

City of High Point

*Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260*



Minutes

Thursday, February 25, 2021

4:00 PM

3rd Floor Conference Room

Finance Committee

Britt Moore, Mayor Pro Tem, Chair

Committee Members:

Michael Holmes

Monica Peters

Victor Jones

Jay Wagner, Mayor (Alternate)

As part of the city of High Point's on-going COVID-19 mitigation efforts, in-person attendance will not be allowed at this meeting. Instead, the meeting will be live-streamed and the public can listen to the meeting as it is being live-streamed by clicking on the following link www.HighPointNC.gov/VirtualPublicMeeting.

FINANCE COMMITTEE - Mayor Pro Tem Britt W. Moore, Chair

CALL TO ORDER

CALL TO ORDER (Virtual Roll Call)

Chairman Moore called the meeting to order at 4:00 p.m. He advised that Committee Member Jones was absent due to the passing of his father yesterday evening. On behalf of the City Council and staff, he expressed condolences and extended prayers to Committee Member Jones and his family during this time of bereavement.

Following a virtual roll call by Chairman Moore, the following Committee Members were **Present (4)**:

Chairman Britt W. Moore (physically present)
Committee Member Monica Peters (remote participation)
Committee Member Michael Holmes (remote participation)
Committee Member Victor Jones (physically present)

Staff Members Present:

Eric Olmedo, Assistant City Manager; Greg Ferguson, Assistant City Manager; Mary S. Brooks, Deputy City Clerk; and Lisa B. Vierling, City Clerk

Staff Members Remotely Present:

Terry Houk, Public Services Director; Tyler Berrier

Present 4 - Chair Britt Moore, Michael Holmes, Monica Peters, and Victor Jones

PRESENTATION OF ITEMS

[2021-74](#)

Contract - Oltrin Solutions, LLC. - Sodium Hydroxide

City Council is requested to award for a three (3) year contract with an option to renew for two additional one (1) year periods to Oltrin Solutions LLC, for the annual amount of \$134,900.00 for the purchase of Sodium Hydroxide to be used at the Ward Water Treatment Plant (WWTP), Eastside Wastewater Treatment Plant (WWTP), Westside Wastewater Treatment Plant (WWTP).

Attachments: [1. Sodium Hydroxide Chemical Oltrin Solutions](#)

[SIGNED 05-021121 Recommendation Form - FORMAL - Council Approval](#)

Terry Houk, Public Services Director reported that Sodium Hydroxide was used at the treatment plants to treat the water; said that there were three bids; and Oltrin Solutions LLC was the lowest bidder. The Public Services Department is recommending the approval of the three (3) year contract with Oltrin Solutions, LLC for an annual amount of \$134,900.00.

A motion was made by Chair Moore, seconded by Jones, that this matter be Committee Recommended Approval. The motion carried by the following vote:

Aye: 4 - Chair Moore, Holmes, Peters, and Jones

2021-75

Change Order - Holden Building Company, Inc. - Materials Recovery Facility (MRF)

City Council is requested to approve a change order for Holden Building Company, Inc. in the amount of \$166,143.42 for design alterations throughout the facility and safety improvement project at the Material Recovery Facility (MRF).

Attachments: [2. Materials Recovery Facility Upgrade Change Order](#)

Terry Houk, Public Services Director reported this request was for facility and safety improvements at the Material Recovery Facility (MRF) that the city had budgeted for; there was a total of thirteen change orders throughout the project; said there hasn't been any upgrades in the past 25+ years; and bids were opened on October 31, 2018. The Public Services Department is recommending approval of the change order with Holden Building Company, Inc. in the amount of \$166,143.42.

Chairman Moore inquired on who regulated safety at the MRF. Mr. Houk replied that the City of High Point and OSHA.

A motion was made by Jones, seconded by Chair Moore, that this matter be Committee Recommended Approval. The motion carried by the following vote:

Aye: 4 - Chair Moore, Holmes, Peters, and Jones

2021-76

Contract Amendment-Tetra Tech - Phase 2 Watershed Assessment Model Development

City Council is requested to approve amendment No. one (1) for Tetra Tech in the amount of \$85,000.00 for the watershed assessment framework project to support phase two (2) watershed model development and calibration scope.

Attachments: [3. Watershed Assessment Framework Amendment1 Tetra Tech](#)

Terry Houk, Public Services Director reported that this amendment was modified from the original agreement entered on July 24, 2020 (PO Number 103547) with Tetra Tech for Phase I of the project. The purpose of Phase 2 is to begin developing a linked watershed-lake modeling system that would be used to support water-related regulatory compliance and water infrastructure planning for

the city. The City of High Point is responsible to its citizens and businesses for managing water quantity and quality while maintaining compliance with state and federal regulations. This involved managing stormwater runoff, treating wastewater, protecting water quality, providing water supply for drinking water and a recreational destination for people interested in boating, fishing, golfing, camping, and other outdoor activities. Phase 1 was started in July 2020 and the team (Tetrattech, Engineering Services, Parks and Recreation, and Public Services) established goals of assessment across the departments, specified objectives under each goal, identified water quantity and water quality indicators related to each objective. Phase 2 would initiate construction of the HSPF (Hydrological Simulation Program- Fortran) watershed models that would be used to support watershed planning and management. Public Services is recommending approval of amendment one for Tetra Tech in the amount of \$85,000.00.

A motion was made by Chair Moore, seconded by Jones, that this matter be Committee Recommended Approval. The motion carried by the following vote:

Aye: 4 - Chair Moore, Holmes, Peters, and Jones

ADJOURNMENT

There being no further business to come before the Finance Committee, Chairman Moore asked if there were any objections to adjourn the meeting. There being none, the meeting was adjourned at 4:10 p.m.

Respectfully Submitted,

Britt W. Moore, Chairman _____

Attest:

Mary S. Brooks, Deputy City Clerk