

**Zebulon Board of Commissioners**  
**Work Session**  
**Minutes**  
**October 21, 2015**

Present: Robert S. Matheny-Mayor, Curtis Strickland, Beverly Clark, Dale Beck, Don Bumgarner, Glenn York, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Chris Ray-Public Works, Mark Hetrick-Planning, Tim Hayworth-Police, Wayne Dupree-Fire, Greg Johnson-Parks & Recreation, Eric Vernon-Attorney

Mayor Matheny called the meeting to order at 7:00pm.

Mayor Matheny stated that they needed to amend the agenda to add new business so that they could call for a special meeting.

**APPROVAL OF AGENDA**

Commissioner Bumgarner made a motion, second by Commissioner Beck to approve the agenda as amended. There was no discussion and the motion passed unanimously.

**OLD BUSINESS**

A. Public Works

*Yates Place Stormwater Improvements – Phase I*

Joe Moore presented that staff was not asking for the Board to make a decision at the meeting but would bring anything that needed a decision to the November 2, 2015 meeting. At the meeting Joe stated that they wanted to provide the Board all the necessary information so that they could provide feedback, ask questions and give staff direction.

Chris Ray gave an update on the Yates Place Stormwater Project and stated that easements from GSK, which was a permanent easement and the easement from the Pender's was a 10' temporary easement that was good for 90 days from the date construction began.

Six contractors were invited to the pre-bid meeting and three attended and on September 22<sup>nd</sup> bids were received with STEP Construction being the low bidder at \$218,654 which was significantly higher than the estimates for the project of \$122,000. There were concerns about the bid being so far off and after talking with various people including the contractor, staff found that since January, on average, bids to Wake County and the City of Raleigh were coming in approximately 50 percent higher than the estimates for the projects. After the recession there were many contractors that went out of business so there were fewer contractors bidding on work, they were trying to reinvest in their equipment and their employees. Staff stated that traditionally when formulating bids they were using information from the eastern part of the state and that would probably have to stop and they would be forced to use numbers from the Wake County area. Chris Ray continued by stating that it was a simple project and there were not any value engineering items that could be taken out of the project.

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Joe Moore summarized the decisions and discussions that were before the Board. Joe stated that the first decision would be to accept the bid and to appropriate additional funds which would have to be done by November 2 meeting since the bids were only good until November 21. Second, the Board could reject the bids and then rebid and hope for a better price or third, reject the bid and place it with the other projects during budget season and assess it when reviewing the whole picture.

There was discussion about the easements and the fact that the Town was heavily invested and did not want to go back to fund balance but asked staff if there was money in the current budget that could be used for the project. Staff's opinion was sought about rebidding the project and Chris Ray stated that he did not think that better bids would be received by doing so but that the bids would be higher. Commissioners thought that they should not go back out for bids but did ask staff to look at the current budget and see if there were any funds that could be pulled to help offset the shortfall. The magnitude of the problem in that area and why it was taking so long to complete the project was discussed.

Mayor Matheny stressed that he did not want to keep going to fund balance to pull money to fix the problems that arise. Commissioner Beck stated that sometimes when things needed to be done there was nowhere else to go but to fund balance and pull the necessary funds. He continued by saying that he did not want to do that as a first resort. The Board agreed that staff would go back and look at the budget to see if there was anything available there that could be used for the project.

*North Wakefield Street*

Chris Ray stated that \$115,000 was appropriated to resurface N. Wakefield St. with \$35,000 of that coming from Powell Bill funds and the remaining from the general fund. The bids received were \$111,000 but the typical contingency that was normally factored in would be short by \$7,600 and that would be needed to move forward with the project.

Chris stated that there were other issues that existed in that area and they were drainage issues both along the street as well as in Whitley Park, the street was very narrow at 18' in width and was also in need of curb/gutters and sidewalks. Staff wanted to bring that information to the Board prior to doing the resurfacing so all aspects could be considered such as drainage improvements, maybe parking and paving in the park, widening the road and the addition of sidewalks. The Wooten Co. was contacted about a PER for that project as well as looking at 300' on W. Franklin Street from Whitley Manor to N. Wakefield St. and getting that surveyed at the same time so that it could be addressed in the future. The question was to know if the Board was interested in making the other improvements and if so the PER would be necessary and if not then resurfacing of the road would be completed in the spring. Commissioner Bumgarner said that he was in favor of doing the W. Franklin Street section to fix the issue and widen it.

There was discussion about Whitley Park and the fact that there were other issues in the park that would require drop inlets to accommodate the water issues. Mayor Matheny said that he did not think spending \$30,000 for a PER to be told that the Town could not afford the expanded project made sense and thought that those things could be done without it. Commissioner Beck said that

he thought the whole project needed to be done but understood that the cost could be prohibitive. The question was asked as to whether drainage problems would be alleviated with the meadow stripping or grassy swells and it was explained probably not but that maybe doing a toned down version would be appropriate to pipe some of the driveway areas that needed it.

Commissioner Clark asked if the current bids would be lost if they had to wait to do the meadow stripping. Chris Ray stated that was correct and if they were going to do that he would recommend paving it in the spring they and would be able to address some of the drainage issues. There would be two streets that did not have culverts along Wakefield and they could potentially need to be opened. Chris Ray explained that it would have to be engineered for depth and look at the water and sewer utilities located in those areas. Mayor Matheny asked where the worst area was along Wakefield Street. Chris stated it was the 700 block between Franklin and Lee Street and then the park. Chris stated that he thought it would be best to do some design work and due diligence to make sure that the elevations were correct especially since there were utilities that had to be taken into account.

Mayor Matheny asked how long it would take to analyze what he would like to see done with the meadow strip and pipe the driveways along Wakefield Street. Chris Ray said that he would need to talk to the engineers and could have a proposal by the November worksession. Commissioner Bumgarner wanted the section of Franklin Street to be considered as well. Commissioner Clark stated that she did not want funds from Wakefield Street to be taken to do Franklin Street. It was the final decision that staff would come back to the November worksession to present information as well as consider the work on Franklin Street.

## **NEW BUSINESS**

### **A. Calling for a Special Meeting**

Mayor Matheny stated that the Board needed to call a special meeting on October 29, 2015 for the Board of Commissioners as well as the Planning Board for the greenway mobile tour.

Commissioner Beck made a motion, second by Commissioner Bumgarner to call for a special meeting of the Board of Commissioners and Planning Board on October 29, 2015 at 9:00am for the purpose of conducting a mobile greenway tour. There was no discussion and the motion passed unanimously.

## **MANAGERS REPORT**

Joe Moore reminded the Board of Trunk or Treat at the Community Center on October 29 from 5-7, the Police Station Trick or Treat event at the Police Department on October 31 from 6-8, Veteran's Day breakfast on November 9 at 9am.

Commissioner Strickland made a motion, second by Commissioner Beck to adjourn. There was no discussion and the motion passed unanimously.

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Date

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Robert S. Matheny—Mayor

SEAL

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Lisa M. Markland, CMC—Town Clerk