

**CITY OF NORTHWEST
REGULAR COUNCIL MEETING
TUESDAY, FEBRUARY 26, 2019
7:00 PM**

ASSEMBLY

The Northwest City Council held their regular meeting on Tuesday, February 26, 2019 at 7:00 PM, at Northwest City Hall, 4889 Vernon Road.

Present were: Mayor James Knox; Councilmen: Charles Carroll, Michael Troy, Aaron Perkins, Haywood Miller, and Councilwoman Sheila Grady

Also present were: Donna Strickland, City Clerk

CALL TO ORDER & INVOCATION

Mayor Knox called the meeting to order at 7:00 PM.

Councilman Haywood Miller gave the invocation.

CONSENT AGENDA

Councilman Charles Carroll **MOVED, SECONDED** by Councilman Haywood Miller to approve the Consent Agenda as presented. The **MOTION CARRIED UNANIMOUSLY.**

DISCUSSION & ACTION ITEMS

A. BARKLEY LANE

Councilman Aaron Perkins **MOVED, SECONDED** by Councilman Haywood to grant permission to Mr. Barkley to name his driveway *BARKLAY LANE* and if that is not permitted then allow him to name the road *LOST IN THE WOODS* with the understanding that his driveway will remain private. The **MOTION CARRIED UNANIMOUSLY.**

B. CRISIS COUNSELING

Mayor Knox asked Mrs. Paula Mooney to explain about the Crisis Counseling.

Mrs. Paula Mooney stated that since the Hurricane there has been so many people that have lost or had damages to their properties as well as families losing jobs. Mrs. Mooney stated that she would like to come to any event that the City is having to provide information and help. Mrs. Mooney stated that the Counseling service will last until the end of September and that she can be reached at 910-444-9475.

Councilman Charles Carroll **MOVED, SECONDED** by Councilman Michael Troy to Allow Mrs. Mooney the opportunity to pass out the Counseling information. The **MOTION CARRIED UNANIMOUSLY.**

C. RESOLUTION APPROVING WATER SHORTAGE RESPONSE PLAN

City Clerk, Donna Strickland stated that the purpose of the Water Shortage Response Plan is to provide guidance to Public Utilities staff and the customers of the City of Northwest during periods of drought and other events that result in a shortage of potable water. She also

stated that the Water Shortage Response Plan is intended to provide a framework of steps and activities to be implemented as conditions require.

Councilman Charles Carroll **MOVED, SECONDED** by Councilman Haywood Miller to adopt the Water Shortage Response Plan Resolution as presented. The **MOTION CARRIED UNANIMOUSLY**.

A copy will be in the Resolution Book.

D. PLANNING SERVICES

Councilman Aaron Perkins **MOVED, SECONDED** by Councilman Haywood Miller to have the City Clerk move forward with the Memorandum of Agreement and Memorandum of Understanding for Brunswick County to provide planning services for the City of Northwest. The **MOTION CARRIED UNANIMOUSLY**.

E. AGREEMENT TO "PIGGYBACK" ON BRUNSWICK COUNTY'S UTILITY CONTRACTORS

Councilman Aaron Perkins **MOVED, SECONDED** by Councilman Haywood Miller to allow the City Clerk to move forward with contacting the three companies that provide both long-side and short-side water taps as well as emergency services to Brunswick County. Also, find out if they would allow the City of Northwest to "Piggyback" off the County's contract. The **MOTION CARRIED UNANIMOUSLY**

F. COPIER (LOCATED IN POLICE DEPARTMENT)

- Surplus Police Copier
- Purchase Xerox Multifunction Printer and Service Plan

Councilman Charles Carroll **MOVED, SECONDED** by Councilman Haywood Miller to table this item to another date and time. The **MOTION CARRIED UNANIMOUSLY**.

G. NATIONAL DISLOCATED WORKER GRANT

City Clerk, Donna Strickland stated that the Dislocated Worker Grants (DWG) are discretionary grants awarded by the Secretary of Labor. She also stated that the program pays 100% per worker and the City of Northwest will be allocated two maintenance positions if Council accepts the grant.

Councilman Charles Carroll **MOVED, SECONDED** by Councilman Haywood Miller to accept the National Dislocated Worker Grant. The **MOTION CARRIED UNANIMOUSLY**

H. PROCEDURE/POLICY

The following chart shows the Policies and Procedures that Council has prioritized and the Council Member assigned.

Policy/Procedure	Councilmember
Personnel Policy	Mayor Knox and Councilman Miller

<ul style="list-style-type: none"> • Job Descriptions 	
Catalog All Request	Councilmen Carroll & Perkins
Finance <ul style="list-style-type: none"> • Purchasing Policy • Fixed Asset Policy • Budget Policy • Investment Policy 	Councilmen Troy and Carroll
Internal Control Police <ul style="list-style-type: none"> • Police • Administration 	Councilmen Troy and Carroll
Parks and Recreation <ul style="list-style-type: none"> • Events • Rentals 	Mayor Knox and Councilman Miller
Planning Policies <ul style="list-style-type: none"> • Zoning • Subdivision • Housing • Conditional Use • Family Exception • Capital Improvement (20 Year) 	Councilman Perkins
Streets <ul style="list-style-type: none"> • Road Dedication Policy 	Councilman Perkins
Utilities <ul style="list-style-type: none"> • Applications • Procedures • Deposits • Rates & Fees 	Councilwoman Grady
Emergency Management <ul style="list-style-type: none"> • Hurricanes • Tornados • Flood 	Councilwoman Grady and Councilmen Miller & Perkins
Procedure Policy <ul style="list-style-type: none"> • Job Well Done • Complaint • Concern 	Councilmen Carroll & Perkins

4. LIAISON REPORTS

- **Administration**

Councilman Miller

Councilman Haywood Miller **MOVED, SECONDED** by Councilman Carroll to adopt the Revised Budget Calendar. The **MOTION CARRIED UNANIMOUSLY**

- **Annexation, Information Technology & Marketing**

Councilman Perkins

None.

- **Park**

Mayor Knox

Council directed City Clerk to request a surplus Ice Machine from Brunswick County.

- **Police**

Councilman Carroll

Councilman Charles Carroll **MOVED, SECONDED** by Councilman Haywood Miller to adopt the police report as presented. The **MOTION CARRIED UNANIMOUSLY**

- **Roads**

Councilman Troy

Mr. Ernest Field stated that he would like to volunteer to help keep a list of road repairs that needs to be done in the City.

Councilman Michael Troy **MOVED, SECONDED** by Councilwoman Sheila Grady to appoint Mr. Ernest Fields as a Citizen to help with road information. The **MOTION CARRIED UNANIMOUSLY**

- **Sewer**

Councilman Perkins

Councilman Aaron Perkins stated that he is still working to get Mrs. Ernestine Bryant connected to sewer.

- **Water**

Councilwoman Grady

Councilwoman Sheila Grady stated that staff is still working hard to collect balances owed on delinquent accounts.

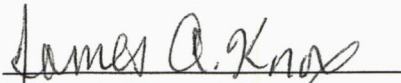
PUBLIC COMMENT

Vinnie Corbett asked for help in getting a new trailer.

Herman Simpson stated that the new waterline will be running across his property. Mayor Knox suggested that the look at documents carefully.

ADJOURNMENT

Councilman Charles Carroll **MOVED, SECONDED** by Councilman Haywood Miller to adjourn the meeting at 8:30 PM. The **MOTION CARRIED UNANIMOUSLY**.


James A. Knox, Mayor


Donna Strickland, City Clerk/Finance Officer