

SPECIAL MEETING  
BOARD OF ALDERMEN  
TOWN HALL  
JUNE 4, 2009  
THURSDAY - 5:15 P.M.

The Board of Aldermen held a special meeting on Thursday, June 4, 2009. Members present were Mayor Gavin Brown, Aldermen Gary Caldwell, Libba Feichter, J. Wells Greeley and LeRoy Roberson. Also present were Town Manager A. Lee Galloway, Town Clerk Phyllis McClure, Assistant Town Manager Alison Melnikova, Purchasing Agent Julie Grasty and Finance Director Eddie Caldwell. Mayor Brown called the meeting to order at 5:24 p.m.

Award of Bid for Police/Development Office Furniture

Project Update

Manager Galloway and Finance Director Caldwell presented an update on the Police/Development Office construction as of June 1, 2009. Manager Galloway said some expenditures are higher with the need for additional wiring and cameras. Each board member will have an individual screen at the table in the Board Room with a large screen on the wall for public view. Concrete testing has been done throughout the project to make sure standards are met. Additional funds may be needed for more testing.

There was discussion regarding the concrete public art platform. Manager Galloway said he did not feel that this is part of the project that the Town is responsible for paying for. Assistant Manager Melnikova said the artist is responsible for installation of the art piece.

Manager Galloway said financially the Town is still within the numbers submitted on the furniture bids. The total amount for equipment and furniture to date is approximately \$371,000, which is slightly more than anticipated but there is still some contingency remaining for this purpose.

Award of Bid

Assistant Town Manager Alison Melnikova said she and Purchasing Agent Julie Grasty began working with the designer with ADW Architects regarding furniture for the building in February. They met with employees to get their input. Seven companies expressed interest in bidding on the furniture. Bids were opened on May 28 as follows:

	<u>John Miller Associates</u>	<u>Professional Business Interiors</u>	<u>Office Environments</u>	<u>CBI</u>
Furnishings	134,223.59	143,958.22	154,951.03	206,784.32
Delivery & Installation	<u>7,350.00</u>	<u>6,641.30</u>	<u>2,000.00</u>	<u>28,438.94</u>
Total	<b>\$141,573.59</b>	<b>\$150,599.52</b>	<b>\$156,951.03</b>	<b>\$235,223.26</b>

The low bidder, John Miller Associates submitted a bid of \$141,573.59. References were checked

and all feedback was positive regarding this company. This company has worked with Inspiration Network for the past eleven years and they have also worked with the Polk County Library which was designed by ADW Architects. John Miller Associates has developed long term relationships with their clients and reference checks revealed that they are quick to respond. This company shows a good reputation and has indicated that they can meet this deadline. Installation is to be complete by July 24.

John Miller Associates subcontracts installation with two companies, both of which were started by former employees of John Miller Associates.

Manager Galloway commended Assistant Manager Melnikova and Purchasing Agent Grasty for all the time and effort they have invested in this project. He said they have worked with each department to find out their preferred type desk, arrangement, seating, etc. and with the Police Department regarding items such as dispatcher chairs. They have selected quality furniture which may cost more, but will last longer and not need to be replaced as often. Window treatments for the building are included in the Construction Logic contract.

A local furniture company submitted alternates, but the quality of the alternates was not standard and therefore not accepted. Manager Galloway said the Town tries to buy locally when possible.

Alderman Roberson moved, seconded by Alderman Feichter to accept the bid of John Miller Associates in the amount of \$141,573.59. The motion carried unanimously.

#### Miscellaneous Comments

Alderman Feichter expressed thanks to Horticulturist Jonathan Yates and Volunteer Cash Chandler for the work they have done with trimming the shrubbery at the Credit Union ATM on South Main Street that was obstructing vision.

Manager Galloway said last year Robert Hyatt was approached by Cash Chandler. Mr. Chandler's wife recently passed away and he asked if the Town would let him volunteer his time to help Horticulturist Jonathan Yates. Manager Galloway said Mr. Chandler has done a wonderful job and is making a difference in the Town.

Mayor Brown said a resident at Laurel Ridge had a Spruce Tree that needed to be moved and they did not want to destroy the tree. Jonathan Yates dug the tree and relocated it to the Waynesville Fire Department. Mayor Brown said residents appreciate the fact that Waynesville sees value in donations such as this.

Mayor Brown said several people have commented about the beautiful Police/Development building. Manager Galloway said he has received no criticism about the building.

Alderman Greeley said as the Town's representative, he attended the groundbreaking at the Barberville Baptist Church. Representatives of the Church said the Town has been very helpful in helping them obtain their building permits.

Manager Galloway said last week during a conference at the Lake Junaluska Assembly, town crews were called to repair a water leak at Bojangles. Crews tried to wait until Monday to avoid interruption of water service to the Assembly. However, the repairs had to be made on Sunday afternoon around 2:00 p.m. and the crews were finished before 5:00 p.m. There was some discussion about the possibility of tying the Junaluska Sanitary District line into the Lake Junaluska Assembly system so that water service will not be interrupted in the case of such an emergency.

The Council of Government meeting is scheduled to be hosted by Waynesville on June 29. It was hoped that the new Police/Development office building would be complete by the time it was Waynesville's turn to host the meeting. It was the consensus of the Board that Town Manager Galloway try to arrange for Waynesville to host the meeting in October.

### Adjournment

With no further business, it was the consensus of the Board to adjourn the meeting at 6:12 p.m.

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Phyllis R. McClure  
Town Clerk

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Gavin A. Brown  
Mayor