

**TOWN OF HOPE MILLS
BOARD OF COMMISSIONERS REGULAR MEETING
MONDAY, JANUARY 22, 2018, 7:00 P.M.
WILLIAM F. "BILL" LUTHER, JR. & DORIS LUTHER MEETING ROOM**

Mayor Jackie Warner called the regular meeting of the Hope Mills Board of Commissioners to order on Monday, January 22, 2018 at 7:05 p.m.

GOVERNING BOARD MEMBERS PRESENT

Mayor Jackie Warner, Mayor Pro Tem Mike Mitchell, Commissioners Jessie Bellflowers, Patricia Edwards, Megan Larson and Jerry Legge.

STAFF PRESENT

Town Manager Melissa Adams, Interim Town Clerk Deborah Holland, Finance Director Drew Holland, Parks & Recreation Director Kenny Bullock, Public Works Director Hector Cruz, Deputy Police Chief David Servie, Stormwater Administrator Beth Brown and Planning & Development Administrator Chancer McLaughlin. Also present were Town Attorney Dan Hartzog, Jr. and Betty Lynd of Cumberland County Planning.

INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation was led by Reverend Mike Wells, Hope Mills Church of God, followed by the Pledge of Allegiance led by Mayor Jackie Warner.

1. APPROVAL OF AGENDA – ADDITIONS OR DELETIONS.

Motion made by Mayor Pro Tem Mitchell, seconded by Commissioner Bellflowers and carried unanimously to approve the agenda as presented with the addition of Presentations; Item e. Proclamation for National Wear Red Day on February 2, 2018 and New Business; Item b. Discussion of the approved Up and Coming Weekly marketing program and a Closed Session to discuss personnel matters prior to public comments.

2. PRESENTATIONS:

- a. Presentation from the Mayor's Youth Leadership Committee.

Mayor Warner called Henry Swartout, Chairman of the Mayor's Youth Leadership Committee forward to present the Committee's ideas to best utilize the golf course property. Mr. Swartout commented ideas ranged from a sports complex with paid memberships featuring a swimming pool or disc golf to the extension of a 9-hole golf course or putt-putt.

Bailey Haggins, Vice Chairperson of the Mayor's Youth Leadership Committee presented the idea of a recreational sports facility featuring a turf sports field for

recreational football, soccer and lacrosse with a track around the perimeter of the field. Ms. Haggins proposed the costs be funded by travel sports.

- b. Presentation of adopted Resolutions from the 2017 CityVision, NC League of Municipalities annual conference, held in Greenville, NC honoring former Mayors Eddie Dees and Edwin Deaver.

Mayor Warner presented the 2017 CityVision NC League of Municipalities Resolutions to the families of former Mayors Eddie Dees and Edwin Deaver.

- c. Reading of a Proclamation for Black History Month –February 2018.

**Proclamation
Designating February
as
Black History Month**

WHEREAS, the 2018 theme for National Black History Month is “**African Americans in Times of War**” commemorating the centennial end of World War in 1918 and chronicling the important roles the African Americans played in the United States that evoke a sense of black culture and history; and

WHEREAS, Black History Month is the observance of a special period to recognize and honor the determination and commitment of generations of African Americans in pursuing the promises of America; and

WHEREAS, it was initiated in 1926 by Dr. Carter G. Woodson as Negro History Week; and

WHEREAS, since 1976 it has been celebrated the entire month of February; and

WHEREAS, African American leaders such as Sojourner Truth, Phyllis Wheatley, Harriet Tubman, Ida B. Wells, Rosa Parks, Shirley Chisholm, Booker T. Washington, Martin Luther King, Jr. and Leon Sullivan caused America to examine its heart and to respect the dignity and equality of all people, regardless of race; and

WHEREAS, African Americans have made significant contributions as leaders at the highest levels of the military, business, education, law, government, the arts, sports, and religion; and

WHEREAS, Barack Obama was the first man of color elected President of the United States.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Commissioners of the Town of Hope Mills, North Carolina, do hereby proclaim the month of February as Black History Month and urge all citizens of our community to give full regard to the past and continuing service of African Americans in our city, our state and our nation.

This the 22nd day of January, 2018.

Jackie Warner, Mayor

Attest:

Deborah Holland, NCCMC Interim Town Clerk

d. Presentation of recommendations of the Lake Advisory Committee to the Board of Commissioners for the Lakefront Park Final Conceptual Plan.

Lake Advisory Committee Chairman Rod MacLean commented the committee recommended Concept #1 Plan to utilize the recently donated Saleeby lot as additional parking for the lakefront park but highly recommends the use of crush and run so the parking lot can be easily moved if the Town ever acquires the two surrounding lots. The Lake Advisory Committee also recommended the Board begin negotiations for the two surrounding lots and that the Pier Ordinance be made part of Article II Lake Ordinance.

Commissioner Edwards inquired what the Lake Advisory Committee would propose if the Town were to acquire the other two lots. Mr. MacLean responded Concept Plans #2 & #3 proposed additional parking to aid in traffic flow or a playground and pavilion on the 1.8 acre lot.

e. Reading of a proclamation for National Wear Red Day on February 2, 2018.

Mayor Warner read the proclamation for National Wear Red Day.

Proclamation

WHEREAS, **National Wear Red Day** celebrates the extraordinary progress in women's heart health and recognizes that more needs to be done in **Hope Mills, North Carolina** to safeguard women's health for generations to come; and

WHEREAS, heart disease is among the leading causes of death among women,
and

WHEREAS, many women do not know that heart disease is a woman's problem and they do not take it seriously; and

WHEREAS, the risk factors for heart disease are smoking, high blood pressure, high cholesterol and high triglyceride levels, overweight/obesity, physical inactivity, metabolic syndrome, diabetes and pre-diabetes, a family history of early heart disease, age, history of preeclampsia; and

WHEREAS, Women can take action to protect their heart health and prevent heart disease by taking steps to prevent and control the risk factors for the disease; and

WHEREAS, Keeping women healthy and promoting awareness of women's health issues, including heart disease, is an important responsibility and depends on the actions of many organizations and groups in our community; and

WHEREAS, Women's health remains a priority for families, communities, and government, and our commitment to keeping women healthy is stronger than ever; and

WHEREAS, *The Heart Truth*[®] program and its *Red Dress*[®] symbol are building awareness of women's heart disease risk and empowering them to reduce their risk and prevent heart disease;

THEREFORE, **the Town of Hope Mills** women need to take action to make heart health a priority for themselves and their families, become aware of their risk for heart disease, and take action to their heart health.

NOW, THEREFORE, I, **Jackie Warner, Mayor of Hope Mills** do hereby proclaim Friday, **February 2, 2018** as National Wear Red Day[®] for the Town of Hope Mills and encourage all citizens to work together to promote and improve the health of women and increase awareness and understanding of women and heart disease.

Jackie Warner, Mayor

3. PUBLIC HEARINGS: None.

MOTION TO CONDUCT A CLOSED SESSION PURSUANT TO NCGS 143-318.11 (A)(6) TO DISCUSS PERSONNEL MATTERS.

Motion made by Mayor Pro Tem Mitchell, seconded by Commissioner Bellflowers and carried unanimously, to conduct a closed session pursuant to NCGS 143-318.11 (A)(6) to discuss personnel matters.

Mayor Warner instructed the Board to assemble in the front conference room at 7:28 p.m.

At 7:46 p.m. Mayor Warner called the meeting back to order.

Motion made by Mayor Pro Tem Mitchell, seconded by Commissioner Legge and carried unanimously, to seal the minutes of the closed session until such time as the release of the information would no longer frustrate the purpose of the closed session and further no action was taken.

4. PUBLIC COMMENTS:

Carla Welsh, 3626 Lake Forest Rd, commented she wished to see more coverage of Trade Street businesses in Up & Coming Weekly.

5. CONSENT AGENDA:

- a. Consideration of approval of the minutes from January 8, 2018 Special Meeting.
- b. Consideration of approval of the minutes from January 8, 2018 Regular Meeting.
- c. Consideration of approval of the minutes of January 8, 2018 Closed Session.
- d. Acceptance of the December 2017 Financials.
- e. Consideration of approval of the cleanup/beautification of the CSX owned bridge at a cost of initial payment of \$1,595.00 and \$5,890.00 for the pressure washing of the bridge on BA #23 in the amount of \$7,500.00 and authorize Town Manager to execute the ROE agreement and the service contract agreement.

Town of Hope Mills, North Carolina
Budget Ordinance Amendment
Fiscal Year 2017-2018
Amendment #23

BE IT ORDAINED by the Board of Commissioners of the Town of Hope Mills, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending in June 30, 2018:

Section 1. To amend the General Fund, the appropriations are to be changed as follows:

<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
Contract Services 10-501-1270	-	7,500.00
	<u>\$ -</u>	<u>\$ 7,500.00</u>

This will result in a net increase of \$7,500.00 in the appropriations of the General Fund. To provide the additional revenue for the above, the following revenues will be increased.

<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
Contributions & Donations 10-3919	-	1,000.00
Approp from Fund Balance 10-3991	-	6,500.00
	<u>\$ -</u>	<u>\$ 7,500.00</u>

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Board of Commissioners, and to the Budget Officer and the Finance Officer for their direction.

Adopted this 22nd day of January 2018.

Jackie Warner, Mayor

ATTEST:

Deborah Holland, Interim Town Clerk

- f. Consideration of approval of solicited bid proposals for road repairs off East Patterson Drive project with the lowest bid cost per unit going to Charles Hughes Construction for FEMA reimbursable repair project in the amount of \$149,149.00 and authorize the Town Manager to negotiate and execute a contract.
- g. Consideration of approval of solicited bid proposals for road repairs “Hope Mills Road Repairs” (Davis Street, River Road and Thoroughbred Trail) project with the lowest bid cost per unit going to Charles Hughes Construction for FEMA reimbursable repair project in the amount of \$274,274.00 and authorize the Town Manager to negotiate and execute a contract.

“END OF CONSENT AGENDA”

Motion made by Commissioner Legge, seconded by Commissioner Larson and carried unanimously, to approve the consent agenda as read.

6. OLD BUSINESS:

- a. Consideration/Discussion of the proposed Rules of Procedure.

Town Attorney Dan Hartzog, Jr. commented he used Trey Allen/UNC School of Government's Suggested Rules of Procedure for the Board of County Commissioners as a guide and made the Board's proposed modifications.

Commissioner Larson inquired why Rule #3 in which a Board member is not counted as part of a quorum when attending a meeting electronically was omitted. Attorney Hartzog responded he left out Rule #3 due to a policy the Town used in the past.

Motion made by Mayor Pro Tem Mitchell, seconded by Commissioner Legge and carried unanimously, to adopt the change to Rule #3 and reinstate the statements on pages 8 & 9 to the Suggested Rules of Procedure by Trey Allen.

Commissioner Larson requested Rule #16 on page 30 be modified to reflect Hope Mills current order of business.

Motion made by Mayor Pro Tem Mitchell, seconded by Commissioner Legge and carried unanimously, to modify Rule #16 to reflect Hope Mills Board of Commissioners current order of business.

Commissioner Larson addressed Rule #38; Appointments, commenting it does not state the next highest vote-getter in Mayor's race is to fill Mayor Pro Tempore seat. Town Attorney Hartzog responded it is partly addressed in North Carolina General Statute 160A-70 regarding the duties of Mayor Pro Tem.

Commissioner Larson commented she needed a bit of clarification on Rule #39 regarding appointments to Committees and Boards. Attorney Hartzog commented he could modify the rule to make it explicit that the Mayor appoints liaisons to committees.

Motion made by Commissioner Larson, seconded by Commissioner Bellflowers and carried unanimously, to add item d. to Rule #39 to clarify the Mayor appoints committee liaisons.

Mayor Warner inquired under what circumstances a Mayor is allowed to vote other than tiebreakers. Town Attorney Hartzog responded he would refer to the charter and bring back a recommendation.

Commissioner Larson inquired if the Board could adopt the rules as is under Rule #40 and Mayor Pro Tem Mitchell inquired further clarification for Rule #38. Attorney Hartzog commented he would research both issues and return with recommendations at the next meeting.

- b. Consideration/Discussion of the proposed Pier/Dock/Bulkhead/Lake Park Ordinance.

Town Attorney Hartzog recommended the Board table the ordinance as changes are still being made to it.

Motion made by Mayor Pro Tem Mitchell, seconded by Commissioner Legge and carried unanimously, to table the Pier/Dock/Bulkhead/Lake Park Ordinance.

- c. Update/Discussion of the sidewalk grant projects for Rockfish Road and Johnson Street.
 - Update/Discussion of the proposed traffic pattern approved change to Johnson Street.

Public Works Director Hector Cruz presented a PowerPoint presentation on the Rockfish Road and Johnson Street sidewalk projects.

Mayor Pro Tem Mitchell inquired if the proposed one-way traffic pattern was presented at a public meeting where citizens could provide input. Town Manager Adams responded the traffic pattern was approved during a public meeting.

Motion made by Commissioner Bellflowers, seconded by Mayor Pro Tem Mitchell to hold a public hearing on the traffic pattern change on Johnson Street.

Town Attorney Hartzog commented it is not appropriate to have a public hearing as the previous Board already voted in favor of the traffic pattern change.

Mayor Warner commented this project dates back to 2011 and was based off the Southwest Cumberland Land Use Plan which was presented to the Department of Transportation. This was a factor in the Town being able to get the grant for the project.

Commissioner Larson commented there were conflicting bid dates for the sidewalk project advertised in the Fayetteville Observer and Up & Coming Weekly.

Mayor Pro Tem Mitchell commented he is opposed to the project as it is wasteful government spending.

Commissioner Edwards commented she continues to support the staff's recommendations for the addition of sidewalks that she and the previous Board approved.

Commissioner Legge commented he agreed with Mayor Pro Tem Mitchell in that the addition of sidewalks would be wasteful government spending. Mayor Pro Tem Mitchell commented the federal and state government frequently makes technical corrections and it is upsetting they are unable to do so at a municipal level.

Attorney Hartzog requested the Board allow him to research whether they have the authority to hold a public hearing regarding a project that was already approved before taking a vote on the motion. Motion was tabled.

7. NEW BUSINESS:

- a. Case No. 17-136 Cape Fear Discount Drug; C(P) Site Plan Review; Hope Mills Zoning Ordinance; Zoned: C(P); Acreage 0.52 ac. +/-; located at 30230 N. Main Street (NC Hwy 59); submitted by Ed Greene-Ashland Construction Co. (Builder); Village Company, LLC (Owner) and ECLS Global Inc. (Design Firm). (Hope Mills)

Planning & Development Administrator Chancer McLaughlin presented Case No. P17-136 commenting the applicant is proposing to construct an approximately 3,889 foot drug store with a drive through area located in the rear.

Commissioner Bellflowers inquired if the owner would object to the addition of sidewalks. Mr. McLaughlin commented it was the owner's desire though it was not required through the ordinance.

Motion made by Mayor Pro Tem Mitchell, seconded by Commissioner Larson and carried unanimously, to approve Case No. P17-136 C(P) Site Plan Zoning Ordinance; Zoned: C(P); Acreage 0.52 ac. +/-; located at 30230 N. Main Street.

- b. Discussion of the approved Up and Coming Weekly marketing program.

Commissioner Larson commented she requested this item be added to the agenda as she feels it is an inappropriate use of time for the elected and Town staff to draft articles for a publication the Town spent \$28,000.00 on to market Hope Mills.

Commissioners Legge and Bellflowers were in agreement with Commissioner Larson in that the citizens of Hope Mills would rather hear about the great things happening in our community versus a staff member's point of view.

Commissioner Edwards commented the Sandspur doesn't feature all the exciting events taking place in Hope Mills and she supports the articles Up & Coming Weekly puts out.

Mayor Warner inquired the length of the contract with Up & Coming. Town Manager Adams responded the Town does not have a month to month billing contract with Up & Coming, but rather quarterly invoicing.

Interim Town Clerk Holland responded the Town has quarterly invoicing with Up & Coming and in regards to a contract; the Town has indicated an implied commitment.

Mayor Warner commented we may need to reexamine the commitment we have with Up & Coming. Town Manager Adams responded she will request Bill Bowman of Up & Coming attend the next meeting to speak to the Board.

Mayor Pro Tem Mitchell commented he is not in favor of individual staff feature articles and would like for Up & Coming to cover topics Hope Mills's citizens would be interested in such as Citizens Academy Program or what's happening in departments as a whole.

Interim Town Clerk Holland remarked the cost covers a whole year and fifty-two issues county wide. Clerk Holland commented our goal was to spotlight a local business in each issue beginning with the historic district and branch out from there. Interim Town Clerk Holland commented after an article ran on 1910 Apothecary, the owner sold out at Christmas and informed her he had customers coming in from Raleigh after local residents forwarded his article. Clerk Holland commented Up & Coming requested contributions from all Board members and department heads in an effort to get the word out about what the Town is doing and to get to know the new Board and department heads. Clerk Holland remarked the Town does not have a marketing plan and Up & Coming is a start in hopes of aiding in economic development.

Interim Town Clerk Holland commented the Sandspur puts out good articles but is not half of what it used to be in size and content. Commissioner Larson responded the Sandspur is free of cost to the Town and disagreed with Interim Town Clerk Holland's comment. Clerk Holland responded Up & Coming is distributed county wide and is a popular weekly so the Town felt it was a good option to begin marketing the Town.

Discussion pursued and the general consensus of the Board was to request Bill Bowman of Up & Coming Weekly return to the Board at the February 5, 2018 meeting.

8. REPORTS AND INFORMATION ITEMS:

- a. Update report on the Hope Mills Lake/Dam project.

Town Manager Adams reported the Dam Safety Inspection was performed on January 10, 2018 and Dam Safety is expected to issue approval very soon. For the next two weeks, ASI plans to continue to close the project out and prepare for water impoundment. Regarding Dam Safety waiving the inspection fee, the entire DEQ department must

approve which will require additional time. The Town submitted the required affidavit and check for \$45,726.24 to keep the approval process moving forward.

- Update on Pier, Bulkhead/Boardwalk up to the boat ramp at Lake Park.

Town Manager Adams reported the opening flooring and framing inspections were completed today and passed inspection. Rough framing is approximately 90% complete and the new floats for the floating docks will be installed this week.

Commissioner Legge commented he received a call in reference to bolts on the boat ramp that may be a hazard. Town Manager Adams responded she would have Public Works Director Cruz look into the issue.

Mayor Warner opened the floor for public comments regarding the Hope Mills Lake/Dam project.

Rod MacLean, 5435 Fountain Lane, inquired about the date of water impoundment. Town Manager Adams responded the date will be provided once we receive the letter of approval.

Mayor Pro Tem Mitchell inquired if the cross braces have been completed on the pier and whether the Town must pay the \$44,000.00 fee. Public Works Director Cruz responded the cross braces have been completed and the Town will not be charged any fee.

Commissioner Bellflowers inquired if the Town has heard back from Fleming & Associates regarding the Lake Park design. Public Works Director Cruz responded he spoke with Mr. Fleming and he is working on finalizing the design.

b. Manager's update.

Town Manager Adams reported staff met with members of Cumberland County Planning on January 2, 2018 to discuss the denial of Case P17-45 rezoning. The county offered to meet with the Board in an effort to promote better lines of communication. Since the denial, the applicant has not filed an appeal and in order for the case to move forward without requiring the applicant to wait a year, the Board must reconsider the case if they so wish.

Commissioner Larson inquired if Cumberland County addressed why the public notices advertised displayed the same case number being heard at two different government agencies on the same evening. Town Manager Adams responded Cumberland County informed her it was done in that manner as an effort to save the applicant the cost of two application fees.

Discussion pursued and the general consensus of the Board was to invite Cumberland Planning to the next meeting so they may discuss their process in an effort for the Board to better understand their method for handling cases.

Town Manager Adams updated on the following items:

- New Fire Truck – The Fire Department will pick up their new truck the week of January 29, 2018.
- Fire Department Inspection – The North Carolina Department of Insurance State Fire Marshalls Office conducted a 9S inspection of the Hope Mills Fire Department On Thursday, January 11, 2018.
- Televising Board Meetings – Finance Director Drew Holland is meeting with a videographer on Wednesday, January 24, 2018.
- Golden Leaf Grant Project – The cleanup of Little Rockfish Creek has been completed. Public Works Director Hector Cruz will conduct a final inspection of the project within the next week.

- Update on Walmart stormwater retention ponds.

In addition to the information provided in the agenda packet, Town Manager Adams commented a flow test is scheduled for January 24, 2018 in which representatives from Stormwater and Public Works will be present.

Mayor Pro Tem Mitchell requested the Town look into Fayetteville’s practice in handling developers and the quality of their work.

Commissioner Bellflowers commended Stormwater Administrator Beth Brown for her thorough update on the progress of the Walmart stormwater ponds.

Commissioner Legge inquired why we have to go through the process of collecting bonds as the process we have now hasn’t presented any problems.

- Kevin Lugo, P.E., MBP Invoice.

c. Reminders of upcoming events:

- Board Retreat for Essentials of Municipal Government and Ethics Training on January 25-26, 2018 in Chapel Hill, NC.
- Special Meeting/Budget Work Session on January 25, 2018 at 6:00 p.m. at the Sheraton in Chapel Hill, NC.
- Mayor’s Coalition Breakfast Friday, February 2, 2018 at the Hope Mills Parks & Recreation Center at 8:00 a.m.

d. Department Monthly Reports

- Fire Department, December, 2017
- Police Department, December, 2017
- Inspections Department, December, 2017
- Parks & Recreation, December, 2017
- Stormwater Department, December, 2017
- Public Works Department, December, 2017
 - Sanitation
 - Service Garage
 - Buildings & Grounds
 - Street

All Monthly Reports

9. STAFF COMMENTS.

10. OFFICIAL COMMENTS.

Commissioner Legge commented a resident on Bullard Street complained about trash and people occupying homes that are boarded up. A resident on Labonte Drive informed him the speed bumps are not deterring speeders.

Commissioner Bellflowers thanked Hope Mills’s residents for attending the lengthy, yet productive meeting.

Commissioner Edwards requested Maurice Edwards, a resident that is outside the Town limits, be reconsidered for the Appearance Committee. The general consensus of the Board was to appoint Mr. Edwards to the Appearance Committee as a non-voting member.

Mayor Pro Tem Mitchell thanked everyone for attending and for their patience as the newly elect are being brought up to speed on all the happenings within the Town.

Mayor Warner requested the protocol for inquiries by Board members be added to the January 25, 2018 meeting agenda.

11. ADJOURNMENT.

Motion made by Commissioner Legge, seconded by Mayor Pro Tem Mitchell and carried unanimously, to adjourn the meeting.

Mayor Warner adjourned the meeting at 10:10 p.m.

Jackie Warner, Mayor

ATTEST:

Deborah Holland NCCMC
Interim Town Clerk