

AGENDA
REGULAR MEETING
BOARD OF ALDERMEN
TOWN OF WAYNESVILLE
TOWN HALL
JULY 8, 2008
TUESDAY - 7:00 P.M.

CALL TO ORDER

ITEM 1. APPROVAL OF MINUTES OF JUNE 24, 2008

ITEM 2. AWARD OF CONSTRUCTION CONTRACT
INSTALLATION OF ELECTRIC SUBSTATION NO. 2

As we have previously advised the Town Board, the new electric substation has been a challenge in terms of ordering materials and steel and then bidding the installation of the underground duct bank and the actual construction of the substation. The process began last fall when we ordered the transformer and has continued up until bids were received on the installation of the substation and the construction of the circuit exits, feeder ties and duct bank which appears in Item 3. The transformer, by the way, was ordered in early December with a 9 month delivery, so we did not expect to see the unit until September. With the state of the economy, there have been cutbacks in orders, and the transformer was received on June 25.

In the first item before you, we are presenting the bids received for firms wishing to install the substation. You will find attached a summary of the six quotations which were received by our consultants, Booth and Associates, on May 27, 2008. You will see in the letter from Michael Clements, Booth is recommending the award to the low bidder, Service Electric Company of Chattanooga, Tennessee, in the amount of \$465,765.00. You will see that Booth & Associates has worked with this firm previously and has no reservations about recommending them for this job.

We would join Booth & Associates in recommending that the Town Board approve the bid of Service Electric Company of Chattanooga, Tennessee, in the amount of \$465,765, for the installation of the Substation No. 2 off Calhoun Road.

ITEM 3. AWARD OF CONTRACT FOR CONSTRUCTION OF
DISTRIBUTION CIRCUIT EXITS AND FEEDER TIES, MANHOLE,
DUCT BANK AND CABLE PULLING FOR SUBSTATION NO. 2

On May 7, 2008, Booth and Associates opened bids for the construction of the Distribution Circuit Exits and Feeder Ties, Manhole, Duct Bank and Cable Pulling for the Electrical Substation No. 2 located off Calhoun Road.

You will find in your report a bid tabulation sheet which Booth and Associates prepared for your review. As noted in the letter from Booth, the low bidder on this portion of the work

was Lee Electrical Construction, Inc. of Aberdeen, North Carolina, with a low bid of \$850,324.19. Booth has worked with Lee Electrical on previous jobs and has no reservations about recommending them for this work.

We would join Booth & Associates in recommending that the Town Board approve the bid of Lee Electrical Construction, Inc., of Aberdeen, North Carolina, in the amount of \$850,324.19, for the construction of Distribution Circuit Exits and Feeder Ties, Manhole, Duct Bank and Cable Pulling for Substation Number 2.

**ITEM 4. AGREEMENT WITH NORTH CAROLINA DEPARTMENT OF
TRANSPORTATION FOR BRIDGE REPAIR
AT BROOKSIDE COURT OVER PLOTT CREEK**

During their annual inspection of the bridges owned and maintained by the Town of Waynesville, the engineers hired by the North Carolina Department of Transportation discovered a serious defect in one pier under the bridge on Brookside Court over Plott Creek. The DOT gave the Town immediate notification about the structural problems with this particular bridge and we are rushing this to your agenda for action.

Under normal conditions, the annual inspections on the bridges results in point rating for each bridge. When a bridge falls to a certain point, that bridge is eligible for consideration for replacement, and we have done that with the Boyd Avenue Bridge and the Scates Street Bridge. That is the process we are presently following on the Hendrix Street Bridge, and it should be replaced during the next year. But those bridges are replaced in their entirety, and when that is done, there are a number of other issues which must be addressed and a number of other costs to incur. When that is done, the Town contributes 20% of the money and the balance comes from the U. S. Department of Transportation. In those cases, there is usually a three or more year delay and an extensive amount of engineering involved.

In a case such as the Brookside Court Bridge, the inspectors found a bridge that was in reasonably good shape except for one pier. The DOT has a program under which they make bridge repairs of this nature, and when on a municipal system, the only requirement of the Town is to reimburse the DOT for the actual cost of repairs. The DOT has investigated the matter and offers to make the repairs to the bridge for a fee in the amount of \$7,657.48.

Upon receiving this estimate, we asked that the DOT prepare a municipal agreement by which the Town agrees to reimburse the DOT for the cost of the repairs. The Municipal Agreement is attached, and in Item 4 on the second page, you will see that the Town's obligation is \$7,657.48. We consider this a very good price for the repairs to the bridge and we would recommend that the Town Board approve this Agreement.

ITEM 5. AWARD OF PAVING CONTRACT

On June 25, 2008, Purchasing Supervisor Julie Grasty opened bids for providing asphalt and doing surface treatment of Town streets. In what must be a sign of the times, with the cost of petroleum changing on almost a daily basis, the bidders have declined to provide a price

which would be good for the entire year. Instead, they have bid what the cost would be at this time and plan to adjust their prices on a State indexing.

While this is certainly different than what we are used to, I can understand and sympathize with their decision not to tie themselves to a price long term. Their costs for asphalt change rapidly, and we understand why they cannot offer a price that would be good for an entire year.

On the attached, you will see the bid tabulation which Ms. Grasty has prepared from the bid opening last week. You will note that WNC Paving, Inc. is the low bidder for both the Asphalt Concrete mix and the Surface Treatment. As you can see on the bid tab, we have a certain amount budgeted for asphalt resurfacing, roughly \$205,000., Regardless of what the price may be for the asphalt, when we reach that sum, we will have to quit buying any asphalt for the remainder of the budget year.

Based upon these bids, we would recommend that the Town Board award the bid to WNC Paving of Waynesville.

**ITEM 6. DECLARE TOWN PROPERTY SURPLUS FOR AUCTION
 MS. JULIE GRASTY, PURCHASING SUPERVISOR**

Each year, new vehicles are purchased to replace vehicles which have been worn out or which are in need of replacement. In addition, there may be other pieces of equipment the Town has which have become obsolete or which are no longer in use. When this occurs, Town Staff usually accumulates the vehicles and equipment which are no longer needed by the Town and prepares a list of items viewed as surplus. Once that list is prepared, the Purchasing Supervisor presents the list to the Town Board, asking that the items be declared surplus and giving the Purchasing Supervisor the right to dispose of the equipment at the highest possible price for the Town.

At the present time, the list has not been completed. Several of the vehicles have dead batteries and Ms. Grasty will need to get them started so she can advise the Board of the mileage showing on the odometers of these vehicles. She hopes to have this list ready for the Town Board at your meeting on Tuesday evening.

In recent years, we have placed most of our rolling stock on the Gov-Deals system, a process by which the vehicles are sold on-line. We have found that the Town receives a much higher price bidding off these vehicles in that manner than through the auctions used in the past. We do pay a fee to Gov-Deals for selling the vehicles on line, but we also pay a fee for advertising surplus items in the local newspaper and in contacting vendors and individuals who might be interested in purchasing used vehicles.

Ms. Grasty plans to be on hand Tuesday evening to present the list and to answer questions you might have about the items.

ITEM 7. PETITION FOR VOLUNTARY ANNEXATION
6.6 ACRES AT 41 LANSING ROAD - RICHARD MILLER

The Town has received a petition from Mr. Richard Miller for the annexation of a 6.6 acre tract of land located at 41 Lansing Road which is in the Shingle Cove area north of the Chestnut Park Development and on the opposite side of the US 23/74 Bypass. A map of this property is attached for your information and review.

If the Board would like to continue with the annexation process, the first step would be to adopt a resolution authorizing Town Clerk Phyllis McClure to investigate the sufficiency of the petition. She would then report back at a future Board meeting and then the Board could set a date for a public hearing on the matter if it wishes to annex the property.

NOTE: The North Carolina General Assembly has been considering legislation which could change the annexation laws in the State. One element of the legislation is placing a one year moratorium on any annexations. When the legislation was first proposed, the moratorium on annexations applied to City initiated annexations as well as voluntary annexations when property owners actually petition for annexation. This was later removed from the legislation, but it has been indicated that the language may be returned to the bill, prohibiting all annexations for a period of time. This may preclude the Town from actually annexing Mr. Miller's property at all.

ITEM 8. LIMITATION ON PARKING
SOUTH MAIN STREET, JUST SOUTH OF ACADEMY STREET

Last year, the Town's Public Works Department worked with property owner Rex Feichter to improve the appearance and traffic flow on the property he owns at the corner of Academy and South Main Streets. New sidewalk was poured and the vehicle access to the commercial property was redirected.

Overall, this has worked well, though there has been one problem which we have attempted to correct. By installing new sidewalk and redesigning the traffic flow, we created the opportunity for some new parking spaces along South Main Street. To take advantage of this situation, our public works department installed for parallel parking spaces on South Main in front of Mr. Feichter's property.

It did not take long for the business owners in the commercial businesses to begin using those parking spaces. Some of these were larger vehicles, trucks and SUVs, and the size of these vehicles blocked the visibility of motorists leaving the commercial property and returning to South Main Street. As a result, there were several wrecks at this point, and after consultations between the Police and Public Works Department, two of the parking spaces were eliminated. This certainly improved the visibility for motorists leaving the shopping area.

In continuing to review the situation, we have been perplexed that merchants would use the on street parking spaces which we intended for their customers and clients. There is not an overabundance of parking spaces in the shopping area at present, and we thought the addition of a few spaces on South Main Street might increase the viability of the businesses in that shopping center. We believe those spaces should be reserved for customers and that shop owners and

employees should find other areas in which to park. We have created several additional spaces on South Main Street between the Oak Park Inn Motel and the Diamond and Gold Exchange, and those areas would be suitable for merchants and employees from the businesses in the shopping area.

We would like to recommend that the Town Board amend the Town Ordinances to establish a parking time limit of one hour for the two parking spaces on South Main Street immediately south of its intersection with Academy Street.