

**Belhaven Town Council
Minutes – Regular Session
Tuesday, May 27, 2008**

Call to Order/Invocation/Pledge of Allegiance

The Town Council of the Town of Belhaven met in regular session on Tuesday, May 27, 2008 at 7:00 P.M. at the Boyette Civic Center at 257 W. Pungo Street. Mayor Adam W. O’Neal called the meeting to order with the following Council members present: Steve W. Carawan, J. Nelson Guy, Mayor Pro-Tem; Howard D. Moore, McKee “Mac” Pigott and Robert L. Stanley. Interim Town Manager, Dr. Guinn Leverett and Town Clerk Marie J. Adams were also present. Mayor O’Neal introduced Mr. Johnny Darnell Clark, Citizen of the Year and Deacon of Hoggard Temple Church of God In Christ gave the invocation and led the Pledge of Allegiance.

Approval of Minutes – Public Hearing/Regular Session – May 12, 2008

Mayor O’Neal announced that the minutes of the Public Hearing/Regular Session of May 12, 2008 were open for review and adoption. There being no corrections to the minutes, Councilman Pigott made the motion to adopt the May 12, 2008 minutes. Councilman Moore seconded the motion which carried unanimously, 5 to 0.

Citizens Comments

Mayor O’Neal asked for any miscellaneous comments from the public. Mayor O’Neal recognized Mr. Bobby Freeman, resident of 449 George Street. Mr. Freeman stated that Mr. Harold Nixon Recreation Director had spoken harshly to some children who were on the ball field. Mr. Freeman stated that Recreation Director should not have spoken to the children in that manner. The Mayor thanked Mr. Freeman for expressing his concerns.

**Town of Belhaven Emergency Operations Plan – Presented by Mr. John Pack,
Beaufort County Emergency Management Director**

Mayor O’Neal recognized and introduced Mr. John Pack, Director of Beaufort County Emergency Management. Mr. Pack gave a power point presentation. He explained that according to National Incident Management Systems (NIMS) every town must comply by having an Emergency Operations Plan (EOP). Mr. Pack stated that he had met with the department heads to update the town’s current plan. Mr. Pack explained that the EOP was built around hazards with Belhaven’s #1 hazard being Hurricanes. Mr. Pack explained that this plan allowed Belhaven to handle any situation which we were capable of dealing with and that assistance could be sought from Beaufort County or other agencies if needed. Mr. Pack explained the importance of identifying those who are medically fragile, such as being dependent on oxygen, as they would need to be moved from their homes in case of loss of electricity. Mr. Pack also stated the importance of having a plan so that if assistance is asked from other areas then the assistance is put to work upon arrival instead of wasted time being spent “on what to do”. Mr. Pack suggested that a Safety Person be designated to make sure the aftermath cleanups, etc. are handled in a safe manner.

Mayor O’Neal stated that he would like for the Town to implement an Hurricane Friendly Neighbor Campaign, where those who would need assistance would call the Town Clerk to get on a list of needing assistance and those willing to assist those in need would call to get matched with someone needing help. Mayor O’Neal stated that this would help the elderly move their cars to higher ground and then give them a ride back to

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their home and maybe assist in moving some items to higher ground if needed. Mr. Pack stated that local churches usually do this type of assistance.

Mayor O’Neal and the Council thanked Mr. Pack for the presentation.

Mayor O’Neal asked that the Council and citizens think about the Hurricane Friendly Neighbor Campaign and discuss again at the next meeting.

Cost Allocation Study – Budget Amendment #12 FY 2007/2008

Mayor O’Neal announced that budget amendment #12 for fiscal year 2007/2008 was necessary due to an additional cost allocation study based on actual time instead. Mayor O’Neal stated that this study was necessary due to the previous administration having a cost allocation performed but was not specific to actual time as required by the Local Government Commission.

Councilman Carawan made the motion accepting the following budget amendment. Councilman Stanley seconded the motion which carried unanimously, 5 to 0.

BUDGET AMENDMENT #12 FY 07/08

MEMORANDUM:

A BUDGET AMENDMENT IS NEEDED TO APPROPRIATE MONEY FOR THE NEW COST ALLOCATION STUDY THAT WAS CONDUCTED BASED ON THE ACTUAL TIME GENERAL FUND EMPLOYEES SPEND ON TASKS FOR THE WATER/SEWER AND ELECTRIC FUND.

RECOMMENDATION:

**INCREASE REVENUE ACCOUNT #30-399-000 (FUND BALANCE APPROPRIATED)
BY \$1,750**

FROM \$28,843 TO \$30,593

INCREASE EXPENDITURE ACCOUNT #30-810-047 (COST ALLOCATION STUDY) BY \$1,750

FROM \$0 TO \$1,750

INCREASE REVENUE ACCOUNT #31-399-000 (FUND BALANCE APPROPRIATED) BY \$1,750

FROM \$169,519 TO \$171,269

INCREASE EXPENDITURE ACCOUNT #31-832-047 (COST ALLOCATION STUDY) BY \$1,750

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FROM \$0 TO \$1,750

Sanitation Contract Award

Mayor O’Neal stated that the Town had received two bids for sanitation service for the Town of Belhaven from GDS (the current sanitation contractor) and David’s Trash Service, Inc. Mayor O’Neal explained that the bids were very close with only an estimated \$300 difference. The following is bid tabulation and the bid proposals.

**David's Trash Service , Inc
Proposal**

Units	Weekly Services	Cost Per	Total
2 - 2 yd	One Per Week	\$20	\$40
1 - 2 yd	Two Per Week	\$30	\$30
9 - 4 yd	One Per Week	\$24	\$216
10 - 4 yd	Two Per Week	\$36	\$360
2 - 6 yd	One Per Week	\$36	\$72
3 - 6 yd	Two Per Week	\$54	\$162
4 - 8 yd	One Per Week	\$48	\$192
9 - 8 yd	Two Per Week	\$72	\$648
Residential			
800 Carts	One Per Week	\$6.80	\$5,440
Small Commercial			
68	One Per Week	\$6.80	\$462.40
Total			\$7,622.40

**GDS - Division of Republic Services, Inc.
Proposal**

Units	Weekly Services	Cost Per	Total
2 - yd	One Per Week	\$40.53	\$81.06
1 - 2 yd	Two Per Week	\$72.19	\$72.19
9 - 4 yd	One Per Week	\$45.20	\$406.80
10 - 4 yd	Two Per Week	\$80.96	\$809.60
2 - 6 yd	One Per Week	\$51.38	\$102.76
3 - 6 yd	Two Per Week	\$86.53	\$259.59
4 - 8 yd	One Per Week	\$55.06	\$220.24
9 - 8 yd	Two Per Week	\$91.63	\$824.67
Residential			
800 Carts	One Per Week	\$6.00	\$4,800.00
Small Commercial			
68	One Per Week	\$6.00	\$408
Total			\$7,984.91

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GDS - Washington
70 Flanders Filter Road
Washington, NC 27889
(252) 974-0232 phone
(252) 974-0432 fax

GDS - Plymouth
205 NC Hwy. 45 South
Plymouth, NC 27962
(252) 791-0156 phone
(252) 791-0446 fax



A-1 Sanitation
310 Sampson Street
Wilmington, NC 28401
(910) 342-0337 phone
(910) 342-0461 fax

GDS - New Bern
705 Airport Road
New Bern, NC 28560
(252) 638-1366 phone
(252) 638-1409 fax

May 16, 2008

Dr. Guinn Leverett
Town of Belhaven
P.O. Box 220
Belhaven, NC 27810

Gear Dr. Leverett,

GDS – Washington/Plymouth appreciates the opportunity to provide pricing for your waste service needs. We have attached our current proposal for your review. The residential pricing does not include disposal fees which the Town of Belhaven directly pays the Beaufort County Transfer Station. Moreover, the commercial disposal is a direct pass through to the Town of Belhaven. GDS – Washington/Plymouth currently weighs the truck at Southern States in Belhaven prior to dumping Belhaven's containers and weighs the truck at Southern States after dumping all the containers. The current disposal charge is \$38.00 per ton. However, July 1, 2008 if the disposal rate increases at the disposal site the additional expense would be passed on to the Town of Belhaven.

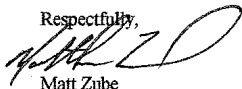
Furthermore, GDS Washington/Plymouth requests an adjustment annually to reflect changes in the cost of doing business as measured by the Consumer Price Index (All Urban Consumers, All Items index). The charges to the Town shall be adjusted annually to be effective July 1 of each year. The first adjustment shall be made for the year beginning July 1, 2009 and shall use the April 2009, Consumer Price Index as compared to the April 2008, Consumer Price Index, to compute the rate adjustment. The April Consumer Price Index shall also be used in each subsequent year.

Also, the charges for residential service may be adjusted July 1 of each year reflect changes in the number of residences being serviced. In the event of an annexation, the charges may be adjusted immediately.

In addition, GDS Washington/Plymouth requests an opportunity to petition the Town for rate adjustments at reasonable times on the basis of unusual changes in its cost of doing business, such as revised laws, ordinances, or regulations; or change in location of disposal sites.

If you have any questions regarding the pricing please do not hesitate to call.
Once gain, thank you for the opportunity to provide you with service over the past eight years. We hope our relationship with the Town of Belhaven will continue into the future.

Respectfully,


Matt Zube
GDS Washington/Plymouth

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Town of Belhaven pricing per unit/dumpster from GDS – Washington/Plymouth

<u>Type</u>	<u>Frequency</u>	<u>Number</u>	<u>Monthly Unit Charge</u>	<u>Total Monthly Charge</u>
Residential	1x per week	800	\$6.00	\$4800.00
Small Commercial	1x per week	68	\$6.00	\$ 408.00
Dumpsters				
2 yd	1x per week	2	\$40.53	\$ 81.06
2 yd	2x per week	1	\$72.19	\$ 72.19
4 yd	1x per week	9	\$45.20	\$ 406.80
4 yd	2x per week	10	\$80.96	\$ 809.60
6yd	1x per week	2	\$51.38	\$ 102.76
6yd	2x per week	3	\$86.53	\$ 259.59
8yd	1x per week	4	\$55.06	\$ 220.24
8yd	2x per week	9	\$91.63	\$ 824.67

*Total Monthly Charges \$7,984.91

*The Monthly Charges do not include disposal fees as previously stated

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P. O. Box 4A
Bath, NC 27808

Solid Waste Collection Services

(252) 923-2742
Fax: (252) 923-0564

May 14, 2008

Dr. Guinn Leverett – Interim Town Manager
Town of Belhaven
PO Box 220
Belhaven, NC 27810

Dear Dr. Leverett:

Thank you for your interest in having David's Trash Service, Inc. (David's) provide a proposal for performing waste collection services for the Town of Belhaven (Town). David's currently serves about 8500 households per week with residential collection services and provides rolloff services for construction and industrial waste. We also provide recycling collection services for residential and commercial customers.

David's provides services for Hyde County, Plymouth, Aurora and Bath, several mobile home parks, and more than 4000 individual households in Beaufort and Pitt Counties. We encourage you to contact any of our governmental customers as references regarding their satisfaction with our service.

David's would sincerely appreciate an opportunity to provide residential and commercial waste collection services for the Town of Belhaven. We could begin providing the Town's services by July 1, 2008 upon acceptance of our proposal by May 20. We have adequate trucks and labor on hand to perform the Town's services. We would need about six weeks to order and distribute the collection carts and make arrangements to place commercial containers as needed for the businesses.

David's proposes to provide **new** collection carts and service the carts once per week for all customers that utilize cart service (In Town, Out-of-Town, and Small Commercial) for a rate of - **\$ 6.80 per cart per month**.

David's proposes to provide service for commercial dumpsters of various sizes either once per week or twice per week as designated by the Town to be served. We understand that the businesses that use commercial service provide their own containers either through ownership or lease agreements. It is also my understanding that the collection truck servicing these containers is weighed when it comes to Town and again after it services the Town's containers in order to determine the actual weight of materials collected. The disposal rate is then multiplied by the units of weight and so the Town is charged for the actual weight collected. In consideration of this system, David's offers to provide collections for commercial containers at the following rates:

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Monthly

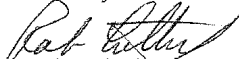
Size	1 per week	2 per week	Extra Dump
2yd.	\$20.00	\$ 30.00	\$ 10.00
4yd.	\$24.00	\$ 36.00	\$ 12.00
6yd.	\$36.00	\$ 54.00	\$ 18.00
8yd.	\$48.00	\$ 72.00	\$ 24.00

David's proposes to provide a recyclable material drop-off site utilizing a group of up to 20 carts designated for "Recyclables Only" that is centrally located at a controlled access site (like the Town shop) at no charge.

For the rates quoted, we would want a three year service agreement with an annual CPI adjustment. If the Town prefers a five year agreement, we would hold the price at the quoted rate for the first two years and apply a CPI adjustment for the remaining three years. We have based these rates on fuel costing no more than \$5.00 per gallon. If at any time during the term of the agreement the retail cost of diesel fuel exceeds this rate, then we would need an adjustment to cover the actual increase in cost above \$5.00 based on the number of gallons used.

Thank you for your interest in having David's propose the provision of waste collection services for the Town. We appreciate the opportunity and hope that you will allow us to provide your service.

Sincerely,


Rob Cuthrell

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ITM Leverett stated that David's was a local business and GDS was a large national company. ITM Leverett stated that David's was offering a centrally located recycling bin at no additional cost. ITM asked Mr. Rob Cuthrell with David's could they (David's) make the June 30 deadline if awarded the contract. Mr. Cuthrell stated yes and that all the trash carts would be replaced with new easier to handle carts.

Councilman Pigott questioned the amount of white goods that are being disposed of by citizens and if David's could manage this service also. Mr. Cuthrell stated that the removal of white goods seems to be decreasing due to the money that can be obtained by selling the old appliance (white goods) as scrap metal. Following some additional discussion, Councilman Guy made the motion to enter into a five year contract with David's Trash Service, Inc.; Councilman Moore seconded the motion which carried unanimously, 5 to 0.

Budget Workshop

Mayor O'Neal stated that the Council needed to set a budget workshop. Following some discussion, Councilman Pigott made the motion to set the budget workshop for Tuesday, June 3, 2008 at 7 PM in the Council Chambers at Town Hall. Councilman Stanley seconded the motion which carried unanimously, 5 to 0.

Public Hearing

Mayor O'Neal stated that the Public Hearing for the Fiscal Year 2008/2009 Budget should be set. Following some discussion, Councilman Carawan made the motion to hold the public hearing for Fiscal Year 2008/2009 Budget on Monday, June 23, 2008 at 7 PM at the Boyette Civic Center. Councilman Stanley seconded the motion which carried unanimously, 5 to 0.

Town Manager's Report

Interim Town Manager Leverett reported briefly on the following:

a) The Police Department's radio system has been modified for direct communication between Beaufort County Sheriff's Department and the Belhaven Police Department; b) received a report from Environmental Services, Inc. concerning the groundwater testing where underground storage tanks (UST) were found (the former Tarkington property – behind the Municipal Building) no contamination and he also reported that that the contamination at the former generating plant located near the fire department would qualify for 80% reimbursement.

Recess, Adjournment and Closed Session (Personnel) GS 143.318.11(6)

Mayor O'Neal stated that the Town Council should recess, adjourn and reconvene into closed session to discuss personnel matters according to GS 143.318.11(6). Councilman Carawan made the motion to recess/adjourn at 7:55 P.M. Councilman Stanley seconded the motion which carried unanimously, 5 to 0.

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Reconvene Into Regular Session

There being no further business for closed session, Councilman Moore made the motion to reconvene into regular session. Councilman Stanley seconded the motion which carried unanimously, 5 to 0. The meeting reconvened into regular session at 9:14 P.M.

Adjournment

There being no further business for regular session, Mayor O’Neal declared the meeting adjourned. The meeting adjourned at 9:15 P.M.

Respectfully submitted,

Marie J. Adams
Town Clerk

Dr. Guinn Leverett, Interim Town Manager
Recording Secretary