

## MINUTES

Regular Meeting  
City Hall Council Chamber

February 5, 2018  
Monday, 6:00 p.m.

**Present:** Mayor O. Stanhope Anthony III, presiding; Council Members David W. White, David Causby, Violet Arth Dukes, Ben Kittrell, Jr., and Dicky Amaya; City Manager Rick Howell, City Attorney Robert W. (Bob) Yelton, City Clerk Bernadette A. Parduski, Director of Finance Justin S. Merritt, MPA, Director of Human Resources Deborah C. (Deb) Jolly, Director of Energy Services Julie R. McMurry, Director of Water Resources David W. Hux, Police Chief Jeffrey H. (Jeff) Ledford, Fire Chief William P. Hunt, MPA, EFO, Assistant Fire Chief – Logistics and Enforcement Services Todd McMurry, Assistant Fire Chief – Operations and Personnel David R. Vanhoy, and Director of Planning and Development Services Department Walter (Walt) Scharer, AICP

**Absent:** Council Member Eric B. Hendrick

Mayor Anthony called the meeting to order at 6:00 p.m. and welcomed all who were in attendance. The Mayor gave the invocation and Mr. Causby led the *Pledge of Allegiance*.

### A. Approval of agenda:

#### 1) Motion to adopt the proposed agenda

Mr. Kittrell requested that Item C-5 be removed from the Consent Agenda and placed under Unfinished Business as Item E-1 as follows:

- Consideration of a budget ordinance amendment for the City of Shelby's Police Department PSAP Communication Addition Project: Ordinance No. 3-2018

**ACTION TAKEN:** Upon a motion made by Mr. Amaya, City Council voted unanimously to approve the agenda as amended.

### B. Special Presentations:

- 1) Recognition of Assistant Fire Chief David R. Vanhoy on his designation as a Chief Fire Officer (CFO) by the Commission on Professional Credentialing with the Center for Public Safety Excellence

Mayor Anthony called upon Assistant Fire Chief Vanhoy who shared background information about the Center for Public Safety Excellence's (CPSE) Commission on Professional Credentialing (CPC). The CPC's officer designations include Chief Fire Officer (CFO) among others. These designations are developed around a model that looks at the "whole" officer. The achievement of this designation requires a strong educational background; diverse participation in emergency services at the local, state, or national level; and demonstrated commitment in the community, all validated by emergency services peers. He added Chief Hunt and the Shelby Fire and Rescue Department have embraced CPSE's philosophy of continuous individual improvement and organizational improvement through the accreditation process.

Mayor Anthony formally read and presented the framed certificate from the Commission of Professional Credentialing of the Center for Public Safety Excellence, Inc., conferring the title of Chief Fire Officer on David R. Vanhoy. The Mayor commended this professional designation and congratulated Assistant Fire Chief Vanhoy on his achievement.

2) Certified Entrepreneurial Community (CEC) Program update – Steve Padgett, Director, Small Business Center, Cleveland Community College

Mr. Padgett reminded all present the Certified Entrepreneurial Community designation was awarded to Cleveland County on December 1, 2016, celebrating its first anniversary in December 2017. He mentioned Cleveland County now has a sister town, Holly Springs, North Carolina, which was certified as entrepreneur-ready, also in December 2017. Mr. Padgett stated the program is alive and well and carrying on a great deal of activity particularly through referrals. One of the program goals in the first year was to design, print, and distribute rack cards across Cleveland County to inform and direct community members to the CEC website, which contains helpful resources and a directory of services. At the Small Business Center, these referrals come through a wide variety of sources demonstrating the program is well known throughout Cleveland County and people are sharing the information. He also mentioned the effectiveness of the CEC website and the CEC highway signs for this program.

Mr. Padgett stated the establishment of a Service Provider Network continues to offer the opportunity for Service Providers within and around Cleveland County to connect, learn, and advance their ability to support entrepreneurs by hosting quarterly luncheons at various locations across the County. During a recent Service Provider quarterly meeting, Mr. Padgett said he learned of the formation of a new organization, Fellowship of

Entrepreneurs (FOE), from Boiling Springs, North Carolina. The FOE's focus is to give entrepreneurs, leaders, and professionals the opportunity to connect, generate ideas, and share resources to meet goals and objectives with their respective organizations, businesses, and professions.

Mr. Padgett concluded by expressing his appreciation to the City of Shelby for their continued support and investment in the CEC Program.

Council received the information. No action was required.

**C. Consent Agenda:**

**ACTION TAKEN:** Mayor Anthony presented the amended consent agenda. Mr. White made a motion to approve the amended consent agenda. The amended consent agenda and following items were unanimously approved:

- 1) Approval of the Minutes of the Regular Meeting of January 8, 2018
- 2) Approval of Special Event Permit Application:
  - a. Charity Chase 5K, requested date: March 24, 2018
- 3) Approval of a resolution honoring Rita Benson on the occasion of her retirement from employment with the City of Shelby: Resolution No. 4-2018
- 4) Approval of a resolution approving a financing agreement authorized by North Carolina General Statute 160A-20: Resolution No. 5-2018
- 5) REMOVED AND PLACED UNDER NEW BUSINESS AS ITEM E-1
 

Adoption of a budget ordinance amendment for the City of Shelby's Police Department PSAP Communication Addition Project: Ordinance No. 3-2018
- 6) Adoption of Fiscal Year (FY) 2017-2018 Budget Ordinance Amendment No. 10: Ordinance No. 4-2018
- 7) Adoption of Fiscal Year (FY) 2017-2018 Budget Ordinance Amendment No. 11: Ordinance No. 5-2018
- 8) Approval of a resolution authorizing execution of a Lease Agreement between Norfolk Southern Railway Company and City of Shelby, North Carolina: Resolution No. 6-2018

- 9) Adoption of an ordinance authorizing demolition of a dwelling: Ordinance No. 6-2018

### END CONSENT AGENDA

#### D. Unfinished Business:

- 1) Consideration of appointments to City advisory boards and commissions:

a. Shelby Cleveland County Regional Airport Advisory Board

Mrs. Parduski reported the terms of three incumbents are concluding February 2018. The incumbents, Jim Robinson, Dr. Stephen Jones, and Dennis Sessom, wish to continue their service with this board.

There is one application on file in the Clerk's Office as follows:

- Richard (Dick) Baker, Jr.

Mr. Kittrell nominated the incumbents, Jim Robinson, Dr. Stephen Jones, and Dennis Sessom, for reappointment.

**ACTION TAKEN:** Upon a motion made by Mr. Kittrell, City Council voted unanimously to close the nominations and accept the nominees by acclamation.

#### E. New Business:

- 1) Consideration of a budget ordinance amendment for the City of Shelby's Police Department Public Safety Answering Point (PSAP) Communication Addition Project: Ordinance No. 3-2018

Mr. Howell introduced Ordinance No. 3-2018 for Council's consideration. If approved, this amendment to the PSAP 911 Communication Center project budget ordinance would appropriate an additional \$282,000 from reserves specific to costs integral to the transfer of the 911 Communication Center from its current location to the new 911 Communication Center at 130 West Warren Street. Mr. Howell explained there were additional items which were PSAP eligible; however, those items were not included with the original bid price. These quotes were submitted to the State to be included in the grant funding, but were not counted in the total cost of the facility due to a miscommunication between the North Carolina 911 Board and the Shelby Police Department. He added this is a fairly costly oversight; however, those items and the costs have been incurred and obligated by the City. Overall,

the project cost range was between \$6 and \$7 million with the City receiving \$1.3 million in grant funding. Ultimately, the overall cost of the project was approximately \$4.8 million and City invested approximately \$3.5 million.

Lastly, Mr. Howell stated the appropriation, currently shown from reserves, should balance out with unexpended funds from the Police Department budget, anticipating some offset at the end of the fiscal year.

**ACTION TAKEN:** Upon a motion by Mr. Amaya, City Council voted unanimously to approve and adopt Ordinance No. 3-2018 entitled, “A BUDGET ORDINANCE AMENDMENT FOR THE CITY OF SHELBY’S POLICE DEPARTMENT PUBLIC SAFETY ANSWERING POINT (PSAP) COMMUNICATION ADDITION PROJECT”.

**F. City Manager’s Report:**

**1) Mr. Howell provided the following updates:**

- He has invited Gary R. Spangler, District Supervisor of District 1, with the North Carolina Department of Transportation to present an update of projects within the Shelby area at the next Council meeting of February 19, 2018.
- He informed Council the final inspection of the 911 Communication Center took place today and the relocation of those operations will begin.
- The Gateway Project at East Marion Street and East Dixon Boulevard is nearing completion with a review of the punch. The next phase includes the proposal of the gateway sign for Council’s final review and consideration.
- He is in the process of preparing a budget memo and budget calendar related to the upcoming fiscal year for Council’s review. He anticipated the scheduling of budget sessions in April 2018.
- He was contacted by Clearwater Paper Corporation about scheduling their initial ribbon cutting of their new facility on August 23, 2018. More details will follow in the near future.
- With regard to the water side of the Uptown Shelby Infrastructure Project, the construction is currently taking place on West Marion Street and will continue to the intersection with North Lafayette Street. Mr. Howell reiterated although the construction activities

are a disruptive process, the City is working to accommodate Uptown Shelby businesses and keeping the sidewalks open during the construction.

- He acknowledged receiving an announcement from ABB informing the City of Shelby that Baldor Electric Company and the ABB Group are integrating their brand and will be known as one company, ABB, as of March 1, 2018.

**G. Council Announcements and Remarks:**

- 1) Mr. Amaya expressed his appreciation to all for their work and participation in the productive City Council retreat held on Saturday, January 20, 2018.

**H. Adjournment:**

- 1) Motion to adjourn

**ACTION TAKEN:** Upon a motion made by Mr. White, City Council voted unanimously to adjourn the meeting at 6:23 p.m.

Respectfully submitted,

Bernadette A. Parduski, NCCMC, MMC  
City Clerk

O. Stanhope Anthony III  
Mayor

Minutes of February 5, 2018