

**TOWN OF HOPE MILLS
BOARD OF COMMISSIONERS REGULAR MEETING
MONDAY, APRIL 2, 2018, 7:00 P.M.
WILLIAM F. "BILL" LUTHER, JR. AND DORIS LUTHER MEETING ROOM**

Mayor Jackie Warner called the regular meeting of the Hope Mills Board of Commissioners to order on Monday, April 2, 2018 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.

GOVERNING BOARD MEMBERS ABSENT

None.

STAFF PRESENT

Town Manager Melissa Adams, Administrative Assistant/Acting Deputy Town Clerk Tiffany Gillstedt, Finance Director Drew Holland, Inspections Ray Reeves, Parks & Recreation Director Kenny Bullock, Fire Chief Chuck Hodges, Police Chief Joel Acciaro, Stormwater Administrator Beth Brown and Development & Planning Administrator Chancer McLaughlin. Also present was Town Attorney Dan Hartzog, Jr.

INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation was led by Rev. Tim Gore, Sapona Road 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 Larson and carried unanimously, to approve the agenda as presented with the addition of a motion to conduct a closed session pursuant to NCGS 143-318.11 (A)(3) to consult with the attorney on matters within the attorney-client privilege.

2. PRESENTATIONS:

- a. Volunteer of the Month Award – Presented by Commissioner Legge and Parks & Recreation Director Kenny Bullock to South View Key Club.

Mayor Warner, Commissioner Legge and Parks & Recreation Director Kenny Bullock presented the Volunteer of the Month Award to the South View Key Club.

- b. Mr. Randy Hume, City of Fayetteville Transit Director.

Randy Hume, City of Fayetteville Transit Director presented a PowerPoint presentation featuring the public transit options for the Town of Hope Mills as well as the cost

estimates. Mr. Hume commented an all day bus service operating from 6:00 a.m. to 10:00 p.m. costs the City of Fayetteville approximately \$158,000.00 a year in operating costs. When providing an all day bus service, ADA Paratransit Service is required at a cost of \$30.00 per trip. Mr. Hume commented there are options to offset the costs such as grants.

Mayor Pro Tem Mitchell inquired about the 80% cost savings grants that Mr. Hume touched on. Mr. Hume responded the grants are federal monies that come to the Fayetteville area and cover the maintenance related services for the buses. Mayor Pro Tem Mitchell commented the Board would like to move forward with this once the new fiscal year begins.

Commissioner Bellflowers inquired if the Crosscreek Mall will be the transfer point or whether the Town may offer a route option to the hospital. Mr. Hume responded that is a feasible option but the returning route times will vary.

c. Charlotte Robinson, TJ Robinson Life Center.

Andrew Early of TJ Robinson Life Center commented the 57,000 square foot facility is being constructed in Hope Mills and they are currently searching for funding partnerships. The TJ Robinson Life Center works with the court systems to eliminate criminal records and has caught the attention of the Miracle league, Fayetteville City Council and Fort Bragg. The TJ Robinson Life Center is expected to bring approximately 50-75 jobs to Hope Mills as well as 115,000 visitors and \$2,000,000 to the area annually.

Mayor Pro Tem Mitchell commented staff from the TJ Robinson Life Center could perhaps meet with the Finance Committee sometime in May.

d. Proclamation for Week of the Young Child, April 16-20, 2018.

Mayor Warner read the proclamation for Week of the Young Child.

**Week of the Young Child™
Proclamation**

WHEREAS, the Partnership for Children of Cumberland County, their partners, families, businesses, early childhood educators, employers, government and other local organizations, in conjunction with the National Association for the Education of Young Children, are celebrating the Week of the Young Child™, April 16-20, 2018; and

WHEREAS, these organizations are working to improve early learning opportunities, including early literacy programs, that can provide a lifetime foundation of learning for children in Hope Mills, North Carolina; and

WHEREAS, the early experiences of a child determines their brain structure, thus shaping the way children learn, think and behave throughout their life; and

WHEREAS, we recognize the tremendous impact that accessible, affordable, high-quality early childhood care and education has on local employers and employees, our state, national economic security and the viability of the American dream; 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; and

WHEREAS, the Town of Hope Mills' public policies supporting early learning for all young children are crucial to young children's futures;

I, *Jackie Warner*, Mayor of the Town of Hope Mills, do hereby proclaim April 16-20 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

e. Proclamation for Earth Day Educational Event, April 22, 2018.

Mayor Warner read the proclamation for Earth Day Educational Event.

**Office of the Mayor
Town of Hope Mills, North Carolina**

Proclamation

WHEREAS, Earth Day, April 22, 2018 is a time to celebrate the goal of inspiring environmental awareness and encouraging 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 the Earth and one another for our mutual existence, well-being, and development; and

WHEREAS, the Town of Hope Mills is committed to balancing the economic, environmental, and social systems to create and sustain a positive quality of life for future generations; and

WHEREAS, the concerned citizens of the Town of Hope Mills are dedicated to the protection and preservation of our environment and on March 25, 2017 participated in Household Hazardous Waste Collection, Spring Litter Sweep Clean Up, Shred Event and Medicine Drop;

NOW, THEREFORE, I, JACKIE WARNER, MAYOR of the Town of Hope Mills, North Carolina, do hereby proclaim on April 22, 2018, the Town will celebrate and observe;

Earth Day Educational Event

in the Town of Hope Mills and urge all our residents, businesses and institutions to use this time to celebrate the Earth and commit to building a sustainable and green economy and to encourage others to undertake similar actions.

PROCLAIMED this day 2nd day of April, 2018.

JACKIE WARNER, MAYOR

3. PUBLIC HEARINGS: None.

4. PUBLIC COMMENTS:

Rod MacLean, 5435 Fountain Lane, spoke in reference to the \$50.00 cost of the Flood Plain Development Permits being too low and strengthening the Floodplain Ordinance. Mr. MacLean updated the Board that North Carolina Wildlife Resources Commission has donated Catch and Release Signs to be displayed by the lake.

5. CONSENT AGENDA:

- a. Consideration of approval the minutes from March 8, 2018 Special Joint Meeting.
- b. Consideration of approval the minutes from March 19, 2018 Regular Meeting.
- c. Consideration of approval the minutes from March 19, 2018 Closed Session.
- d. Consideration of the Amendment to the 2017 – 2018 Fee Schedule to include the Out of Town Boat Permit Fees, daily and yearly; In Town Resident Boat Permit Fees, daily and yearly.
- e. Consideration of approval of BA #27 for purchase of Museum Property in the amount of \$52,350.

Town of Hope Mills, North Carolina
Budget Ordinance Amendment
Fiscal Year 2017-2018
Amendment #27

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>
Museum Project 10-620-7300 52,350.00	-	
	<u>\$ -</u>	<u>\$ 52,350.00</u>

This will result in a net increase of \$52,350.00 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>
Appropriation from Fund Balanace 10-3990	-	52,350.00
	<u>\$ -</u>	<u>\$ 52,350.00</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 2th day of April 2018.

Jackie Warner, Mayor

ATTEST:

Tiffany Gillstedt
Administrative Assistant/Acting Deputy Town Clerk

- f. Consideration of approval of BA #28 for construction of the new dock located at the Lake Park in the amount of \$273,900.

Town of Hope Mills, North Carolina
Budget Ordinance Amendment
Fiscal Year 2017-2018
Amendment #28

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>
Capital Outlay – 10-620-9200	-	273,900.00
	<u>\$ -</u>	<u>\$ 273,900.00</u>

This will result in a net increase of \$273,900 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>
Appropriation from Fund Balanace 10-3990	-	273,900.00
	<u>\$ -</u>	<u>\$ 273,900.00</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 2th day of April 2018.

Jackie Warner, Mayor

ATTEST:

Tiffany Gillstedt
Administrative Assistant/Acting Deputy Town Clerk

- g. Consideration of approval for out of state travel to DCAC International Education Conference in Reston, VA for Senior Programs Supervisor, Kasey Ivey, in the amount of \$1,100.50 and currently budgeted.

“END OF CONSENT AGENDA”

Motion made by Commissioner Legge, seconded by Commissioner Bellflowers and carried unanimously, to approve the consent agenda as presented with removal of item e.; Consideration of the Amendment to the 2017-2018 Fee Schedule to include Floodplain Development Permit Fees moved to New Business.

6. OLD BUSINESS:

- a. Update from Town Attorney on four year staggered terms for elected.

Town Attorney Hartzog commented there are two options for amending the Town Charter to allow for four-year staggered terms. The first option would be to amend the Charter by adopting an ordinance according to NCGS 160A-102. The second option, according to NCGS 160A-101, would be to request the Legislature allow our Charter to be amended; the first option being the easier of the two. If the Board chose to move forward with a resolution to amend the Town Charter, a public hearing would need to be held and the Board would vote to amend the Charter. This option opens the door for a petition process from local voters.

Commissioner Larson inquired at what point the public has a say as to whether they wish to amend the Town Charter. Town Attorney Hartzog responded if the Board adopts the resolution at the next meeting, they would then set a public hearing.

Motion made by Mayor Pro Tem Mitchell to instruct the Town Attorney to draft a Resolution to Amend our Town Charter in accordance with NCGS 160A-101 & NCGS 160A-102 for the April 16, 2018 Board of Commissioners meeting and the motion carried with a vote of 3 ayes and 2 noes by Commissioner Bellflowers and Commissioner Larson.

7. NEW BUSINESS:

- a. Consideration of the Amendment to the 2017-2018 Fee Schedule to include Floodplain Development Permit Fees.

Commissioner Larson commented she compared the Floodplain Ordinances of seven other municipalities which require engineering up front to Hope Mills and Fayetteville's Floodplain Ordinances.

Mayor Warner inquired the fee developers must pay to Fayetteville. Commissioner Larson responded Fayetteville's Floodplain Permit is \$35.00 but several other fees are assessed prior to the permitting fee.

Stormwater Administrator Beth Brown commented the difference in Hope Mills ordinance is that we require an Elevation Certificate on the frontend which is costly and the reason for what some may consider a lower permitting fee.

Mayor Warner inquired if many of the Stormwater issues we are facing were present prior to the permitting taking place. Stormwater Administrator Brown was in agreement and responded the Town did not have a Floodplain Manager.

Commissioner Larson inquired when the Floodplain Ordinance will be available online. Town Manager Adams responded the Town is in the middle of a codification process with Municode and the ordinance is currently under review.

Motion made by Mayor Pro Tem Mitchell, seconded by Commissioner Edwards and Carried unanimously, to approve the Amendment to the 2017-2018 Fee Schedule to include Floodplain Development Permit Fees.

8. REPORTS AND INFORMATION ITEMS:

- a. Manager's update.

Town Manager Adams updated on the following items:

1. Fleming & Associates – Stephen Fleming of Fleming & Associates will be attending the April 16, 2018 Board of Commissioners meeting and plans to visit the lake site prior to the meeting.
2. Street Paving Project – The contractor is working to raise the utilities full depth patching and resurfacing of some areas.
3. Johnson Street Sidewalk Project – McGill Associates is working on the storm drainage alignment which could impact the waterline location. The plans for the sidewalks and waterlines should be ready for PWC to review very soon.
4. Rockfish Road Sidewalk Project – The bid process to receive sealed bids was extended to April 10, 2018 at 2:00 p.m. in an effort to receive more bids.
5. Areas damaged by Hurricane Matthew – The bank has been cleared along East Patterson Street and the rock has been installed on the bank. The Town is awaiting the completion of the seeding and matting of the upper embankment. For Davis Street, asphalt and unsuitable soil have been removed. No date has been set for work to begin on Thoroughbred Drive and the contractor is still waiting on the delivery of the precast concrete headwalls for River Road.
6. Hope Mills Congestion Management Plan Meeting - took place on March 26, 2018 at the Parks & Recreation Center with a big turnout and a great deal of participation from the public.
7. Eels – Per the 401/404 Permit, the eel basket was inspected on April 2, 2018 with no eels present.
8. Items for correction at the dam – An inspection was conducted with Mark Landis of Schnabel Engineering on March 22, 2018 to view the left and right embankments, low areas on the top of the dam embankments as well as low areas on the downstream side of the embankments near the wall drains and downstream areas of the spillway including all drains. An official report will follow.
9. Hope Mills Lake Maintenance and Operations Policy – A policy has been drafted and reviewed by Town staff and submitted to the Town Attorney for legal review. Training for staff is scheduled for this week.
10. Park & Lake Rules Signage – Public Works Director Hector Cruz created unique signage for the Town that will be available soon.

11. Clock off Main – The Town has contacted First Citizens Bank in regard to repairing the clock. The Bank Manager informed the Town the necessary part has been ordered and they are awaiting its delivery.
12. Town of Hope Mills Facebook Pages – Both the Administration and Development & Planning Departments have activated Facebook pages.
13. Town Manager Adams’ graduation from the Municipal and County Administration course is scheduled for Friday, April 27, 2018.
14. Spectrum/Charter Communications – Town Manager Adams shared a letter from Charter Communications regarding their minimum wage and hiring of veterans.
15. Senior Programs letter – Town Manager Adams shared a letter from resident, Earnest C. Carter, Jr. praising Kasey Ivey and Ann Evanco for their Senior Programs and professionalism.
 - **Saturday, April 21, 2018 – 9:00 a.m. – 1:00 p.m.** Household Hazardous Waste and Shred Event with attached advertising costs.

INVOICE

- Town Attorney

REMINDERS:

- **Upcoming events for Parks & Recreation Senior Programs –**
Monday, April 2, 2018 Sign-ups begin for Acrylic painting, Meditation Workshop and Mother’s Day Tea & Pastry event.
Friday, April 6, 2018 – 10:30 a.m. – 12:00 p.m. Bingo & Brunch, Parks & Recreation Center Community Room.
Friday, April 13, 2018 – 10:30 a.m. – 1:00 p.m. Spring Fling, Parks & Recreation Center Community Room.
- **Tuesday, April 3, 2018 - 6:00 - 8:00 p.m.** Citizens Academy Program starts with Orientation and first class on Administration and Human Resources, Town Hall Meeting Room.
- **Thursday, April 5, 2018 - 5:00 p.m.** Hope Mills Food Truck Rodeo, parking lot between Town Hall and Parks & Recreation Center.
- **Monday, April 9, 2018 - 12:30 p.m.** Chamber Luncheon at the Parks Recreation Center.
- **April 11 - April 30, 2018** Mid-Carolina Senior Games at the Hercules Fitness Center on Fort Bragg.
- **April 11, 2018 5:00 p.m.** Historic Preservation Committee Meeting at the Parks & Recreation Center.

- **Saturday, April 14, 2018 9:00 a.m.** Spring Sports Opening Day Ceremonies at Riddle Stadium.
- **Saturday, April 14, 2018 - 10:00 a.m. - 2:00 p.m.** Open House for the Welcome Center Opening at the Crossings at Hope Mills.

b. Committee Liaisons Update on Committee Activities.

Mayor Warner commented the Lake Celebration is scheduled for June 30 – July 4, 2018 and will feature the 1st Hope Mills Boat Race featuring boats made completely out of cardboard.

- Mayor Pro Tem Mitchell - Historic Preservation Commission

Mayor Pro Tem Mitchell commented the Historic Preservation Commission did not have a meeting for the month of March but the next is scheduled for April 11, 2018.

- Commissioner Edwards – Lake Advisory Committee

Commissioner Edwards commented the Lake Advisory Committee met on March 20, 2018 to discuss the permit fees associated with the lake and remedies for the seagulls.

Rod MacLean, 5435 Fountain Lane, commented the Town has issues with the feeding of geese at the lake and we need to enforce our ordinance.

- Commissioner Legge – Appearance Committee

Commissioner Legge commented he did not attend the Appearance Committee meeting as he had a scheduling conflict with the Special Meetings that took place on the same evening.

- Commissioner Larson – Parks & Recreation Committee

Commissioner Larson commented the Parks & Recreation Committee met on March 26, 2018 to discuss the Easter events and Household Hazardous Waste and Shred It event scheduled for April 21, 2018.

- Commissioner Bellflowers- Veterans Affairs and RLUAC

Commissioner Bellflowers commented the Veterans Affairs Commission met on March 22, 2018 to elect a new Board and discuss the placement of three nameplates at the Veterans Memorial. Commissioner Bellflowers commented RLUAC's next meeting is scheduled for May.

Mayor Warner commented the next Heroes Homecoming meeting is scheduled for April 20, 2017 at the library in downtown Fayetteville.

9. STAFF COMMENTS.

Town Manager Adams thanked Administrative Assistant/Acting Deputy Town Clerk Tiffany Gillstedt for her hard work.

10. OFFICIAL COMMENTS.

Commissioner Legge thanked Parks & Recreation for executing wonderful Easter events.

Mayor Pro Tem Mitchell inquired the number of participants for the Citizens Academy Program beginning on April 3, 2018. Town Manager Adams responded we are right on target with 10 participants.

Mayor Pro Tem Mitchell commented it is not necessary to itemize and feature the Town Attorney's bill on the agenda.

The consensus of the Board was to remove the Town Attorney Invoice from future agendas.

Commissioner Bellflowers thanked citizens for attending the meeting and noted the wonderful presentations from the evening.

11. MOTION TO CONDUCT A CLOSED SESSION PURSUANT TO NCGS 143-318.11 (A) (4) TO DISCUSS MATTERS RELATING TO THE LOCATION OR EXPANSION OF INDUSTRIES OR OTHER BUSINESSES IN THE AREA SERVED BY THE PUBLIC BODY AND PURSUANT TO NCGS 143-318.11 (A) (6) TO DISCUSS PERSONNEL AND PURSUANT TO NCGS 143-318.11 (A) (3) TO CONSULT WITH THE ATTORNEY ON MATTERS WITHIN THE ATTORNEY-CLIENT PRIVILEGE.

Motion made by Mayor Pro Tem Mitchell, seconded by Commissioner Legge and carried unanimously, to conduct a closed session pursuant to NCGS 143-318.11 (A)(4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body and pursuant to NCGS 143-318.11 (A)(6) to discuss personnel and pursuant to NCGS 143-318.11 (A)(3) to consult with the attorney on matters within the attorney-client privilege.

Mayor Warner instructed the Board to assemble in the front conference room at 8:44 p.m.

At 9:37 p.m. Mayor Warner called the meeting back to order.

Motion made by Mayor Pro Tem Mitchell, seconded by Commissioner Larson 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.

12. ADJOURNMENT.

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

Mayor Warner adjourned the meeting at 9:38 p.m.

Jackie Warner, Mayor

ATTEST:

Tiffany Gillstedt
Administrative Assistant/Acting Deputy Town Clerk