

**TOWN OF HOPE MILLS
BOARD OF COMMISSIONERS REGULAR MEETING MINUTES
MONDAY, APRIL 20, 2020 7:00 P.M.
VIRTUAL MEETING**

Mayor Jackie Warner called the regular meeting of the Hope Mills Board of Commissioners to order on Monday, April 20, 2020 at 7:03 p.m.

GOVERNING BODY PRESENT

Mayor Jackie Warner, Mayor Pro Tem Dr. Kenjuana McCray, Commissioners Jessie Bellflowers, Pat Edwards, Jerry Legge and Bryan Marely.

STAFF PRESENT

Town Manager Melissa Adams, Town Clerk Jane Starling, Finance Director Drew Holland, Parks & Recreation Director Lamarco Morrison, Public Works Director Don Sisko, Chief Building Inspector David Ray Reeves and Planning & Economic Development Director Chancer McLaughlin. Also present was Town Attorney Dan Hartzog, Jr.

INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation was led by Mayor Jackie Warner, followed by the Pledge of Allegiance led by Mayor Jackie Warner.

1. APPROVAL OF AGENDA – ADDITIONS OR DELETIONS.

- a. Consideration of action to temporarily suspend a portion of Board Policy Rule No. 3. which reads “No member who is not physically present for a Board of Commissioners meeting may participate in the meeting by electronic means”.

Motion made by Mayor Pro Tem Dr. McCray, seconded by Commissioner Legge and carried unanimously, to temporarily suspend a portion of Board Policy Rule No. 3 which reads “no member who is not physically present for a Board of Commissioners meeting may participate in the meeting by electronic means” and to approve the agenda as presented with the addition of New Business and to allow the Board to vote electronically by roll call.

2. PUBLIC COMMENTS.

Town Clerk Jane Starling read a public comment submitted via email to the Clerk’s office.

Ms. Holly Jo Sensenich, 5533 Crenshaw Drive, Hope Mills, NC. Ms. Sensenich inquired the possibility of the Town incorporating a walk-through path to Golfview Greenway that would begin at the end of Crampton Drive in Golfview Acres.

3. CONSENT AGENDA:

- a. Consideration of Approval of Special Meeting Minutes from January 6, 2020.
- b. Consideration of Approval of Special Meeting Minutes from January 23, 2020.
- c. Consideration of Approval of Special Budget Retreat Meeting Minutes from March 6, 2020.
- d. Consideration of Approval of Regular Meeting Minutes from March 16, 2020.
- e. Moved to New Business.
- f. **Case No. 20-034.** Consideration of the Elk Yarn Mills Building; M(P) Site Plan Review; Hope Mills Zoning Ordinance; Zoned: M(P); Acreage: 26.48 ac. +/-; Located at 4115 Legion Road (SR 1132); submitted by Alex Keith (Developer) (Hope Mills).
- g. **Case No. 20-044.** Consideration of the George W. & Glenda J. Sherman Shantz, Sr. Property; Zero Lot Line Subdivision Review; Hope Mills Zoning Ordinance; Zoned: PND; Acreage: 0.78 ac. +/-; Located at 3426 Masters Drive, 5723 & 5727 Driver Circle; submitted by George W & Glenda J. Sherman Shantz, Sr. (Developer) (Hope Mills).
- h. Moved to New Business.
- i. Moved to New Business.
- j. Moved to New Business
- k. Moved to New Business.
- l. Acceptance of the March 2020 Financial Report.

“END OF CONSENT AGENDA”

Motion made by Commissioner Legge, seconded by Commissioner Edwards and carried unanimously, to approve the consent agenda as presented with the removal of items c, h, i, j & k; moved to New Business for discussion.

Mayor Warner called for a roll call vote. The motion passed unanimously, 5-0.

Commissioners Bellflowers commented he misspoke and meant for item e.; Case No. 18-020 Consideration of the Nickoy Grey – Motor Vehicle Sales; 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 Nickoy Grey (Developer) (Hope Mills) to be removed from the Consent Agenda for discussion, not item c., Consideration of Approval of Special Budget Retreat Meeting Minutes from March 6, 2020.

Motion made by Commissioner Bellflowers, seconded by Commissioner Legge and carried unanimously, to remove item e.; Case No. 18-020. Consideration of the Nickoy Grey – Motor Vehicle Sales; 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 Nickoy Grey (Developer) (Hope Mills), from the Consent Agenda and move item c.; Consideration of Special Budget Retreat Meeting Minutes from March 6, 2020 back to the Consent Agenda

Mayor Warner called for a roll call vote. The motion passed unanimously, 5-0.

4. NEW BUSINESS

- a. Case No. 18-020. Consideration of the Nickoy Grey – Motor Vehicle Sales; 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 Nickoy Grey (Developer) (Hope Mills).

Commissioner Bellflowers commented he drove by the site in question and noticed the vehicles are not parked where the site map that was submitted with the packet depicts, they will be parked. Commissioner Bellflowers commented he did not believe the business was in compliance and therefore took issue with approving the site plan.

Planning & Economic Development Director Chancer McLaughlin commented the current operation is not necessary out of compliance with the site plan, but more of a code violation that could be handled through Code Enforcement. The new use in question for the proposed site plan review is a storage work area that is in compliance with the current regulations.

Commissioner Bellflowers inquired if the customer parking in the front of the site is required to be paved. Mr. McLaughlin responded the Town has the discretion to determine if an existing gravel area requires paving based on usage. It is at the pleasure of the Board to require that parking areas be paved but based on the current and previous uses he did not believe it necessary, especially for the entire site.

Commissioner Bellflowers inquired if the front or rear parking areas will comply with ADA requirements. Mr. McLaughlin responded only the handicapped parking area would be required to be ADA compliant and based on size and use of site there is only one.

Commissioner Legge inquired the Town's standards in regard to handicapped parking requirements. Mr. McLaughlin responded if a business is utilizing an existing gravel parking lot then proposes a use that would require additional parking then the Town would consider requiring that it be paved. Also, if an additional handicapped spot is added then it would be required to be paved. Moving forward Mr. McLaughlin commented the Town may not require the two parking areas to be paved but that the one handicapped space be paved.

Commissioner Marley inquired how the Town would police the site based on the setup as the customer parking is in the front of the site with vehicle display in the rear but there are vehicles in the front. Mr. McLaughlin responded that the Town could require as part of the motion in order to approve the site plan that the site be brought into compliance as well. The Code Enforcement Department will be responsible for enforcing that the site be brought into compliance.

Motion made by Mayor Pro Tem Dr. McCray, seconded by Commissioner Edwards and Carried unanimously, to approve Case No. 18-020. Consideration of the Nickoy Grey – Motor Vehicle Sales; 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 Nickoy Grey (Developer) (Hope Mills) and that the site be brought into compliance.

Mayor Warner called for a roll call vote. The motion passed unanimously, 5-0.

- b. Consideration and Acceptance of the Petition for Annexation of Phase II Preserve at Lake Upchurch and Resolution No. R2020-06 Directing the Clerk to Investigate the Sufficiency of the Annexation Petition. This will be annexation number 2020-02 and is a contiguous annexation.

Commissioner Bellflowers inquired if the property is required to be zoned within sixty after the annexation is approved. Mr. McLaughlin responded in the affirmative and that he has been communicating this issue with Town Manager Adams and County officials as public hearing have been suspended due to the COVID-19 pandemic. Setting a public hearing for annexation number 2020-02 was left off of the agenda for that reason as statutorily electronic meetings do not suffice for a public hearing.

Commissioner Bellflowers inquired if the period of sixty days begins after approval of the above-mentioned item. Mr. McLaughlin commented the sixty days begin after approval of the annexation which cannot be done without a public hearing. The item in question is for approval of the annexation petition.

Town Manager Adams commented by law the Board is required to accept the petition for annexation once the Town receives it and request that the Clerk investigate the sufficiency of the petition. An annexation cannot be accepted without a public hearing being held. Setting the public hearing will be on the May 4th agenda.

Town Attorney Hartzog commented there are ways to structure a public hearing even if partially remotely so long as the other parties' consent to it and if the Town provides public access to provide comments.

- c. Consideration and Acceptance of the Petition for Annexation of Sweetwater Subdivision and Resolution No. R2020-07 Directing the Clerk to Investigate the Sufficiency of the Annexation Petition. This will be annexation number 2020-03 and is a contiguous annexation.
- d. Acceptance of the Clerk's Certificate of Sufficiency for Annexation No. 2020-02, Phase II Preserve at Lake Upchurch.
- e. Acceptance of the Clerk's Certificate of Sufficiency for Annexation No. 2020-03, Sweetwater Subdivision.

Motion made by Commissioner Bellflowers, seconded by Commissioner Edwards and carried unanimously, to approve items h., i., j. and k. previously from the consent agenda that are New Business Items b., c., d., and e.

Mayor Warner called for a roll call vote. The motion passed unanimously, 5-0.

5. REPORTS AND INFORMATION ITEMS:

- a. Manager's Report.

Town Manager Adams provided the following report:

Rockfish Road Sidewalk Project: Still on target for the estimated start date of May 25th.

Johnson Street Sidewalk Project: We have received the additional review and licensing fees from CSX. Staff is contacting FAMPO to ensure that the costs can be included in the sidewalk grant.

The Fountain Lane property: To date, we have not received the corrected mapping back. Public Works staff is contacting the surveyor.

Former Episcopal Parish House vacant lot: Nothing new to report.

Thomas Campbell Oakman Memorial Chapel: Money is being allocated in the FY 2020-2021 for the weatherization of the exterior woodwork, windows, soffit and fascia.

Trade Street Museum: Nothing new to report at this time.

The punch list for the Street (Streets, Sidewalks, & Stormwater) acceptance for Blackbridge Subdivision Phase I has been completed. Public Works staff is working on scheduling the reinspection.

The Pedestrian Bridge inspection was conducted on Wednesday, April 8th. No issues were found.

Eel ladder: One of the interior pumps for the eel ladder is inoperable. Public Works staff is working on the repair.

Public Works staff has a preconstruction meeting on Friday, April 17th, with PWC and their contractor that will be doing the painting of the water tank.

The bid opening for the Golfview Greenway temporary driveway/parking lot was cancelled due to no bids being received. They are in the process of re-advertising for bids.

Public Works is conducting site work preparation for repairs to the sidewalks (in accordance with the ADA Transition Plan) on both sides of the road along S. Main Street between Lakeview and E. & W. Patterson Street.

Pumphouse repairs in Heritage Park: The pressure washing has been completed. Public Works is in the process of contracting to install a fence around the pumphouse to protect the structure from any possible future damage. Public Works staff is currently in the process of trying to find a mason to do the repairs to the masonry. Once that has been completed then a new roof will be installed. In addition, we are looking at replacing the door and three windows, as well as, painting the piping inside the pump house.

Public Works is waiting on the final draft of the ADA Transitional Plan. Once the plan is received, they will review the document before acceptance.

Update on Temporary Police Station: The Police Department has completed the move and opened for regular operation on Monday, April 13, 2020. We are still waiting on a date for the generator to be moved from the old facility. The contractor advised that the switching panel for the generator has been ordered, but has not come in yet. Once they receive the equipment, they will schedule a time to move the generator and install it. We are also waiting on the signage to be installed on the building.

Heritage Park PARTF Grant: the pre-submittal of the PARTF Grant was successfully submitted on April 1st to the State for their cursory review.

Update regarding the Art Grant - Public Art sculptures with UNCP: Professor Walls has been in touch with P&R Director Lamarco Morrison. He has indicated that it appears likely that they will be online exclusively for the rest of the semester and he doubts their ability to produce the work even if they did start back with face-to-face classes. Professor Walls has indicated that his hope at this point would be that school resumes as usual in

Fall 2020 and a new group would start with the public art projects to be completed before midterm of that semester.

Parks & Recreation staff will be temporarily removing the basketball goals, due to non-compliance issues with the closures due to COVID-19.

Due to non-compliance issues with the closure of the Lake Park area; Barricades will be placed at the entrance to the parking lot at the lake at 8:00 p.m. in the evenings, and will be removed the following mornings.

Due to issues with the public congregating in Heritage Park; the entrance and parking area to Heritage Park will be closed off.

Code Enforcement: Staff has begun exploring language that will strengthen the authority to enforce code violations for multiple violators and repeat offenders.

Development Projects: Chick-Fil-A: they have announced a grand opening for April 30, 2020.

Circle K: Both new Circle K gas stations off of Rockfish Road/Main Street and Chicken Foot Road are now open.

Biscuitville: they had initially announced an end of summer opening but staff has heard of an earlier opening date possibly being updated soon.

Infrastructure: staff has been in contact with Cumberland County Community Development and plans to respond to the recently released RFP for the use of Community Development Block Grant Funds.

Subdivisions: Staff is working with the developers for 2 subdivisions recently submitted for annexation. Developers for both the Preserve at Lake Upchurch Phase 2 and Sweetwater are gearing up for the submittal of construction drawings. They are currently engaging all departments for reviews.

In regard to the public comment, Town Manager Adams commented Planning & Economic Development Director Chancer McLaughlin can research a walk-through path to Golfview Greenway as part of the recent pedestrian grant the Town was awarded by NCDOT. Currently, the proposal is for a greenway that would link the golf course to Trade Street and the lake through a system of PWC easements located in the neighborhoods mentioned by Ms. Sensenich.

Main Street Police Station Update: Signage has been placed on the windows and the pole sign will come at a later date. The generator will be installed at the end of the month.

Temporary Parking Lot Golfview Greenway: This project was put back out for bids as no bids were received during the first bidding process. Nothing additional was required from NCDOT as the drawings were corrected and three bids were received. Our representative is verifying the lowest bid amount to ensure that their figures are accurate and costs were not missed. This will be placed on the May 4th agenda for consideration.

PWC Water Tower: Painting is scheduled for May 1, 2020.

b. Reminders. - pending

c. Department Monthly Reports.

- Fire Department, March, 2020
- Police Department, March, 2020
- Inspections Department March, 2020
- Parks & Recreation, March, 2020
- Stormwater Department, March, 2020
- Public Works Department, March, 2020
 - (1) Sanitation
 - (2) Service Garage
 - (3) Buildings & Grounds
 - (4) Street

6. STAFF COMMENTS.

7. OFFICIAL COMMENTS.

Commissioner Edwards thanked Town residents for complying with the stay-at-home order and wearing masks and gloves when they do leave home.

Commissioner Bellflowers thanked the Town's first responders and healthcare workers for all they have done, and the citizens who have stayed home to help stop the spread.

Mayor Pro Tem Dr. McCray inquired of Town Manager Adams if the Rockfish Road Sidewalk Project could begin earlier since students have been out of school due to the pandemic. The project was anticipated to be completed before students went back to school in August. Town Manager Adams responded the contractor is set for their target start date of May 25th due to the uncertainty of the school system.

Mayor Pro Tem Dr. McCray thanked Town staff and citizens for their efforts during this difficult time and expressed hope that we may eventually go back to our normal lives.

Mayor Warner commented we are fortunate in that we have a system to keep residents informed through staff posting to social media and the Mayor/fellow staff members speaking on the radio. Mayor Warner commented the good that has come of this

unprecedented time is our community coming together to look after one another and families having time to focus on one another.

8. ADJOURNMENT.

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

Mayor Warner adjourned the meeting at 7:49 p.m.

Jackie Warner, Mayor

ATTEST:

Jane G. Starling CMC, NCCMC
Town Clerk