

The Town Council of the Town of Nashville held an Agenda Meeting on Wednesday, August 28, 2019 at 7:00 PM in Town Council Chambers. Members Present: Mayor Donald B. Street, Mayor Pro Tem Charles Taylor, Council Member Louise Hinton, Council Member Kate Burns, and Council Member Larry Taylor. Absent: None. Staff Present: Randy Lansing – Town Manager, Lou Bunch – Town Clerk and Human Resources Director, Marguerite Bishop – Parks, Recreation and Cultural Resources Director, Julie Spriggs – Planning and Development Director, Tina Price – Planning Technician, Melonie Bryan – Interim Finance Director, Lee Brown – Public Works Director, Chris Joyner – Fire Chief, Lee Coppedge – Battalion Chief, Scott Whitford – Battalion Chief, Alex Wester – Fire Lieutenant, Douglas Garciga – Fire Engineer, Ryan Landrum – Fire Engineer, Daniel Bailey – Volunteer Firefighter, Samuel Smith – Volunteer Firefighter, Chief Anthony Puckett – Police Chief, J.T. Winstead – Police Captain, David Boykin – Police Lieutenant and Caleb Shockley – Police Sergeant.

1. Mayor Street called the meeting to order at 7:00 PM and welcomed those in attendance.
2. Mayor Street called for the Public Comments Period. There were no public comments.
3. Mayor Street called for Items for Presentation:
  - a. Mayor Street called for “Proposal for the purchase of Central Square Report Management Software System”.

Mayor Street called on Mr. Lansing to explain this item. Mr. Lansing stated that the software vendor was present, and that he and Chief Puckett felt it would be good for Council to receive a brief demonstration of what the software can do. Mr. Lansing also stated that they thought it would be good for Council to hear from a few officers who could explain what this software would enable the department to do in comparison to what they currently have. Mr. Lansing asked Chief Puckett to come forward. Chief Puckett explained that the current system used is not a real live data system, that it is very antiquated. Chief Puckett wants a more efficient software system, one that would enable our department to communicate more effectively with other agencies. He stated that information sharing is the key piece for the department to be able to function properly. Chief Puckett stated that having this system would also increase our officers' safety; when they are on calls, the software marks their location in real time. He stated that the software will give us access to all the information that Nash County has and if we do not switch to this particular software system then the department will no longer have access to the shared information.

Chief Puckett called upon Mr. Kerry Wicks from Central Square Technologies. Mr. Wicks provided Council with a presentation of the software; he showcased what has been historically used in the Town as well as in Nash County. Mr. Wicks stated that the Town is connected to the County CAD system (911 Communication System), however the department utilizes its own records management, causing a disconnect in the data that is shared. Mr. Wicks gave Council an example to better explain this concept; he explained that currently when an officer is in the field he has to call the County to try to obtain needed information, causing delays and increasing safety risk, whereas information is readily available with the new system. This software system provides a unified database; it is completely integrated. All information that is put into the system is readily available to all of its users. The County has already purchased the necessary server infrastructure needed to support the system; the Town would only be responsible for purchasing the software. Mr. Wicks stated that the software will help the department be much more efficient in data collection, help with interoperability to work smarter, give the ability to collect data that will help make better decisions in the future, and it will increase officer safety. The software also takes into consideration any growth that the Town may experience. The software has the ability to create automated forms and create an agency that is paperless; it has helped some municipalities with their code enforcement by building code into the software, enabling code enforcement to track events, and to collaborate with law enforcement. Mr. Wicks stated that the reporting feature provides reports and statics, helping leadership with assignments, and also giving leadership a better understanding of what has happened historically in the Town during different events. Mr. Wicks stated that there is a data conversion process; the company has experience with converting this type of data. There is a fee for the conversion; however, this is something that the Town could opt not to do. If the Town does decide to have the department's data converted, all data would be immediately available not only to the Town but to other agencies who are users. Mr. Wicks stated that as part of the contract with the County, Central Square is responsible for making sure that the infrastructure and software are monitored, managed, maintained, and updated during the contract period.

Mr. Wicks asked Council for questions. Mayor Street inquired if there was any way to go over SBI files. Mr. Wicks stated that many of the surrounding jurisdictions have systems that are owned by Central Square Technologies and they will be able to share information with those agencies and any Central Square

Platform once the system goes live. The software will also allow officers to access the National Crime and Information Center (NCIC), allowing them to query on information such as warrants, stolen guns, and driver's license information (in office or remotely). Some State and Federal agencies are not yet willing to share their information. Mayor Street asked if the SBI shared information. Mr. Wicks stated that the SBI shares through a feature called NLETS, and the Town would have access to that. Council Member L. Taylor asked if the County was going to go live on October 1, 2019; Mr. Wicks stated that they are on track to do that, but he would like to confirm with the project manager that the date is still accurate.

Council Member L. Taylor asked Chief Puckett if the software would be compatible with the laptops that are in the patrol cars; Chief Puckett stated that it would, that the installation on the laptops is included in the proposal. Chief Puckett stated that our purchase would coincide with the County's so that when they go live we would as well. Chief Puckett explained that the officers will be able to access a portal online with a log in as well. Mayor Street asked when we would be able to go live. Chief Puckett stated that a plan is already in place for the County and for municipalities and we would be able to go live with them October 1, 2019 as well. Mr. Wicks stated that with the County leading the project, Central Square Technologies has been able to reduce the cost in the proposal for the Town. Mayor Street asked how much the annual cost is; Chief Puckett replied \$5,791.00 after the initial installation. Chief Puckett stated that cost could increase as it can with any other software, but it would only increase by the department if we add additional officers or if we added additional software features. Council Member Hinton asked if the current price included integrating the Town's data; Mr. Wicks replied that it does.

Mr. Lansing stated that we have a few officers present to explain how this can benefit the department. Sergeant Shockley addressed Council; he gave a brief explanation of his position and what he does. Sergeant Shockley stated that the software, through information sharing will help him with investigations and that the system we currently have is primitive. He stated that when someone calls, the call does not come to the Town. Nash County Communications receives the call; they ask a series of questions (for data collections), and they share that information openly with us. Once their system goes live, our inefficiency will increase, for each call we receive we would have to go to the County and ask them to print information out for our officers. This software will help the department organize, track and keep up with evidence which is necessary for investigations. Sergeant Shockley discussed how this software will also help us post on social media outlets which can be helpful in investigations. Using this software will provide a mutually beneficial relationship with the County and other agencies. He stated that the current software doesn't allow the department to track equipment and inventory or have logs and it is needed. Chief Puckett explained the need to properly track, monitor and report on the equipment and inventory of the department; it is important to have accountability of our equipment for the citizens as well.

Council Member L. Taylor stated that he wanted to point out that from the presentation he sees how this will help increase officer safety; he stated that he doesn't want the department cut off from the Sheriff's Department, and that he is concerned about the cost. Chief Puckett stated that he understands the concern about costs; however, purchasing now in conjunction with the County's project will save the Town money instead of paying more by doing it later. Chief Puckett stated that the officer safety aspect is there; the software not only tracks the officers but provides details about what is taking place at the location of their call. Mr. Lansing stated that Council Member L. Taylor is correct; it is not an inexpensive system, however Chief Puckett has found a company that will work with us and ease the cost over a two-year period. Mr. Lansing stated that based on the audit, he believes there is an increase in Fund Balance; he stated that if Council so chooses to move forward with the purchase, he would recommend obtaining the money from Fund Balance instead of purchasing and paying interest as well. He recommended that if approved, Council make a budget amendment to provide funds for the cost. Chief Puckett assured Council that the cost could be split over a two-year period without any interest. Mr. Wicks stated that by having our training coincide with County's training, we are saving approximately \$15,000, and also saving an additional \$8,000 to \$10,000 for the cost of the servers. Mr. Wicks stated that the company is willing to take an initial payment (half of the cost) this year and then bill for the second payment in the next budget year, if the Town needs that accommodation.

Mayor Pro Tem C. Taylor asked if Captain Winstead had anything he would like to add. Captain Winstead stated that he wanted to clarify that the Sheriff's Department doesn't own the system, but they are the largest contributor from the County. He stated they use it, as well as EMS, the Tax Department, and the Department of Social Services. Captain Winstead explained how reporting is currently done in the Police Department and stated that the office currently has approximately 25 filled filing cabinets with boxes on top of them that have been collected since 1982; he then explained how the software would help records management, tracking personnel, data collection, tracking equipment, and reports. Captain Winstead stated that the County has a vested interest in seeing this project succeed. Captain Winstead explained how the system will help the department to better communicate with other jurisdictions, to increase officer safety, and to work better as a unit. Mayor Street asked for additional comments from staff; there were no additional comments.

Mayor Street asked Council if they had any comments. Mayor Pro Tem C. Taylor made the motion to move forward with purchasing the software system using a budget amendment, seconded by Council Member Burns. There being no discussion, Mayor Street called for a vote. The motion was unanimously approved (4-0).

b. Proposal for Second Fire Station

Mayor Street stated that we are facing the prospect of building a second fire station on the east side of town to serve our fire district. Council has a proposal in front of them detailing the cost for the building; it appears that we have an individual who would like to gift the Town land to build the station on. Mayor Street stated that a road would need to be built first to begin the actual process; tonight the Council needs to discuss the process of getting the road built or looking for another potential location. Currently there is an issue with the response time for the department; they are hindered by the amount of time it takes to respond to calls located on the east side of the fire district. Mayor Street asked Mr. Lansing for comments in regards to a second station.

Mr. Lansing stated that they have a proposal of a proposed site; the site could also be located on Oak Level Road. Mr. Lansing is hopeful that the Town will be able to utilize the land that could be gifted to the Town and to receive some form of commitment from NCDOT on putting a road there. Mr. Lansing asked Chief Joyner if he had any comments on the proposed locations for a second station. Chief Joyner commented that the Fire Department could manage in either location; but, being closer to the railroad would give the department better access to Eastern Avenue. NCDOT is projecting additional traffic patterns yearly along Eastern Avenue and having a location near it would be beneficial for the Town. Council Member L. Taylor asked if the current plan fails, if Chief Joyner has considered another site for a second station. Chief Joyner stated that if we are not successful there, he would like to be within a mile and a half radius of that area; he stated that a second station could be located on Oak Level Road close to the Woodfield subdivision, somewhere in that general area would be a primary spot, so we have more suitable coverage of that area.

Mr. Lansing stated that the Chief has documented the need, the Town and Council have been aware of the need, and we have the potential to obtain land fairly reasonably. He understands that they do not have all the exact details tonight, however, if the Council is agreeable to pursuing a second station he and Chief Joyner would prepare all the information to bring back for Council to have clear choices and to understand all costs; the figures that are presented are projections created by he and Chief Joyner. Council Member Hinton asked for confirmation that the water and sewer does not go out to that area, and that it would cost the town \$500,000 to connect to the system, Mayor Street stated she was correct that the water and sewer do not connect. Mayor Pro Tem C. Taylor stated it was not a matter of wanting to move forward or not, that the Town is going to have to do this.

Mayor Street called for a motion to empower the manager to move forward to provide a plan on a second fire station. Council Member L. Taylor made the motion, seconded by Mayor Pro Tem C. Taylor. Mayor Street called for discussion. Mr. Lansing asked if there was anything in particular in addition that they would like to see. Council Member L. Taylor stated that since this is a time sensitive matter he would like to move forward with seeing if we can actually acquire the property. Mayor Street stated he would like to see a time frame for the project within 60 days. Council Member Burns stated that if we can get funding for the road then the current proposal seems like the best option. There being no further discussion, Mayor Street called for a vote. The motion was unanimously approved (4-0).

4. Mayor Street called for Council Comments.

Mayor Street introduced Mr. Lee Brown, the new Public Works Director. Mr. Brown stated he was glad and thankful to work here and serve the community in his role.

Mayor Street called on Council Member L. Taylor for comments. Mr. Taylor did not have any comments.

Mayor Street then called on Mayor Pro Tem C. Taylor for comments. Mr. Taylor stated that he had a neighbor approach him and wanted him to make Council aware of the geese problem in Birchwood; that the citizen may come to the next meeting to discuss this issue. Mayor Street suggested that we talk to a wildlife representative and see if we can net the geese or what we can do about the geese.

Mayor Street then called on Council Member Hinton for comments. Mrs. Hinton stated that there are wants and there are needs. Tonight we have heard needs; we need a new fire house and we obviously need some software, and it's time and they are needs. Mrs. Hinton asked Ms. Bryan what she was going to tell Council about Fund Balance. Ms. Bryan stated that we received a preliminary report that the audit is looking very good and we will know more in the next two to three weeks. Mrs. Hinton asked if we were hiring for a new Finance Director. Mr. Lansing stated that they had two interviews today and are still receiving applications, that we are on our way to selecting a new director.

Mayor Street then called on Council Member Burns. Mrs. Burns thanked the Police Department for their presentation. She stated that in reading the information that was given to them, it was very concerning to see that officer safety was not where it should be, that the current program we are using has not been updated in 15 years, and that we might have been disconnected from the Sherriff's Office. She was glad that they made a decision and she thinks it will give us many more things that we can use. Mrs. Burns stated that it is a lot of money, but we are, as Mrs. Hinton stated, addressing needs.

Mayor Street thanked everyone for coming out and invited everyone to attend the Town Council meeting next week on Tuesday, September 3, 2019.

5. There being no further business, Mayor Street called for a motion to adjourn.

Council Member Hinton made the motion, seconded by Council Member L. Taylor. There being no discussion, Mayor Street called for a vote. The motion was unanimously approved (4-0).

Mayor Street declared the meeting adjourned at 8:02 M.

  
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Donald B. Street, Mayor

ATTEST:

  
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Lou C. Bunch, Town Clerk

