

**TOWN OF HOPE MILLS
BOARD OF COMMISSIONERS REGULAR MEETING MINUTES
MONDAY JUNE 18, 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, June 18, 2018 at 7:00 p.m.

GOVERNING BOARD MEMBERS PRESENT

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

GOVERNING BOARD MEMBERS ABSENT

Commissioner Jerry Legge.

STAFF PRESENT

Town Manager Melissa Adams, Town Clerk Jane Starling, Finance Director Drew Holland, Public Works Director Hector Cruz, Fire Chief Chuck Hodges, Police Chief Joel Acciardo, Stormwater Administrator Beth Brown, Development & Planning Administrator Chancer McLaughlin, and Human Resources Director Laticia Black. 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 Mayor Jackie Warner.

1. APPROVAL OF AGENDA – ADDITIONS OR DELETIONS.

Motion made by Mayor Pro Tem Mitchell, seconded by Commissioner Bellflowers and carried unanimously, to approve the agenda as presented with the correction of the typographical error on the second item under New Business changed to “b.”

2. PRESENTATIONS:

- a. Introduction of new Town Clerk, Jane Starling.

Town Manager Melissa P. Adams introduced the new Town Clerk Jane Starling and discussed her previous work experience and certification.

- b. Reading of essay by Alizdair Sebastien Ray, NCLA Student Library Ambassador.
- Presentation of Certificate of Recognition to Alizdair Sebastien Ray.

NCLA Student Library Ambassador, Alizdair Sebastien Ray read the last paragraph of his essay and spoke to the Board about the importance of libraries and explained that this

is his third year winning the Library Ambassador title. Mayor Warner presented him with a certificate of achievement on his accomplishment.

- c. Presentation by Brent Spivey of the Cardboard Boat Race.

Mr. Brent Spivey, Chair of the Lake Celebration Committee explained how cardboard boats are built, including a display of a world championship winning boat. Mr. Spivey was instrumental in organizing the race that will take place during the upcoming Lake Celebration.

3. PUBLIC HEARINGS:

- a. Public Hearing to receive comments on amending The Town of Hope Mills Town Charter to alter the terms served by the Board members to four-year staggered terms, as permitted by N.C. Gen. Stat. 160A-101(4) and N.C. Gen. Stat. 160A-101(8) and to be placed on the November 2018 election ballot.

Mayor Warner opened the public hearing at 7:12 p.m.

Mr. Rod MacLean, 5435 Fountain Lane, spoke in opposition stating the Town's practice of having members sit for two years is a good one.

Mr. Grilley Mitchell, 4056 William Bill Luther Drive, spoke in opposition stating that four years is too long for a term.

Mr. Tonzie Collins, 5816 Wallace Dr, spoke in opposition because you can get someone who is not compatible to sit on the Board for even two years.

Mayor Warner closed the hearing at 7:20 p.m.

Motion made by Mayor Pro Tem Mitchell, seconded by Commissioner Bellflowers and carried unanimously, to direct the Town Attorney to draft an ordinance consistent with Resolution 2018-10 amending the Town of Hope Mills Town Charter to alter the terms served by the Board members to four-year staggered terms, as permitted by N.C. Gen. Stat. 160A-101(4) and N.C. Gen. Stat. 160A-101(8) and bring back before the Board to be placed on the Nov. 2018 election ballot.

4. PUBLIC COMMENTS: None

5. CONSENT AGENDA:

- a. Consideration of approval the minutes from the May 21, 2018 Regular Meeting.
- b. Consideration of approval the minutes from the June 4, 2018 Regular Meeting.

- c. Consideration of approval the minutes from the June 11, 2018 Special Meeting.
- d. Consideration of approval the minutes from the June 4, 2018 Closed Session (1).
- e. Consideration of approval the minutes from the June 4, 2018 Closed Session (2).
- f. Consideration of approval the minutes from the June 11, 2018 Closed Session.
- g. Acceptance of the May, 2018 Financial Statements.
- h. Resolution 2018-13 authorizing the disposition of certain personal property by donation.
- i. Request of consideration for the Hope Mills Firefighter's Association to set up a canopy and fund raiser during the Town's July 4th and Ole Mill Days festivities.
- j. Request consideration of Chief of Police, Joel Acciaro to attend the NC Internal Affairs Investigators Association Annual Training Conference – Travel will take 6 days and cost \$1,293.50, this training is included in the budget.

END OF CONSENT AGENDA

Motion made by Commissioner Edwards, seconded by Commissioner Larson and carried unanimously, to approve the consent agenda as read.

6. OLD BUSINESS:

- a. Year End Budget Amendments #35(\$149,149.00), #36(\$100,000.00) & #37 (\$125,375.00) for fiscal year 2017-2018.

Town Manager Adams remarked this item is for projects that were previously approved but the amendments were not done at the time.

Finance Director Drew Holland submitted the following three Budget Amendments. The first is for FEMA road repairs approved at the January 22, 2018 meeting for \$149,149 and was never submitted for approval. The contact amount of \$149,149 is to be reimbursed by FEMA. Budget Amendment #35 for \$149,150 is recommended for approval. The second Budget Amendment is to allocate Powell Bill funds from the prior year for the paving contract and was never submitted for approval. The Town combined two years of Powell Bill funding for road resurfacing in order to have a larger project size for better bid results. \$100,000 is needed from the prior year for the paving contract. Budget Amendment #36 for \$100,000 is recommended for approval. The third Budget Amendment is for the Adcock Street Storm Water project approved on September 11, 2017 for \$125,367.23 it was never submitted for approval. The project has been completed and paid. Budget Amendment #37 for \$125,375 is recommended for approval.

Town of Hope Mills, North Carolina
 Budget Ordinance Amendment
Fiscal Year 2017-2018
Amendment #35

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

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

<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
Contract Services- Hurricane Matthew	-	149,150
	\$ -	\$ 149,150

This will result in a net increase of \$10,825 in the appropriations of the Project Fund. To provide the additional revenue for the above, the following revenues will be increased.

<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
FEMA Reimbursement – 10-3325	-	149,150
	\$ -	\$ 149,150

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 18th day of June 2018

 JACKIE WARNER, MAYOR

ATTEST:

 JANE STARLING, Town Clerk

Town of Hope Mills, North Carolina
 Budget Ordinance Amendment
Fiscal Year 2017-2018
Amendment #36

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

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

<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
Capital Outlay – Improvements	-	100,000
	\$ -	\$ 100,000

This will result in a net increase of \$100,000 in the appropriations of the Powell Bill Fund. To provide the additional revenue for the above, the following revenues will be increased.

<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
Approp from Fund Balance – 20-3990	-	100,000
	\$ -	\$ 100,000

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 18th day of June 2018

 JACKIE WARNER, MAYOR

ATTEST:

 JANE STARLING, Town Clerk

Town of Hope Mills, North Carolina
 Budget Ordinance Amendment
Fiscal Year 2017-2018
 Amendment #37

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

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

<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
Construction – Improvements – 91-590-3905	-	125,375
	\$ -	\$ 125,375

This will result in a net increase of \$125,375 in the appropriations of the Storm Water Fund. To provide the additional revenue for the above, the following revenues will be increased.

<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
Approp from Fund Balance – 91-3991	-	125,375
	\$ -	\$ 125,375

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 18th day of June 2018

 JACKIE WARNER, MAYOR

ATTEST:

 JANE STARLING, Town Clerk

Motion made by Commissioner Edwards, seconded by Mayor Pro Tem Mitchell and carried unanimously, to approve Year End Budget Amendments #35 in the amount of \$149,149.00, #36 in the amount of \$100,000.00 & #37 in the amount of \$125,375.00 for fiscal year 2017-2018.

b. Dam Project Fund Budget Amendments #38(\$107,325.00) & #39(105,700.00).

A Budget Amendment for the remaining Change Orders and expenditures for the Dam Project. Change Order #5 for the eel ladder \$9,870 and the remaining amount for Change order #6 for the lake bed clearing \$82,450 (budget amendment for \$37,350 was approved on 11/20/17 for a total of \$179,800 contract price) and \$15,000 for MBP invoices.

Budget Amendment #38 for \$107,325 and #39 operating will transfer from the General Fund for \$105,700. The difference of \$1,625 is from interest income.

Town of Hope Mills, North Carolina
Budget Ordinance Amendment
Fiscal Year 2017-2018
Amendment #38

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

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

<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
Owner’s Representative – 53-410-1235	-	15,000.00
Design Build Contract – 53-410-1254	-	92,325.00
	\$ -	\$ 107,325.00

This will result in a net increase of \$107,325 in the appropriations of the Project Fund. To provide the additional revenue for the above, the following revenues will be increased.

<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
Interest Income – 53-3910	-	1,625.00
Operating Transfer – 53-3932	-	105,700.00
	\$ -	\$ 107,325.00

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 18th day of June 2018

JACKIE WARNER, MAYOR

ATTEST:

JANE STARLING, Town Clerk

Town of Hope Mills, North Carolina
Budget Ordinance Amendment
Fiscal Year 2017-2018
Amendment #39

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

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

<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
Operating Transfer – Out 10-440-9500	-	105,700.00
	<u>\$ -</u>	<u>\$ 105,700.00</u>

This will result in a net increase of \$125,375 in the appropriations of the Storm Water Fund. To provide the additional revenue for the above, the following revenues will be increased.

<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
Approp from Fund Balance – 10-3991	-	105,700.00
	<u>\$ -</u>	<u>\$ 105,700.00</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 18th day of June 2018

JACKIE WARNER, MAYOR

ATTEST:

JANE STARLING, Town Clerk

Motion made by Commissioner Bellflowers, seconded by Commissioner Edwards and carried unanimously, to approve Budget Amendment #38 for \$107,325 and #39 operating transfer from the General Fund for \$105,700.

7. NEW BUSINESS:

- a. Discussion and update on Hope Mills Lake Park Phase II Project (Fleming and Associates, P.A.) status.

Town Manager Adams commented Stephen Fleming of Fleming and Associates completed the Geotech survey and are working on design options for the lake park which include the option of a bulkhead. The house on the Saleeby property needs to be evaluated for mold remediation, scheduled for demolition and repurpose of building materials for possible uses by the Historic Preservation Commission. The lot will then be cleared and graded with temporary crush and run placed for use as additional parking for the lake park.

Motion made by Mayor Pro Tem Mitchell, seconded by Commissioner Bellflowers and carried unanimously, to instruct staff to move forward with obtaining cost proposals for the demolition and completion of an additional parking lot on the Saleeby property.

- b. Consideration of proposal from Donald M. Thomas for geese control at the Hope Mills Lake. Estimated cost for first two weeks two to three thousand dollars.

Town Manager Adams commented she has researched options for geese control. Some methods she discovered are; air guns, flags, pinwheels, and numerous other methods to deter geese activity. Based on my discussion with other municipalities the only method that appears to work is control by Border Collies. Mr. Thomas indicated that this is not the optimal time to begin the program as the geese have young which are unable to fly. The parents will not fly away and leave the young. Town Manager Adams recommend the Board take no action revisit the issue later if the Board so chooses.”

Mayor Warner inquired if the goose waste can be cleaned up prior to the Lake Celebration event. Town Manager Adams responded we need to encourage people to stop feeding the geese. Animal Control Officer Paul Howard provided information which suggested temporary fencing along the shoreline to prevent the geese from coming ashore. The next step would be determining an amount and fining citizens as permitted by our ordinance.

Commissioner Bellflowers stated the activity level of the public will eventually move the geese along.

No action was taken.

8. REPORTS AND INFORMATION ITEMS:

a. Manager's report

Town Manager Adams provided the following report:

1. Rockfish Road sidewalk – Crews are installing a temporary silt erosion control fence along the portion of Rockfish Road where we will be installing the sidewalk. Public Works Director Hector Cruz has a meeting with the DOT District Engineer tomorrow on Tuesday, June 19th. We are hopeful that construction on the sidewalk project will begin soon.
2. Damaged areas from Hurricane Matthew - River Road – Diversion of the water line has been completed. PWC conducted initial water sampling and was required to do a secondary sampling due to the first not meeting the threshold for bacteria.
3. Eel migratory season (3/15 – 6/15) ended on June 15th. The total count for the reporting period is 229. A final report has been sent to the appropriate agencies. The next reporting dates are from September 1st through October 15th.
4. The McAdams Group was here on Tuesday, June 12th as part of their public input session. Since then I have sent them the contact information for the area Churches, and various civic organizations so that they may send them survey packets for area distribution. Staff will be conducting the public survey at the next Food Truck Rodeo scheduled for Thursday, July 5th. The McAdams Group will come on another date and time when they can conduct that survey. Information will be provided to the public to let them know that staff will be conducting the July 5th survey.
5. The Historic Preservation Commission met on Wednesday, June 13th. Deputy Public Works Director Don Sisko presented his initial Scope of Work Statement for the Museum Project. In addition, they discussed the possibility of the demolition of the Episcopal Parrish House and the property that was donated to the Town on Fountain Lane and repurposing some of the lumber from the two buildings for new construction of a small structure to replace the Parrish House.
6. Town Manager Adams has been asked by the NC League of Municipalities Board of Directors Nominating Committee if she would be interested in serving on the Board of Directors as an alternate for one of the three Managers positions on the Board. If appointed, she would serve as an alternate until 2020, and at that time she would become eligible to serve as a member on the Board of Directors for two – two year terms.
7. The Police Department conducted a speed survey from 5/31/2018 through 6/11/2018 in regards to a citizen complaint of speeding on Pinewood Drive. The complaint also addressed vehicles crossing the center line and driving in the opposite lane. The survey consisted of data obtained through our radar speed display sign, directed patrols, and a door to door neighborhood inquiry.

The following is a synopsis of the findings:

Total Vehicles: **3054** Violator Vehicles: **54**

Avg Speed: **22 mph** Max Speed: **42 mph**

Avg Violator Speed: **35 mph**

A door to door inquiry of residents on Pinewood Drive was conducted and **12 of 13** houses requested speed bumps. Based on the findings, it is recommended that speed calming devices be placed at 2 locations on Pinewood Drive.

The consensus of the Board was for the police department to move forward with the calming devices.

- Discussion and update on the proposed joint Public Safety (Police and Fire) Facility status.

Finance Director Holland commented since the last meeting with Garner & Brown Architects on May 14, 2018, we are still in the preliminary programming stage of the project. The location of the building on the current sites and construction staging was discussed as the site will be very tight during the process. Staff is looking into using areas around the construction site for temporary staging and storing of construction materials. The current budget has \$70,000 for items relating to the project and \$6,500 has been spent for the site survey. The Capital Improvement Plan has the estimated project total listed at \$8,000,000.

- Update on Hope Mills Lake Water Quality testing.

Town Manager Adams informed the Board that staff was unable to perform sampling last week due to the rain. We do not sample within 48 hours of a rain event due to the influx of bacteria due to stormwater runoff. Staff will maintain sampling results by performing two sample collections during this week of June 18, 2018. Samples will be averaged and the totals from each sampling event over the thirty day period should not exceed the State allowable limits. We are hopeful that the Town can re-open the swimming area safely for the lake celebration and the July fourth planned events. Water sampling took place today and staff will take another sample on Wednesday June 20, 2018.

b. Reminders

- **Monday, June 25, 2018 – 6:30 p.m.** Parks & Recreation Advisory Committee Meeting, Parks & Recreation Center.
- **Tuesday, June 26, 2018 – 2:00 p.m.** NCDOT Local Officials' Informational Meeting at Camp Rockfish. Followed by information for the public from 4:00 p.m. to 6:00 p.m.

- **Tuesday, June 26, 2018 – 6:30 p.m.** Appearance Committee Meeting, Parks & Recreation Center.
- **Thursday, June 28, 2018 – 7:00 p.m.** Veterans Affairs Commission Meeting, Parks & Recreation Center.
- **LAKE CELEBRATION**
 - **Saturday, June 30, 2018 – 12:00 Noon** Cardboard Boat Races
 - **Saturday, June 30, 2018 - 6:00 p.m. to 9:00 p.m.** Street Dance on Trade Street.
 - **Sunday, July 1, 2018 – 2:00 p.m. to 6:00 p.m.** Heroes on the Water
 - **Sunday, July 1, 2018 – 6:00 p.m.** Church at the Lake (bring a seat)
 - **Monday, July 2 2018 -6:00 p.m. to 9:00 p.m.** Art and Jazz at Hope Mills Lake.
 - **Tuesday, July 3 2018 – 6:00 p.m. to 9:00 p.m.** Beach Dance
- **JULY 4th HOLIDAY – Town Hall Closed**
 - 8:00 a.m. Parade Line-up
 - 10:00 a.m. PARADE
 - 4:00 p.m. Various Activities at Municipal Park Fields 1&2
 - 6:00 p.m. WELCOME by Mayor Warner followed by bands
 - 9:15 p.m. FIREWORKS
- **Monday, July 9, 2018 7:00 p.m.** Regular Board of Commissioners Meeting

Mayor Warner added to the reminders that the Fayetteville Swamp Dogs have invited the Board to their July 3rd fireworks event.

c. Department Monthly Reports

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

9. STAFF COMMENTS. None

10. OFFICIAL COMMENTS.

Commissioner Bellflowers welcomed Ms. Starling to the team and thanked tonight's Public Hearing speakers.

Mayor Warner remarked that Commissioner Legge was absent as he was working the ball tournament at Brower Park.

11. MOTION TO CONDUCT A CLOSED SESSION PURSUANT TO NCGS 143-318.11 (a) (4) TO DISCUSS MATTERS RELATING TO THE LOCATION OR EXPANSION OF INDUSTRIES OR OTHER BUSINESSES IN THE AREA SERVED BY THE PUBLIC BODY, AND PURSUANT TO NCGS 143-318.11 (a) (6) TO DISCUSS PERSONNEL MATTERS.

Motion made by Mayor Pro Tem Mitchell, seconded by Commissioner Larsen to conduct a closed session pursuant to NCGS 143-318.11 (a) (4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, and pursuant 143-318.11 (a) (6) to discuss personnel matters.

Mayor Warner instructed the Board to assemble in the front conference Room at 8:01 p.m.

At 8:49 p.m. Mayor Warner called the meeting back to order.

Motion made by Mayor Pro Tem Mitchell, seconded by Commissioner Larson and carried unanimously, to seal the minutes of the closed session until such time as the release of the information would no longer frustrate the purpose of the closed session and further no action was taken.

12. ADJOURNMENT.

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

Mayor Warner adjourned the meeting at 8:50 p.m.

Jackie Warner, Mayor

ATTEST:

Jane G. Starling, CMC
Town Clerk