

**TOWN OF HOPE MILLS
BOARD OF COMMISSIONERS REGULAR MEETING MINUTES
MONDAY, APRIL 1, 2019 7:00 P.M.
BILL LUTHER BOARD MEETING ROOM**

Mayor Jackie Warner called the regular meeting of the Hope Mills Board of Commissioners to order on Monday, April 1, 2019 at 7:00 p.m.

GOVERNING BOARD MEMBERS PRESENT

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

STAFF PRESENT

Town Manager Melissa Adams, Town Clerk Jane Starling, Finance Director Drew Holland, Parks & Recreation Director Lamarco Morrison, Police Chief Joel Acciardo, Fire Chief Chuck Hodges, Deputy Fire Chief Steve Lopez, Chief Building Inspector Ray Reeves and Development & Planning Administrator Chancer McLaughlin. Also present was Town Attorney Dan Hartzog, Jr.

INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation was led by Finance Director Drew Holland, 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 and carried unanimously, to approve the agenda as presented with the addition of Old Business Item b; Update on the Internal Investigation.

2. PRESENTATIONS.

- a. Presentation of Volunteer of the Month.

Mayor Warner presented Gregory Dickerson with the Volunteer of the Month Award.

- b. Introduction of Mr. Lamarco Morrison, new Hope Mills Parks and Recreation Director.

Town Manager Adams introduced the new Parks & Recreation Director, Lamarco Morrison and gave an overview of his professional background.

- c. Week of the Young Child Proclamation.

Week of the Young Child™
Proclamation

WHEREAS, the National Association for the Education of Young Children, is celebrating the Week of the Young Child™, April 8–12, 2019; and

WHEREAS, this organization is asking everyone in the early education community to Step It Up (SIU) during WOYCTM, and spread the word about the importance of high-quality early learning, and the critical role early childhood educators play in a child’s development and learning.; and

WHEREAS, children learn as they enjoy music, explore food and cooking, building together, creating art, and celebrating with their families; and

WHEREAS, the daily themes for this year are; Music Monday, Tasty Tuesday, Work Together Wednesday, Artsy Thursday and Family Friday; and

WHEREAS, early childhood teachers and others who make a difference in the lives of young children in the Town of Hope Mills deserve thanks and recognition;

Therefore I, Jackie Warner, Mayor of the Town of Hope Mills, do hereby proclaim April 8-12 as the Week of the Young Child™ in Hope Mills and encourage all citizens to make critically important investments in early childhood.

Jackie Warner, Mayor

d. Earth Day Proclamation.

Earth Day Proclamation

WHEREAS, Earth Day, April 22, 2019 is a time to celebrate environmental awareness and encourage the conservation, protection, and appreciation of our natural resources; and

WHEREAS, it is the responsibility of each of us to safeguard the environment, by recognizing that all human life depends upon Earth and one another for our mutual existence, well-being, and development; and

WHEREAS, the concerned citizens of the Town of Hope Mills are dedicated to the protection and preservation of our environment and on May 4, 2019 will participate in a Spring Cleanup Event;

NOW, THEREFORE, I, JACKIE WARNER, MAYOR of the Town of Hope Mills, North Carolina, do hereby proclaim on April 22, 2019, the Town will join 193 countries worldwide and observe;

Earth Day

in the Town of Hope Mills and urge all to use this time to celebrate our only planet and commit to building a sustainable green economy and encourage others to undertake similar actions.

PROCLAIMED this day 1st day of April, 2019

JACKIE WARNER, MAYOR

- e. NCDOT Presentation of Hope Mills Area Projects by Andrew Barksdale.

Andrew Barksdale with the North Carolina Department of Transportation gave an overview of the organization's upcoming projects for the Hope Mills area. The projects include medians on Main Street to aid in traffic flow and reduce accidents, the NC-59 bridge, the addition of proposed roundabouts throughout the area, and the widening of Camden Road.

Commissioner Bellflowers inquired a means for contacting Mr. Barksdale or NCDOT staff with questions regarding the Hope Mills Area projects. Mr. Barksdale responded citizens may direct their questions to the "Contact Us" section of the ncdot.gov website.

**3. PUBLIC HEARINGS.
NONE.**

4. PUBLIC COMMENTS.

Mr. Mason Steele, 3626 Lake Forest Road, Hope Mills, NC. Mr. Steele commented he wished for Town funds to be put towards Heritage Park.

Mayor Warner requested Town Manager Adams give a brief update on the Town's current plans for Heritage Park. Town Manager Adams responded Public Works is rough cutting trails and Public Works Director Don Sisko will be attending the upcoming Historic Preservation Commission meeting to gather input on their vision for Heritage Park.

5. CONSENT AGENDA:

- a. Consideration of Approval of the Minutes from the February 13, 2019 special meeting.
- b. Consideration of Approval of the Minutes from the March 4, 2019 special meeting.
- c. Consideration of approval of the Minutes from the March 18, 2019 regular meeting.
- d. Consideration of approval of the Minutes from the February 18, 2019 closed session meeting.

- e. Consideration of approval of Jacobs Creek Circle Speed Bumps.

“END OF CONSENT AGENDA”

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

6. OLD BUSINESS:

- a. Discussion of Lake Bulkhead Project; as requested by Mayor Pro Tem Mitchell.

Mayor Pro Tem Mitchell deferred this item to Town Manager Adams to provide an update on the Lake Bulkhead Project.

Town Manager Adams reviewed the timeline of approval in moving forward with the Lake Bulkhead Project dating back to March 2018. Phase II of the Lake Park, to include the bulkhead project, was approved on December 3, 2018. The bid from M & E Contracting for the bulkhead project was accepted on February 4, 2019.

Town Manager Adams provided the following additional information:

The Notice to proceed was issued to M & E Construction on February 25, 2019. Materials have been ordered. The pile driving sub-contractor is ready to mobilize when materials are received. The lowering of the lake level began on March 20, 2019. The current lake elevation is 102.15.

- The erosion of the embankment is very noticeable. This erosion will only worsen, if corrective measures are not taken. The project must continue as scheduled so that we can mitigate any further damage to the embankment of the lake bed.
- The 2019 Hurricane Season is nearly upon us. Typically, we have experienced hurricane weather events in September and October, well after the completion of the bulkhead project. The project must begin soon, in order to be completed by the peak of hurricane season.
- The proposed bulkhead project involves ADA compliance and the safety of the citizens wishing to swim and use the grassy area. The embankment will be re-sloped and will result in a safer and more aesthetic looking lake front.
- The sod should not be planted in the winter months and should be planted as soon as the project is completed. The contractor will be responsible for irrigation for the first thirty days following the installation. We will be consulting with a landscaping architect for irrigation proposals and will bring forth to the Board of Commissioners.
- The contractor will work as expeditiously as possible, weather permitting, to complete the project in a timely manner.
- There really is no optimal time for the lake to be closed for boating and swimming. While we understand there will be some inconvenience to the citizens and the many

people that come to use our lake, the project will result in a safer environment and help to mitigate any further erosion damage to the lake embankment. Kayak and canoe access will be allowed to the greatest extent possible dependent upon work location and progress. The Town would like to thank the citizens in advance, for their patience and understanding for the duration of this project.

Commissioner Bellflowers commented the main reason for this project is safety and a project like this should not be rushed.

b. Update on the Internal Investigation.

Town Attorney Hartzog commented Attorney Jim Cauley indicated his investigation is nearly complete but has two to three additional interviews he wishes to conduct. Attorney Hartzog is working to facilitate those interviews. Anticipated completion of the investigation is projected for the next two to three weeks.

7. NEW BUSINESS:

- a. Non-public hearing item: Case No. 19-032. Consideration of the Salvatore Daniele Property; C1(P) Site Plan & Group Development Review; Hope Mills Zoning and Subdivision Ordinances; Zoned: C1(P); Acreage: 0.38 ac. +/-; Located at 5601 Rockfish Road (SR 1112); submitted by Salvatore Daniele (Developer). (Hope Mills).

Development & Planning Administrator Chancer McLaughlin presented this item. Mr. McLaughlin commented the subject property was developed with a 2,400 square foot vacant structure. The applicant is requesting site plan approval for a group development that anticipates utilizing a portion of the existing structure as a doctor's office, while the remaining portion will be marked as vacant commercial space. Sidewalks will not be required.

Motion made by Mayor Pro Tem Mitchell and carried unanimously, to approve Case No. 19-032 Consideration of the Salvatore Daniele Property; C1(P) Site Plan & Group Development Review; Hope Mills Zoning and Subdivision Ordinances; Zoned: C1(P); Acreage: 0.38 ac. +/-; Located at 5601 Rockfish Road (SR 1112); submitted by Salvatore Daniele (Developer). (Hope Mills).

- b. Discussion of PARTF Grant Lake Park; as requested by Commissioner Larson.

Commissioner Larson inquired if Town staff could submit a PARTF grant application to fund the Lake Park picnic shelter, ADA ramp, stairs into the swimming area, kayak launch, and swings, as well as upgrading the bathrooms at Big T's. Town Manager Adams responded McAdams indicated that based on the information presented and previous discussions with the Town's PARTF representative, the scope of work would not provide for the strongest application.

Discussion pursued regarding the May 1, 2019 deadline for submitting the PARTF Grant application and providing McAdams with the necessary information, that had been provided to Rachel Cotter, on what to submit.

- c. Discussion of Entrance to Golf Course; as requested by Commissioner Larson.

Town Manager Adams commented NCDOT approved a temporary driveway location and Freese and Nichols is working up a site plan for the formal NCDOT submittal. Once the site plan has been submitted, the next step will be formal engineering plans to be drawn up.

Commissioner Larson inquired a timeline and if we are too late for a grant submission date. Public Works Director Don Sisko responded it will take thirty to forty days for NCDOT to review and a couple of weeks to receive the site plan from Freese and Nichols.

Commissioner Bellflowers inquired if the Golf Course Master Plan has been shared with NCDOT and if discussions have occurred as to where they approve placing entrances. Public Works Director Sisko responded a site plan overview was shared with NCDOT and ultimately the Fairview Drive entrance came into consideration.

Commissioner Bellflowers inquired if NCDOT provides recommended locations. Public Works Director Sisko responded that is not how they operate; the Town must request where we wish for the parking lot to be located for NCDOT to review.

Mayor Warner inquired the estimated cost of the temporary road and parking lot. Public Works Director Sisko responded with the asphalt work and grading it will cost around \$100,000.

Mayor Warner and Commissioner Edwards were in agreement the \$100,000 for a temporary driveway would be better spent towards Heritage Park.

The consensus of the Board was for Town Manager Adams to reach out to Rachel Cotter with McAdams Group to provide ideas for driveway locations and to discuss the possibility of a PARTF grant for the driveway project.

8. REPORTS AND INFORMATION ITEMS:

- a. Manager's report.

- 1. Johnson Street Sidewalk: 65% plans have been reviewed by NCDOT and red line changes have been forwarded to McGill Engineering to implement changes in the 90% drawings. Received document review from the State Historic Preservation Office and posted to NCDOT. PWC projects drawing review completion this week, the week of April 1st. McGill & Associates is working on the environmental

- assessment for DOT review. Working CSX right of way issues with their utility and site improvement divisions. Projected let date: May 21, 2019.
2. Rockfish Road Sidewalk: The contractor is ready to mobilize. Waiting for survey scheduling.
 3. Town Hall HVAC system: Bass Heating & Air was on site today, April 1st. They are working on drawing down the system for replacement.
 4. Episcopal Church Parrish House: I have received confirmation that Mr. Jeff Adolphsen, the NCDNCR - State Historic Preservation Office, Restoration Specialist for Cumberland County will be here on Tuesday, April 9, 2019 at 5:30 p.m. to conduct his inspection of the Episcopal Parrish House.
 5. The former golf course property was the location for the Hurricane Florence - Temporary Debris Site: Cleanup has been completed and the deactivation certification has been received from the State DEQ.
 6. Adcock Cemetery: As previously reported to you, the Latter-day Saints youth group established their community service project date at Adcock Cemetery as May 11th. We are working with PWC to run a water line and spigot to the cemetery. Spigot will be permanent for maintenance use.
 7. Recently I spoke to Mr. Bill Bowman regarding the 2019 Up & Coming Weekly's Pocket Guide. The 2019 Pocket guide was printed last year and was available for distribution late 2018. The Pocket Guide includes a page with the Town of Hope Mills 2018-2020 Elected Officials contact information. Mr. Bowman indicated this was complimentary and was done as a courtesy for the citizens. There is no fee for the inclusion of the Town's information. I confirmed with Finance Director Drew Holland that we have not been billed. The information under the Town Clerk incorrectly lists Deborah Holland, not Jane Starling and the home telephone number included for Mayor Pro Tem Mitchell is incorrect.
 8. Reminder: Citizens Academy begins tomorrow, Tuesday, April 2, 2019 at 6:00 p.m. at Town Hall.
 9. Reminder: First Food Truck Rodeo for 2019 is this Thursday, April 4th from 5:00 p.m. to 8:00 p.m. behind Town Hall.
 10. Reminder: Spring Sports Opening Day Ceremonies and Gary Dove Day Saturday, April 6th beginning at 9:00 a.m. at Brower Park. Breakfast with the Bunny begins at 8:30 a.m. and runs until 11:00 a.m. at the Parks & Recreation Center, followed by the Easter Egg Hunt at Hope Mills Municipal Park.
 11. The Annual Household Hazardous Waste Collection and Shred Event is scheduled for Saturday, May 4th.
- b. Reminders.
- Tuesday, April 2, 2019 6:00 p.m. 1st meeting of the **Citizen's Academy** Program at Town Hall.
 - Thursday, April 4, 2019 5:00-8:00 p.m. **Food Truck Rodeo** in the Municipal Parking Lot.
 - Monday, April 8, 2019 12:30 p.m. **Chamber Luncheon** at Parks and Recreation.
 - Tuesday, April 9, 2019 6:00 p.m. 2nd meeting of the **Citizen's Academy** Program at Town Hall.

- Wednesday, April 10, 2019 5:00 p.m. **Historic Preservation Commission** meeting at Parks and Recreation.
- Monday, April 15, 2019 6:00 p.m. **Board of Adjustment** meeting in the Luther Board Room.
- Monday, April 15, 2019 6:00 p.m. **Mayor's Youth Leadership** meeting in the Town Hall front Conference Room.
- Monday, April 15, 2019 7:00 p.m. **Regular Board of Commissioners** meeting in the Luther Board Room.
- Tuesday, April 16, 2019 6:00 p.m. 3rd meeting of the **Citizen's Academy** Program at the Parks and Recreation Center.
- Friday, April 19, 2019 **GOOD FRIDAY HOLIDAY**, Town offices closed.

Mayor Warner commented the Mayor's Youth Leadership Committee will be meeting on May 6, 2019 so they may participate in the Festival Committee meeting. The Mayor's Youth Leadership Committee will also help with the Household Hazardous Waste event scheduled for Saturday, May 4, 2019.

c. Committee Liaisons update on Committee Activities.

- Mayor Pro Tem Mitchell - Historic Preservation Commission & Municipal Advisory Committee.

Mayor Pro Tem Mitchell commented the Historic Preservation Commission met on March 13, 2019 and discussed the Parish House and the upcoming visit from State Historian, Jeff Adolphsen as well as the progress of the museum.

Mayor Pro Tem Mitchell alongside Town Manager Adams and Development & Planning Administrator McLaughlin attended the Fayetteville Cumberland Economic Development Corporation Municipal Advisory Committee meeting on March 15, 2019. Representatives from local municipalities were present and discussed the needs of their communities.

- Commissioner Edwards – Lake Advisory Committee & Mid-Carolina Aging Advisory Council.

Commissioner Edwards commented the Lake Advisory Committee elected officers and discussed new areas of focus.

Commissioner Edwards commented the Mid-Carolina Aging Advisory Council discussed ways to help local seniors and available grants.

- Commissioner Legge – Appearance Committee & Festival Committee.

Commissioner Legge commented he did not attend the Appearance Committee meeting.

Commissioner Legge commented the Festival Committee discussed events at the lake, dependent on the construction of the bulkhead, and sponsorships.

- Commissioner Larson – Parks & Recreation Committee.

Commissioner Larson commented she attended the Parks & Recreation special meeting on March 25, 2019 in which the Committee heard a presentation from McAdams Group concerning the Parks & Recreation Comprehensive Plan and Golf Course Master Plan. Commissioner Larson commented sixteen citizens attended the public input session that followed the special meeting.

- Commissioner Bellflowers - Veterans Committee and RLUAC.

Commissioner Bellflowers commented RLUAC will meet next in May. The Veterans Affairs Committee discussed Veterans Outreach Day on May 3, 2019, painting of the artillery piece; coordinated through Fort Bragg, the first Veterans Homecoming meeting scheduled for April 12, 2019, Veteran Family Volunteer of the Year, and the Memorial Day program. The Veterans Affairs Committee has recommended the Town pay for a nameplate in honor of Jim Clark.

Motion made by Commissioner Bellflowers to grant Jim Blevins and Jim Morris administration rights to post on the Veterans Affairs Committee Facebook page and the motion carried 3 to 2, with Commissioners Larson and Legge voting against.

Mayor Warner commented she attended the Fort Bragg Town Hall meeting in which a representative from the Fayetteville Woodpeckers presented as well as Fayetteville Cumberland County Parks & Recreation. Mayor Warner commented she also attended the FAMPO meeting on March 27, 2019 and the next Mayor's Coalition Meeting is scheduled for May 3, 2019.

9. STAFF COMMENTS.

Town Manager Adams thanked Maxey Dove for serving as Interim Parks & Recreation Director.

10. OFFICIAL COMMENTS.

Commissioner Bellflowers recognized former Police Chief Hodges who was in attendance and requested Parks & Recreation Director, Lamarco Morrison weigh in on the golf course plans and PARTF grant.

Commissioner Edwards welcomed Parks & Recreation Director, Lamarco Morrison.

Mayor Pro Tem Mitchell made a reminded about the Adopt-A-Street Program and for everyone to honor Gary Dove on April 6, 2019.

Commissioner Larson thanked everyone for attending and noted she will be present during Spring Sports Opening Day on Saturday, April 6, 2019.

Commissioner Legge commented he is pleased the Town will honor Gary Dove during Spring Sports Opening Day on Saturday, April 6, 2019 and welcomed Lamarco Morrison.

Mayor Warner commented she attended the J.D. Pone Recreation Center dedication which drew a large gathering of members from throughout the community.

11. ADJOURNMENT.

Motion made by Commissioner Legge and carried unanimously, to adjourn the meeting.

Mayor Warner adjourned the meeting at 9:08 p.m.

Jackie Warner, Mayor

ATTEST:

Jane G. Starling, CMC
Town Clerk