board, what skills and abilities can you provide that will make the Town of Harrisburg Fire Department Advisory Board able serve the community better?

Please list any current civic and/or community participation you may be involved with, in the space below. Include any public boards or commissions on which you may have served.

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

Signature

Date



Resolution by the Town Council

In Support of the Town of Harrisburg, NC to Apply for Surface Transportation Block Grants through the Cabarrus-Rowan Metropolitan Planning Organization

- WHEREAS, On December 4, 2015, the President signed the Fixing America's Surface Transportation (FAST) Act into law. The FAST Act changed the Surface Transportation Program (STP) name to the Surface Transportation Block Grant Program (STBGP) and amended the provisions contained in 23 U.S.C. 133. From the STBGP funds apportioned to each state for the state's entire Federal-aid system, a portion the FAST Act allocates STBGP funds directly to any Metropolitan Planning Organization (MPO) that is designated as a Transportation Management Area (TMA). STBGP funds have broad latitude for use on metropolitan transportation planning and projects and in support of the Federal-aid system per 23 U.S. C. 133.
- WHEREAS, The Town of Harrisburg, herein referred to as the "Town" has need for and intends to construct and design transportation projects which meet the eligibility requirements associated with Surface Transportation Block Grant Program according to 23 USC §133.
- WHEREAS, The Town of Harrisburg intends to request State loan and/or grant assistance for the projects,

NOW THEREFORE BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN:

That the Town of Harrisburg Town Council supports Town Staff in the endeavor to seek funding through the Surface Transportation Block Grant Program for projects consistent with adopted transportation and community plans.

That Town of Harrisburg will arrange financing for all remaining costs of the project, if approved for a loan and/or grant award.

That the Town will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the Town will provide for efficient operation and maintenance of the project on completion of construction thereof.

That Town Manager, Rob Donham, the Authorized Official, and successors so titled, is hereby authorized to execute and file an application on behalf of the Town with the Cabarrus-Rowan Metropolitan Planning Organization for a loan and/or grant to aid in the study of or construction of the project described above.

That the Town Manager, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.



That the Town has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this 8th day of August, 2022 at Town Hall, Harrisburg, North Carolina.

(Signature of Authorized Representative)
Jennifer Teague

Town Mayor, Town of Harrisburg, NC

(Title)

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting Town Clerk of the Town of Harrisburg does hereby certify:
That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Town of Harrisburg duly held on the 8th day of August 2022; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 8th day of August, 2022

(Signature of Recording Officer)

(Title of Recording Officer)



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Capital Authorization and FY2023 Budget Ordinance Amendment for Deputy Vehicles

Presenting Personnel:

Chris Measimer, Lieutenant

Suggested Motion or Action:

Motion to approve the capital outlay authorization and related FY2023 Budget Ordinance Amendment for six Deputy vehicles.

Description/Background:

1) Three FY2023 Vehicles

The FY2023 Budget Ordinance provides for three vehicle purchases for the three new positions approved to be added in the fiscal year. Those positions consist of the Division Captain and two traffic units. The Captain was immediately added in July and the two traffic units are planned for January 1, 2023.

In prior years, the contract with Cabarrus County provided that the County would purchase and outfit all new and replacement vehicles and would subsequently bill the Town for these purchases along with the quarterly contract payment. The County would maintain ownership of the vehicle until it was retired and would turn the vehicle over to the Town to repurpose or surplus at that time. The current contract, while still being finalized to be executed, states that the Town will now be responsible for the purchase and ownership of new and replacement vehicles. The vehicles, along with striping, lights and sirens, equipment and all other accessories are budgeted at \$60,000 per unit. Due to the unknown changes in the contract details during budget season, the authorization for these vehicles was left in the contracted-services line item as it was in prior years. Now that the Town will be the purchaser and owner of the vehicles, the purchase is considered a capital expenditure and must be recorded to the capital outlay line item. Cabarrus County has provided a cost breakdown for the vehicles and upfit items at approximately \$61,000 using pricing from May 2022. While shifting the authorization from contracted services to capital outlay, this request also includes an increase from \$60,000 per vehicle to \$62,500 to cover the costs from May plus a minor inflationary-based cushion.

In addition, supply chain disruptions and other economic factors have severely limited or even eliminated many of the options that are typically available for these vehicle purchases. When orders are sparingly allowed by the manufacturers, lead times are up to a year out from the order date. The Harrisburg Division of the Sheriff's Office along with Town staff request approval to place orders in the near-term to provide the appropriate build and delivery time so that the vehicles can be received and placed in service this fiscal year. The Sheriff's office has already alerted the Harrisburg Division that loaner vehicles will be provided for the traffic units so that they can start on the target date of January 1, 2023, rather than waiting several months for the vehicles to come in.

2) Three FY2024 Vehicles

The expanded law enforcement agreement includes the addition of three officers in FY2024 with start dates targeted at the beginning of the fiscal year in July 2023. Due to the same supply chain and manufacturing issues noted above, the Harrisburg Division Captain and Town staff requests to advance the authorization for the purchase of these three vehicles into FY2023 so that they are manufactured and available to be placed in service as close to the beginning of the next fiscal year as possible. This two year purchase and build methodology follows the multi-year build of a Fire Engine that receives approval a year before it is intended to be placed in service to allow for proper manufacturing time. These

vehicles also require individual budgets of \$62,500, for a total of \$187,500.

The request herein consists of authorization to commit to purchasing six vehicles now in order to avoid delays of over a year from the manufacturer, as well as approve the FY2023 Budget Ordinance amendments to 1) move the authorized funds from contracted services to capital outlay, 2) increase each vehicle's authorization to \$62,500, and 3) authorize three FY2024 vehicles at \$62,500 each.

Recommendation:

Staff recommends approval of the FY2023 Budget Ordinance Amendment and capital purchase authorizations.

Fiscal Impact:

The fiscal impact to the Town is up to \$375,000 for the purchase and outfit of six new Deputy vehicles. Three of the vehicles were authorized as part of the FY2023 Budget Ordinance and three were scheduled to be included in the FY2024 Budget Ordinance. The original budget for these six vehicles totals \$360,000. If approved, the budget would be increased to \$375,000. The attached Budget Amendment shifts the purchase from a portion of the contracted-services expense with Cabarrus County to Capital Outlay for the Town and advances the purchase of the FY2024 vehicles into FY2023.

Attachments:

1. Amendment - CRF-GF - Deputy Vehicle Purchases 08082022
2. Amendment - GF - Deputy Vehicle Purchases 08082022
3. Cabarrus County Vehicle Cost Detail



AN ORDINANCE AMENDING THE 2022-2023 BUDGET ORDINANCE OF THE TOWN OF HARRISBURG, NORTH CAROLINA

Be it ordained by the Town Council of the Town of Harrisburg, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2023:

Section 1. Amend the Capital Reserve Fund - General Fund to account for the purchase of six new Deputy vehicles for positions approved in FY2023 and FY2024.

Section 2. To amend the Capital Reserve Fund - General Fund, the appropriations are to be changed as follows:

Increase line item 200-8500-59100	\$ 195,000
Transfers Out – General Fund	

Section 3. To amend the Capital Reserve Fund - General Fund, the revenues are to be changed as follows:

Increase line item 200-48599	\$ 195,000
Appropriated Fund Balance	

Section 4. Copies of this budget amendment shall be furnished to the Clerk of the Town Council, and to the Budget Officer and the Finance Officer for their direction.

Section 5. That this ordinance shall be effective upon its passage. Adopted this 8th day of August, 2022.

Jennifer Teague, Mayor

ATTEST:

Janet Rackley, Town Clerk



AN ORDINANCE AMENDING THE 2022-2023 BUDGET ORDINANCE OF THE TOWN OF HARRISBURG, NORTH CAROLINA

Be it ordained by the Town Council of the Town of Harrisburg, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2023:

Section 1. Amend the General Fund to account for the purchase of six new Deputy vehicles for positions approved in FY2023 and FY2024.

Section 2. To amend the General Fund, the appropriations are to be changed as follows:

Increase line item 100-2000-57103	\$ 375,000
Capital Outlay	
2023-2000-001 (\$62,500)	
2023-2000-002 (\$62,500)	
2023-2000-003 (\$62,500)	
2024-2000-001 (\$62,500)	
2024-2000-002 (\$62,500)	
2024-2000-003 (\$62,500)	
Decrease line item 100-2000-56305	\$ 180,000
Contracted Services	

Section 3. To amend the General Fund, the revenues are to be changed as follows:

Increase line item 100-49905	\$ 195,000
Transfers In – Capital Reserve Fund – General Fund	

Section 4. Copies of this budget amendment shall be furnished to the Clerk of the Town Council, and to the Budget Officer and the Finance Officer for their direction.

Section 5. That this ordinance shall be effective upon its passage. Adopted this 8th day of August, 2022.

Jennifer Teague, Mayor

ATTEST:

Janet Rackley, Town Clerk

CABARRUS COUNTY SHERIFF'S OFFICE
VEHICLES PURCHASED IN FY2023
SUMMARY FOR FY2023/2024 PURCHASES

WHAT	VENDOR	PRICE
VEHICLE Purchase	Hilbish Ford	\$ 34,337.96
Garage Work Order	Cabarrus County	8,344.89
Garage Labor	Cabarrus County	720.00
Decaling & Striping	Pro Cal Professional	987.00
Sharkee Antenna	Rok Brothers	459.55
Cradlepoint (modem)	Rok Brothers	1,400.00
Camera (in-car)	Axon lease (4 yr.)	6,501.00
Camera install	Motorola	-
NC DSR-E 2 Antenna Radar	Stalker-Applied Concepts	2,165.30
* Radio	Motorola Lease (6 yr.)	4,000.00
* Intoximeter	Intoximeter	360.00
* Stop Stick w/mount	Stop Stick	475.00
* Measuring Wheel		75.00
* Camera-portable		200.00
* Catch Poles	Jackson Creek	79.95
* Drug Test Kit	various	100.00
* Printer/SD Card		250.00
NARCAN	BoundTree Medical	91.19
Personal Protection Kit (PPE) + gloves		70.00
IFAK Officer Down Kit	BoundTree Medical	90.00
TOTAL		<u><u>\$ 60,706.84</u></u>

* *not replaced with every new Vehicle*