

AGENDA
REGULAR MEETING
BOARD OF ALDERMEN
TOWN OF WAYNESVILLE
TOWN HALL – 9 SOUTH MAIN STREET
JANUARY 12, 2010
TUESDAY – 7:00 P.M.

CALL TO ORDER

ITEM 1. APPROVAL OF MINUTES OF NOVEMBER 24 AND DECEMBER 8, 2009

ITEM 2. SKATE PARK DESIGN

During the fall, the Board heard a report from Recreation Director Rhett Langston on the efforts to secure funding for a skateboard park. The master plan for recreational and parks facilities call for a skateboard park on the site of the former horse ring and fund raising efforts have been directed toward constructing one at that site. While the actual funds raised have been small, there remains an interest in a skateboard facility, particularly since the BP SkatePark closed.

At the time of Mr. Langston's presentation last fall, it was suggested that people might be more interested in donating funds if they actually saw a design or model of how the skateboard park would look. With that in mind, the Town Board gave approval to the Town Staff soliciting proposals for the design of a facility. During the late fall, several firms were contacted and proposals were invited for submission by December 10, 2009.

The proposals received covered a broad range. Some were simply for the basic skating devices and others took into account the entire site, incorporating engineering and landscape architecture to consider how the facility would fit in with the rest of the recreational property. At the meeting on Tuesday evening, Assistant Manager Alison Melnikova and Purchasing Supervisor Julie Grasty will be on hand to discuss the proposals and make recommendations for the Board's consideration.

When we were given authority to solicit proposals, there was an indication that a plan might cost in the range of \$15,000. Some of the proposals are for less and some are for more, but in making a review of the proposals, I think this may be an example of 'getting what you pay for'. Ms. Melnikova and Ms. Grasty will provide more discussion on that.

For this agenda packet, we are including the actual Request for Proposals as well as the bid tabulation sheet that was developed following the opening of the proposals on December 10. If anyone wishes to review the entire proposal from any or all firms, they are available at the Municipal Building.

**ITEM 3. AMENDMENT TO PERSONNEL POLICY
FAMILY AND MEDICAL LEAVE ACT**

Human Resources Director Margaret Langston has submitted the attached memorandum explaining changes in the Federal Law covering the Family and Medical Leave Act. Basically these are an expansion of what has been covered in the past and primarily relate to medical issues associated with military service. While these are generally driven by the conflict in which our military personnel are involved in Iraq and Afghanistan, it actually covers any military related need.

Ms. Langston has prepared a copy of the section of the Town's current Family and Medical Leave Policy and shows the additions being recommended in blue ink.

It is recommended that the Board approve the revised Section 24.

ITEM 4. MOTOR VEHICLE RECORD AND DRIVING POLICY

Ms. Margaret Langston, Human Resources Director, has responsibility for the Town's property, liability and worker's compensation programs. During their annual audit of the Town's records, a representative from the North Carolina League of Municipalities recommended that the Town join a new program available through the N. C. Division of Motor Vehicles to check driving records of employees.

You will find attached a memorandum explaining the proposal to join the program as well as a written policy concerning motor vehicle records and driving policies. The Town has a great many vehicles and pieces of equipment on the road and a tremendous exposure to accidents and potential damages from those. Many of our drivers put a large number of miles on Town vehicles and it is critical to the Town that they are safe drivers. By having more information about driving history, the Town might make better hiring decisions, selecting safer drivers over those with poor driving histories.

It is recommended that the Town Board approve the Motor Vehicle Records and Driving Policy presented by Ms. Langston.

**ITEM 5. AWARD OF BID
 SEWER JET TRUCK**

In the 2009-2010 budget, the Board allowed for the replacement of the 1994 GMC Aqua Tech Sewer Jet Truck. This has been an excellent unit and has been used for many hours to clean sewer lines and manholes and greatly reduce the Town's sewer manhole overflows in recent years. But being 15 years old, it is time to replace this unit.

Requests for Proposals were developed and bids solicited and opened on December 15, 2009. There were four different vendors offering a total of nine bids to consider. Truck bids included a 2009, 2010 and 2011 Internationals and a 2011 Freightliner. There were also 4 different Sewer Cleaners from Super Products, Vactor and Sewer Equipment Company. Town personnel spent considerable time reviewing the proposals and found some legitimate reasons for rejecting the units with the lower bid price, both of which were smaller, less beefy trucks than the unit they felt best met the Town's needs. There were also some new EPA requirements on emissions that added \$6,000 to the cost of a newer truck.

On the attached forms, you will see a comparison of the nine proposals the Town received. You will also find an email from Purchasing Supervisor Julie Grasty in which she notes that Public Works Director Fred Baker, Assistant Public Works Director Robert Hyatt and Water and Sewer Maintenance Superintendent Doug Grasty have reviewed the bids and are recommending the unit from Piedmont International in the amount of \$175,331. This is slightly about the \$170,000 which was estimated, but the \$6,000 extra in emissions costs explains that difference. We plan to finance this truck under the lease-purchase agreement which the Board approved two months ago, and the first payment will not be due until the 2010-2011 fiscal year; consequently, we will be able to cover the higher cost with funds appropriated in the next budget.

Based upon the recommendation from department personnel, it is recommended that the bid from Piedmont International on a 2011 International 7400 Truck with Super Products Camel Jet Model CJ1600, in the amount of \$175,331 be accepted.

ITEM 6. SALT CONTRACT WITH DEPARTMENT OF TRANSPORTATION

The Town has now received a new contract which will permit the Town to purchase road salt from the Department of Transportation. Previously, a representative from the State Attorney General's Office surmised that because of the Umstead Act, there might be a problem with the DOT selling salt to a municipal

government since it would be in competition with private firms. So in 2008-2009, the Towns of Haywood County banded together to purchase salt directly from the vendor rather than buy from the State. It cost each of us approximately \$40 a ton more to do so because the State gets a very good price on the large volume of salt it purchases from the vendor.

Changes were made in State legislation to clarify that municipal governments may purchase salt from the DOT, though it is optional for the local district as to whether or not they do in fact sell salt to municipalities. Fortunately, our Division Engineer, Joel Setzer, in his typical cooperative way, wanted to make salt available to the Towns in his Division, and he requested permission to do so. In Raleigh, it was decided that a formal agreement must be developed for this relationship, and after months of working on it, that agreement has now been received.

While the DOT has added a new twist to charge municipalities a 5% fee for handling and storage, that fee will not push the price of a ton of salt to anywhere close to what the charge per ton would be from a vendor. So we feel it is still a good deal in that the towns will not have to worry about bidding out salt or building a salt dome to store salt or getting shipments when we get low in supply. We will simply go to DOT, load the salt and then they will bill it to us on a monthly basis.

We would ask that the Board authorize Mayor Brown to execute the agreement with DOT for the purchase of the salt.