

Edenton Town Council Minutes
September 12, 2023

The Edenton Town Council met in regular session on Tuesday, September 12, 2023 at 6:00 p.m. in the Council Chambers. The following members were present: Mayor Jimmy Stallings, Councilman Elton Bond, Councilman Roger Coleman, Councilman Aaron Coston, Councilman Samuel Dixon and Councilman Craig Miller. Absent was Councilman Hackney High.

Mayor Jimmy Stallings called the meeting to order.

All present stood and recited the Pledge of Allegiance. Councilman Coleman gave the invocation.

Approval of Minutes

The following minutes were presented for approval: Regular Meeting August 8, 2023; Special Meeting August 28, 2023; Closed Sessions August 8, 2023 and August 28, 2023.

Councilman Miller made a motion to approve the minutes. Councilman Coleman seconded the motion. The motion carried unanimously.

Public Comment

Hal Murray asked where can residents of Edenton go to find official posted agendas of public meeting physical and digital. Dewayne Whealton, Assistant Town Manager & Planner stated that they are posted on the Town of Edenton website and a copy of agendas can always be provided to residents if they stop by Town Hall.

John Grant asked about the status of the Hotel Hinton and the fire suppression system. Bob Howsare who was present stated there is not fire suppression system in the building. Mr. Grant asked about the downtown ambassadors working on Sundays once the social district starts. Dewayne Whealton, Assistant Town Manager & Planner stated those were logistics that were still being worked on.

Arlene Bowling, resident of Morris Circle, expressed concerns about the roads, litter, loud music and trespassing that is occurring on the Beechwood property.

Joanie Evans, spoke about the social district and her opposition of the social district and requested that it be rescinded due to the petition she submitted was not shared with the Town Council in a timely manner.

Ralph McLaughlin, resident of Morris Circle, expressed his concern about the proposed project from SAGA for multifamily dwellings on the agenda

Alta Lecompte, resident of East Gale Street, spoke regarding the neighborhood parks and asked multiple questions to staff.

Presentation: Neighborhood Parks Survey Results

Tyler Newman, Public Information Officer, reviewed the survey results with the Town Council. He stated that 568 responses were received. The survey was conducted for the Town residents to give opinions on how best to spend our \$500,000 in ARPA funds the Town Council set aside for the neighborhood park improvements. The two survey's solicited input from both adults and youth during a 60-day period and the parks served included, but not limited, to the neighborhood parks at Stratford-Hawthorne, Morgan Park, MLK Park, Filbert's Creek, Griffin, Colonial and Paxton Lane.

Public Hearing: Case No. MSUP 23-01: A Major Special Use Permit from James Chesson, Jr. for the operation of a private recreational vehicle campground located at 549 Virginia Road (PIN 780500254762)

Dewayne Whealton, Assistant Town Manager and Planner reviewed the staff report with the Town Council.

James Chesson, Jr. reviewed the proposed project with the Town Council.

Public Hearing

Ollin Sykes, adjacent property owner, asked about road frontage, buffers, flood zone, types of roads, lot size, how long can someone stay at the park.

John Mitchener encouraged the developer to place utilities underground.

Bob Kirby, Chowan County Chairman, expressed concerns that the Town does not have a zoning ordinance that includes this type of development. He reviewed the Chowan County zoning ordinance and encouraged the Town to consider adopting an ordinance.

The public hearing was closed.

James Chesson, Jr. answered questions asked during the public hearing.

Dewayne Whealton, Assistant Town Manager & Planner stated that he has a zoning ordinance drafted and would be presenting to the Town Council soon for review and approval.

Councilman Miller made a motion that the project will not endanger the public health or safety. Councilman Dixon seconded the motion. The motion carried unanimously

Councilman Coston made a motion that the project will not injure the value of adjoining or abutting property. Councilman Miller seconded the motion. The motion carried unanimously.

Councilman Miller made a motion that the project will be in harmony with the area in which it is located. Councilman Dixon seconded the motion. The motion carried unanimously.

Councilman Coston made a motion that the project will be in conformity with the Land Use Plan, thoroughfare plan, or other plans officially adopted by the Town Council. Councilman Dixon seconded the motion. The motion carried unanimously.

Councilman Coston made a motion to grant the Major Special Use Permit to applicant. Councilman Miller seconded the motion. The motion carried unanimously.

Case No. MSUP 23-02: A Major Special Use Permit from Saga Construction, Inc., for the construction of multifamily dwellings at 1311 Paradise Road. (PIN 780500858917)

Dewayne Whealton, Assistant Town Manager and Planner reviewed the staff report with the Town Council.

Bob Howsare, developer, reviewed the project with the Town Council.

Councilman Bond shared concerns that he received from residents regarding the construction of apartments on Paradise Road and they don't want to see the same environment that is currently happening at other apartments located in Edenton such as crime and violence.

Councilman Dixon stated that he did not feel the Town Council was ready to vote on the request until more information is received from the developer.

Councilman Coston made a motion to table the agenda item so that staff can request additional information from the developer and educate the public on the project. Councilman Miller seconded the motion. The motion carried unanimously.

Committee Reports

Administrative Committee Fire Department Residency Requirement Update

Councilman Miller stated that the change request was that employees must live within fire district to live within 30 minute response time to Fire Department to help with recruitment of employees. This does not include the Fire Chief.

Councilman Miller made a motion to approve the residency requirement as presented. Councilman Dixon seconded the motion. The motion carried unanimously.

Utilities Committee-Electric and Water Utilities Customer Service Policy Review

There was discussion amongst the Town Council members regarding the \$25.00 non-payment fee.

Councilman Miller made a motion to table this agenda item. Councilman Bond seconded the motion. The following voted affirmative: Councilman Coleman, Councilman Miller, Councilman Bond and Councilman Dixon. Councilman Coston voted No.

Public Works Committee-Additional Handicap Parking Spaces-200 Block of South Broad Street

Councilman Miller made a motion to approve the additional handicap parking spaces on South Broad Street. Councilman Bond seconded the motion. The motion carried unanimously.

New Business

Approval of Amended Employment Contract between Town of Edenton and Town Manager

Dewayne Whealton, Assistant Town Manager and Planner stated that as part of the completion of the annual review process for the Town Manager the Town Council is required to renew the employment contract between the Town of Edenton and the Town Manager. The amended contract document will increase the salary as agreed upon and will satisfy both parties' requirements for updating the agreement and the Manager continuation in the Managers role.

Councilman Coston made a motion to approve the employment contract for the Town Manager. Councilman Coleman seconded the motion. The motion carried unanimously.

Work Authorization – AIA-D-ARP-003 – Water Distribution System AIA

Dewayne Whealton, Assistant Town Manager and Planner stated that the Public Works Director is requesting Town Council approval for the work authorization for the water distribution Phase II AIA project (AIA-D-ARP-003) with Stroud Engineering, PA. The project will continue the department's efforts to assess and GIS/map the Town's water distribution system (i.e., water valves, water lines, hydrants, and wells). The project will also include an updated capital improvement plan (CIP) & operation and maintenance plan (O&M) for the water system. The project total's \$175,000, which is 100% grant funded using the Division of Water Infrastructure (DWI) ARPA funds.

Councilman Miller made a motion to approve the work authorization. Councilman Bond seconded the motion. The motion carried unanimously.

Budget Amendment - Phase II AIA Water Distribution System

Dewayne Whealton, Assistant Town Manager and Planner stated that the budget amendment would allow the Town to accept the \$175,000 grant from the Divisions of Water Infrastructure (DWI) for the water distribution Phase II AIA project (AIA-D-ARP-003).

Councilman Bond made a motion to approve the budget amendment. Councilman Miller seconded the motion. The motion carried unanimously.

Work Authorization - South Broad Street Parking Lot Design

Dewayne Whealton, Assistant Town Manager and Planner stated that the Public Work Director and Town Manager requested that Council approve the agreement between the Town of Edenton and the Wooten Company for the Surveying, Design, and Engineering plans for the parking lot on Court and East Eden (behind Former Peebles and sears buildings). The total cost for the work engineering work is \$34,000. The work authorization will provide the Public Works Department the (stamped) plans for all the replacement & redesign parking lot work to take place. The funding from the most recent paving allocation (\$950,000) will cover these funds so no budget amendment is needed.

Councilman Miller made a motion to approve the work authorization. Councilman Bond seconded the motion. The motion carried unanimously.

Request for Proposals (RFP) - Neighborhood Parks

Dewayne Whealton, Assistant Town Manager and Planner stated that the Neighborhood Parks RFP will provide firms with sufficient information to enable them to prepare a proposal to design the layout and provide and install equipment for community parks to be constructed in the Town of Edenton. The six parks included in the RFP are Morgan Park, Stratford Park, Paxton Lane Park, Dr. Martin Luther King, Jr. Park, Griffith Park, and Colonial Park located within town limits. The RFP identifies the existing conditions/equipment currently present at the parks and offers ideas for additional equipment that has been discussed during public input meetings and community survey results. The Town of Edenton will work with the firm that is selected to ensure a site plan is approved and the installation of equipment meets the requirements detailed in this RFP. Bidders will have until 2pm on Thursday October 19, 2023 for proposals to be accepted. This will allow staff to make a recommendation at the October 23, 2023 Council meeting.

Councilman Coston made a motion to approve the RFP for the neighborhood parks. Councilman Miller seconded the motion. The motion carried unanimously.

Utility Easement Request - E. Eden & Cheapside Alley

Dewayne Whealton, Assistant Town Manager and Planner stated that Roanoke Connect has requested an easement for the FYBE internet service being installed on the Town's electric network. The request will be located in the 100 block of East Eden Street & Norcross Alley (rear of S. Broad St. businesses) and would allow for underground accesses to be installed to the rear of these locations. A map and a copy of the easement agreement was included in the packet. It was noted that the easement request was being reviewed by the Town Attorney and approval would be contingent upon receiving the final version back from the Town Attorney.

Councilman Coston made a motion to approve the utility easement request contingent upon final approval from the Town Attorney. Councilman Miller seconded the motion. The motion carried unanimously.

Items Considered Timely and Important

Councilman Miller asked if there was any update on the Edenton Village Shopping Center.

Dewayne Whealton, Assistant Town Manager and Planner stated that staff would be having a meeting with the new owner soon to have introductions and tenant ideas for the shopping center.

Councilman Coleman asked for an update on the CDBG grant funds for housing revitalization.

Dewayne Whealton, Assistant Town Manager and Planner stated that he was in constant communication with Department of Commerce and there were some final things needed to be completed before the project can be started.

There being no further items on the agenda, the meeting was adjourned.