

**COMMITTEE OF THE WHOLE
CITY HALL, THIRD FLOOR
TUESDAY, MAY 25, 2021
8:30 A.M.**

PRESENT: Committee members, Mayor Joe Gibbons, Ralph Prestwood, David Stevens, Ben Willis and Ike Perkins.

STAFF PRESENT: City Manager Scott Hildebran and City Clerk Shirley Cannon.

DEPARTMENT DIRECTORS:

Fire Chief Ken Hair, Recreation Director Kenny Story, Main Street Director Kaylynn Horn, Planning Director Jenny Wheelock, Public Utilities Director Radford Thomas, Public Works Director Jared Wright and Communications Director Joshua Harris.

ABSENT: Mayor Pro-Tem Crissy Thomas and Councilmember Jonathan Beal.

VIA TELECONFERENCE:

Participating via teleconference were Councilman Todd Perdue, Finance Director Donna Bean, Police Brent Phelps.

I. CALL TO ORDER

A. Mayor Joe Gibbons welcomed everyone and called the meeting to order.

II. CITIZEN COMMENT PERIOD

III. COMMITTEE ITEMS

A. Public Utilities: Public Utilities Director Radford Thomas reported on the following items:

- A progress report was given on the Gryphon Dryer which is now operational with the dryer and belt press performing well. Staff is currently waiting on an additional piece of equipment. The last step in this process is a renovation on the sludge tank and it was noted they are operating on all new equipment. A tour will be scheduled in the near future for City Council and Department Directors.
- Crossroads Sewer Replacement – Easements are currently being obtained for this project and bids will be solicited in the near future. This project is designed in two parts (1) replacement of the line under the golf course and (2) on the other side of US Hwy 321 near Hampton Inn. This line will tie into the line at Veridian Apartments and will eliminate the sewer line across Smith Crossroads.
- Brownfield Site (Virginia Street & College Avenue) - Contractors from RCI Demolition have made significant improvements on the cleanup of the former Broyhill Furniture site.
- Director Thomas also reported he is still waiting on notification from the state regarding available funding for the Finley Avenue Project that will address water pressure issues in this area.

- Reported the surrounding areas are becoming dry, but the Catawba Wateree has not sent out any drought information yet.
 - Two Engineering Services Contracts prepared by McGill Associates were approved at the April 19 Council meeting for the Water Interconnect Project and the Water Transmission Main Replacement Project. The Water Interconnect Project will begin soon.
- B. Public Works: Public Works Director Jared Wright reported on the following items:
- The Street Department has received a number of positive comments for the completed streetscape sidewalk project. Flowers and plants have also been planted in the downtown planter boxes along with hanging baskets being placed on the poles.
 - The roads scheduled for paving are complete without any issues occurring.
 - City Council approved two parking lot agreements with United Presbyterian Church and Waterlife Church. Also, a greenway easement has been obtained for the Waterlife parking lot.
 - The City has received an executed Master Encroachment Agreement with Charter Communications. Staff is working with the project manager who is the City's local contact person and will keep the City informed of what is being done.
 - The Hospital Avenue right-of-ways project is ongoing and the City is currently waiting waiting on notification from NCDOT in order to proceed.
 - Removable Bollards: The Building Maintenance Division is in the process of installing removable bollards at several street crossings on the OVNHT section of the greenway. These feature a sleeve that is embedded in concrete and a bollard that drops in and locks into the sleeve. When the bollards are not in use, a flap will close and the top of sleeve is level with the surrounding concrete and/or asphalt, thus allowing it to be driven over by maintenance vehicles and equipment.
 - Positions are currently available in the Street Department and applications are available online at www.cityoflenoir.com or may be picked up at City Hall.
 - Director Wright reported one travel lane has been reduced at the intersection of College Avenue and Mulberry Street for the purpose of widening the parallel parking spaces.
 - Staff will be rebuilding the columns at the entrance sign to Lenoir that is located on Morganton Boulevard.

IV. COMMUNITY DEVELOPMENT

- A. Lenoir Tourism Development Authority: The Lenoir Tourism Development Authority did not meet in May. A meeting has been scheduled for Thursday, June 10 at 4:00 p.m. at City Hall for the purpose of establishing their upcoming budget.
- B. The Lenoir Business Advisory Board (LBAB): The Lenoir Business Advisory Board (LBAB) met on Thursday, May 13. City Manager Scott Hildebran presented the "State of the City" presentation to the Board. Kaylynn Horn, Economic Development Director, reported a cruise-in has been planned for Saturday, July 3 in downtown Lenoir. The downtown farmers market opened in May and is located behind the Caldwell County offices. Their hours are from 7:00 a.m. until 2:00 p.m. every Saturday through December.

In addition, Director Horn reported the Lenoir Legends first ball game will be held on Sunday, June 6 at 7:00 p.m. at Walker Stadium. A link to their full schedule is on the downtownlenoirnc.com website. A summer band concert will be held on Friday, July 9 and

Friday, August 13 on the downtown square. Additional information will be provided. The Caldwell County Chamber of Commerce is currently working on promotion for “Blackberry Themed Activities” along with tickets for free items.

- C. Planning Board: The Planning Board met on Monday, May 24, 2021. Planning Director Jenny Wheelock reported the Board discussed Chapter 18, Streets & Sidewalks and Chapter 19, Subdivisions of the 160D ordinance. Director Wheelock explained these chapters were excluded from the omnibus ordinance that City Council adopted in January 2021 and must be amended prior to July 1, 2021. The proposed changes eliminate duplicate sections between chapters, update reference to statutes that changed with adoption of N.C.G.S. Chapter 160D, streamline the process for approving major subdivisions, clarify that preliminary plats are quasi-judicial, and add a roll for the Technical Review Committee.

Director Wheelock further reviewed the process for quasi-judicial public hearings and stated an amended ordinance will be presented to City Council for their consideration of approval at the June 1 City Council meeting. These amendments will also be sent to MuniCode for codification in the City’s Code of Ordinances.

Next, Director Wheelock reported that Cube Smart Self Storage is opening a new location at 1031 Morganton Boulevard in Lenoir in the near future and a permit for a Highway 55 restaurant has been approved.

- D. Parks and Recreation Advisory Board: The Parks and Recreation Advisory Board did not meet in May. The next meeting is scheduled for Monday, August 16 at 6:00 p.m. at Mulberry Recreation.

Director Story stated the outdoor pool at the Aquatic & Fitness Center will open Memorial Day weekend. He stated hiring certified lifeguards remains a challenge. The Department currently has ten on staff, but needs 20 to 25 additional lifeguards. He emphasized that safety is the number one priority for Staff and Center hours have been modified to accommodate the shortage. In addition, a Memorial Day service will be held on the square on Monday, May 31 from 10:00 a.m. until 11:00 a.m.

Director Story reported the City will have a fireworks display at Optimist Park on Sunday, July 4 at 9:30 p.m., but there will not be any amenities available for the general public. Staff will meet today to discuss the details of this event.

Director Story reported the baseball and softball teams are doing well, but attendance is down slightly. Also, the restroom project at T.H. Broyhill Walking Park will be completed by mid to late June. The improvements project at the former LHS Auditorium is ongoing and a water line was replaced at a cost of \$5,500. Community Development Block Grant (CDBG) funding is paying for this improvements project.

Director Story reported the annual Summer Music Festival will be held this year at the Martin Luther King, Jr. Center in late July. The annual Harambee Festival will also be held in August at the Center. Additional information about these events will be available in the near future.

Councilman Ike Perkins reported that individuals were parking their cars at the end of Robbins Street where the old tennis courts (City property) are located. Director Story stated he would check on the situation today.

E. Financial and Administration

1. Update: Finance Director Donna Bean reported the April Financial Summary was reviewed with Council at the May 20 Budget Review Session and stated the City is on target with its budget. Director Bean stated she is currently working on closing out the fiscal year and commended Department Directors for all their assistance in keeping expenditures down. She reported the City is still waiting on guidance from the federal level regarding how to proceed for the \$3,834,691 in funding the City will receive from the American Rescue Plan. Further, Director Bean mentioned registration and sign up information is available for citizens to being signing up for the new Water Smart program service.

- F. Update; Public Communications: A copy of the April 2021 Communications Report was presented to Council as information.

There were 6 news releases, 99 photos, 1 video, 100 social posts, 22 notify me requests, 30 questions & answers and 5 e-sign ups. The website experienced 37,814 views and reached 78,497 people via Facebook and Twitter. Also, there were 148 new followers and 8 video views.

V. PUBLIC SAFETY

A. Police Department

1. Update: Police Captain Andy Wilson reported their in-service training is complete and two new hires are currently working a shift rotation and another new hire is going through orientation. The Department is also working on closing out year-end projects.

A brief discussion was held regarding the issue of litter at Pizza Hut and Chick-Fil-A as well as on Highway 18 to Highway 321. The Police Department will follow up on this issue. Planning Director Wheelock reported this parking lot will soon be under construction which may help with the litter problem.

B. Fire Department

1. Update; 2021 Quarterly Report: Chief Hair presented the Quarterly Report for January, February, and March. (Refer to the copy of the Quarterly Report attached to these minutes for the full report and it is also available on the City's website at www.cityoflenoir.com).

Chief Hair shared Staff were on scene at the 3-alarm fire that occurred on February 23 at the Thrift Store in Whitnel for approximately 8 hours for suppression efforts and remained on the scene throughout the next day for fire investigations efforts. The fire did major damage to the structure and affected all four businesses located there.

Chief Hair further shared an article was published in the NFPA Journal on February 22, 2021 from the commercial structure fire on Virginia Street at the (former Broyhill Occasional Plant 1) that occurred in January 2019. A story was published about global fire dangers when buildings are undergoing construction, alteration or demolition and an aerial photo from the Department's suppression efforts was published in their Journal.

Other major events from the report include how the Department assisted Samaritan's Purse, Boone, NC, set up a mobile 30-bed field hospital beside of Caldwell Memorial in January to help with the influx of COVID positive patients. The Department further assisted them in breaking down the hospital in February.

Chief Hair shared the Department entered into a contract agreement with Caldwell County to perform fire inspections for each entity due to the retirement of Roger Barlow, Fire Marshall. The Department has responded to 293 medical calls in 2021 and participated in a total of 4,991 training hours during the first quarter. Additional statistics are included in the report.

Chief Hair also reported concrete and asphalt has been poured at Stations 2 & 3 to address needed repairs. As information, he mentioned the Department currently has a 4-minute response time from the time they receive the call for service. Also, he briefly mentioned Air Quality Control is working to find the source of an odor that has been occurring recently at the location of Blue Ridge Energy and Excelsa on Highway 321.

VI. OTHER

- A. June Calendar: By consensus of the Council, the calendar for the month of June was approved listing various committee meetings.

VII. Adjourn:

There being no further business; the meeting was adjourned at 10:28 a.m.

Attachments

April Communications Report

April 2021 Communication Report

By Joshua Harris, Director, Communication & Public Information 5/5/2021

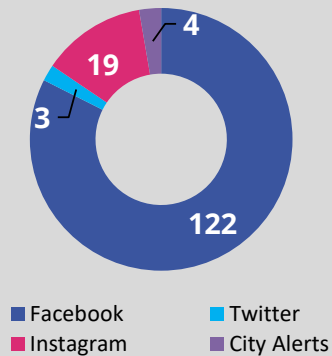
CONTENT CREATION

News Releases	Photos	Videos	Radio Spots	Social Posts	Notify Me	Q&A	eSign
6	99	1		100	22	30	5

PUBLIC ENGAGEMENT

New Followers

148



Social Reach

78,497

Facebook	72,740	
Twitter	5,536	

Video Views

8

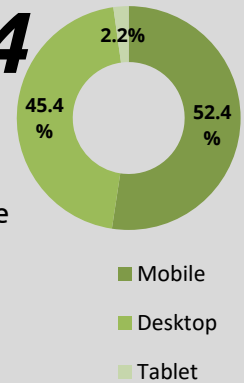
Facebook	
YouTube	8

Website Views

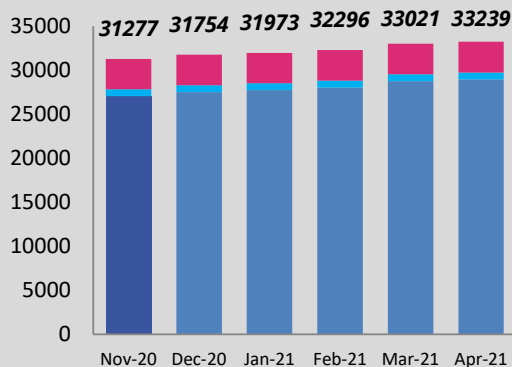
37,814

Top Pages

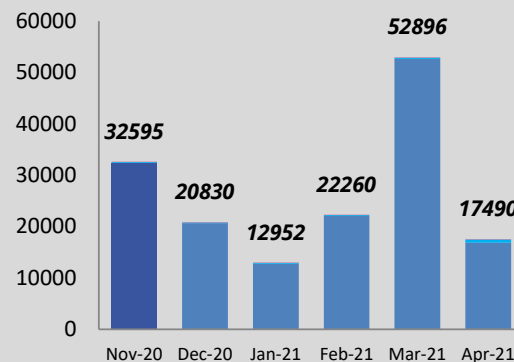
- 1 Payment Options
- 2 Water & Sewer Service
- 3 Jobs
- 4 Garbage Collection
- 5 Police
- 6 Parks & Recreation
- 7 LAFC



Total Followers

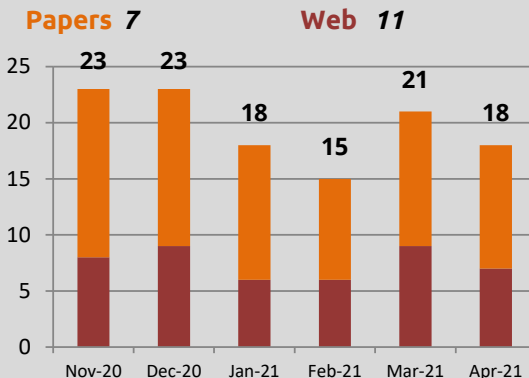


Social Engagement



Media Coverage

18





Top Facebook

Reach: The number of people who saw the post on their feed

Engagements: Reactions, comments, shares, photo/video views, and clicks

Total Facebook Followers

28,938

Last Month 28,816

Gain 122

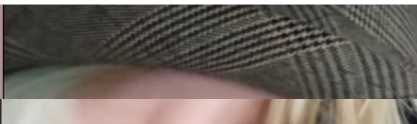
City of Lenoir Police Department
Published by CI Div · April 1 ·

The Lenoir Police Department is seeking the public's assistance to locate a missing person. April Reid was reported missing by family members and investigators have been unable to locate her. If you have information about her current location, please call the Lenoir Police Department Communications Center at 828-757-2100 at any time, day or night.

If you have other information related to this case, please contact us in one of the following ways:

1. Anonymously by calling Lenoir/Caldwell County Crime Stoppers at 828-758-8300.
2. By calling the investigator at 828-757-2172.
3. By Facebook sending a message.

April Michelle Reid
Age: 36
Height: 5'05"
Weight: 110 lbs
Hair: Blonde
Eye Color: Green



35,522 People Reached 2,741 Engagements 14 Comments 779 Shares

Boost Post

	Paid	Organic	Rate
Reach		35,522	
Engagements		2,741	8%
> Comments		14	
> Shares		779	

City of Lenoir Fire Department is with Billy Safford and 4 others.
Published by Tucker Price · April 5 at 5:12 PM ·

This morning Lenoir Fire held a Promotional and Pinning Ceremony to recognize the promotions of several members as well as our new full time hire!

Members Promoted were as follows;

Lieutenant Keith Owens promoted to Battalion Chief

Driver/Operator Billy Safford promoted to Lieutenant of Engine 2, C-Shift

Firefighter BT Simmons promoted to Driver Operator of Ladder 1, C-Shift

New hire John Bard will be B shift, Headquater's new hire

Please give these gentlemen a well deserved congratulations as well as sending them your thoughts and prayers as they settle into their new positions!



6,868 People Reached 1,883 Engagements 85 Comments 15 Shares

Boost Post

	Paid	Organic	Rate
Reach		6,868	
Engagements		1,883	27%
> Comments		85	
> Shares		15	

City of Lenoir, NC Government
Published by Joshua Harris · April 16 at 1:10 PM ·

Congrats to Exela Pharma Sciences on receiving a \$500,000 grant from [North Carolina Department of Commerce](#) Rural Infrastructure Authority (RIA). The grant will support the reuse of a warehouse located at 1170 West Ave. NW in [Downtown Lenoir](#). Exela CEO Phaneesh Koneru said the company will create a cGMP warehouse (Current Good Manufacturing Practice) at their new location. Exela plans to create 50 jobs while investing \$1,350,000 in the project. Read more on the [News-Topic](#) website at <https://bit.ly/3tpQJUh>. [Caldwell County Economic Development Commission](#)



6,254 People Reached 705 Engagements 7 Comments 41 Shares

Boost Post

	Paid	Organic	Rate
Reach		6,254	
Engagements		705	11%
> Comments		7	
> Shares		41	



Top Tweets

Impressions: Times people saw this Tweet on Twitter

Engagements: Times people interacted with this Tweet

Total Twitter Followers

793

Last Month

790

Gain

3



City of Lenoir, NC @CityofLenoir

The @ONSLBaseball is bringing summer baseball back to Walker Stadium in @DowntownLenoir ! Read more at <https://bit.ly/3sYU0sG> .
<pic.twitter.com/pyOKtCxGnA>

Impressions	3,791
Total engagements	523
Media engagements	385
Link clicks	50
Profile clicks	29
Likes	26
Detail expands	25
Retweets	8



City of Lenoir, NC @CityofLenoir

The City of Lenoir recently repaved several streets around town and contractors have more to do. The Public Works Department also plans to pave more greenway soon. Read more at <https://bit.ly/3a4dHJh> .
<pic.twitter.com/fVP25JtJRp>

Impressions	168
Total engagements	18
Media engagements	10
Link clicks	4
Likes	2
Detail expands	2



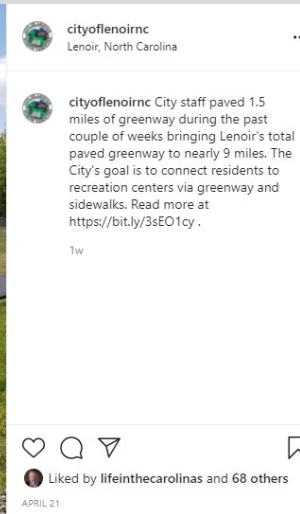
Top Instagram

Likes: The number of people who liked the post on their feed

Total Instagram Followers

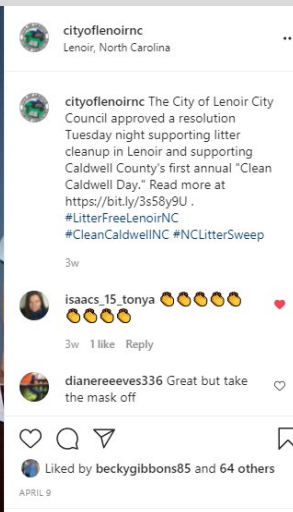
3,508

Last Month 3,489 Gain 19



Likes
Comments

69
n/a



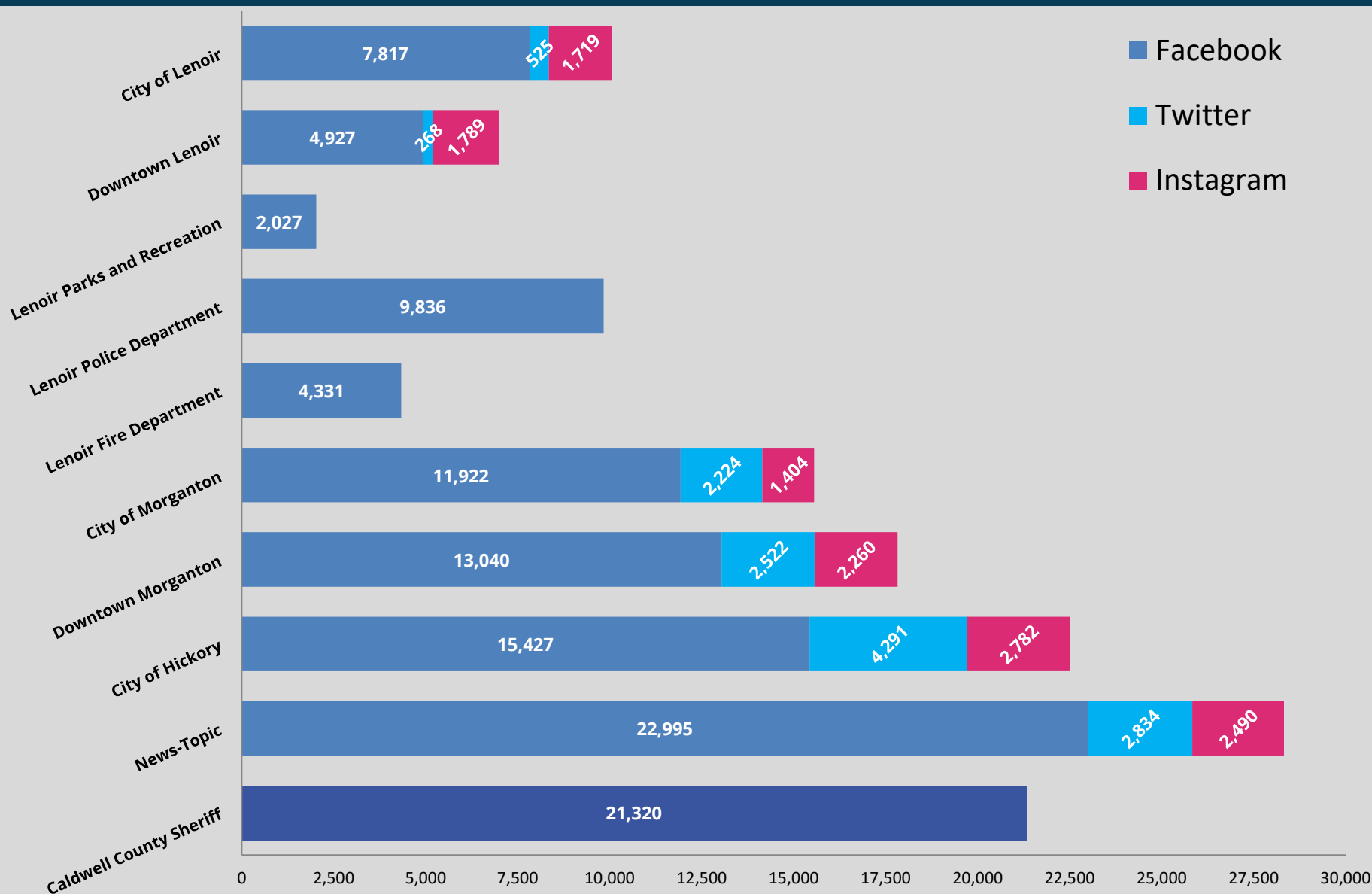
Likes
Comments

65
5



Social Comparison

The chart below compares Lenoir's social accounts with surrounding organizations.





Questions and Form Requests

30

Bulk Garbage 101

Garbage Pickup 39

Cart Issue 11

Extra Cart 14

Payment Plan

Records Request

Total Requests 165

I email on 12-3-20 about the dogs and garbage at the home at 1029 nuway circle Joshua Harris sent me a want to set up a payment plan

Last week a City truck came by and mutilated my cypress trees. I assume they had grown out so far that i calling for mom's account, all I need is a phone number change

Needing yard waste pick up

I have a beige wooden cabinet with glass that has been water damaged and needs to be hauled away, but I am not able to get it to the curbside.

The street light is out It's down from 1217 piedmont drive nw. The street light is in the curve

title, leans, defaults, payments of taxes for 1320 Idlewood St. SW

I'm trying to get a copy of my septic tank layout.

Could you tell me who to contact? It's concerning the trash qt the burnt store on Hwy 18 and the turn onto Playmore Beach Road.

I am currently a resident of McRary Creek Rd in Lenoir. I have lived here for several years and have noted a home on the road which appears to be an a wanting to buy residence at 1320 Idlewood St. SW

abandoned residence at 1320 Idlewood St.

Hi! I'm looking to apply for a job (concession worker/ fitness monitor) and I was just wondering what the minimum age is you guys hire!

I am wondering on how to turn in an application to Lenoir Fire department.

My driveway off Lower Creek Dr has become a deep, rutted ditch from the mail carrier dropping off the pavement to deliver the mail

Will [the compost giveaway] be available any other days coming up?

Han do you guys plan on bringing business that give our youth things to do?

Is the mulberry Rec center open yet

I work with a company that designs mobile apps

like to see about getting my trash picked up

Hi, I am a Trainer and Recruiter for Youth Villages. I wanted to reach out to see if you would be interested in putting us in your newsletter or on the ca uncertain as to whether they had the litter pickup last Saturday

we had spring cleanup and haven't come picked up stuff beside the curb

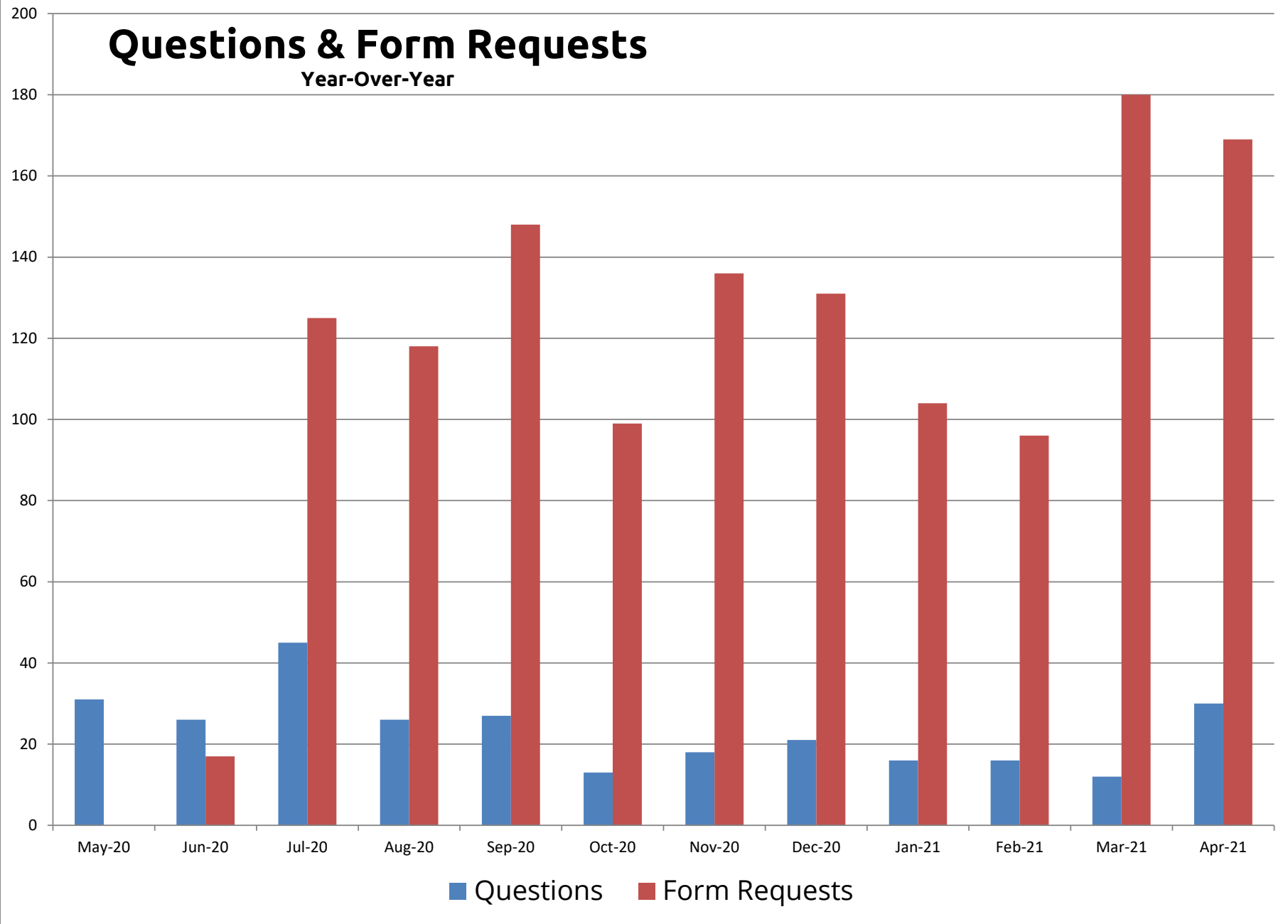
trying to find out if the CoL is going to have cruise ins in May

I have 2 questions first, are there any ordinances about feeding wildlife, specifically Deer , in the City? 2 nd are there any restrictions on apiaries in the Looking to get my electricity hooked up by 4/30/2021 and need assistance.

I have to contact you all several times a year to get you to have the lady (Bessie Goins) that owns the property across from me to maintain and trim th The water drainage ditch at the end my driveway next to the street has washed away part of my yard.

Questions & Form Requests

Year-Over-Year



REQUEST TO SURPLUS CITY PROPERTY



Department Requesting Disposal of Surplus Property	
Date of Request	6/8/2021
Department Name	Police Department
Contact Name	Chief Brent Phelps
Phone	828-757-2100

ITEM	QTY	CODE*	SERIAL/VIN #	MAKE	MODEL YEAR	MILEAGE/ MACHINE HOURS	REASON FOR REQUEST	CURRENT LOCATION OF THE ITEM	ORIGINAL PURCHASE PRICE	DATE OF PURCHASE	ESTIMATED SALVAGE VALUE	ITEM IN WORKING ORDER Y/N	APPROVED TO LIST ON GOVDEALS
Sig Sauer Pistol	1	S1	G403227	Sig Sauer			Retirement	PD	\$788.00		\$ 275.00	Y	☐
													☐
													☐
													☐
													☐
													☐

* Please enter one CODE per item: (S1) Obsolete (S2) Too Costly to Maintain (S3) Beyond Repair (S4) Cannibalized

APPROVED BY	DATE

ITEM	DATE OF SALE	SELLING PRICE	DATE OF DEPOSIT	BUDGET CODE FOR DEPOSIT	DATE ITEM REMOVED FROM INVENTORY		BY WHOM - SIGNATURE	DATE ITEM REMOVED FROM INSURANCE	BY WHOM - SIGNATURE	DATE TAG CANCELLED OR TRANSFERRED	BY WHOM - SIGNATURE

ALL SURPLUS ITEMS ARE LISTED ON GOVDEALS IN ACCORDANCE WITH CITY OF LENOIR RESOLUTION NO. 6-2007, NC GENERAL STATUTES 160A-270 AND NCGS 160A-270 (c)