

**TOWN OF HOPE MILLS  
BOARD OF COMMISSIONERS REGULAR MEETING  
MONDAY, APRIL 16, 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 16, 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, Public Works Director Hector Cruz, Deputy Public Works Director Don Sisko, Deputy Police Chief David Servie and Development & Planning Administrator Chancer McLaughlin. Also present was Town Attorney Dan Hartzog, Jr.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

The invocation was led by Pastor Michael Mathis, Mission Field Ministries, followed by the Pledge of Allegiance led by Girl Scout Troop #1147.

Mayor Warner presented Girl Scouts Alyssa Croff, Charleise Heath, Hailey Heath and Karissa Leonor with Certificates of Appreciation for leading the Pledge of Allegiance.

**1. APPROVAL OF AGENDA – ADDITIONS OR DELETIONS.**

*Motion made by Mayor Pro Tem Mitchell, seconded by Commissioner Edwards and carried unanimously, to approve the agenda as presented with the addition of a presentation by the Mayor's Youth Leadership Committee.*

**2. PRESENTATIONS:**

- a. Presentation by Mayor's Youth Leadership Committee.

Henry Swartout, Chairman of the Mayor's Youth Leadership Committee commented the Committee wished to delay their presentation concerning the Hope Mills Congestion Management Plan to the May 21, 2018 meeting.

b. Stephen Fleming, Fleming & Associates.

Stephen Fleming Senior Principal PE RRC, Fleming & Associates commented he was present to answer questions concerning the structural engineering design for a possible boardwalk or bulkhead at Hope Mills Lake.

Mayor Pro Tem Mitchell inquired if a standalone bulkhead could be designed without the need for a boardwalk and whether that would present erosion control issues. Mr. Fleming responded a standalone bulkhead is a viable option but the design of the top of the bulkhead would require changes.

Commissioner Bellflowers inquired if Fleming & Associates could fulfill the Town's wishes to include a standalone bulkhead, erosion control measures, a kayak launch area, sloping of the hill and ADA accessibility to the swim area. Mr. Fleming responded the design for ADA access to the swim area from the bulkhead along with the steep grade will present challenges but Fleming & Associates is able to design all features.

Commissioner Edwards inquired if the design of a boardwalk is necessary for ADA compliance. Mr. Fleming responded a boardwalk is not required but it is helpful for a wheelchair bound individual to access the grassy area.

Commissioner Larson inquired if the boat ramp area could provide ADA accessibility. Mr. Fleming responded the ramp would be a good area but noted its distance from the swim area.

Mr. Fleming commented there are other options in lieu of the design of a bulkhead to tackle the steep slope issue. One option is lowering the grade of the walking path along the road and building a retaining wall which would eliminate the need for a bulkhead.

Mayor Warner inquired if the abovementioned option would be less costly than the design of a bulkhead. Mr. Fleming responded both designs would be comparable in cost as lowering the grade would require a retaining wall and a great deal of earth to be moved.

Discussion pursued regarding designating an ADA accessible area. Town Attorney Hartzog responded it is in the Town's best interest to offer an entire area that is generally accessible versus a specially designated area as those that fall under the ADA have differing restrictions.

Discussion pursued regarding moving forward with the project and whether illustrations were an option. Mr. Fleming responded Fleming & Associates could create renderings and suggested the Town have a topographical survey done of the area to be aware of the grades.

Mayor Pro Tem Mitchell inquired if the design of a bulkhead would include cut-ins to access the lake. Mr. Fleming suggested the bulkhead feature three areas of steps/egress that recess into the grassy area with a ramp beside the steps as per Mayor Pro Tem Mitchell's suggestion.

*Motion made by Commissioner Bellflowers, seconded by Commissioner Legge and carried unanimously, to authorize Fleming & Associates for the structural engineering services to design three options for Phase II of the Lake Park at Hope Mills Lake to include a bulkhead, a kayak launch, erosion control, ADA accessibility to the swim area and sloping of the grassy area along the lake and bring back before the Board.*

- c. Small Business of the Month Award – Presented by Mayor Warner to Big T's.

Mayor Warner alongside Commissioners Larson and Edwards presented Big T's with the Small Business of the Month Award.

- d. Proclamation for National Healthcare Decisions Day, April 16, 2018.

### **Healthcare Decisions Day Proclamation**

**WHEREAS**, *Healthcare Decisions Day* is designed to raise public awareness of the need to plan ahead for health care decisions, related to end of life care and medical decision-making whenever patients are unable to speak for themselves and to encourage the specific use of advance directives to communicate these important health care decisions; and

**WHEREAS**, in North Carolina, the Intestate Succession Act provides the specifics of our advance directives law and offers a model form for patient use; and

**WHEREAS**, it is estimated that only about 20 percent of people in North Carolina have executed an advance directive. Moreover, it is estimated that less than 50 percent of severely or terminally ill patients have an advance directive; and

**WHEREAS**, it is likely that a significant reason for these low percentages is that there is both a lack of knowledge and considerable confusion in the public about Advance Directives; and

**WHEREAS**, one of the principal goals of *Healthcare Decisions Days* is to encourage hospitals, nursing homes, assisted living facilities, continuing care retirement communities, and hospices to participate in a State-wide effort to provide clear and consistent information to the public about advance directives, as

well as to encourage medical professionals and lawyers to volunteer their time and efforts to improve public knowledge and increase the number of North Carolina citizens with advance directives; and

**WHEREAS**, the Town of Hope Mills and other organizations throughout North Carolina have endorsed this event and are committed to educating the public about the importance of discussing health care choices and executing advance directives; and

**WHEREAS**, as a result of April 16, 2018, being recognized as *Healthcare Decisions Day* in North Carolina, more citizens will have conversations about their health care decisions; more citizens will execute Advance Directives to make their wishes known; and fewer families and health care providers will have to struggle with making difficult health care decisions in the absence of guidance from the patient;

**NOW, THEREFORE**, I, Jackie Warner, Mayor of the Town of Hope Mills, do hereby recognize April 16, 2018 as **HEALTHCARE DECISIONS DAY** in North Carolina, and I call this observance to the attention of all our citizens.

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**JACKIE WARNER, MAYOR**

- e. Proclamation for Administrative Professionals Week and Day, April 22-28, 2018 and April 25, 2018.

**Office of the Mayor  
TOWN OF HOPE MILLS, NC  
PROCLAMATION  
Administrative Professionals Week and Day  
April 22 – 28, 2018**

**WHEREAS**, according to the U.S. Department of Labor, there are more than 22 million administrative assistants, secretaries, executive assistants and office managers working in our nation today; and,

**WHEREAS**, because of their discipline and organizational skills, administrative professionals contribute to the overall efficiency and effectiveness of any office environment; and,

**WHEREAS**, since 1952, Administrative Professionals Week and Day has been officially recognized and celebrated and is one of the largest workplace observances in the U.S.; and,

**WHEREAS**, during this week and on this day, we join with employers throughout the Tar Heel State to recognize the many contributions of North

Carolina's administrative professionals, thanking them for their outstanding service to business, government, educational institutions and other organizations;

**NOW, THEREFORE**, I, Jackie Warner, Mayor of the Town of Hope Mills, do hereby proclaim April 22-28, 2018 as Administrative Professionals Week and April 25, 2018 as Administrative Professionals Day in Hope Mills, NC.

**Proclaimed** this 16<sup>th</sup> day of April, 2018.

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JACKIE WARNER, MAYOR

f. Proclamation for Air Quality Awareness Week, April 30-May 4, 2018.

**Proclamation  
Air Quality Awareness Week  
April 30, 2018 – May 4, 2018  
Hope Mills, North Carolina**

**WHEREAS**, clean air is essential to public health, the environment and the economy in Hope Mills; and

**WHEREAS**, we need clean air to protect and improve the quality of our forests, streams and lakes for public recreation and wildlife; and

**WHEREAS**, we need clean air to sustain tourism, agriculture and other aspects of the economy; and

**WHEREAS**, following a requirement of the Clean Air Act, the EPA is considering revising the national air quality standard for ozone from 0.075 to 0.060-0.070 parts per million for improved human health and safety; and

**WHEREAS**, continued action to improve air quality is of major concern to the Town of Hope Mills Board of Commissioners and all the Municipal Governments; and

**WHEREAS**, the citizens and businesses of Hope Mills are invited to participate in the countywide effort to lower emissions of ozone precursors; and

**WHEREAS**, the ozone forecast season is from April 1 to October 31, but the first week of May has been historically designated as *Air Quality Awareness Week*; and

**WHEREAS**, daily air quality forecasting will be available from the Department of Environment and Natural Resources Division of Air Quality from April 1 through October 31, 2017;

**NOW, THEREFORE, I, JACKIE WARNER**, Mayor of the Town of Hope Mills proclaim the week of April 30, 2018 through May 4, 2018, as “AIR QUALITY AWARENESS WEEK” and encourage all government employees, citizens and businesses in Hope Mills to observe the week with activities that promote clean air, and take part in making our community a cleaner, healthier place to live, work, and play.

**Proclaimed** this 16<sup>th</sup> day of April, 2018.

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**JACKIE WARNER, MAYOR**

g. Proclamation for Lupus Awareness Month.

#### **LUPUS AWARENESS MONTH PROCLAMATION**

**Whereas**, each year, the Lupus Foundation of America designates May as National Lupus Awareness Month to show support for the estimated 1.5 million Americans who have lupus.

**Whereas**, lupus is an unpredictable and misunderstood autoimmune disease that ravages different parts of the body. It is difficult to diagnose, hard to live with, and a challenge to treat.

**Whereas**, lupus can affect any part of the body, including the skin, lungs, heart, kidneys and brain. No organ is spared. The disease can cause seizures, strokes, heart attacks, miscarriages, and organ failure.

**Whereas**, lupus can be particularly difficult to diagnose because its symptoms are similar to those of many other illnesses, and major gaps exist in understanding the causes and consequences of lupus. More than half of all the people with lupus take four or more years and visit three or more doctors before obtaining a correct diagnosis.

**Whereas**, while lupus strikes mostly women of childbearing age, no one is safe from lupus. African Americans, Hispanics/Latinos, Asians and Native Americans are two to three times more likely to develop lupus – a disparity that remains unexplained.

**And Whereas, 45,000 North Carolinians** are affected by lupus.

*Now, therefore, I Jackie Warner, Mayor of the Town of Hope Mills,* do hereby proclaim the month of May, 2018 as Lupus Awareness Month in the Town of Hope Mills, North Carolina.

I urge each of our citizens to observe this month by educating themselves in the symptoms and impact of lupus, and join with the North Carolina Chapter of the Lupus Foundation of America in supporting programs of research, education and community service.

*In witness whereof,* I have hereunto set my hand the 16<sup>th</sup> day of April in the year 2018.

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**Jackie Warner, Mayor**

h. Proclamation for Older American's Month.

**Office of the Mayor  
TOWN OF HOPE MILLS, NC  
PROCLAMATION**

**OLDER AMERICANS MONTH  
May, 2018**

**WHEREAS**, this year marks the 53<sup>rd</sup> anniversary of the Older Americans Act of 1965 which was created to improve the welfare of our seniors; and

**WHEREAS**, by recognizing older Americans with the respect they deserve, we honor their legacy and contributions to our community; and

**WHEREAS**, our older citizens of today and tomorrow promise to be among the most active and engaged older adult populations in our Nation's history; and

**WHEREAS**, their timeless lessons of courage, sacrifice, and love expressed through their wisdom and experience have shaped the future of our community; and

**WHEREAS**, the theme of Older Americans Month is "Engage at Every Age" which encourages older Americans to stay engaged, active and involved in their own lives and in their communities; and

**NOW, THEREFORE, I, JACKIE WARNER**, Mayor of the Town of Hope Mills, do hereby proclaim the month of May, 2018, to be **OLDER AMERICANS MONTH** in the Town of Hope Mills, and urge everyone to honor our older adults, and further urge all citizens to work collaboratively to strengthen the services provided to our older adults in ways that recognize the changing nature of their needs, and that provide older adults with more opportunities to make informed

choices about their lives. Our efforts can improve the lives of our older citizens and help pave the way for future generations.

**PROCLAIMED** this 16th day of April, 2018.

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JACKIE WARNER

i. Proclamation for Lyme Disease Awareness Month.

**Proclamation  
for 2018 Lyme Disease Awareness Month**

**Whereas**, infected ticks carrying the bacteria, *Borrelia burgdorferi* which causes Lyme disease, continue to spread throughout North Carolina as 3 counties are now classified as “endemic” for Lyme disease; and

**Whereas**, the total numbers of both suspected and confirmed Lyme disease cases reported to our state health department continues to rise each year with over 1000 case events reported in 2014; and

**Whereas**, ticks commonly found in North Carolina have been known to transmit Lyme disease, Rocky Mountain Spotted Fever, Ehrlichiosis, STARI, Babesiosis and Anaplosmosis to residents; and

**Whereas**, the North Carolina Division of Public Health encourages physicians and health care providers to consider the diagnosis of Lyme disease in patients who present the symptoms of infection, even if the patient has no travel history outside of North Carolina; and

**Whereas**, Lyme disease is difficult to diagnoses because it imitates other conditions and no reliable laboratory test can prove who is either infected or bacterial-free, which often leads to under-diagnosis or misdiagnosis; and

**Whereas**, early indicators of infection include: “bull’s eye” looking rash with flu-like symptoms, characterized by chills, headache, fatigue, muscle and joint aches and swollen lymph nodes; and

**Whereas**, weeks or months later, patients with untreated or under-treated Lyme disease can suffer from permanent and sometimes life-threatening damage to the brain, joints, heart, eyes, liver, spleen blood vessels and kidneys. For this reason it is imperative that all who may be exposed to Lyme disease receive immediate treatment; and

**Whereas**, the best solution to reduce the risk of contracting Lyme disease is awareness and education about the seriousness of this illness and the need for our

residents, especially children, to practice personal preventive techniques when engaging in outdoor activities - such as frequent tick checks, use of tick repellent and proper tick removal; and

**Whereas**, the warm summer months are considered the most active time for ticks and when the majority of residents are exposed to ticks during outdoor activities. Therefore it is important that residents are aware of the potential for acquiring Lyme disease in our town and the preventive measures they can take to minimize the risk of infection.

**Therefore, I JACKIE WARNER, Mayor**, of the Town of Hope Mills, NC, hereby proclaim May as Lyme disease awareness month for 2018.

**Proclaimed**, this 16<sup>th</sup> day of April, 2018.

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**JACKIE WARNER, MAYOR**

j. Proclamation for National Day of Prayer, May 3, 2018.

**Office of the Mayor**

**TOWN OF HOPE MILLS, NC  
PROCLAMATION  
NATIONAL DAY OF PRAYER  
May 3, 2018**

**WHEREAS**, the National Day of Prayer dates back to February 19, 1795 when President George Washington issued a Proclamation setting aside a day of public thanksgiving; and an annual day of prayer was established by Congress in 1952 and specifically designated in 1988 as the first Thursday in May; and

**WHEREAS**, May 3, 2018 has been officially designated as America's 66<sup>th</sup> Annual National Day of Prayer, to pray for our nation, its people, and its leaders; and

**WHEREAS**, the National Day of Prayer has great significance for us as a nation and enables us to recall the way in which our founding fathers sought the wisdom of God when faced with critical decisions; and

**WHEREAS**, the National Day of Prayer has become a national annual observance which belongs to all Americans as a day that transcends different cultures and brings together all citizens from all backgrounds; and

**WHEREAS**, the theme for the 2018 National Day of Prayer is **Pray for America – UNITY**, based upon Ephesians 4:3 which challenges us to mobilize unified public prayer for America, "*Making every effort to keep the unity of the Spirit through the bond of peace.*"

**NOW, THEREFORE, I, JACKIE WARNER, MAYOR** of the Town of Hope Mills, hereby proclaim May 3, 2018 as the National Day of Prayer in the Town of Hope Mills, and urge all citizens to observe this day by joining members of all faiths and creeds all over our community and nation in seeking divine guidance for ourselves, our leaders, and our country.

**PROCLAIMED** this 16th day of April, 2018

k. Proclamation for Municipal Clerks Week, May 6-12, 2018.

**Proclamation**  
Municipal Clerks Week  
May 6 - 12, 2018

**Whereas,** The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

**Whereas,** The Office of the Municipal Clerk is the oldest among public servants, and

**Whereas,** The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

**Whereas,** Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

**Whereas,** The Municipal Clerk serves as the information center on functions of local government and community.

**Whereas,** Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

**Whereas,** It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

**Now, Therefore, I,** Jackie Warner, Mayor of the Town of Hope Mills, do recognize the week of May 6 through May 12, 2018, as Municipal Clerks Week, and further extend appreciation to our Deputy Clerk Tiffany Gillstedt and to all

Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 16<sup>th</sup> day of April, 2018.

Mayor

Attest: \_\_\_\_\_

3. **PUBLIC HEARINGS:** None.
4. **PUBLIC COMMENTS:** None.
5. **CONSENT AGENDA:**
  - a. Consideration of approval the minutes from March 27, 2018, 6:00 p.m. Special Meeting.
  - b. Consideration of approval of the minutes from March 27, 2018, 7:00 p.m. Special Meeting.
  - c. Consideration of approval the minutes from April 2, 2018 Regular Meeting.
  - d. Consideration of approval the minutes from April 2, 2018 Closed Session.
  - e. Acceptance of the March, 2018 Financial Statements.
  - f. Consideration of approval of purchase for the Fire Department one ISG X380 Thermal Imaging Camera with spare batteries, lanyard and truck charger, currently budgeted at a cost of \$8,130.93.
  - g. Moved to New Business.
  - h. Consideration of approval of the Road Closure Ordinance 2018-01 for the July 4<sup>th</sup> Parade.
  - i. Resolution No. 2018-09 accepting the streets/infrastructure of Valley End Subdivision Section 1 Phase 1 & 2.

**“END OF CONSENT AGENDA”**

*Motion made by Mayor Pro Tem Mitchell, seconded by Commissioner Bellflowers and carried unanimously, to approve the consent agenda as presented with the*

*removal of item g; Consideration of approval of the Town Parade Guidelines for our annual July 4<sup>th</sup> Parade moved to New Business.*

**6. OLD BUSINESS: None.**

**7. NEW BUSINESS:**

- a. **Case No. 18-020** Consideration of the Billie's Thrift Store; C(P) Site Plan Review; Hope Mills Zoning Ordinance ; Zoned: C(P); Acreage: 0.43 ac. +/-; Located at 3121 N Main Street (NC HWY 59); submitted by Billie Bishoff (Developer). (Hope Mills).

Development & Planning Administrator Chancer McLaughlin presented Case No. 18-020 commenting the business had received a code enforcement violation but the applicant is attempting to bring the development into compliance.

*Motion made by Commissioner Edwards, seconded by Commissioner Larson and carried unanimously, to approve Case No. 18-020 consideration of the Billie's Thrift Store; C(P) Site Plan Review; Hope Mills Zoning Ordinance ; Zoned: C(P); Acreage: 0.43 ac. +/-; Located at 3121 N Main Street.*

- b. **Case No. 18-026** Consideration of the Papa John's Pizza Store #2060; Zero Lot Line Subdivision & C(P) Site Plan Review; Hope Mills Zoning Ordinance; Zoned: C(P); Acreage: 6.18 ac. +/-; Located at 3403 N Main Street (NC HWY 59); submitted by Dix Investments, LLC (Developer) and W. Frank Lindsey (Surveyor). (Hope Mills).

Development & Planning Administrator Chancer McLaughlin presented Case No. 18-026 commenting the developer is proposing to install a 260 foot cooler as an addition to the rear of the existing building. Because of setback regulations, the applicant is requesting the approval of a zero-lot line subdivision with the existing overall shopping center parking lot.

*Motion made by Commissioner Legge, seconded by Commissioner Edwards and carried unanimously, to approve Case No. 18-026 consideration of the Papa John's Pizza Store #2060; Zero Lot Line Subdivision & C(P) Site Plan Review; Hope Mills Zoning Ordinance; Zoned: C(P); Acreage: 6.18 ac. +/-; Located at 3403 N Main Street.*

- c. Discussion/Consideration of Resolution 2018-10 Amending the Town of Hope Mills Town Charter to alter the terms served by Board members to four-year staggered terms as permitted by N.C. Gen. Stat. § 160A-101(4) and setting a date for a public hearing.

Mayor Warner commented she would prefer the Mayor's term remain two years.

Attorney Hartzog commented he supplied the Board two versions of Resolution 2018-10 with the option for the Mayor to serve a two-year or four-year term. To move forward, the Board would need to adopt a Notice of Intent to discuss the either two-year or four-year staggered terms and a public hearing would be set.

Commissioner Larson inquired whether a public hearing is necessary if the Board decides to place the charter amendment on the election ballot. Attorney Hartzog responded a public hearing would not be necessary if the Board adopted an ordinance.

Commissioner Larson and Commissioner Legge were in agreement the decision should be left to Hope Mills' residents.

Discussion pursued regarding setting a public hearing or placing the amendment to the charter on the November 2018 election ballot.

*Motion made by Commissioner Bellflowers, seconded by Mayor Pro Tem Mitchell and carried unanimously, to place the Amendment to the Town Charter on the 2018 or 2019 election ballot based on the Town Attorney's recommendation to allow for four-year staggered terms for the Board of Commissioners.*

*Motion made by Commissioner Legge, seconded by Mayor Pro Tem Mitchell and carried unanimously, to amend the charter to allow for the Mayor and top two vote-getters to serve a four-year staggered term and the bottom three vote-getters to serve a two-year term.*

- d. Discussion/consideration regarding an Act to allow recall of officers of the Town of Hope Mills, North Carolina to amend the Charter of the Town of Hope Mills as requested by Commissioner Bellflowers.

Commissioner Bellflowers commented he requested this item to have a method in place to remove or replace a public official prior to the expiration of their term of office. Commissioner Bellflowers requested the Board come to a consensus to allow the Town Attorney to look into the recall measure. Attorney Hartzog responded the Board could not take action on this item as the General Assembly would need to allow the Town special Legislation to allow for a recall election.

Discussion pursued regarding the timeline in which the General Assembly would allow our municipality to participate in recall elections. Town Manager Adams commented the Town would likely receive an answer from Legislature within three to six months.

The consensus of the Board was to table this item until a later date.

- e. Consideration of attending the North Carolina League of Municipalities Town & State Dinner, May 29, 2018 5:30 p.m. at the Raleigh Convention Center at a cost of \$75.00 per person.

The consensus of the Board was to register Mayor Warner, Mayor Pro Tem Mitchell, Commissioner Edwards, Commissioner Larson and Commissioner Bellflowers to attend. Commissioner Legge will be unable to attend due to his work schedule.

- f. Consideration of cost sharing with Cumberland County for Bench Mark Planning Services at a cost of \$6,250.00.

Town Manager Adams commented she met with Cumberland County Manager Amy Cannon and Assistant County Manager Tracy Jackson on March 2, 2018 to discuss the possibility of having a third party come up with a solution to address the issues we are having with our Municipal Influence Area standards being met by the County Planning Department. The cost for the third party would be shared with the County.

Commissioner Bellflowers commented he is not in favor of spending \$6,250 of taxpayer money on a third party. Mayor Warner responded the county is hearing our complaints and this is a means for County Planning staff and the Town to come to an understanding and work out a solution.

Commissioner Bellflowers inquired if an additional Board member may be added to key staff. The consensus of the Board was to allow a Board member to serve as a liaison.

*Motion made by Mayor Pro Tem Mitchell, seconded by Commissioner Bellflowers and carried unanimously, to approve cost sharing Bench Mark Planning services with Cumberland County at a cost of \$6,250.00 with an additional Board member to serve as a liaison.*

- g. Consideration of the bid for sidewalk construction on Rockfish Road in the amount of \$482,000.00, from Charles Hughes Construction, LLC and BA #29 & #30 and consideration of authorization of Town Manager to execute contract.

Town of Hope Mills, North Carolina  
Budget Ordinance Amendment  
*Fiscal Year 2017-2018*  
*Amendment #29*

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>
C/O – Improvements -10-560-9100	-	482,000.00
	<u>\$ -</u>	<u>\$ 482,000.00</u>

This will result in a net increase of \$482,000 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>
FAMPO Grant - 10-3227	-	399,000.00
Transfer from Stormwater Fund - 10-3936	-	83,000.00
	<u>\$ -</u>	<u>\$ 482,000.00</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 16<sup>th</sup> day of April 2018.

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Jackie Warner, Mayor

ATTEST:

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Tiffany Gillstedt  
 Administrative Assistant/Acting Deputy Town Clerk

Town of Hope Mills, North Carolina  
 Budget Ordinance Amendment  
*Fiscal Year 2017-2018*  
*Amendment #30*

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

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

<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
Operating Transfer – Out – 91-590-9550	-	83,000.00
	<u>\$ -</u>	<u>\$ 83,000.00</u>

This will result in a net increase of \$83,000 in the appropriations of the Stormwater Fund. To provide the additional revenue for the above, the following revenues will be increased.

<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
Stormwater Fees – 91-3340	-	73,000.00
Interest Income - 91-3910	-	10,000.00
	<u>\$ -</u>	<u>\$ 83,000.00</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 16<sup>th</sup> day of April 2018.

\_\_\_\_\_  
Jackie Warner, Mayor

ATTEST:

\_\_\_\_\_  
Tiffany Gillstedt  
Administrative Assistant/Acting Deputy Town Clerk

*Motion made by Mayor Pro Tem Mitchell, seconded by Commissioner Edwards and carried unanimously, to approve Charles Hughes Construction, LLC bid and BA #29 & #30 for \$482,000 and authorize the Town Manager to execute the contract.*

- h. Consideration of approval of the Town Parade Guidelines for our annual July 4<sup>th</sup> Parade.

Mayor Pro Tem Mitchell inquired if Town staff has taken any steps to limit the size of the parade as the Christmas parade was three hours in length. Town Manager Adams responded Parks & Recreation Director Kenny Bullock was not present to answer questions but Town staff did discuss measures to keep the parade line moving along.

Town Manager Adams commented Town Attorney Hartzog suggested a minor edit to Parade Rules, Item 5 to read “do not stop unless there is a safety reason for stopping.”

*Motion made by Commissioner Legge, seconded by Mayor Pro Tem Mitchell and carried unanimously, to table for further discussion on the Consideration of approval of the Town Parade Guidelines for our annual July 4<sup>th</sup> Parade until the May 7, 2018 meeting until Parks & Recreation Director Kenny Bullock is present.*

## **8. REPORTS AND INFORMATION ITEMS:**

### **a. Manager’s update**

Town Manager Adams updated on the following items:

1. 2018-2019 Fiscal Year Budget – Finance Director Drew Holland and Town Manager Adams will present the proposed 2018-2019 FY Budget at the May 7, 2018 Board meeting and ask that the Commissioners set a date for the Budget Workshop.
2. Cumberland County Planning Staff – Will meet with the Town of Hope Mills Plan Review staff on Friday, April 20, 2018 at 10:00 a.m. for a follow up meeting to discuss streamlining the notification process between the County and Town.
3. Odessey Court – Stormwater Project Bids were sent out April 12, 2018 and will be opened April 20, 2018 at 4:00 p.m. this will be the second bid opening.
4. Update on Street Paving Project – The contractor worked on paving activities for selected streets in Fairway Forest, Friendship, Brightmoor and Fountain Lane; milling of streets on Clifton Forge; portion of Thompson Circle edge milling, Lake Forest Road and Spruce Street, full width milling, edge milling on Well Street, raising structures for other streets within Town.
5. Johnson Street Sidewalk Project – McGill Associates presented Public Works staff with 75% drawings for preliminary review. Review was conducted and the firm will continue with the design process.
6. Damaged Areas from Hurricane Matthew - The bank has been cleared along East Patterson Street and 100% of rock has been installed on the bank. Rip Rap has been placed on Davis Street and sod and seeding took place on April 11, 2018 and a section of the road is being prepared for asphalt placement this week. Mobilization for Thoroughbred Drive took place on April 10, 2018 along with demolition of damaged asphalt on April 11<sup>th</sup>. Removal of unsuitable soil and placement of stone base will follow.
7. Hope Mills Congestion Management Plan – A report of final recommendations is expected sometime this summer.

8. Hope Mills Lake Maintenance and Operations Policy – Training was conducted on April 5, 2018.
9. Lake/Park rules signage - was installed on April 12, Catch & Release signage was posted on April 11<sup>th</sup> at two other locations within the park and end of boat ramp signage was installed on April 12<sup>th</sup>.
10. Eel Migratory Season (3/15/18 – 6/15/18) Public Works will continue to inspect the basket for eels twice a week through June 15, 2018. No eel count to add for last week.
11. Eel ladders – Due to the fact that the sump pump and the actual trap area at the end of the eel ladder is in a high risk location that requires wading through water, Deputy Fire Chief Steve Lopez built two steel ladders to reach these areas.
12. U.S. Army Corp of Engineers – Emily Greer will be visiting from the Wilmington Office to conduct a dam site and eel monitoring system inspection. She will also be reviewing the progress of the Lake Recreation Improvement. The inspection is scheduled for May 10, 2018 at 11:00 a.m.
13. Chick-Fil-a – Plan Review Staff is meeting with representatives of Chick-Fil-a on Wednesday, April 18, 2018 for a sketch plan review of the proposed development. The goal is to develop the strategy for a submission of a voluntary annexation petition.
14. Larry King and Associates – Staff is meeting with members of Larry King and Associates on a proposed multi-family development at Traemoor Village. There is no need for approval from the Board of Commissioners as the initial overall approval was slated for this development.
15. Valley End – Staff is meeting with members of Larry King and Associates for a sketch plan review for Section 3 of Valley End 1. Staff anticipates the new phase will consist of approximately 40 single-family residences.
16. New gas station – Staff held a sketch plan review meeting on Thursday, April 12, 2018 for the development of a new gas station at 674 Chicken Foot Road. This is at Exit 41 off of Interstate 95, across from the Bojangles.
17. Parks & Recreation Director Kenny Bullock requested the Board indicate whether they wished to ride in a car or on a float during the July 4<sup>th</sup> Parade.
18. Lake Advisory Committee Meeting – April 17, 2018 at 6:00 p.m. at Parks & Recreation.
19. Small Business Community Service Award and Volunteer of the Month - Move to every other month or quarterly and rescind that the Volunteer of the Month must be a resident.

The consensus of the Board was to allow the Small Business Community Service Award and Volunteer of the Month to be every other month and allow non Hope Mills residents to be recognized as the Volunteer of the Month.

Discussion pursued regarding the Mayor and Board of Commissioners riding in classic cars or on a float for the July 4<sup>th</sup> Parade.

*Motion made by Commissioner Legge, seconded by Mayor Pro Tem Mitchell and carried unanimously, to approve the Mayor and Board of Commissioners ride on a float for the July 4<sup>th</sup> Parade.*

b. Reminders

- **Saturday, April 21, 2018 – 9:00 a.m.** Household Hazardous Waste and Shred Event.
- **Upcoming Committee Meetings**
  - Monday, April 23, 2018 – 6:30 p.m.** Parks & Recreation Advisory Committee at the Parks & Recreation Center.
  - Tuesday, April 24, 2018 – 6:30 p.m.** Appearance Committee at the Parks & Recreation Center.
  - Thursday, April 26, 2018 – 7:00 p.m.** Veterans Affairs Commission at the Parks & Recreation Center.
- **May 3, 2018 – 12:00 p.m.** National Day of Prayer service, Hope Mills Town Center Flagpoles, all are welcome.
- **May 3, 2018 – 5:00 p.m.** Hope Meals Food Truck Rodeo, parking lot between Town Hall and Parks & Recreation Center.

c. Department Monthly Reports

- Fire Department, March, 2018
- Police Department, March, 2018
- Inspections Department, March, 2018
- Parks & Recreation, March, 2018
- Stormwater Department, March, 2018
- Public Works Department, March, 2018
  - Sanitation
  - Service Garage
  - Buildings & Grounds
  - Street

*All Monthly Reports*

**9. STAFF COMMENTS. None.**

**10. OFFICIAL COMMENTS.**

Commissioner Legge thanked all those who attended the meeting and acknowledged Hope Mills Police Department for patrolling behind Village Green.

Mayor Warner acknowledged Parks and Recreation and the Youth Association for their Spring Sports Opening Day Ceremonies and authorized Town Manager Adams to draft a thank you letter to the Fayetteville SwampDogs staff on behalf of the Mayor and Board of Commissioners.

**11. ADJOURNMENT.**

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

Mayor Warner adjourned the meeting at 9:14 p.m.

