

**TOWN OF HOPE MILLS  
BOARD OF COMMISSIONERS REGULAR MEETING MINUTES  
MONDAY, MAY 20, 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, May 20, 2019 at 7:08 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, Chief Building Inspector Ray Reeves, Parks & Recreation Director Lamarco Morrison, Public Works Director Don Sisko, Fire Chief Chuck Hodges, Deputy Fire Chief Steve Lopez, 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 Deacon Pat Snyder, followed by the Pledge of Allegiance led by Boy Scouts Venturing Crew 32.

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

*Motion made by Commissioner Edwards and carried unanimously, to approve the agenda as presented with the addition of moving the Managers Report to item 4 , Public Comments to Item 5, and Consent Agenda to Item 6.*

**2. PRESENTATIONS.**

- a. Presentation by Angie Brady, Director of Tourism and Client Relations at the Fayetteville Area Convention and Visitors Bureau.

Ms. Angie Brady, Director of Tourism and Client Relations presented the Board with the Hope Mills Visitors Guide which cost nothing for the Town. A digital version is also available to be placed on the Town's website. John Meroski, President & CEO of the Fayetteville Area Convention and Visitors Bureau was also present to eagerly present the recently printed final copies to the Board.

- b. Yard of the Month presentation by the Appearance Commission.

Commissioner Legge and Appearance Commission member Cathy Johnson presented Bill and Millie Arroyo, 5717 Crenshaw Drive, with the Yard of the Month Award.

c. Mayor's Proclamation in Honor of Memorial Day.

Mayor Warner read the proclamation in honor of Memorial Day 2019 and announced the Town's Memorial Day service will be held at 4:00 p.m. on Monday, May 27, 2019.

**Proclamation  
MEMORIAL DAY  
May 27, 2019**

**WHEREAS**, Memorial Day was first widely observed on May 30, 1868 and called Decoration Day to commemorate the nation's Civil War dead by decorating their graves; and

**WHEREAS**, Memorial Day evolved to commemorate American military personnel who died in all wars and was declared a National Holiday by Congress in 1971, to be celebrated the last Monday in May; and

**WHEREAS**, each Memorial Day Americans remember the debt of gratitude we owe to our veterans who gave their lives for our country; and

**WHEREAS**, thousands of American men and women have given their lives for their country and many thousands more still bear severe disabilities and the scars of war, and by remembering these, we are reminded that the cost of war and peace is great; and

**WHEREAS**, we continue to rely on our brave and steadfast men and women in uniform to defend our freedoms, we commemorate this noble American holiday, we honor those who fell in defense of our freedoms and we honor them in our memory; and

**NOW, THEREFORE, BE IT RESOLVED**, that I, JACKIE WARNER, MAYOR of the Town of Hope Mills, North Carolina, do hereby urge all citizens to observe this day in honor and in memory of the thousands of American men and women who have answered the call to duty in defending the hard-won freedoms we enjoy today and who have sacrificed their lives in defense of their country.

**PROCLAIMED** this 16<sup>th</sup> day of May, 2019.

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JACKIE WARNER, MAYOR

d. Presentation of Public Works Certificate.

Mayor Warner presented Public Works Director Don Sisko with a certificate of appreciation for all Public Works staff in honor of National Public Works Week which occurs during the week of May 19.

- e. Presentation of Certificates to Scouts who assisted with Veterans Day.

Mayor Warner alongside members of the community presented Venturing Crew 32 with certificates of appreciation and recognition for their assistance during the Town's Veteran's Day celebration.

**3. PUBLIC HEARINGS. NONE**

**4. MANAGERS REPORT.**

Town Manager Melissa Adams presented the following information:

1. Lake Bulkhead: Work has begun and the project is moving along nicely. At this point it is too soon to estimate a completion date.
2. Johnson Street Sidewalk Project: McGill Engineering has sent the 90% drawings to the Town for review. They will be forwarded to NCDOT by Thursday of this week (May 23<sup>rd</sup>).
3. Mosquito spraying did begin on Thursday May 9<sup>th</sup>. Two trucks conduct the spraying throughout Town once a week on Thursday evenings.
4. The materials for the flat roof of the Parks & Recreation Building arrived today, Monday, May 20<sup>th</sup> and work will begin tomorrow, Tuesday, May 21<sup>st</sup>.
5. On Thursday, May 23<sup>rd</sup> Representatives of Schnabel Engineering will be here to conduct a routine dam inspection.
6. It appears that there is some question again, as to why we have to submit a LOMR (Letter of Map Revision). I believe I addressed this originally to the Board of Commissioners on March 18<sup>th</sup>. The Design/Build team for the dam construction was selected by bid in November 2014 and approved by the Board of Commissioners. As part of this contract, Schnabel was required by State and Federal Regulations to perform the Engineering study and subsequent submittal to State Floodplain Mapping for a LOMR (Letter of Map Revision). It is a Federal, State, and even local requirement when work is performed in the Floodplain. This study began when Schnabel was hired in 2014. The Town was required by Federal Law to submit to the State Floodplain Mapping for a Letter of Map Revision (LOMR). This requirement was due to the new dam being installed and the change in water level. Any work performed in the floodplain is required to be reviewed and depending on the amount, requires a hydraulic study be completed by an Engineer and submitted to FEMA through the State. Schnabel Engineering did all the work and submittal at the completion of the dam. Changes in the floodplain are based on the engineered study and current floodplain maps. The changes modeled are then submitted to FEMA for review and they issue the LOMR which will be updated on the existing floodplain maps for the area surrounding Hope Mills Lake. Part of the submittal requirements is notifying adjacent property owners of the updated mapping. The submittal to the State didn't occur until 6 months after the dam began holding water (which is also per regulation and guidelines for submittal). In May 2018, Laura Shearin-Feimster, P.E. the Schnabel Engineer

provided copies of the engineered study and submittal to the Town for review and signatures. In June 2018, the submittal and fees were mailed to the State Floodplain office for review and map update. In October 2018 the State requested the Town mail letters of the upcoming map revision to residents affected, which would be properties that abut the lake, as part of the process. The letters provided by the Schnabel Engineer were a draft copy that the State updated but never notified the Town, and this was addressed in February 2019. Last week, the same letter (but with more specific information about the location of the dam and specific locations on the lake, upstream and downstream that are affected) was mailed out to finalize the process. The Town of Hope Mills through the Schnabel Engineer was required as the owner to submit potential changes for the required LOMR (Letter of Map Revision) on Hope Mills Lake. The process is very lengthy, must be submitted by a PE (just like the Town requirements) and requires coordination with Town Staff for notifications to residents. According to the Engineer and FEMA reviewer, the LOMR will be completed in November 2019. In addition, there was some question or confusion as to the contact person or persons: There are three people listed with the National Flood Insurance Program: Stormwater & Floodplain Administrator Elizabeth Brown, Mayor Jackie Warner, and the Town Manager. Mr. McLaughlin is listed as the contact person with FEMA for the Hazard Mitigation Plan.

7. We are finalizing the agreement with Lysaght, the Structural Engineering firm that was approved at the last meeting. Town Attorney Hartzog needed clarification on indemnity for the contract and, as of this date I do not have a date or time when they will be coming to do their inspection of the Episcopal Parrish House.
8. The Town has received the following notice regarding our recent application for the 2019-2020 Arts Council of Fayetteville/Cumberland County Project Support Application: "The Project Support Grants Panel has reviewed and considered proposals submitted for this funding cycle. Each proposal was carefully considered in light of our grant making guidelines, our current priority areas, and the amount of funding available. Unfortunately, we are not able to fund the Hope of Art project. We wish we could fund every meaningful appeal, but as we receive far more requests than we have funds, we are unable to support every project. We deeply value the amount of time, thought and resources spent in preparing your application and encourage you to apply again next year. We will let you know the next cycle."
9. Reminder: Town offices will be closed on Memorial Day, Monday, May 27<sup>th</sup>.
10. The Veterans Memorial Day Ceremony is scheduled for Monday, May 27<sup>th</sup> at 4:00 p.m. at Veterans Memorial Park located at the Town of Hope Mills Municipal Park.
  - Rain location: Parks & Rec Center Community Room. Light refreshments to be served following the ceremony in the community room of the Rec Center. Few new things this year:
  - A presentation by Hope Mills Commissioner Jessie Bellflowers. He will share some comments about the 75th anniversary of the D-Day invasion at Normandy, which will be officially observed in June. Three nameplates will be added to the memorial at the park, honoring three members of the local VFW post who have died: Jim Clark, Joe Edwards and George Hill, and a new wreath will be displayed.

11. Reminder: The tentative date for installation of the new telephone system for all Town offices is June 4<sup>th</sup>.

**5. PUBLIC COMMENTS.**

Ms. Elizabeth Cooper, 4413 Goldenrod Ct. Parkton, NC. Ms. Cooper spoke in reference to the upcoming November elections and the current Boards chance for reelection.

Mr. Tonzie Collins, Hope Mills, NC. Mr. Collins commented longtime committee member Winnie Golden passed away and shared a brief glimpse of her religious involvement.

**6. CONSENT AGENDA:**

- a. Consideration of Approval of the Minutes from the May 6, 2019 Regular Meeting.
- b. Consideration of Deputy Chief Dean attending the NC Internal Affairs Investigators Association Annual Training Conference in Greensboro, NC from July 15<sup>th</sup> through July 19<sup>th</sup>, at a cost of \$1,242.50 which is included in the upcoming budget.
- c. Consideration of Kenny Tatum taking a Building Level 3 class in Concord, N.C. Dates are; June 6,7,8,9 and June 14,15,16. Total cost of the training is \$1392.78 and is included in the current budget.
- d. Acceptance of the April, 2019 Financial Statements.

**“END OF CONSENT AGENDA”**

*Motion made by Mayor Pro Tem Mitchell and carried unanimously, to approve the consent agenda as read with Items D & E moved to New Business as Items J and K due to a typographical error.*

**7. OLD BUSINESS:**

- a. Discussion and Possible Action regarding the Rockfish Road Sidewalk Project / Grant and requested Change Order from Charles Hughes Construction.

Commissioner Legge inquired why the contractor is requesting a change order in the amount of \$22,100. Public Works Director Don Sisko commented the contractor believes he is entitled to new costs for erosion control measures.

Mayor Warner commented the project is a 80/20 match in which the Department of Transportation is responsible for funding 80 percent. Mayor Warner inquired what the Department of Transportation’s response was to the abovementioned change order. Mr.

Sisko responded the Department of Transportation has requested the Town gather all notices and necessary documentation so we may provide that information to them.

Commissioner Bellflowers inquired the last time the contractor performed any work on the site and what our best option is at this point. Mr. Sisko responded any work performed would have occurred prior to the hurricane (Florence) and the best option would be to gather all necessary documentation from our Engineers Representative as they represent the Town on paper. Once the representatives provide the information, we would pass it along to the Department of Transportation so they may assess our options.

Commissioner Larson commented the Town should not be responsible for additional funding as they have stalled on beginning any work to begin with.

*Motion made by Commissioner Bellflowers and carried unanimously, to not approve the Change Order from Charles Hughes Construction regarding the Rockfish Road Sidewalk Project /Grant.*

b. Discussion and Possible Action regarding Red Light Cameras.

Town Manager Melissa Adams commented on March 6, 2017, the previous Board of Commissioners approved the addition of red-light cameras by resolution. The NC House of Representatives recently passed legislation that would allow for the installation of red-light cameras in Hope Mills though it still requires approval from the senate.

Town Manager Adams inquired whether the Board wishes to move forward with the red-light cameras. The Town would not be involved in the administration of the cameras nor would we receive any funding.

Mayor Pro Tem Mitchell made a motion to terminate moving forward with red light cameras but the motion died due to a lack of voting.

Mayor Warner requested the Board see the process through with the bill as it is not definite and still requires the senate's approval.

Town Attorney Hartzog commented he is not certain as to whether the Board may terminate the bill as it is currently in motion. Attorney Hartzog commented the bill would essentially give the Town the authority to install red light cameras one day if the Board so desired but there is no requirement.

Commissioner Larson commented she was in agreement with Mayor Pro Tem Mitchell in that she was not in favor of red-light cameras.

Mayor Pro Tem Mitchell rescinded his previous motion to terminate moving forward with red-light cameras.

**8. NEW BUSINESS:**

- a. Discussion and Possible Action Setting Date for Ceremonial Ribbon Cutting Accepting Donated Sculptures.

Discussion pursued regarding setting a date for a ceremonial ribbon cutting for the donated sculptures throughout Town.

*Motion made by Commissioner Legge and carried unanimously, to table discussion of setting a date for ribbon cutting accepting donated sculptures until the markers for each sculpture arrive.*

- b. Discussion and Possible Action regarding the Aquatics Feasibility Committee: as requested by Commissioner Larson.

Commissioner Larson commented the Parks & Recreation Advisory Committee do not feel it is in the best interest of the Town to partner with the YMCA and wish to move forward in dissolving the Aquatics Feasibility Committee.

Mayor Warner commented the Town has not yet heard a proposal from Mr. Houpp with the YMCA.

Commissioner Edwards commented citizens have expressed the desire to have an aquatics center and that may not be possible without a partnership.

Discussion pursued regarding the addition of an outdoor pool versus the Town partnering with the YMCA to build an aquatics center that would likely not be at Hope Mills residents' disposal at all times but has been highly requested.

*Motion made by Mayor Pro Tem Mitchell to disband the Aquatics Feasibility Committee and the motion carried 4 to 1, with Commissioner Edwards voting against.*

- c. Discussion and Possible Action Including Parish House and Adjoining Properties in the Heritage Park Master Plan: as requested by Mayor Pro Tem Mitchell.

Mayor Pro Tem Mitchell commented the Historic Preservation Commission requested that the Parish House, Church Property, and all creek banks owned by the Town be included as part of the Heritage Park Master Plan as well as Mason Steele's conceptual plan.

The consensus of the Board was to move forward with the abovementioned items as they were discussed at the Budget Workshop earlier this evening.

- d. Discussion and Possible Action Permanently Moving "Manager's Report" After "Public Hearings" and Before "Public Comments"; Modification to our Board Policies and Procedures: as requested by Mayor Pro Tem Mitchell.

Discussion pursued regarding Robert's Rules of Order for agendas and amending page 11 on the Board's Rules of Procedure.

*Motion made by Mayor Pro Tem Mitchell and carried unanimously, to amend the Rules of Procedure to permanently move "Manager's Report" after "Public Hearings" and before "Public Comments."*

- e. Discussion and Possible Action Prohibiting "Deuce and A Half" Trucks from Parking in Residential Neighborhoods Within Town Limits. Under Our Ordinances Currently, Tractors/Semi-Trailer Trucks are prohibited: as requested by Mayor Pro Tem Mitchell.

Discussion pursued regarding prohibiting deuce and a half trucks from parking in residential neighborhoods within Town limits. Town Manager Adams informed Mayor Pro Tem Mitchell our Police Department enforces our ordinance, though we may need to include more specific language. Mayor Pro Tem Mitchell commented he will inform the residents who contacted him regarding this matter so they may contact the Police Department in the future.

- f. Discussion and Possible Action Regarding a Cleanup Process Plan of The Lake Shore Area While the Water Surface Level Is Low Due to The Bulkhead Construction Project: as requested by Commissioner Bellflowers.

Town Manager Adams commented Public Works staff worked on debris removal at the lake shore prior to and after the lowering of the lake levels. However, some areas were purposely neglected as for example, a large cypress tree trunk contained a Canadian Geese nest which is a protected species, and fish were spawning in other areas. Public Works staff will continue their cleanup efforts as time permits during this busy season.

- g. Discussion and Possible Action Regarding the Demolition of the Town Owned House at 5439 Fountain Lane: as requested by Commissioner Bellflowers.

Town Manager Adams commented Public Works has only received two quotes for the asbestos and lead paint remediation and is actively trying to solicit a third proposal.

Commissioner Bellflowers commented his concern as the project is budgeted for the current fiscal year. Town Manager Adams responded the project funds could be moved to next year's budget which would require a budget amendment.

- h. Discussion and Possible Action regarding a request from Mr. Charlie Gardner involving Purchasing Town Owned Property on Duncan St.

Town Attorney Hartzog requested the Board's guidance regarding a request from Mr. Gardner involving purchasing a piece of Town owned property. No action was taken as this was an informational item and no formal offer was made.

- i. Discussion and Possible Action regarding the Freese and Nichols report on the Golf Course Walking Trail.

Town Manager Adams commented the Town has the option of contracting with Freese and Nichols to close in the quarter mile walking track for ADA accessibility.

Discussion pursued regarding the Architectural Barriers Act (ABA) and whether it is required to bring all of the Town's parks into ADA compliance.

The consensus of the Board was to solicit additional bids to close in the quarter mile walking track at the Golf Course Property for ADA accessibility.

- j. Consideration of Approval of Resolution 2019-12 Accepting a Donation of the Art Sculpture "Core" from Jim and Elizabeth Blevins.

Mayor Pro Tem Mitchell requested this item be moved from the consent agenda to allow the Town Attorney weigh in as to whether the wording should be changed from "real property" to "personal property."

Town Attorney Hartzog commented real property is considered land so a change will be required. Attorney Hartzog commented the Board may simply agree to change Resolution 2019-12 and the two previous sculpture resolutions which featured the same wording.

*Motion made by Mayor Pro Tem Mitchell and carried unanimously to approve Resolution 2019-12, 2019-09, and 2019-10 with the substitutions of "real property" to "personal property."*

- k. Consideration of Approval of Budget Amendment #12 for the FY2018-2019

Mayor Pro Tem Mitchell commented he requested the budget amendment be moved from the consent agenda as he would prefer that this item not be paid until the "exit conference" occurs. This item pertains to the costs related to the internal investigation conducted by Attorney Jim Cauley concerning possible ethical misconducts and inappropriate protocols related to the Lone Survivor Project.

Attorney Hartzog commented Attorney Cauley indicated he has preferred to be paid prior to presenting the information as he is requesting additional funds to present the report.

*Motion made by Commissioner Bellflowers and carried unanimously, to approve Budget Amendment #12 for \$25,350.*

Town of Hope Mills, North Carolina  
 Budget Ordinance Amendment  
 Fiscal Year 2018-2019  
 Amendment #12

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, 2019:

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

<u>Account</u>		<u>Decrease</u>	<u>Increase</u>
Contract Services	10-410-1270	-	25,350.00
		<u>\$ -</u>	<u>\$ 25,350.00</u>

This will result in a net increase of \$25,350 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>
Sales Tax Distribution	10-3310	-	25,350.00
		<u>\$ -</u>	<u>\$ 25,350.00</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 20th day of May 2019.

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 Jackie Warner, Mayor

ATTEST:

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 Jane G. Starling, Town Clerk

**9. REPORTS AND INFORMATION ITEMS:**

- a. Reminders.
  - May 21, 2019 at 6:00 p.m. **Citizens Academy** Final meeting in the Luther Board Room.

- May 21, 2019 at 6:00 p.m. **Lake Advisory Committee** in the Parks and Recreation Building.
- May 23, 2019 at 6:00 p.m. **Veterans Affairs Committee** in the Parks and Recreation Building.
- May 27, 2019 **MEMORIAL DAY Holiday**, Town offices will be closed.
  - **NO PARKS and REC Committee** due to holiday.
- May 28, 2019 at 6:30 p.m. **Appearance Commission** in the Parks and Recreation Building.
- May 30, 2019 at 7:30 a.m. **CityView Breakfast** at the Highland Country Club.
- June 3, 2019 at 6:00 p.m. **Festival Committee** and **Mayors Youth Leadership Committee** in the front meeting room at Town Hall.
- June 3, 2019 at 7:00 p.m. **Regular Board of Commissioners Meeting** in the Luther Board Room.

c. Department Monthly Reports.

## 10. STAFF COMMENTS.

Town Clerk Starling commented she attended the North Carolina League of Municipalities CityVision Annual Conference the prior week and offered to share materials she had brought back.

Town Manager Adams commented she also attended the CityVision Conference and gathered some useful information pertaining to grants that she would like to pursue.

## 11. OFFICIAL COMMENTS.

Commissioner Legge thanked Mayor Warner, Mayor Pro Tem Mitchell, and the Blevins for their donation of the art sculptures.

Mayor Warner commented she attended a FAMPO meeting and will be providing the Bike Plan information to her fellow Board members. Mayor Warner commented she will be attending a Tier 1 meeting on May 21, 2019 to hear information about opportunities available for Tier 1 counties.

Commissioner Edwards commented she attended a “Blast from the Past” dinner supported by the Mid-Carolina Council of Aging.

Commissioner Bellflowers thanked the Department Heads for the input they provided and hard work that went into the proposed 2019-2020 fiscal year budget. Commissioner Bellflowers gave a detailed overview of the events that will occur on Memorial Day.

## 12. ADJOURNMENT.

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

Mayor Warner adjourned the meeting at 9:20 p.m.

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Jackie Warner, Mayor

ATTEST:

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Jane G. Starling, CMC  
Town Clerk

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