



City of Havelock, North Carolina
Board of Commissioners

AGENDA COMMUNIQUE

TO: Mayor William L. Lewis, Jr.
Board of Commissioners
City Attorney Troy Smith

FROM: City Manager Chris McGee
Assistant City Manager Cindy Morgan

SUBJECT: Board of Commissioners Meeting – Monday, March 27, 2023 – 7:00 PM

DATE: 3/24/2023

CC: Department Heads; Press

I. CALL TO ORDER:

Mayor Will Lewis will call the meeting to order.

II. OPENING PRAYER/MOMENT OF SILENCE:

The Mayor or a Board member shall request a clergy member to offer the opening prayer or the Board shall conduct a moment of silence.

III. PLEDGE OF ALLEGIANCE:

Mayor Will Lewis will lead the Commissioners and those in attendance in reciting the Pledge of Allegiance to the Flag.

“I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.”

IV. REGULAR & CONSENT AGENDA:

The City Clerk respectfully submits to Board, the Regular Agenda and the below Consent Agenda items, which there is thought to be of general agreement and little public interest or no controversy. These items may be voted on as a single group without Board discussion “or” if so desired, the Board may vote to remove any item(s) from the consent agenda and place same on the regular agenda for discussion and consideration.

Consent Agenda Item A	Minutes of the February 27, 2023 Board of Commissioners Regular Meeting
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Consent Agenda Item B	Minutes of the March 21, 2023 Board of Commissioners Special Meeting
Consent Agenda Item C	FY 2022-2023 Budget Ordinance Amendment Number Two
Consent Agenda Item D	Capital Project Ordinance Amendment Number Three for the American Rescue Plan Act Grant Project Ordinance; and amendment of the Capital Project Ordinances for ARPA water projects and the Capital Project Ordinances for ARPA sewer projects.

Request: A Commissioner’s motion and second are being sought as to approving or not, the following agenda matters:

- A. Consent Agenda as presented; and
- B. Regular Agenda as presented.

City Manager’s Opinion: The Board may by majority vote add items to or subtract items from both the proposed consent and regular agenda. As of this writing, the manager understands that the presented consent agenda items are routine and therefore concurs with adopting the presented consent agenda.

V. PUBLIC COMMENTS:

If any citizen wishes to address the City of Havelock Board of Commissioners during this “Public Comments” segment of this meeting, they may do so by signing up prior to the beginning of the meeting.

The City Clerk shall provide the sign-up sheet, which lists the name and address. It should be noted that comments shall be limited to five (5) minutes and Board reserves the right not to act on requests first presented this evening.

VI. REGULAR AGENDA ITEMS:

Item #1. HWY 70 Sewer Replacement Project Award

The HWY 70 Sewer Replacement Project includes the installation of approximately 3,000 feet of new sewer lines and manholes located behind Annunciation Catholic Church and north across Fontana Boulevard. These lines will tie into the larger main that runs to the Wastewater Treatment Plant.

With the assistance of Hazen & Sawyer Engineers, the City solicited bids for the project. After a re-advertisement due to an initial insufficient number of bid responses, one (1) bid was received on March 10, 2023 from TA Loving in the amount of \$5,713,339 (**Exhibit #1A**). TA Loving has the qualifications to complete the work and is well qualified for this type of project.

City Code References: N/A

Request: With the adoption of the earlier consent agenda Budget Amendment #2 and Capital Project Ordinances, a Commissioner's motion and a second is being sought to award the HWY 70 Sewer Replacement Project to TA Loving in the amount of \$5,713,339; with \$4,150,000 coming from the ARPA Grant Project Fund and \$1,637,152 coming from Sewer Fund Retained Earnings.

City Manager's Opinion: The manager recommends the award of this project to TA Loving as requested.

Item #2. Official Traffic Map Amendments:

A. Road/Street Name Change: Slocum Avenue to Lynnwayne Circle

At the March 14, 2023 Planning Retreat, the Board of Commissioners discussed the need for a road name change for Slocum Avenue. The reason for the road name change is that Slocum Road is located at the intersection of US 70 and the entrance to Marine Corps Air Station Cherry Point. Slocum Avenue is located at the intersection of US 70 service road and Lynnwayne Circle, near the Slocum Creek Bridge. The duplication of "Slocum" causes confusion, particularly on emergency calls. Changing the name on this city-maintained street, can reduce the confusion and provide for better response time on emergencies. There will be minimal impact to changing the name of this street, as there are no addresses assigned to this road. Therefore, no property owners are affected by the change.

In summary, the request is to change the name of the city-maintained street (Slocum Avenue) to Lynnwayne Circle and have it as a continuation of the existing street (**Exhibit #2A.1 - Map**). Staff has prepared the Ordinance for the road name change for Board approval (**Exhibit #2A.2**).

City Code References: 91.70

Request: A Commissioner's motion and a second is being sought to adopt Ordinance Amendment #23-O-05, and ordinance amending the City's Official Traffic Map by renaming Slocum Avenue to Lynnwayne Circle.

City Manager's Opinion: To eliminate continued confusion, the manager supports the adoption of Ordinance Amendment #23-O-05 as presented.

B. Speed Limit Signs on Berkshire Drive

The City's Traffic Committee met on March 8, 2023 to discuss a citizen request to consider adding a speed limit sign on Berkshire Drive near intersection of Stratford Road and traffic control devices on Berkshire Drive and Manchester Drive. A copy of the request, excerpt of the City's Traffic Map and City Code for speed limits is included **(Exhibit #2B.1)**. The citizen cited in this request that he has noticed that a lot of vehicles appear to go faster than 25 mph and the concern is for the safety of the children in the area near Arthur W. Edwards School. The citizen also asked for consideration of traffic control devices (i.e. permanent speed radar sign or speed bumps) to be installed on Berkshire Drive and Manchester Drive.

Overall, the Traffic Committee supports the addition of a speed limit sign on Berkshire Drive near intersection of Stratford Road and relocating the existing speed limit sign on Berkshire further down near the intersection of Manchester and on the other side of Berkshire. The Committee does not support the addition of any permanent speed radar or speed bumps. The draft minutes from the Traffic Committee meeting are attached for review **(Exhibit #2B.2)**. The Traffic Map Amendment **(Exhibit #2B.3)** displays the changes recommended to the Board from the Committee.

In summarization, Staff is requesting the Board to consider amending the Official Traffic Map to add the new speed limit sign on Berkshire Drive near Stratford Road and move the existing sign further down on Berkshire Drive and post it on the other side of the road near the intersection of Manchester Drive.

City Code References: Chapter 76

Request: A Commissioner's motion and a second is being sought to adopt Ordinance Amendment #23-O-06 **(Exhibit #2B.4)**, and ordinance amending the City's Official Traffic Map to add and relocate speed limit signs on Berkshire Drive.

City Manager's Opinion: The manager supports the recommendation of the Traffic Committee and City Staff.

Item #3. Monthly Financial Presentation: *February 2023 Report*

Finance Director Lee Tillman shall appear before the Board of Commissioners this evening to present the February 2023 monthly financial report (**Exhibit #3A**). As of this writing, the Finance Officer does not have any items on the watch list. The Board's questions and comments on the report are solicited and welcomed.

City Code References: 32.31(A)

Request: No action necessary.

City Manager's Opinion: The manager concurs with the financial report as presented.

Item #4. Elected/Appointed Officials Reports/Comments:

- a. **City Manager:** At this time, City Manager Chris McGee submits a manager's report as referenced in the agenda packet (**Exhibits #4A**) and at this evening's meeting may offer other comments.
- b. **City Attorney:** At this time, City Attorney Troy Smith is provided an opportunity to report on any related City business matters.
- c. **Commissioners:** At this time, Commissioners are provided an opportunity to report on any related City business matters.
- d. **Mayor:** At this time, Mayor Will Lewis is provided an opportunity to report on any related City business matters.

VII. ADJOURNMENT/RECESS