

Salisbury, North Carolina
March 21, 2023

REGULAR MEETING

PRESENT: Mayor Karen K. Alexander, Presiding; Mayor Pro Tem Tamara Sheffield, Council Members Harry McLaughlin, David Post, and Anthony Smith; City Manager Jim Greene, Jr., City Clerk Connie Snyder; and City Attorney J. Graham Corriher.

ABSENT: None.

Salisbury City Council met in Council Chambers in City Hall located at 217 South Main Street. The meeting was called to order by Mayor Alexander at 6:15 p.m. A moment of silence was taken.

PLEDGE OF ALLEGIANCE

Mayor Alexander led participants in the Pledge of Allegiance to the United States flag.

ADOPTION OF THE AGEND / CHNAGES TO THE AGENDA

Mayor Alexander noted the following changes to the Agenda:

Postpone Item 11 – Council to receive an update regarding the Bell Tower Green Park from Bell Tower Green, Inc.

Thereupon, Councilmember Post made a **motion** to adopt the Agenda as amended. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

RECOGNITION – SALISBURY HIGH SCHOOL GIRL’S VARSITY BASKETBALL TEAM

Mayor Alexander and Council recognized the Salisbury High School Girls’ Basketball Team for winning the 2A State Championship. Mayor Alexander read a Proclamation proclaiming March 21, 2023, as Salisbury High School Girls’ Basketball 2A State Championship Day and presented a copy of the Proclamation to each team member and coach.

Mayor Alexander and Council congratulated the team and stated they are looking forward to another successful season.

RECOGNITION – 2023 NORTH CAROLINA MAIN STREET AWARDS

Downtown Development Director Sada Troutman recognized Salisbury Parks and Recreation Department for receiving Best Outdoor Space Improvement and Main Street Champion Awards at the 2023 North Carolina Main Street Conference.

Council congratulated the Parks and Recreation Department for its achievements and thanked them for their work and dedication to the City.

PROCLAMATIONS

Mayor to proclaim the following observance:

WEEK OF THE YOUNG CHILD

April 1-7, 2023

ONLINE ARTICLE CLARIFICATION

Mayor Alexander stated City Staff is aware of online articles posted in *The Guardian* and *Raw Story* publications that mention Salisbury. Interim Police Chief Brian Stallings explained the incident noted in the article took place outside the City limits, and the Salisbury Police Department was not the responding law enforcement agency. Communications Director Linda McElroy noted staff has reached out to the journalists requesting a correction to their articles

CONSENT AGENDA

- (a) Minutes

Approve Minutes of the meeting of February 21, 2023 and the regular meeting of March 7, 2023.

(b) Budget Ordinance Amendment – Public Art Commission Revenue

Adopt a budget Ordinance amendment in the amount of \$17,070 to appropriate revenue for the Public Arts Commission including \$5,000 for the Sculpture Show and \$2,000 for the 2022 Paint the Pavement Project.

ORDINANCE AMENDING THE 2022-23 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE PUBLIC ART REVENUES.

(The above Ordinance is recorded in full in Ordinance Book No. 31 at Page No. 101, and is known as Ordinance 2023-21.)

(c) Budget Ordinance Amendment – Parks and Recreation Donations

Adopt a budget Ordinance amendment in the amount of \$13,625 to appropriate additional revenue to be used for expenses related to the pickleball court fencing project located at City Park, West End community garden, parks and recreation programs, and trail maintenance.

ORDINANCE AMENDING THE 2022-2023 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE PARKS AND RECREATION DONATIONS.

(The above Ordinance is recorded in full in Ordinance Book No. 31 at Page No. 102, and is known as Ordinance 2023-22.)

(d) Voluntary Annexation – The Wilde Subdivision

Receive the Certificate of Sufficiency for the voluntary annexation of The Wilde subdivision, Tax Map 330 Parcels 021 and 040 and adopt a Resolution setting the date of the public hearing for April 4, 2023.

RESOLUTION SETTING DATE OF PUBLIC HEARING ON QUESTION OF THE ANNEXATION OF THE WILDE SUBDIVISION, PARCELS 330 021 AND 330 040 PURSUANT TO G.S. 160A-31.

(The above Resolution is recorded in full in Resolution Book No. 17 at Page No. 7-8, and is known as Resolution 2023-05)

(e) Resolution – Alley Closing

Adopt a Resolution declaring the intent to permanently close an alley located in the 400 block of East Council Street and set a public hearing for April 18, 2023.

RESOLUTION PERTAINING TO THE PROPOSED CLOSING OF AN ALLEY IN THE 400 BLOCK OF EAST COUNCIL STREET.

(The above Resolution is recorded in full in Resolution Book No. 17 at Page No. 9, and is known as Resolution 2023-06)

(f) Right-of-Way Encroachment

Approve a right-of-way encroachment by AT&T for the installation of underground fiber along the following streets within the Hidden Creek and Saddle Brook subdivisions: Hidden Creek Circle, Hidden Creek Drive, Pondview Drive, Court Side Drive, Arabian Lane and Kern Drive in accordance with Section 11-24(27) of the City Code.

Councilmember McLaughlin referenced item c, and he thanked everyone who donated to the Parks and Recreation Department. He added it has been a pleasure working with Parks and Recreation Director Nick Aceves and staff.

Thereupon, Councilmember McLaughlin made a **motion** to adopt the Consent Agenda as presented. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

PUBLIC COMMENT

Mayor Alexander opened the floor to receive public comments.

Ms. Dee Dee Wright asked Council to consider new signage in the City. Mayor Alexander noted staff is working with Google to correct the Google Maps error regarding the location of City Hall. She added the current map takes drivers to a site in Granite Quarry.

There being no one else to address Council, Mayor Alexander closed the public comment session.

LOCAL HISTORIC LANDMARK DESIGNATION – MARY STEELT SCALES HOUSE

Planning Director Hannah Jacobson and Planner Emily Vanek asked Council to consider adopting an Ordinance designating the Mary Steele Scales House located at 126 East Steele Street as a Local Historic Landmark.

Ms. Jacobson explained in 2017 the City formalized a Historic Landmark Program. She added since the program was created six local landmarks have been adopted by Council. She noted in 2020 Council asked staff to review the Ordinance and provide clarity regarding Local Historic Landmark designations. She commented the Mary Steele Scales House is the first application considered under the revised Ordinance.

Ms. Vanek stated the home is classified as pivotal to the North Main Street Local Historic District and North Main Street National Register Historic District, meaning it significantly adds to the district's historical integrity. She stated the house was built in 1893 in the Victorian Style and Architect George Barber was known as one of the most successful residential architects of the late Victorian Period. She displayed photos of the Mary Steele Scale House and the property.

Ms. Vanek explained a Local Historic Landmark is an outstanding example of a historic resource and is intended to be recognized for its architectural integrity. She commented that a landmark in the property category must have special significance in association with historic events or with people important to the City's history, architecture, or archaeology. She stated the property must possess all seven aspects of integrity including design, setting, location, materials, workmanship, feeling, and association.

Ms. Vanek stated staff finds that the Mary Steele Scales house retains special significance, and she added staff also finds the application retains all seven aspects of integrity.

Ms. Vanek commented the designation includes only the exterior features of the house, and she indicated the garage, gazebo, and picket fence were excluded since they were built later and did not have a connection with Mr. Barber. She added for the home's interior, the heart pine floors, bead board ceilings, wainscoting, and molding are listed along with original features, including built-in shelving, four fireplaces, and the staircase.

Ms. Vanek stated the application was submitted to the State Historic Preservation Office (SHPO) for its review and comment, and on December 3, 2021 SHPO's response was received and provided to the applicant. She noted at its February 10, 2022 meeting the Historic Preservation Commission (HPC) found that the Local Historic Landmark pre-application for the Mary Steele Scales house may qualify as a Local Historic Landmark. She added the applicant conducted additional research and brought the final application to the HPC at its March 9, 2023 meeting. She noted the HPC held a public hearing and found that the Mary Steele Scales house retains special significance and satisfies all seven aspects of integrity worthy of landmark designation.

Mayor Alexander convened a public hearing after due notice regarding the proposed Local Historic Landmark designation.

Mr. Gene Goetz, owner of the Mary Steele Scales house, asked Council to consider adopting an Ordinance designating the home as a Local Historic Landmark. He explained the application rests on George Barber, a prolific architect in the Victorian Era.

Ms. Catherine Gardner stated she has worked as a preservation planner for over five years and believes the Mary Steele Scales house should be designated as a Local Historic Landmark due to three observations. She noted the house is a rarity in George Barber's earlier designs, and the Steele and Scales families are essential to history in Salisbury and the State of North Carolina. She noted the application is the first Local Landmark request in the North Main Historic District, and approving the application would send a message of support to the North Main neighborhood.

Mr. Andrew Walker spoke in favor of designating the Mary Steele Scale House as a Local Historic Landmark.

There being no one else to address Council, Mayor Alexander closed the public hearing.

Thereupon, Mayor Pro Tem Sheffield made a **motion** to adopt an Ordinance designating the Mary Steele Scales House located at 126 East Steele Street in Salisbury, North Carolina as a

Local Historic Landmark. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ORDINANCE DESIGNATING THE MARY STEELE SCALES HOUSE, LOCATED AT 126 EAST STEELE STREET IN SALISBURY, NORTH CAROLINA, AS A LOCAL HISTORIC LANDMARK.

(The above Ordinance is recorded in full in Ordinance Book No. 31 at Page No. 103-105, and is known as Ordinance 2023-23.)

UPDATE – BELL TOWER GREEN PARK

This item was postponed.

UPDATE – DIVERSITY EQUITY INCLUSION INITIATIVES

Human Relations Director Anne Little addressed Council regarding Diversity, Equity and Inclusion (DEI) initiatives throughout the City. She noted in August a comprehensive report will be completed regarding what is being done in the City and the community to promote DEI.

Ms. Little reviewed the FY2022-2023 priorities, and she pointed out the Human Relations Commission (HRC) Ordinance has been updated. She added the HRC is working on the Elizabeth Duncan Koontz Humanitarian Awards program which will take place on May 11, 2023. She stated with pending appointments the HRC is close to a full commission, and it will plan its retreat once the commission is complete. She commented HRC members will participate in the North Carolina Human Relations Conference that will take place in Winston-Salem on March 28, 2023.

Ms. Little stated the Management Team completed training in February, and training for next level leaders and supervisors will take place this week. She pointed out DEI is working with Human Resources on a report that will compare staff to the demographics of the City. She added DEI supports other departments and is collaborating with Planning staff regarding housing and fair housing. She noted a Fair Housing “Lunch and Learn” will take place on April 26, 2023 in Council Chambers. She indicated DEI continues to work with WPR Consultants on strategic initiatives.

Ms. Little referenced community events that are supported by DEI:

- Minority Business Trade Show will take place on April 27, 2023
- Cultivating Community Conversations
- West End Byrne Grant
- Leadership Rowan Presentation
- Rotary Club of Salisbury Presentation
- Support for Special Community Programs
- National Night Out and Resource Fairs
- Upcoming festivals and events

Ms. Little stated staff traveled to Lexington to provide support for its Human Relations Council and will participate in the DEI presentation at the North Carolina Transit Association Conference. She added staff took part in a study of local government DEI initiatives conducted by the School of Government and will participate in Rowan-Cabarrus Community College's Guide Conference. She indicated staff will continue with trainings, education and facilitation.

City Manager Jim Greened thanked Ms. Little for her leadership and the work that is being done in the organization and the community. He thanked WPR Consulting for its work with the City.

Councilmember Smith commended staff for its work to promote DEI and to shift historical patterns that have existed in this community and across the nation for centuries. Mayor Alexander thanked Councilmember Smith for his service as Council liaison to the HRC.

PAVING CONTRACTS – NJR GROUP INC.

Public Works Director Chris Tester reviewed the City's pavement condition survey and a Capital Improvement Plan (CIP) coordinated with SEPI, a division of TranSystems. He noted the last pavement rating took place in 2008, and he added this survey rated 171 miles of road and 51 City maintained parking lots. He pointed out the CIP was developed for the next four years to include both resurfacing and pavement preservation methods. He indicated the plan developed was used for establishing the 2023 paving list and created a unit based bid that opened on February 23, 2023.

Mr. Tester presented the paving list for the mill and fill sections of the paving project. He also provided the paving list for the thin lift paving projects. He presented a map of the streets on the paving lists, and he indicated the streets were chosen based on science and getting streets into the 25-year time frame.

Engineering Technician Ben Parker explained maintenance is needed on a one mile portion of the Greenway, and he referenced a map of the area that is planned to be resurfaced. He pointed out the maintenance will cost \$50,000 and was not included in the pavement study.

Councilmember Post asked if all of the streets on the 2023 paving lists will be resurfaced for the amount requested. Mr. Tester agreed.

Mayor Alexander commented it is economically feasible to do more roads at one time. Mr. Tester agreed, and he added the contractor would have more streets to complete at one time.

Mayor Pro Tem Sheffield asked if the consultant provided the paving lists. Mr. Tester indicated they did, and he noted it was the intent of the pavement study to look at the prospect of using the funds as efficiently as possible.

City Manager Jim Greene questioned how staff will notify the neighborhoods about the resurfacing. Mr. Tester commented staff will generate a letter, go door-to-door, and put up signs

to notify the neighbors of the upcoming resurfacing. He added staff will work with the Communications Department to provide information to the public.

Councilmember McLaughlin asked when the paving project will begin. Mr. Tester noted the contractor will begin once the request is approved with a completion date of May 31, 2023.

Thereupon, Councilmember Post made a **motion** to award contracts to NJR Group Inc. for a unit-based contract in the amount of \$869,540.88 for street paving and a unit based contract in the amount of \$50,000 for paving portions of the Greenway. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

CONTRACT RENEWAL – ATLANTIC COAST CONTRACTORS, INC.

Salisbury-Rowan Utilities (SRU) Assistant Director Jason Wilson pointed out SRU started rehabilitation projects in 2018 and a second contract was approved by Council last year. He noted change orders have been issued and a second renewal for SRU's first contract. He added the request is for a first renewal for the second contract.

Mr. Wilson reviewed Sanitary Sewer Rehabilitation Projects that have been completed since 2018:

- 11 miles of sewer lines cleaned and video graphed
- Over 7.3 miles of Cured-In-Place Pipe installed
- 176 sewer line point repairs completed
- 61 manholes installed, repaired or raised
- 717 feet of gravity sewer relayed
- 688 feet of new gravity sewer constructed
- 240 feet of gravity sewer line pipeburst
- 68 sewer laterals replaced
- 2 aerial sewer crossings
- Over \$3 million invested since FY2018

Mr. Wilson noted funding is included in the budget to renew the contract, and he added the goal is to keep stormwater and rainwater out of the sewer plant.

Thereupon, Councilmember Smith made a **motion** to authorize the City Manager to execute a contract renewal with Atlantic Coast Contractors, Inc. in the amount of \$1,050,000 for construction expenses related to the Sanitary Sewer Rehabilitation Project – Contract 2. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

Tree Board

Upon a motion by Councilmember McLaughlin. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post, and Smith voting AYE, the following reappointment was made to the Tree Board:

Ms. Tiffany Page

Term Expires 3/31/2026

CITY MANAGER'S REPORT

City Manager Jim Greene asked Mayor Alexander and Councilmember McLaughlin if their questions and concerns regarding the development of an Affordable Housing Task Force were addressed during the meeting they had with staff. Mayor Alexander and Councilmember McLaughlin agreed. Mayor Alexander pointed out staff will prepare a Request for Proposal (RFP) to bring to Council for its consideration. She added staff did a great job addressing their questions and concerns.

COUNCIL COMMENTS

Councilmember Post pointed out a pickleball camp for youth aged 10 to 15 will take place the week of June 12, 2023 in partnership with the Parks and Recreation Department and the YMCA. He noted if there is a high demand another camp will take place the following week.

Councilmember Post noted Rufty Holmes Senior Center has a volunteer income tax assistance program where incomes tax returns are completed for free. He indicated walk-ins are taken on Wednesdays from 9:00 a.m. until 3:00 p.m. and on Thursdays from 9:00 a.m. until 12:00 p.m.

MAYOR PRO TEM'S COMMENTS

Mayor Pro Tem Sheffield noted community forums regarding Council's election process will take place on Thursday, March 30, 2023 at 6:00 p.m. at the Civic Center; Monday, April 17, 2023 at 6:00 p.m. at the Miller Recreation Center; and April 20, 2023 at 6:00 p.m. at the Park Avenue Community Center. She indicated the meetings are a chance for the community to provide feedback regarding Council's overall election process.

Mayor Pro Tem Sheffield thanked Mayor Alexander for proclaiming Transgender Day of Visibility at the last Council meeting. She pointed out Salisbury Pride will host an Authentic Lives event on March 31, 2023 at Mean Mug in downtown from 6:00 p.m. until 9:00 p.m.

Mayor Pro Tem Sheffield congratulated the Downtown Salisbury, Inc. Board and staff for its hard work and for being recognized at the North Carolina Main Street Conference. She also congratulated the Salisbury High School Varsity Girls' Basketball Team for its championship win, and she asked everyone to pull for the Catawba Girls' Basketball Team in its journey to the NCAA final four in basketball.

MAYOR'S ANNOUNCEMENTS AND COMMENTS

(a) BlockWork Applications

Mayor Alexander announced applications are being accepted for neighborhood participation in the 2023 BlockWork event scheduled for Saturday, October 28, 2023. Applications and guidelines are available online at www.salisburync.gov/BlockWork. The deadline to submit an application is May 1, 2023. For more information contact Alyssa Nelson at 704-638-5235 or email blockwork@salisburync.gov.

(b) Tree Give-a-Way

Mayor Alexander announced the Community Appearance Commission and Tree Board will host a tree give-away Saturday, March 25, 2023 from 10:00 a.m. until noon at Town Creek Park located at 702 East Monroe Street. For more information contact Alyssa Nelson at 704-638-5235 or Stephen Brown at (704) 638-4881.

ADJOURNMENT

Motion to adjourn the meeting was made by Councilmember Post. Mayor Alexander, Mayor Pro Tem Sheffield and Councilmembers McLaughlin, Post and Smith voted AYE. (5-0)

The meeting was adjourned at 7:50 p.m.



Karen Alexander, Mayor



Connie B. Snyder, City Clerk