

**TOWN OF HOPE MILLS
BOARD OF COMMISSIONERS REGULAR MEETING MINUTES
MONDAY, AUGUST 5, 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, August 5, 2019 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, Parks & Recreation Athletic/Maintenance Director Maxey Dove, Public Works Director Don Sisko, Deputy Public Works Director Bruce Clark, Police Chief Joel Acciardo, Fire Chief Chuck Hodges, Deputy Fire Chief Steve Lopez, Chief Building Inspector Ray Reeves, Development and Planning Administrator Chancer McLaughlin and Stormwater Administrator Beth Brown. Also present was Town Attorney Dan Hartzog, Jr.

INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation was led by Pastor Michael Mathis of 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 and carried unanimously, to approve the agenda as presented with the addition of closed session item c.; to conduct a closed session pursuant to NCGS §143-318.11 (a)(6) to discuss personnel matters.

Mayor Warner commented Commissioner Legge was absent due to the passing of a close friend.

2. PRESENTATIONS - NONE.

3. MANAGER’S REPORT.

Town Manager Adams read the following report:

Lake Bulkhead: This project was completed ahead of schedule. The railing on the ADA Access ramp has been fully repaired. The additional sod has been installed and the additional irrigation has been completed. The lake level has returned to normal and the lake has been open for boating.

The repair to the floating docks has been completed. The swimming area is open as of today, Monday, August 5th.

Schnabel Engineering was here today, Monday, August 5th conducting a survey for the baseline for the summer conditions.

Fountain Lane House: Public Works has completed the paperwork for and sent notification of the demolition to the State, which is required by law. We are awaiting a response.

Parks & Recreation Director Lamarco Morrison is beginning to formulate a draft of an RFP to partner with a company that rents canoes, kayaks and paddle boats to operate at Town Lake.

Staff has been in the process of providing the KaBoom Organization with all the follow up documentation and Letter of Intent required for the grant funding for the playground equipment at the lake. We have received notification that we are looking at 2020 for the possible allocation of the grant.

The pump for the Eel Ladder has been ordered. Once received, it will be re-plumbed and installed. Eel season runs from September 1st through October 15th.

Update on the former golf course property: Public Works Director Don Sisko met with Dale Crawford, Crawford Landscape Design last Thursday, August 1st. Mr. Crawford conducted a site survey in order to prepare a quote on the ADA portion of the walking trail at the former golf course property. Although he expressed interest on the project, we have not received a quote from Stephen Fleming of Fleming & Associates.

Maintenance for the Episcopal Church property: Public Works will be removing some limbs from some of the trees around the property and will be removing a tree directly next to the Parish House that has been causing some damage. Scan Electric will be conducting an inspection of the electrical components at the Episcopal Church on Thursday, August 8th, in order to have the electricity turned on. This is required when a property has had power off for more than six months.

Parish House Update: Public Works is waiting on notification from Chuck Lysaght on when he will return to complete the structural inspection.

ADA Transition program - Stewart, Inc.: ADA Representatives of Stewart, Inc. have been conducting their field evaluations for ADA compliance.

Rockfish/C. Wayne Collier flooding issue: After reviewing the results of the soil samples/borings from the C. Wayne Collier area, it appears the soils cannot meet the recommended conditions that will allow approval of the basins to meet the minimum State standards for compliance with the stormwater regulations. We are in the process of trying to convene a follow-up meeting sometime with all parties to discuss options and see if they have any recommendations.

Update on the new phone system: Installation and training was scheduled to take place on Wednesday, July 31st and phones were scheduled to go live on Thursday, August 1st. This did not occur due to porting issues with our phone numbers. It has been rescheduled for the end of the month.

The new carpet for Town Hall is scheduled to be installed over the Labor Day Holiday.

Staff has scheduled a meeting with Grace Lawrence from the Rural Planning Center Division of NC Department of Commerce and includes staff, Mayor Warner, Mayor Pro Tem Mitchell, as well as members from FCEDC, Cumberland County Planning staff, and Ms. Pat Hall as the representative of the Joint Planning Board. The meeting is scheduled for Thursday, August 15th.

Parks & Recreation Director Lamarco Morrison has submitted the Municipal Arts Allocation Program Grant. This is the grant that will cover the cost of the materials for the UNCP Art Students of Professor Adam Walls to construct new art sculptures for the Town for next year. Margo Jarvis, the Grants Manager for the Arts Council has notified me that she will begin the process for allocation.

Update on CivicRec Online Registration for the Parks & Recreation Department: The schedule for implementation is as follows;

September 11, 2019: Configuration Training
October 9, 2019: Facilities Training
November 5, 2019: Activities Training
November 20, 2019: POS/Reporting Training
December 10, 2019: System Prep for launch
December 11, 2019: Official Launch

Update on Stoney Point Full Responder Contract: The Stoney Point Volunteer FD Board of Directors has met and approved the proposed contract. Fire Chief Johnson has returned the fully executed contract.

Town Staff and I met last Thursday, August 1st with Mark Brown, Joe Glass, and Sam Powers from PWC regarding proposed future sewer extensions along Rockfish Creek and Legion Road & Hwy 162 area. We discussed the process of updating the PWC & Town of Hope Mills Agreement for Water & Sewer Extensions as it pertains to annexations. In addition, we discussed a sewer collection project in Hope Mills, near George Owen Road and Rosemeade Drive. This project will address over flow during high rain events and is scheduled to begin in early 2021.

As I reported to you all in my weekly update on July 26th, for the last two years I have been wanting to refresh and change the format and vendors for Ole Mill Days, which is scheduled for Saturday, October 5, 2019. My goal was to make it more of a fall festival that had more arts & crafts vendors and more activities for families and children. This year will be somewhat different from years past; below I have listed all of the 'things to do' at Ole Mill Days this year, as well as the website links for the bungee trampoline and zipline. All events are confirmed. Please note; there will not be a tractor pull this year.

- Petting Zoo – Large petting zoo and pony rides
- Interactive Playgrounds
 - Bungee Trampoline: <http://www.interactiveplaygrounds.com/home/feature-attractions/bungee-trampoline/>
 - Inflatables: Fire Truck Slide, My Little Farm Obstacle Course
- Extreme Inflatables
 - 105' Amazon Inflatable Zipline: <https://goextremeinflatables.com/Inflatables/Premium-Unique/Amazon-Zip-Line>
- Frog Amusement Carnival Games
- Cheerleading Exhibition and Hot Wing Eating Contest
- Food Trucks/Vendors – New vendors will include more arts & crafts
- Town of Hope Mills Farmer's Market Vendors
- Dirt Bag Ales Beer Garden / Rockfish Creek Winery Wine Garden
- Upscale N Casual and Rivermist to perform – live music
- Mill Worker Reunion – this will be held in the Board of Commissioners Room at Town Hall like last year.

Staff will have an update concerning the Public Safety Building at the Board of Commissioners Meeting on August 19th.

Reminder: The Annual Police Department sponsored National Night Out is scheduled for tomorrow, Tuesday, August 6th from 6:00 p.m. until 9:00 p.m. on the grounds between the Parks & Recreation Center and Town Hall.

4. PUBLIC HEARINGS - NONE.

5. PUBLIC COMMENTS.

Mr. Anthony Durs, 6340 Jacobs Creek Circle, Fayetteville, NC. Mr. Durs commented he and the residents in Georgetown Estates are thankful to the Town for installing speedbumps but they are now facing other issues from county residents. Trash cans are being knocked over, vehicles in the street are at risk of being run into and his neighbors' home was shot at. This backlash began occurring after the installation of the speedbumps.

Ms. Jerri Coleman, 3038 Stoddert Lane, Fayetteville, NC. Ms. Coleman commented she too lives in Georgetown Estates and her home was the one that had a bb gun pellet in her garage window. Ms. Coleman commented since the installation of the speedbumps, county residents cuss and lay on the horn as they drive by. Ms. Coleman is concerned for the safety of her children.

6. CONSENT AGENDA:

- a. Consideration of Approval of Special Meeting Minutes May 29, 2019.
- b. Consideration of Approval of Regular Meeting Minutes for July 15, 2019.

- c. Consideration of Approval of Closed Session Minutes June 17, 2019.
- d. Consideration of Approval of the Police Department Purchase of New Mobile Data Terminals from Mobile Communication America in the Amount of \$26,351.21. This is included in the current budget.
- e. Consideration to Authorize the Town Manager to Execute a Contract with the Kercher Group in the Amount of \$39,540.00 and to Negotiate Non-Substantive Changes if Needed. The purpose of the contract is to conduct a streets survey and the cost is included in the current budget.
- f. Consideration of Approval of Parks and Recreation Athletic/Maintenance Director, Maxey Dove to attend the 2019 Athletic Business Conference in Orlando, Florida. The cost is \$1,287.73 and is included in the current budget.
- g. Consideration of Approval of Police Department Purchase of Four New Vehicles and Equipment in the Amount of \$165,333.19. Cost is included in the current budget.
- h. Consideration of Approval the Parks and Recreation Purchase of a new Ford F250 Crew Cab to replace Truck #16 – 1995 F150. Cost not to exceed \$27,000.00 and is included in current budget.
- i. Consideration of Approval of a Feasibility Study for Public Safety Facility USDA Loan. The amount is not to exceed \$6,000.00 and is included in the public safety facility capital project budget.
- j. Consideration of Approval of the Parks and Recreation Purchase of a John Deere Z950R Zero Turn Mower. The amount not to exceed \$10,251.00, is included in current budget.

“END OF CONSENT AGENDA”

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

7. OLD BUSINESS:

- a. Discussion of Withers and Ravenel Park Plan; as requested by Mayor Warner.

Mayor Warner commented she requested this item as she believes additional changes to the Lake Park Plan would be detrimental as a good plan is already in place. Mayor Warner commented while the Board and staff may change, it is important to have a plan that is tailored to the Town’s needs and ready to use.

Discussion ensued regarding funding and the timeline/approval process for the Lake Park Plan.

b. Discussion of update on Butler Nature Preserve.

Town Attorney Hartzog requested the Boards guidance on the language to be included in the Memorandum of Understanding. The Town will be requesting access to the current easement at the Nature Preserve for residents

Commissioner Larson commented the website for the Gordon Butler Nature Preserve states the easement is open to the public and inquired as to why the Town would need to take any action.

Commissioner Bellflowers commented when VFW Post 10630 purchased the Sunshine Center from the Town, they agreed to allow the Town public parking to access the preserve.

c. Discussion of Amendment to the Tree Ordinance.

Attorney Hartzog commented he began drafting the Tree Ordinance but is requesting the Boards guidance in the language and specifics in how/what to enforce.

Discussion ensued.

The consensus of the Board was to read through the materials and to hold a workshop on September 9, 2019 at 5:30 p.m. prior to the 7:00 p.m. Regular Meeting to discuss the Tree Ordinance.

8. NEW BUSINESS:

a. Consideration and Possible Action related to the Steeplechase Subdivision Traffic Study.

Town Manager Adams commented the Police Department completed their survey of the Steeplechase subdivision and they were not able to make a recommendation for speed calming devices due to the relatively low daily average number of vehicles and average speed.

The Police Department is currently awaiting approval of a policy based on the guidelines of the Residential Traffic Management Program. If the Program is approved, residents will have the option to pay for the cost of materials for a speed hump, if wanted, and by a signed petition of residents or approval of the Town council.

Police Chief Acciaro clarified that based on the Police Departments study, though the numbers were low, it did not mean Steeplechase subdivision does not have a speed issue. By the current policy guidelines, the Police Department does not have the immediate authority to recommend installation of speed calming devices.

The consensus of the Board was for Police Chief Acciaro to prepare additional information pertaining to the suggested number of speed bumps to install in Steeplechase subdivision to present during the August 19, 2019 Board meeting.

- b. Consideration and Possible Action related to Utility Service Partners, Inc. NLC Service Line Warranty Program Contract and Resolution R2019-17.

**Resolution 2019-17
to Join the National League of Cities (NLC) Service Line Program**

Background: Utility Service Partners (USP) a HomeServe USA company, d/b/a Service Line Warranties of America (SLWA) administers the National League of Cities (NLC) Service Line Program which is offered nationally on a voluntary basis to help cities assist their residents by providing an affordable solution for sewer and water line repair or replacement as well as an educational aspect to homeowners to notify them of their responsibility for the aforementioned utility lines on the property of the homeowners. Nationally, there are over 700 municipalities that have partnered with SLWA.

The NLC Service Line Program provided by USP d/b/a SLWA is being instituted to allow owners of property in the Town of Hope Mills to enroll in a home warranty in connection with the Town of Hope Mills partnership with the program. If a property owner chooses to participate, the repairs and replacements of these utility lines are funded solely by USP d/b/a SLWA. The Town of Hope Mills has selected the NLC Service Line program Administered by USP d/b/a SLWA to provide administration for the program.

The benefits to the property owner include:

Only property owners who choose to participate in the program will pay anything and they will only pay those monthly or annual amounts defined by the program and localized so that all eligible homeowners pay the same price.

- In today's economic environment, many homeowners only have a few hundred dollars available in savings. This program offers up to \$8,500.00 worth of coverage on the lateral line itself, per occurrence, at a reasonable rate.
- Claims service is available 24/7/365. Homeowners may make as many calls as needed to file claims with no limits on occurrences.
- The property owner can choose to pay monthly or annually. They may also elect to have recurring automatic payments processed.
- Homeowners can gain additional information and access to their account at any time through SLWA's website.

The benefits to the Town of Hope Mills include:

- The Town of Hope Mills may initiate this program at any time and at no expense to the Town. All financials matters surrounding this program, including marketing and servicing of claims, are paid by USP.
- The Town of Hope Mills may elect to receive a royalty per warranty per month enrolled – thereby receiving funds to assist with local infrastructure efforts – while committing virtually no staff time to administer the program.

- While offered as an NLC Enterprise program, NLC membership is not required to initiate or continue the Service Line Program. The program uses local contractors in order to ensure that local code is met in cases of repair and in order to keep those funds spent on repairs within the community.

The proposed resolution authorizes the Town of Hope Mills to adopt and initiate the NLC Service Line Program to provide homeowners with an affordable warranty solution as offered by USP. It also authorizes miscellaneous related actions and makes certain findings and determinations required by law.

The Town of Hope Mills can withdraw from the program at any time by passing a resolution rescinding the authorization as defined in the Marketing License Agreement, attached as Exhibit A.

APPROVED this 5th Day of August, 2019

Jackie Warner, Mayor

Motion made by Mayor Pro Tem Mitchell and carried unanimously, to approve Utility Service Partners, Inc. NLC Service Line Warranty Program Contract and Resolution R2019-17.

9. REPORTS AND INFORMATION ITEMS:

a. Reminders.

- August 12, 2019 12:30 p.m. **Chamber Luncheon** at the Parks and Recreation Building.
- August 14, 2019 5:00 p.m. **Historic Preservation Commission** at the Parks and Recreation Building.
- August 15, 2019 11:00 a.m. Meeting with **NC Department of Commerce Main Street and Rural Planning Program** -Town of Hope Mills Municipal Influence Area (MIA) Study- in Town Hall Front Conference Room.
- August 19, 2019 7:00 p.m. **Board of Commissioners Regular Meeting** in the Luther Board Room.
- **CANCELLED** August 22, 2019 Veterans Affairs Committee.
- August 26, 2019 6:30 p.m. **Parks and Recreation Committee** at the Parks and Recreation building.
- August 27, 2019 6:30 p.m. **Appearance Commission** at the Parks and Recreation building.
- **September 2, 2019 Labor Day Holiday Town Offices Closed.**

b. Committee Liaisons update on Committee Activities.

- Mayor Pro Tem Mitchell - Historic Preservation Commission & Municipal Advisory Committee.

Mayor Pro Tem Mitchell commented he did not have any additional information to report for the Historic Preservation Commission as he reported their request at the last Board meeting. Mayor Pro Tem Mitchell requested Mayor Warner provide an update for the Municipal Advisory Committee.

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

Commissioner Edwards commented the Mid-Carolina Aging Advisory Council will meet next month. Commissioner Edwards commented the Lake Advisory Committee met and discussed trees roots tearing up the sidewalk near the bank on Main Street. The Lake Advisory Committee also discussed the demolition of the donated Saleeby house on Fountain Lane to provide for additional parking at the lake.

- Commissioner Legge – Appearance Committee & Festival Committee.

Mayor Warner provided an update on the Festival Committee in Commissioner Legge's absence. Mayor Warner commented the Festival Committee met this evening to discuss Church on the Lake during Ole Mill Days on October 6, 2019; World Homeless Day scheduled for October 11, and seeking sponsorships for the events.

- Commissioner Larson – Parks & Recreation Committee.

Commissioner Larson commented the Parks & Recreation Advisory Committee discussed Ole Mill Days and volunteer sign-ups for the event, as well as volunteers for the Miss Cotton Pageant.

- Commissioner Bellflowers - Veterans Committee and RLUAC.

Commissioner Bellflowers commented the Veterans Committee discussed Heroes Homecoming, and sponsoring a Veterans Day Run/Walk on Friday, November 8, 2019. The Committee also expressed interest in attending the Purple Heart Dinner on August 24, 2019. Commissioner Bellflowers inquired whether the Town would cover the cost for a table of 8 to attend the Purple Heart Dinner. Town Manager Adams responded the Town would pay for the Committee to attend.

Commissioner Bellflowers commented RLUAC will meet on Thursday, August 15, 2019.

- Mayor Warner – Mayors Coalition, Tier 1 Strategy, Mid-Carolina Revitalization, FAMPO.

Mayor Warner commented members of the Board and Town staff attended a Mayors Coalition Breakfast on Friday, August 2, 2019.

Mayor Warner commented the Tier 1 Strategy meetings are to discuss the County-wide effort to gain funding as Cumberland County is eligible for many opportunities due to our high poverty and low graduation rates.

Mayor Warner commented she was appointed to the Legislative Committee through the Mid-Carolina Revitalization Council. The Mayor will attend her first meeting with the Legislative Committee on October 1st and 2nd in Raleigh.

Mayor Warner commented she gathered additional information pertaining to grants during the recent FAMPO meeting as well as information on the I-295 project.

10. STAFF COMMENTS.

11. OFFICIAL COMMENTS.

Commissioner Bellflowers thanked everyone for attending the meeting.

Commissioner Edwards also thanked everyone for attending the meeting.

Mayor Pro Tem Mitchell commented there has been erroneous discussion on social media claiming he has been in contact with the golf course property parking lot owner.

Commissioner Larson inquired whether Development & Planning Administrator McLaughlin could draft language for the Tree Ordinance to include additional landscaping requirements to compensate for trees in new developments.

Mayor Warner thanked those in attendance and the residents who shared their concerns this evening.

12. CLOSED SESSION.

- a. Pursuant to NCGS §143-318.11 (a)(3) to Consult with the Town Attorney on Matters Within the Attorney-Client Privilege relating to the Rockfish Rd. Sidewalk Project.
- b. Pursuant to NCGS §143-318.11 (a)(3) to Consult with the Town Attorney on Matters Within the Attorney-Client Privilege relating to the Golf Course Parking Lot.
- c. Pursuant to NCGS §143-318.11 (a)(6) to discuss personnel matters.

Motion made by Mayor Pro Tem Mitchell and carried unanimously, to conduct a closed session pursuant to NCGS 143-318.11 (a)(3) to consult with the Town Attorney on matters within the attorney-client privilege relating to the Rockfish Road Sidewalk Project and pursuant to NCGS 143-318.11 (a)(3) to consult with the Town Attorney on matters within the attorney-client privilege relating to the golf course parking lot and pursuant to NCGS 143-318.11 (a)(6) to discuss personnel matters.

Mayor Warner instructed the Board to assemble in the front conference room at 8:23 p.m.

At 9:03 p.m. Mayor Warner called the meeting back to order.

Motion made by Mayor Pro Tem Mitchell 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.

Motion made by Mayor Pro Tem and carried unanimously, to approve a new Memorandum of Understanding with Hartzog Law Firm with no changes to the services or rate and authorize the Town Manager to sign the MOU, effective August 5, 2019.

13. ADJOURNMENT.

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

Mayor Warner adjourned the meeting at 9:05 p.m.