

# NOTES

TO: Honorable Mayor and City Council Members

FROM: Ann E. Wall, City Manager

DATE: January 4, 2023

SUBJECT: Materials for Your Information

Please find attached the following materials for your information:

1. A memo from Lisa Kirby, Director of Engineering, regarding an update on the South Tar River Greenway phase 3B project
2. A memo from Ted Sauls, Chief of Police, regarding an update on the Traffic Safety Task Force
3. A memo from Carson Sanders, Fire/Rescue Chief, regarding paramedic level service
4. An agenda for the January 10<sup>th</sup> Police Community Relations Committee meeting and minutes from the November 8<sup>th</sup> and December 13<sup>th</sup> meetings

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Attachments

# Memorandum

**To:** Ann E. Wall, City Manager  
**From:** Lisa Kirby, PE, CFM, Director of Engineering  
**Date:** January 4, 2023  
**Subject:** Update on the South Tar River Greenway Phase 3B Project

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As presented to Council on March 14, 2022, during construction of the South Tar River Greenway Phase 3B Project, crews for the City's contractor, Fred Smith Company (FSC), discovered an unanticipated conflict between proposed underground steel pilings and an existing 24" sanitary sewer pipe within the CSX railroad right-of-way (ROW). This conflict, particularly given its location within CSX railroad ROW, has required extensive coordination among City staff, the construction contractor, Greenville Utilities, SEPI, Inc. (City CEI consultant), CSX, AECOM (working on behalf of CSX), and Kimley-Horn (design engineer.)

After thorough investigations by the City and GUC, including multiple field meetings with representatives of the aforementioned entities, the team determined the exact location and length of sanitary sewer pipe in conflict with the proposed improvements. As discussed with Council in March, the sewer line was offset from its normal, expected location based on the manholes. Staff facilitated numerous discussions among the various stakeholders, attempting to identify alternative solutions that would allow the proposed pile locations and associated reinforced concrete slab to remain as designed, especially since a re-design would require another review process with CSX/AECOM. Despite these efforts, it was determined that shifting the conflicting pile locations was the least impactful option. Other options the team investigated included relocating the existing sewer line or converting the concrete path to asphalt.

City staff and Kimley-Horn discussed the services necessary to perform the re-design, which included surveys, geotechnical research, structure design, drafting, railroad review coordination, and final revised plan sheets. This process, including review and approval of the re-design by CSX and AECOM, was completed in December 2021.

While this process was underway, the contractor continued construction of greenway improvements in other areas outside the sanitary sewer conflict. This work was completed and accepted in October 2022.

During this time, staff was also required to update and amend the agreements with CSX which allowed work within their railroad right-of-way. These agreements were received with final signatures from CSX in mid-November 2022.

The remaining portion of greenway to be constructed is approximately 400 feet in length, adjacent to and under the CSX Railroad, and will connect to the existing greenway along First Street Place Apartments. This work includes the reinforced concrete slab supported by steel piles, timber canopies to protect users from ballast stone on the railroad above, excavation, grading, erosion control measures, metal handrail, pavement structure, and final seeding and mulching.


During the March 2022 City Council meeting, staff reviewed three additional costs associated with resolving the sanitary sewer conflict: 1) Construction Engineering and Inspection (CEI); 2) CSX/AECOM railroad project management and flagging services; and 3) Contractor's additional costs to complete the re-designed work of constructing the improvements noted in the previous paragraph. Council approved the additional CEI costs in March, and the City Manager signed the updated and revised agreement with CSX in August.

With the updated agreements with CSX fully executed in mid-November, it is now appropriate to finalize the supplemental agreement with the contractor to complete the remaining work. Staff has negotiated extensively with the contractor, working through several iterations of this agreement, to reach a final fee for the work. The supplemental agreement for this work, along with additional work for extensive mowing along the project, will slightly exceed the original budgeted project funds as discussed with Council in March. Staff has submitted a request for additional funds to NCDOT. It is unknown at this time if any or all of the request will be approved. If approved, the anticipated funding split could be 80% federal or state and 20% City.

The additional funds will cover the last remaining work needed to complete the project and open this new section of the greenway to the public. Staff will bring an agenda item to City Council for approval at the January 9, 2023 meeting. Once the additional funds are in place and the supplemental agreement is executed, the remaining work should take approximately 3-4 months to complete, depending upon weather and scheduling CSX flaggers.

cc: Lynn Raynor, PE, Civil Engineer III  
Brandon Rountree, PE, Civil Engineer I

# Memorandum

**To:** Ann Wall, City Manager  
**From:** Ted D. Sauls, Jr., Chief of Police   
**Date:** December 28, 2022  
**Subject:** Traffic Safety Task Force Update

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The Greenville Traffic Safety Task Force met on December 8, 2022 for their quarterly meeting. Deputy Chief Ivey and Sgt. Ross attended for GPD. Several action items were updated and discussed at the meeting. There are several major action items that have been completed in 2022 and others that are scheduled to be completed in the coming months that were spearheaded by the task force. Below are some of those highlights:

- All existing lighting along the Memorial Drive corridor has now been updated to LED lighting.
- GPD Traffic Safety Unit continues to utilize focused speed and DWI enforcement. We continue to partner with ECU PD for enforcement on 10<sup>th</sup> Street and 5<sup>th</sup> Street adjacent to ECU.
- NCDOT is working on pedestrian improvements to Evans Street and Howell that will include a crosswalk with a flashing beacon.
- NCDOT is working on safety improvements to the roadway in the area of NC 33 and HWY 11/13 to include traffic islands to limit unsafe movements such as left-outs from Burger King and Peaden's Grill.
- ECU is continuing their work on Pirate Pathways. Pirate Pathways are identified pedestrian walkways that serve as safer routes to walk to and from and around ECU.
- LED lighting upgrades have been completed from 1<sup>st</sup> Street south to Greenville Boulevard. There will be more lights added as GUC receives the equipment to do so.
- The process for the next 4 locations for delineators is underway and should be completed in the first half of 2023:
  - Arlington and Mulberry
  - Greenville Boulevard and Kirkland
  - Memorial and Peed
  - Greenville Boulevard and Kristin Drive

There are also numerous major roadway widening and improvement projects that are currently scheduled by NCDOT that will have a tremendous impact on traffic safety in our City. These are years' long projects that are state funded:

- Firetower Road project
- 10<sup>th</sup> Street safety project
- Evans Street widening project

As a reminder, the key partners on the task force are GPD, ECU PD, Vidant PD, Vidant Injury Prevention, DOT, and our Engineering Department.

*The Greenville Police Department exists to enhance public safety and quality of life, in partnership with all people in our community, by preventing crime with honor and integrity.*



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## **Memorandum**

**To:** Ann E. Wall, City Manager  
**From:** Carson Sanders, Fire/Rescue Chief  
**Date:** January 3, 2023  
**Subject:** Paramedic Level Service

During the summer of 2022, Greenville Fire/Rescue set a goal to staff all front-line emergency medical service apparatus with a paramedic. This staffing change would result in improved medical service to our community by providing faster access to advance level medical care with the first arriving apparatus. Additionally, this change creates more efficiency in our service delivery by decreasing the number of apparatuses needed to respond to many call types. Starting January 1, 2023, Fire/Rescue has reached this milestone. Increased training within the department as well as an incentive to attend paramedic school are largely responsible for this success.

Moving forward, this staffing model will allow for additional resource deployment changes to increase response efficiency and allow us to better serve our citizens and visitors.

This accomplishment continues our march towards being an elite Fire/Rescue department in North Carolina and providing excellent emergency medical care to our citizens.



## POLICE COMMUNITY RELATIONS COMMITTEE AGENDA

6:00 p.m. Tuesday, January 10, 2023  
City Hall Conference Room 329  
200 West Fifth Street  
Greenville, NC 27834

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- Call to Order
- Roll Call
- Introduction of Committee members
- Approval of the Agenda – January 10, 2023
- Approval of Minutes – December 13, 2022
- Planning for 2023 meetings
- Community Members Expression and Questions
- Next Meeting – 6:00 p.m. Tuesday, February 14, 2023 – TBD
- Adjourn

**NOTE:** To maintain order of the board and clarity of recording, please allow one person to speak at a time.

### **The Police Committee Relations Committee Mission Statement:**

Serve as a liaison between the community and the police. To serve as an advocate for programs, ideas, and methods to improve relations between the community and the police. To disseminate information to the community and the City with regard to the state of relations between the community and the Greenville Police Department. To assist and promote the community education efforts concerning safety awareness and community and individual awareness.



# City of Greenville Police Community Relations Committee

6:00 p.m. Tuesday, November 8, 2022  
Greenville City Council Chambers  
200 West Fifth Street, Greenville, NC 27834

## Committee Members Present:

Carol Ann Naipaul (Chair)	District 2
Sonny Bass (Vice Chair)	District 5
Diane Kulik	At-Large
Mark Parker	District 1
Sterling Ruffin	District 4

## Committee Members Absent:

Vacant	District 3
Vacant	Mayoral

## City Staff Members Present:

Community Projects Coordinator, Devinder Culver, Staff Liaison  
Lt. Dale Mills  
Sgt. William Stokes

Chairperson Carol Naipaul called the meeting to order at 6:03 p.m. Staff Liaison Devinder Culver called the roll call.

Chairperson Carol Naipaul asked for a motion for approval of the agenda. Diane Kulik made a motion to approve the agenda. Sonny Bass seconded the motion. The agenda was approved unanimously.

Mrs. Naipaul then asked for a motion to approve the minutes for October 11, 2022. Sonny Bass made a motion to approve the minutes. Diane Kulik seconded the motion. The minutes were approved as read.

Chairperson Carol Naipaul thanked everyone for attending the meeting. She introduced Lt. Dale Mills from the Internal Affairs Unit.

Lt. Mills began his presentation on the Internal Affairs Office (IA) with a brief history of his career which began in 1994 in Grifton. He began his time with Greenville Police Department in 2001. Served in various roles in and began his role as the Internal Affairs Investigator January 1, 2022.

Lt. Mills mentioned that IA is responsible for more than just complaints for example IA investigates:

- all employee crashes
- uses of force
- vehicle pursuits

Lt. Mills explained that when GPD receives complaints, the complaint is acknowledged and a case number is generated. IA then has 60 days to investigate the complaint. The complainant is then sent a letter that the investigation is closed but the letter will not provide any details because according to North Carolina law personnel information cannot be disclosed. This can be frustrating for the complainant.

Lt. Mills shared some statistics for 2021. There were:

111,367 Officer Contacts of which - 38,242 were citizen initiated  
- 73,125 were officer initiated of these 16,147 were traffic stops

Lt. Mills said that the traffic stops generated the most complaints. He explained the possible uses of force such as: the use of the baton, pepper spray, Taser, physical, K9 and firearms. He stated that with the use of body-worn cameras the job had become a little easier as there was less of the “he said, she said” because the camera footage could be reviewed. Lt. Mills explained that the complainant according to the law could view all the body-worn camera footage in which the complainant’s voice could be heard or is seen in the video. Once IA completes the investigation it is reviewed by the Majors, Deputy Chief and Chief. The Chief makes the final decision.

As afore-mentioned, traffic stops generate the most complaints. Lt. Mills explained that an officer must have a reason to stop you. So if you do not want to be stopped make sure you have your insurance paid, taxes paid, registration up to date and driver’s license is in order. If you are stopped do not try your case by the side of the road wait until you get to court. Do as the officer tells you, do not resist. If the officer asks for your driver’s license, give it to the officer. The driver’s license does not belong to you, it is an official document, if you have it give it to the officer. If you do not produce it the officer can ask you to get out of your vehicle. If you resist then the officer may apply force to extract you from the vehicle. So comply with the officer’s requests. Lt. Mills mentioned that there is a video on GPD’s website which explains “What to do if you are stopped by the Police” and he shared the brochure on what to do at a traffic stop. He also mentioned the brochure on “Know Your Rights.”

A lively discussion followed about how to educate the public, especially new drivers about the right way to interact with the police at a traffic stop.

Chairperson Carol Naipaul expressed her thanks to Lt. Mills for a most informative presentation. Mrs. Naipaul also thanked the community members, the Committee and Greenville Police Department personnel for coming out this evening. She reminded everyone of the next meeting scheduled for 6:00 p.m. Tuesday December 13, 2022 in City Hall Conference Room 337. Elections, orientation and planning for the upcoming year will be on the agenda. She strongly encouraged everyone to attend. There being no other business Mrs. Naipaul asked for a motion to adjourn. Sonny Bass made a motion to adjourn. Diane Kulik seconded the motion. The motion was approved unanimously and the meeting was adjourned at 7:20 p.m.

Respectfully submitted,

*Devinder Culver*

Devinder Culver, Staff Liaison





# City of Greenville Police Community Relations Committee

6:00 p.m. Tuesday, December 13, 2022  
City Hall Conference Room 337  
200 West Fifth Street, Greenville, NC 27834

## **Committee Members Present:**

Carol Ann Naipaul (Chair)	District 2
Sonny Bass (Vice Chair)	District 5
Diane Kulik	At-Large
Mark Parker	District 1
Sterling Ruffin	District 4
Rev. Philip Lyon	Mayoral

## **Committee Members Absent:**

Vacant                      District 3

## **City Staff Members Present:**

Assistant City Attorney, Donald K. Phillips, Staff Liaison  
Community Projects Coordinator, Devinder Culver, Staff Liaison  
City Clerk, Valerie Shiuwegar

Chairperson Carol Naipaul called the meeting to order at 6:02 p.m. Staff Liaison Devinder Culver called the roll call. A quorum was established.

Chairperson Carol Naipaul asked for a motion for approval of the agenda. Sonny Bass made a motion to approve the agenda. Diane Kulik seconded the motion. The agenda was approved unanimously. Committee members and presenters introduced themselves.

Mrs. Naipaul then asked for a motion to approve the minutes for November 8, 2022. Sonny Bass made a motion to approve the minutes. Diane Kulik seconded the motion. The minutes were approved as read.

Chairperson Carol Naipaul thanked everyone for attending the meeting. She asked Devinder to introduce presenters, City Clerk, Valerie Shiuwegar and Assistant City Attorney, Donald K. Phillips. Devinder explained that Valerie and Donald would be providing information which would help orientate members to the Police Community Relations Committee procedures, rules and regulations.

The topics covered by Valerie and Donald were as follows:

- Role of an advisory board
- PCRC Mission and Goals
- PCRC Structure
  - Public Body
  - Open Meetings/Meeting Schedule/Transparency
  - How members are appointed

- Terms
- Roles (Members, City Council Liaison, Staff Liaison, Attorney, Chair, and Vice-Chair)
- Board & Commission Policy
  - Attendance Policy
  - Communications Policy
- Running a meeting
  - Agenda
  - Transacting Business
- PCRC Bylaws

There were many questions and a long discussion followed regarding roles, advertising and transparency. Chairperson Carol Naipaul expressed her thanks to Valerie and Donald for a most illuminating presentation.

Assistant City Attorney, Donald Phillips began the elections process. Donald explained the process of elections and asked for nominations for chair of the Committee. Diane Kulik nominated Carol Ann Naipaul for chair. Donald asked for any other nominations. Donald closed the nominations because there were no other nominations. Donald stated that a vote was needed on the nominees in the order that they were nominated. Donald called for a vote for the office of chair for Carol Naipaul. The vote was unanimous.

Donald asked for nominations for vice chair. Diane Kulik asked if anyone was willing to nominate themselves. Sonny Bass said he was willing. Donald asked for further nominations. Because there were no further nominations, Donald closed the nominations. Donald called for a vote for the office of vice chair for Sonny Bass. The vote was unanimous.

Sonny wanted to know who he could contact about a grant that was awarded to the Police Department. Donald said that he could contact Finance Director Byron Hayes or the Police Chief.

Sterling asked how he could find out about possible issues in his district. Donald suggested that he reach out to Deputy Chief Ivey and the appropriate Zone Commander. Devinder said she would help.

A motion was made by Sterling and seconded by Sonny to move planning for the upcoming year to January 2023 due to time commitments. The vote was unanimous to move planning to January. Diane Kulik volunteered to develop a potential list of topics for review by the Committee members.

Chairperson Carol Naipaul expressed her thanks to City Clerk, Valerie Shiuwegar and Assistant City Attorney Donald K. Phillips for a most instructive presentation. Mrs. Naipaul reminded everyone of the next meeting scheduled for 6:00 p.m. Tuesday January 10, 2023 in City Hall Conference Room 329. There being no other business Mrs. Naipaul asked for a motion to adjourn. Sonny Bass made a motion to adjourn. Diane Kulik seconded the motion. The motion was approved unanimously and the meeting was adjourned at 7:20 p.m.

Respectfully submitted,

*Devinder Culver*

Devinder Culver, Staff Liaison