

**TOWN OF HOPE MILLS  
BOARD OF COMMISSIONERS REGULAR MEETING MINUTES  
MONDAY, JUNE 3, 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, June 3, 2019 at 7:00 p.m.

**GOVERNING BOARD MEMBERS PRESENT**

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

**STAFF PRESENT**

Town Manager Melissa Adams, Town Clerk Jane Starling, Finance Director Drew Holland, Public Works Director Don Sisko, Police Chief Joel Acciardo, Fire Chief Chuck Hodges, Parks & Recreation Director Lamarco Morrison, 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 Dr. Ron Godbolt, Word of Truth Ministry, Inc., followed by the Pledge of Allegiance led by Mayor Jackie Warner.

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

*Motion made by Mayor Pro Tem Mitchell and carried unanimously, to approve the agenda as presented.*

**2. PRESENTATIONS.**

- a. Presentation of Certificates of Appreciation to the Mayor's Youth Leadership Committee.

Mayor Warner presented the Certificates of Appreciation to the Mayor's Youth Leadership Committee.

- b. Presentation of Certificates of Completion for the Students in the Citizens Academy Program and Certificates of Appreciation to the Sponsors.

Mayor Warner and Town Manager Adams presented the Spring 2019 Citizens Academy Program participants and sponsors with plaques honoring their participation and completion.

- Brief Reception.

Mayor Warner called for a brief graduation reception at 7:07 p.m.

- Resume Regular Session.

At 7:20 p.m. Mayor Warner called the meeting back to order.

### **3. PUBLIC HEARINGS.**

- a. Public Hearing for the Fiscal Year 2019/2020 Budget Ordinance.

*The Board of Commissioners may or may not adopt the proposed Budget Ordinance and Fee Schedule. A final copy of the proposed FY 2019-2020 Budget Book will be handed out at the meeting.*

Prior to the public hearing for the fiscal year 2019/2020 budget ordinance, Town Manager Adams reviewed the following changes to the proposed budget:

1. Addition of \$8,000 added to property taxes.
2. \$500 added to salaries and athletics.
3. \$4,500 added to the Town Appearance Commission.
4. \$28,000 added back into budget for projects at Heritage Park.

Town Manger Adams commented there is no proposed tax increase, no new Town debt, and no new positions. Some capital improvements and projects included in the budget are new carpet for Town Hall, an ADA compliance survey, three replacement Police vehicles, one replacement Parks & Recreation vehicle, a backhoe to be shared by the Stormwater and Streets Departments, Heritage Park Master Plan and Improvements, and Strategic Planning for the Town.

Commissioner Legge commented in the future he would like the Town to have the ability to accept payments and registration online for Parks & Recreation programs. Finance Director Drew Holland responded \$11,000 was allotted to the Parks & Recreation Department for software in the current proposed budget.

Mayor Warner opened the public hearing on the proposed fiscal year 2019-2020 budget at 7:27 p.m.

Mayor Warner called for comments for or against the proposed fiscal year 2019-2020 budget. There were none.

Mayor Warner closed the public hearing at 7:27 p.m.

- Consideration to adopt the 2019-2020 FY Budget Ordinance.

*Motion made by Commissioner Bellflowers and carried unanimously, to adopt the 2019-2020 fiscal year budget ordinance.*

- Consideration to adopt the proposed 2019-2020 Fiscal Year Fee Schedule.

*Motion made by Mayor Pro Tem Mitchell and carried unanimously, to adopt the proposed 2019-2020 fiscal year fee schedule.*

- b. Public Hearing **Case P19-28**: Revision and Amendment to the Town of Hope Mills Zoning Ordinance, Regarding Provisions Related to the Board of Adjustment, Specifically Article XVII Board of Adjustment in its Entirety.

Town Attorney Hartzog commented a correction is required in section 102A-1702; “appoint” needs to be changed to “elect.”

Mayor Warner opened the public hearing for Case P19-28 at 7:30 p.m.

Mayor Warner called for comments for or against Case P19-28. There were none.

Mayor Warner closed the public hearing for Case P19-28 at 7:30 p.m.

Mayor Warner commented the following individuals were recommended to serve on the Board of Adjustment: Bryan Marley, Carla Welsh, Elizabeth Cooper, Joanne Scarola, and Elyse Craver. Alternates would be Harold M. Dove and Susan Moody.

*Motion made by Mayor Pro Tem Mitchell and carried unanimously, to approve Case P19-28 text amendment to the Hope Mills Zoning Ordinance which will establish an appointed Board of Adjustment chosen by the Hope Mills Board of Commissioners, finding it consistent with the adopted comprehensive plan designated as the 2030 Growth Vision Plan, specifically including: Policy Area 2: Well-Managed Growth and Development and the Southwest Cumberland Land Use Plan goal of ensuring computability of land uses as well as promoting development that has a positive impact on social, natural, and environmental conditions in the immediate surrounding area. The staff further finds that approval of the amendment is reasonable and in the public interest based on the foregoing information and that by ensuring certain uses are limited to areas where by the small-Town character will not be affected. Additionally, this amendment was prepared and submitted by the Town of Hope Mills.*

#### **4. MANAGERS REPORT.**

Town Manager Adams provided the following updates:

1. Lake Bulkhead: Last week I asked that if you had an opportunity to please go by the lake and view the grading on the slope of the lake embankment from the gazebo down to the bulkhead. I believe that everyone was pleased with how it looks. The construction on the bulkhead project continues slightly ahead of schedule. Currently the contractor has some equipment out for repair.

2. A new dual trash/recycling receptacle has been added to the Lake pier. We will be adding more of those types of receptacles around the various parks in an effort to promote recycling.
3. Rockfish Road Sidewalk Project: Town Attorney Hartzog is currently reviewing the contract with Charles W. Hughes Construction, LLC so that we may determine our next course of action concerning this project. We should have something to bring to the BOC for the next Regular Meeting on June 17<sup>th</sup>.
4. Johnson Street Sidewalk Project: The 90% drawings have been sent to NCDOT for their review. The Environmental Report has been completed, reviewed by NCDOT, and returned with comments for action.
5. The new flat roof of the Parks & Recreation Building has been completed. Public Works Director is in the process of inspection and completing a punch list.
6. I have executed the agreement with Lysaght, the Structural Engineering firm that was approved by the BOC to do the inspection of the Episcopal Parrish House. They are in the process of scheduling a date when they will be coming to do their inspection of the Episcopal Parrish House.
7. The electrical circuits for the eel ladder have been repaired. The downstream pump has been removed for replacement. The upstream pump has been operationally checked.
8. We are expecting our third quote for the hazardous material remediation on the Fountain Lane house by tomorrow, June 4<sup>th</sup>.
9. Public Works Director Don Sisko is continuing to work on obtaining additional proposals for the walking trail at the former golf course property.
10. Staff has been in contact with 2 separate property owners concerning site distance public safety issues regarding signs. Currently the entrance sign for the Black Bridge Road subdivision is creating site distance issues tied to the location and height of the sign. The sign is approximately 5 feet in height but it is situated in a location that blocks the view of traffic traveling from the southwest for anyone exiting the subdivision. Staff has contacted the developer to notify them of the issue. The same issue exists at 2587 Hope Mills Road as well with staff taking the same approach.
11. Hurricane season has begun. We have updated our Hurricane Preparedness information and shared it on our Facebook page.
12. Staff is working on ordering the plaques for the donated art sculptures. As soon as we have a time frame for installation, we will place the proposed ribbon cuttings back on the agenda for Board consideration.
13. In light of the tragic and horrific mass shooting in Virginia Beach, we are in the process of reviewing our safety measures.
14. We have posted two videos that were generously given to the Town to use from Bill McQueen on both the Administration and the Veterans Affairs Committee Facebook pages, as well as, on the Town's website. The videos are of the recently held Veterans Outreach Day event held on May 3<sup>rd</sup> at the VFW 10630 and the Veterans Memorial Day Ceremony held on Monday, May 27<sup>th</sup>.
15. A special thank you to the Hope Mills Community Emergency Response Team for all their assistance with the Pet Fest event and the Hope Mills Good 2 Grow Farmers

Market held on Saturday, June 1<sup>st</sup>. Both events were extremely successful and had tremendous attendance.

16. The new dates for installation of the new telephone system for all Town offices are June 11<sup>th</sup> & 12<sup>th</sup>.

**5. PUBLIC COMMENTS.**

Mr. Ronald Maury, 4753 Legion Road, Hope Mills, NC. Mr. Maury thanked the Board of Commissioners and Town staff for offering the Citizens Academy Program as he thoroughly enjoyed it.

Ms. Julia Gilmore, 5531 Heather Street, Hope Mills, NC. Ms. Gilmore thanked Town Manager Adams for the Pet Fest and Farmers Market events that took place over the past weekend, commended the Mayor's professionalism during the Lone Survivor Investigation, and suggested the Board consider art throughout Town.

Ms. Carla Welsh, 3626 Lake Forest Road, Hope Mills, NC. Ms. Welsh spoke in reference to the Lone Survivor Project, lake bed number two not being included in the Parks & Recreation Comprehensive Master Plan, and lessons learned from the investigation.

**6. CONSENT AGENDA:**

- a. Consideration of Approval of the Closed Session Minutes from the March 18, 2019 Regular Meeting.
- b. Consideration of Approval of the Minutes from the Closed Session Minutes from the March 25, 2019 Special Meeting.
- c. Consideration of Approval of the Minutes from the April 8, 2019 Special Meeting.
- d. Consideration of Approval of the Minutes from the May 20, 2019 Regular Meeting.
- e. Consideration of Approval of Ordinance 2019-04 Adopting and Enacting A New Code for The Town of Hope Mills North Carolina; Providing for The Repeal of Certain Ordinances Not Included Therein; Providing A Penalty for The Violation Thereof; Providing for The Manner of Amending Such Code; And Providing When Such Code and This Ordinance Shall Become Effective.
- f. Consideration of Approval of Resolution 2019-13, and Budget Amendment #13 18.19 Accepting the Donation of \$1,000 to Assist with the Repair of the Veterans Monument.

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

*Amendment #13*

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>
Armed Forces Memorial	10-620-8039	-	1,000.00
		<u>\$ -</u>	<u>\$ 1,000.00</u>

This will result in a net increase of \$1,000 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>
Donations	10-3919	-	1,000.00
		<u>\$ -</u>	<u>\$ 1,000.00</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 3rd day of June 2019.

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Jackie Warner, Mayor

ATTEST:

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Jane G. Starling, Town Clerk

- g. Consideration of Approval for a 3rd Party Encroachment Agreement for Sidewalks Tied to a Proposed Circle K Gas Station Approved December 3, 2018 by the Hope Mills Board of Commissioners.
- h. Consideration of Approval for a 3rd Party Encroachment Agreement for Sidewalks on a Property Approved for a Billboard to be Constructed by Interstate Outdoor, Inc.

- i. Consideration of Approval of Resolution 2019-16 Accepting the Donation of Rock Salt.

**“END OF CONSENT AGENDA”**

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

**7. OLD BUSINESS: NONE**

**8. NEW BUSINESS:**

- a. Discussion and Possible Action regarding Cancellation or Rescheduling of July 1<sup>st</sup> Regular Board of Commissioners Meeting.

Town Manager Adams commented the Board may consider cancelling or rescheduling the July 1<sup>st</sup> meeting, if they so desire.

*Motion made by Commissioner Legge and carried unanimously, to cancel the July 1, 2019 regular Board of Commissioners Meeting.*

**9. REPORTS AND INFORMATION ITEMS:**

- a. Reminders.
  - June 6, 2019 @ 5:00 p.m. **Hope Meals Food Truck Rodeo.**
  - June 10, 2019 @ 12:30 p.m. **Chamber Luncheon** in the Parks and Recreation Building.
  - June 12, 2019 @ 5:00 p.m. **Historic Preservation Commission** in the Parks and Recreation Building.
  - June 17, 2019 @ 7:00 p.m. **BOC Regular Meeting** in the Luther Board Room.
  - June 24, 2019 @ 6:30 p.m. **Parks and Recreation Committee** in the Parks and Rec. Center.
  - June 25, 2019 @ 6:30 p.m. **Appearance Commission** in the Parks and Rec. Center.
  - June 27, 2019 @ 6:00 p.m. **Veterans Affairs** in the Parks and Rec. Center.
- b. Committee Liaisons update on Committee Activities.
  - Mayor Pro Tem Mitchell - Historic Preservation Commission & Municipal Advisory Committee.

Mayor Pro Tem Mitchell commented during the Historic Preservation Commission meeting Pat Hall reported the Board approved a structural engineering firm to conduct an inspection of the Episcopal Parish House at a cost of \$4,905 and Lisa Waring sent

photographs to the Town Attorney to submit to the State Historic Preservation office. The Heritage Park Master Plan and Pat Caulder Award were also discussed.

Mayor Pro Tem Mitchell commented the Municipal Advisory Committee has a breakfast scheduled for Thursday, June 6, 2019.

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

Commissioner Edwards commented the Mid-Carolina Aging Advisory Council has a meeting scheduled for Thursday, June 6, 2019 in Sampson County.

Commissioner Edwards commented she did not attend the last Lake Advisory Committee meeting. Town Manager Adams commented the Committee had previously requested additional “No Wake” signage which she discussed with Public Works Director Sisko.

- Commissioner Legge – Appearance Committee & Festival Committee.

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

Commissioner Legge requested Festival Committee Chairman Grilley Mitchell come forward to provide an update from their meeting that was held at 6:00 p.m.

Mr. Mitchell commented the Festival Committee is seeking new members that plan to be involved. Mr. Mitchell commented the Committee is planning a World Homeless Day, Polar Bear Plunge, Church on the Lake, and Fall Festival.

Mayor Warner allowed Appearance Committee Chair Cathy Johnson to provide an update on their recent meeting.

Ms. Johnson commented the Committee is planning a sponsored agriculture event for the first weekend in August that would feature hands-on, master gardener sessions open to the public. The Committee also discussed a memorial garden.

- Commissioner Larson – Parks & Recreation Committee.

Commissioner Larson commented the Parks & Recreation Advisory Committee did not meet last month due to the Memorial Day Holiday.

- Commissioner Bellflowers - Veterans Committee and RLUAC.

Commissioner Bellflowers commented the Veterans Affairs Committee discussed Veterans Outreach Day, the Memorial Day event, and Heroes Homecoming. The Veterans Affairs Committee tabled painting the artillery piece, moved Veteran Volunteer Family of



the Year to next year, and discussed attending the Purple Heart Dinner in August if the Town will purchase a table.

Commissioner Bellflowers commented RLUAC heard presentations concerning major subdivisions and Fort Bragg's Community Planning Process, and elected a new Executive Director.

- Mayor Warner – FAMPO and Tier 1 meeting.

Mayor Warner commented she reported on the FAMPO meeting at the last regular Board of Commissioners meeting. During the Tier 1 meeting the committee worked on a Strategic Plan. Mayor Warner also attended the Change of Command ceremony at Fort Bragg.

#### **10. STAFF COMMENTS.**

Town Clerk Starling thanked staff for their hard work during the Spring 2019 Citizens Academy.

#### **11. OFFICIAL COMMENTS.**

Commissioner Legge commented on the past weekend's events that were greatly attended.

Commissioner Bellflowers commented Thursday, June 6, 2019 is the 75<sup>th</sup> anniversary of D-Day and thanked Town staff for their efforts on the budget.

Commissioner Edwards commented the CityView breakfast was enjoyable as well as PetFest and the Farmers Market.

Mayor Pro Tem Mitchell commented the Town is in an emerging growth stage and we have possible future developments in the works. Mayor Pro Tem Mitchell suggested Board members be designated as alternate committee liaisons.

Mayor Warner commented the Farmers Market featured both South View and Gray's Creek High School, and the Chamber of Commerce is hosting a breakfast at Harmony at Hope Mills on Wednesday, June 5, 2019. Mayor Warner thanked Bill McQueen for providing videos of the Memorial Day and Veterans Outreach events.

#### **12. ADJOURNMENT.**

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

Mayor Warner adjourned the meeting at 8:21 p.m.