



Municipal Building Council Chamber

**Minutes of the Burlington
City Council Work Session
425 S. Lexington Avenue, Burlington, NC
5:00pm - Monday, July 19, 2021**

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Council Members Present:

Mayor Ian Baltutis
Mayor Pro Tem Kathy Hykes
Council Member Robert Ward
Council Member Harold Owen
Council Member James Butler

Council Members Absent: None

Staff Present:

City Manager, Hardin Watkins
City Attorney, David Huffman
Interim City Clerk, Beverly Smith

Scott Bibler, Cheryl Brown, Chris Gaddis, Eric Kerns, Nolan Kirkman, Todd Lambert, Morgan Lasater, Tony Laws, Jay Mebane, Mike Nunn, Bob Patterson, John Vernon and Russell Williams.

Mayor Baltutis presided over the meeting beginning at 5:04pm.

Presenters Present: Mark Adams, Steven Bobo (Duke Energy Carolinas, LLC)

Media Present: Tomas Murawski, Alamance News

A) Ed Thomas Water Treatment Plant – On-Site Generation Service Agreement

Water Resources Director Bob Patterson presented on a proposed project to install emergency back-up power at the Ed Thomas Water Treatment Plant. He explained the proposed project includes a 10-year contract at \$22,075 per month. He reported Duke Energy will design, hire contractor to install, maintain, fuel, obtain permits and remotely monitor to dispatch a priority crew should there be a power outage to the plant. He explained upon renewal, Duke Energy replaces the generator and switchgear which will likely need to be replaced 10-15 years. He informed Council that Steven Bobo and Mark Adams, Duke Energy Carolinas, LLC, were in attendance to respond to any questions.

Mr. Patterson requested City Council approve an addition to the July 20, 2021, City Council consent agenda.

Council Member Ward made motion, seconded by Council Member Butler, to place an addition to the July 20, 2021, City Council Meeting consent agenda. The motion carried unanimously.

B) Sewer Request – 1622 Flora Avenue

City Engineer Todd Lambert informed City Council of a request received in the Engineering Department from Javed and Ghazal Masoud, managers of Mass Family of Graham, NC, LLC, to extend public sewer to their property at 1622 Flora Avenue. He provided a brief background of the installation of sewer by Alamance County in 1988-1989 as part of CDBG grant funds. He reported the property is currently connected to the city water but has an onsite septic system and that system is failing leaving two options which involve the owners making a request to extend sewer services outside the corporate limits or maintain the failing septic system pumping the system bi-weekly. He explained the property is listed as a group home for two structures located on property 1620 and 1622 Flora Avenue. He noted the owners are in attendance to respond to any questions to their request for city sewer services. He reported City staff recommends placing an addition to the July 20, 2021, City Council Meeting consent agenda to consider approval of extension of sewer to serve their property provided they meet all the applicable Codes and Engineering Standards of the City of Burlington and NCDEQ including the filing of a voluntary annexation agreement prior to connecting to the sewer extension.

Mayor Pro Tem Hykes made a motion, seconded by Council Member Owen, to place an addition to the July 20, 2021, City Council Meeting agenda for formal consideration. The motion carried unanimously.

C) Right of Way Abandonment Request – Kirkpatrick Road

City Engineer Todd Lambert presented a request from Chad Porterfield, of ChadCo Builders and Montgomery Assets, LLC, to abandon the unopened right-of-way (ROW) off Kirkpatrick Road and opposite Saconn Drive. He reported this unopened and unnamed ROW was platted as part of Plat Book 14 page 77 but was not constructed as a public road. He explained it shows up on subsequent Plats in Plat Book 42 page 28 and Plat Book 52 page 85. He reported it functions as part to the adjoining properties parking and driveway entrance and is not maintained by the City. He stated there are no public water lines in this section of ROW. He reported City staff recommends the abandonment of this unopened ROW per requirements and procedure laid out in NCGS 160A-299 and he asked City Council to consider placing an addition on the July 20, 2021, City Council Meeting to adopt a Resolution of Intent to abandon the ROW and set a date of public hearing for August 17, 2021.

Council Member Ward made a motion, seconded by Council Member Butler, to place an addition to the July 20, 2021, City Council Meeting to adopt a Resolution setting a date of public hearing for August 17, 2021. The motion carried unanimously.

D) Belong in Burlington Neighborhood Group Program

Community Engagement Manager Morgan Lasater provided an overview of a new community program that is being proposed for community members seeking to start a new community group to help in their neighborhood. She reported research was conducted with the help of Bobby Davis, Burlington Police Department, NC Fellow, Louis Sholar, along with some already established Burlington community groups, interviews were conducted with current groups, and research was conducted from other communities to seek additional guidance on how to form a proposed program at the City of Burlington.

Ms. Lasater shared the following highlights of a proposed plan lead by Community Engagement working with existing staff from the City Manager's office and Community Engagement staff for a pilot season of the Belong in Burlington Neighborhood Groups Program:

- A registration process for those interested in registering their neighborhood group

- Recognition opportunity at Work Session or City Council Meetings
- City will provide a Resources Kit
- Design Regular touchpoints and check-ins throughout the calendar year
- Annual Summit to bring group leaders together from across all of Burlington
- Explore the possibility of grant program

Ms. Lasater explained following research a plan was formulated on how we as a city, with resources we have, could support a program that might help neighborhood groups to strengthen themselves. She elaborated on the proposed annual summits which would include a guest speaker and event to allow community groups to come together outside of National Night Out that's typically held in August each year targeting a time frame of January or the spring of each year.

City Manager Watkins commented on Morgantown meetings at a community church where there was interest in hearing from Code Enforcement to open the dialogue there.

Following a brief discussion, Council consensus was for City staff to continue seeking ways to provide resources of the proposed program plans and supported the idea as a good point of entry in supporting community groups.

E) Boards and Commissions Reports

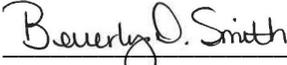
- Planning and Zoning Commission – None
- Traffic Commission – None
- Public Transit Advisory Commission (PTAC) - None

There were no reports given.

F) City Manager Report

City Manager Hardin Watkins welcomed Interim Police Chief Eric Kerns and Interim Assistant City Manager Cheryl Brown in attendance for their first in-person session.

Upon a motion by Council Member Ward, it was resolved unanimously to adjourn at 5:31pm.


 Beverly D. Smith, NCCMC
 Interim City Clerk

July 19, 2021
 Work Session