

**TOWN OF HOPE MILLS
BOARD OF COMMISSIONERS REGULAR MEETING MINUTES
TUESDAY, JANUARY 22, 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 Tuesday, January 22, 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, Chief Building Inspector Ray Reeves, Public Works Director Don Sisko, Interim Parks & Recreation Director Maxey Dove, Police Chief Joel Acciardo and Development and Planning Administrator Chancer McLaughlin. Also present was Town Attorney Dan Hartzog, Jr.

INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation was led by Commissioner Jerry Legge, followed by the Pledge of Allegiance led by Boy Scout Pack 716.

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 regarding the Point-In-Time Homeless Count Survey Scheduled for January 30, 2019, by Mr. Tony Gardner.

Mr. Antonio Gardner of the Cumberland Disaster Recovery Coalition (CDRC) commented his organization is working with Hurricane Florence survivors informing them of financial assistance available through the state aside from FEMA assistance. Mr. Gardner commented the Cumberland Disaster Recovery Coalition, in collaboration with VFW Post 10630, will be collecting data for their annual Homeless Count Survey. Mr. Gardner requested the Hope Mills Police Department or citizens inform the CDRC of any homeless population they may be unaware of. Mr. Gardner left Hope 4 NC pamphlets containing information on how to contact them.

- b. Presentation of Certificates to Scout Pack 716 members.

Mayor Warner presented the members of Scout Pack 716 with certificates of appreciation for their service to the Town of Hope Mills in leading the Pledge of Allegiance.

c. Black History Month Proclamation.

Mayor Warner read the proclamation for Black History Month.

Black History Month
Proclamation

WHEREAS, the 2019 theme for National Black History Month “**Black Migrations**” emphasizes the movement of people of African descent to new destinations and subsequently to new social realities. African American migration patterns included relocation from southern farms to southern cities; from the South to the Northeast, Midwest, and West; from the Caribbean to US cities as well as to migrant labor farms; and the emigration of noted African Americans to Africa and to European cities, such as Paris and London, after the end of World War I and World War II; and

WHEREAS, Such migrations resulted in a more diverse and stratified interracial and intra-racial urban population amid a changing social milieu, such as the rise of the Garvey movement in New York, Detroit, and New Orleans; the emergence of both black industrial workers and black entrepreneurs; the growing number and variety of urban churches and new religions; new music forms like ragtime, blues, and jazz; white backlash as in the Red Summer of 1919; the blossoming of visual and literary arts, as in New York, Washington, D.C., Chicago, and Paris in the 1910s and 1920s.; and

WHEREAS, The theme *Black Migrations* equally lends itself to the exploration of the century’s later decades from spatial and social perspectives, with attention to “new” African Americans because of the burgeoning African and Caribbean population in the US; Northern African Americans’ return to the South; racial suburbanization; inner-city hyperghettoization; health and environment; civil rights and protest activism; electoral politics; mass incarceration; and dynamic cultural production; and

WHEREAS, When Carter G. Woodson established Negro History week in 1926, he realized the importance of providing a theme to focus the attention of the public. The intention has never been to dictate or limit the exploration of the Black experience, but to bring to the public’s attention important developments that merit emphasis; and

WHEREAS, since 1976 Black History has been celebrated the entire month of February; and

WHEREAS, African Americans have made significant contributions as leaders at the highest levels of the military, business, education, law, government, the arts, sports, and religion; and

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Commissioners of the Town of Hope Mills, North Carolina, do hereby proclaim the month of **February, Black History Month**, and urge all citizens of our community to give full regard to the past and continuing service of African Americans in our city, our state and our nation.

This the 22nd day of January, 2019.

Jackie Warner, Mayor

Attest:

Jane G. Starling, CMC, NCCMC
Town Clerk

d. Wear Red Day Proclamation.

Mayor Warner read the proclamation for National Wear Red Day.

National Wear Red Day Proclamation

WHEREAS, National Wear Red Day is observed annually on the first Friday in February; and

WHEREAS, Heart disease and stroke kill one in three women; and

WHEREAS, Women can take action to protect their heart health and reduce heart disease by preventing and controlling risk factors for the disease, such as; smoking, high blood pressure, overweight/obesity, physical inactivity, age, and various others; and

WHEREAS, Women's health remains a priority for families, communities, and governments; and

WHEREAS, GoRedForWomen.org is building awareness of women's heart disease risk and empowering them to reduce and prevent heart disease; and

WHEREAS, Women need to make heart health a priority for themselves, their families, and take action to improve their heart health.

NOW, THEREFORE, I, Jackie Warner, Mayor of Hope Mills do hereby proclaim Friday, **February 1, 2019** as Wear Red Day[®] in the Town of Hope Mills and encourage

all citizens to work together to promote and improve the health of women and increase understanding of heart disease.

Jackie Warner, Mayor

3. PUBLIC HEARINGS.

- a. Case P18-16: Rezoning of 2.56+/- acres from R6A Residential & CD Conservancy District to C(P) Planned Commercial or to a more restrictive zoning district; located at the northwest quadrant of the intersection of SR 1118 (Parkton Road) & NC 59 (South Main Street), south of Rockfish Creek; submitted by David McMillan (owner) & Lori S. Epler on behalf of Larry King & Associates (agent). (Hope Mills & County) (Applicant has modified request to rezone 95.72+/- acres to MXD Mixed Use Development/CZ Conditional Zoning).

Development & Planning Administrator Chancer McLaughlin commented there is a very well-established residential community on all sides of this tract of land. The Town of Hope Mills is only considering the 2.56 +/- acres. The County will hold a public hearing on the additional 93.16 acres on February 18, 2019.

Mayor Warner opened the public hearing at 7:21 p.m.

Mayor Warner called for comments for or against Case P18-16. There were none.

Motion made by Commissioner Edwards and carried unanimously, to close the public hearing for Case P18-16.

Mayor Warner closed the public hearing at 7:22 p.m.

Commissioner Legge inquired if the road change is tied to the 295 Bypass. Development & Planning Administrator McLaughlin responded it is tied to the widening of South Main Street.

Motion made by Mayor Pro Tem Mitchell and carried unanimously, to approve Case P18-16 Rezoning of 2.56+/- acres from R6A Residential & CD Conservancy District to C(P) Planned Commercial to MXD Mixed Used Development/CZ Conditional Zoning subject to the conditions within in the packet and find this recommendation to be consistent with the Southwest Cumberland Land Use Plan which calls for "open space, suburban residential, mixed use development, and medium density mixed housing," the mixed use development designation allows for A1 Residential as shown on the site plan and in further finding, approval of the request is reasonable and in the public interest because the district requested will require public utilities to be extended to an area not currently served and the submitted site plan shows a density in harmony with the surrounding existing zoning and land uses while preserving areas not suitable for development.

- b. Case P18-44: Revision and amendment to the Hope Mills Subdivision Ordinance amending Article IV Development Improvement and Design Standards, Section 86A-403. Minimum lot standards, sub-section F. Lots intended for commercial and industrial uses; and Section 86A-405. Sidewalks and walkways, sub-section A. Sidewalks and walkways required; and revision and amendment to the Hope Mills Zoning Ordinance amending Article XV Planned Districts, Section 102A-1502. Detailed Site Plan Specifications; and Section 102A-1503. Site Plan Review; and updating the Table of Contents as appropriate. (Hope Mills).

Development & Planning Administrator McLaughlin commented this amendment includes the addition of cross lateral access to aid small businesses with difficulty caused by medians on Hope Mills Road.

Mayor Warner opened the public hearing at 7:33 p.m.

Mayor Warner called for comments for or against Case P18-44. There were none.

Motion made by Commissioner Edwards and carried unanimously, to close the public hearing for Case P18-44.

Mayor Warner closed the public hearing at 7:33 p.m.

Motion made by Commissioner Edwards and carried unanimously, to approve Case P18-44: the portion of the text amendment to the Hope Mills Subdivision and Zoning Ordinance concerning lateral access finding it is consistent with the adopted comprehensive plan designated as the 2030 Growth Vision Plan, specifically including: Policy Area 4: A Balanced Transportation System and Policy Area 9: Compatible Commercial Development. The proposed amendment is also generally consistent with the Southwest Cumberland Land Use Plan (2014) in that one of the adopted goals and objectives of the plan strives to decrease travel times and improve the mobility of all residents while accommodating the movement of goods and services without congestion: and further find that approval of the amendment is reasonable and in the public interest because the amendment if approved, would increase shared access among commercial and industrial developments thus decreasing the number of direct access points to roads. The Cumberland County Joint Planning Board also recommends approval of the text amendment to the Hope Mills Subdivision and Zoning Ordinance concerning sidewalks and find that a. this recommendation is an amendment to the adopted Southwest Cumberland Land Use Plan (2014); and that the Board of Commissioners should not require any additional request or application for amendment to said ordinance for this request; b. the following change in conditions was considered in amending the zoning ordinance to meet the development needs of the community; although the proposed amendment is not consistent with the Southwest Cumberland Land Use Plan (2014) in that one of the adopted goals and objectives of the plan strives to increase pedestrian mobility to schools, parks, and downtown areas and pedestrian safety while providing sidewalks on both sides of thoroughfares and boulevards, the proposed amendment is consistent with the goal of encouraging the reuse of vacant retail and industrial sites; c. and this text

amendment is reasonable and in the public interest because the amendment will allow for easier development of existing vacant nonresidential structures with minimal renovation, thus promoting incentives that foster the revitalization and reuse of existing commercial buildings. This proposed text amendment would not cause any changes to the Southwest Cumberland Land Use Plan Map.

- c. Annexation 2018-03: Deaver Circle Apartments: Lots 13 through 22, Beginning at an existing 1/2" iron rod on the eastern right-of-way margin of Deaver Circle Road, also being the southwestern corner of Lot 13, and running thence with said right-of-way margin N04°16'02"E 1,000.86 feet to an existing 1 1/2" pinched iron pipe; thence leaving said right-of-way margin and running with the northern line of Lot 22 as recorded in Plat Book 22, Page 71 of the Cumberland County Registry, S80°23'43"E 128.28 feet to an existing 1" iron pipe, also being the northeastern corner of Lot 22; thence with the eastern line of Lot 22 S03°49'22"W 100.73 feet to an existing 1/2" rebar; thence continuing with the eastern line of Lots 21 through 13, as recorded in Plat Book 22, Page 71 S04°16'02"W 899.58 feet to an existing 1/2" rebar, also being the southeastern corner of Lot 13; thence with the southern line of Lot 13 N80°40'41"W 129.01 feet to the Point of Beginning, said tract of land containing 2.95 acres, more or less. This is a contiguous annexation.

Mayor Warner opened the public hearing for Annexation 2018-03 at 7:40 p.m.

Mayor Warner called for comments for or against Annexation 2018-03. There were none.

Motion made by Commissioner Legge and carried unanimously, to close the public hearing.

Mayor Warner closed the public hearing at 7:40 p.m.

- Consideration of Annexation 2018-03, Deaver Circle Apartments Phase II.

Motion made by Commissioner Bellflowers and carried unanimously, to approve Annexation 2018-03: Deaver Circle Apartments: Lots 13 through 22, Beginning at an existing 1/2" iron rod on the eastern right-of-way margin of Deaver Circle Road, also being the southwestern corner of Lot 13, and running thence with said right-of-way margin N04°16'02"E 1,000.86 feet to an existing 1 1/2" pinched iron pipe; thence leaving said right-of-way margin and running with the northern line of Lot 22 as recorded in Plat Book 22, Page 71 of the Cumberland County Registry, S80°23'43"E 128.28 feet to an existing 1" iron pipe, also being the northeastern corner of Lot 22; thence with the eastern line of Lot 22 S03°49'22"W 100.73 feet to an existing 1/2" rebar; thence continuing with the eastern line of Lots 21 through 13, as recorded in Plat Book 22, Page 71 S04°16'02"W 899.58 feet to an existing 1/2" rebar, also being the southeastern corner of Lot 13; thence with the southern line of Lot 13 N80°40'41"W 129.01 feet to the Point of Beginning, said tract of land containing 2.95 acres, more or less with the sprinkler system recommendation from the Fire Department. This is a contiguous annexation.

4. PUBLIC COMMENTS.

Ms. Elizabeth Cooper, 4413 Goldenrod Ct, Parkton, spoke for the residents of Hope Mills who are unable to attend the Board meetings. Ms. Cooper spoke in opposition of the addition of a sidewalk on Golfview and Blackbridge Road and the Board choosing which Attorney will conduct the internal investigation.

5. CONSENT AGENDA:

- a. Consideration of Approval of the Minutes from the January 7, 2019 regular meeting.
- b. Consideration of Memorandum of Understanding, between the Town and the Jernigan Family; if the donated property is developed as a park or playground it will be named in honor of Mrs. Jernigan's mother Bonnie Rae Dittman.
- c. Consideration of Approval of Resolution 2019-03; Accepting US Military's Law Enforcement Support (LESS) 1033 program donation; Timpote Cargo trailer, valued at \$4,500 and a 2009 AM General Humvee, valued at \$4,500 at no cost to the Town.

**RESOLUTION OF THE TOWN OF HOPE MILLS BOARD OF COMMISSIONERS
ACCEPTING
THE DONATION OF REAL PROPERTY
Resolution No. 2019-03**

WHEREAS, THE DONORS, US Military's Law Enforcement Support (LESS) 1033 program; and

WHEREAS, there are no outstanding charges due to the Town of Hope Mills for this property; and

WHEREAS, the Town of Hope Mills is interested in obtaining a Timpote Cargo trailer, serial # 283360, valued at: \$4,500 and a 2009 AM General Humvee, model M1114 HMMWV, valued at: \$4,500; and

NOW, THEREFORE, BE IT RESOLVED that the Town of Hope Mills does hereby accept the donation of the real property named above;

THE ABOVE RESOLUTION was introduced and read and passed at the regular meeting of the Board of Commissioners of the Town of Hope Mills, North Carolina held on this 22nd day of January 22, 2019 and is to become effective immediately upon adoption.

APPROVED this 22nd day of January 22, 2019.

Jackie Warner, Mayor

ATTEST:

Jane G. Starling, NCCMC, CMC
Town Clerk

- d. Consideration of Accepting Budget Amendment #2019-05 in the amount of \$13,100.00; Reimbursement to Town for post Florence mosquito abatement, awarded by Cumberland County Health Department with funds received from the State.

Town of Hope Mills, North Carolina
Budget Ordinance Amendment
Fiscal Year 2018-2019
Amendment #5

BE IT ORDAINED by the Board of Commissioners of the Town of Hope Mills, North Carolina, that the following amendment be made to the general fund 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>
Department Supplies	10-580-6500	-	13,100.00
		<u>\$ -</u>	<u>\$ 13,100.00</u>

This will result in a net increase of 13,100 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>
Misc. Grants	10-3343	-	13,100.00
		<u>\$ -</u>	<u>\$ 13,100.00</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 22nd day of January 2019.

Jackie Warner, Mayor

ATTEST:

Jane G. Starling, Town Clerk

- e. Consideration of Accepting Budget Amendment #2019-06 in the amount of \$34,425.00; The Johnson Street Sidewalk project received \$34,435.60 an 80/20 grant from NCDOT.

Town of Hope Mills, North Carolina
 Budget Ordinance Amendment
Fiscal Year 2018-2019
Amendment #6

BE IT ORDAINED by the Board of Commissioners of the Town of Hope Mills, North Carolina, that the following amendment be made to the general fund 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>
C/O- Improvements	10-580-6500	-	34,425.00
		\$ -	\$ 34,425.00

This will result in a net increase of 34,425 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>
Misc. Grants	10-3343	-	34,425.00
		\$ -	\$ 34,425.00

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 22nd day of January 2019.

 Jackie Warner, Mayor

ATTEST:

 Jane G. Starling, Town Clerk

- f. Consideration of Accepting Budget Amendment #2019-07 in the amount of \$1,000.00; Impact Community Outreach has donated \$1,000 to the Town to be used to help with the renovations to the Parks & Recreation Community Center.

Town of Hope Mills, North Carolina
Budget Ordinance Amendment
Fiscal Year 2018-2019
Amendment #7

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>
Maint & Repair - Bldgs	10-620-4000	-	1,000.00
		\$ -	\$ 1,000.00

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>
Misc. Grants	10-3919	-	1,000.00
		\$ -	\$ 1,000.00

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 22nd day of January 2019.

Jackie Warner, Mayor

ATTEST:

Jane G. Starling, Town Clerk

- g. Consideration of Authorization of Town Manager to execute a contract in the amount of \$15,000 with T2 Contracting (jet rodding) to begin a cycle of storm drain maintenance that will continue annually based on results. The \$15,000 is currently budgeted.
- h. Consideration and Discussion of Ordinance Amendment 2019-02; related to Ed Herring Park Hours; requested by Police Department.
- i. Consideration of Approval of ADA Sidewalks and Replacement of Dugouts at Brower Park, Total Cost of \$19,980 included in current budget.
- j. Consideration of Approval of Resolution 2019-02 declaring surplus 10 broken/non-working Tasers and donating to FTCC's BLET program.

**RESOLUTION OF THE TOWN OF HOPE MILLS BOARD OF COMMISSIONERS
DECLARING CERTAIN PROPERTY OF THE TOWN TO BE SURPLUS AND
AUTHORIZING THE DISPOSITION OF SAID PROPERTY**

Resolution No. 2019-02

WHEREAS, the Board of Commissioners of the Town of Hope Mills, North Carolina desires to dispose of certain surplus property of the Town;

WHEREAS, North Carolina General Statutes, Section 160A-280, provides that a city may donate to another governmental unit within the United States, a sister city or a nonprofit organization any personal property, including supplies, materials and equipment that the governing board deems to be surplus.

WHEREAS, as a result the Town of Hope Mills Fire Department has surplus property that is considered to be obsolete and is no longer required for service.

NOW, THEREFORE, BE IT RESOLVED by the Hope Mills Board of Commissioners that the following described property is hereby declared to be surplus to the needs of the Town. Said property is as follows:

(10) Broken/Non-working Tasers

ADOPTED this 22nd Day of January, 2019

JACKIE WARNER, MAYOR

ATTEST:

Jane G. Starling, Town Clerk

- k. Consideration and Authorization of Town Manager to execute a contract with Mogensen Mitigation, Inc., in the amount of \$7,300.00, for year 2 monitoring of Hope Mills Lake Wetland and Water Quality per proposal dated January 14, 2019.
- l. Consideration to Accept the December, 2018 Financial Statements.

“END OF CONSENT AGENDA”

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

6. OLD BUSINESS:

- a. Consideration and Discussion of Sign Ordinance Amendment.

Commissioner Bellflowers requested the Board pull the Sign Ordinance Amendment from the agenda so they may discuss it at a separate workshop.

Commissioner Edwards commented Mr. McLaughlin made the necessary corrections to the ordinance and the Board has spent a great deal of time reviewing it. Commissioner Edwards recommended moving forward with the approval of the Sign Ordinance Amendment.

Commissioner Bellflowers remarked the Sign Ordinance is nearly complete but recommended the Board spend further time reviewing it.

Mayor Warner inquired what enforcement staff refers to when citing code violations until the proposed ordinance is adopted. Development and Planning Administrator McLaughlin responded staff refers to the current ordinance in its current state which hinders staff's ability to enforce non-professional signage attached to light poles, to note. Mr. McLaughlin commented once the Sign Ordinance is approved by the Board, it will go before the Planning Board which is a two-in-a-half month process.

Motion made by Commissioner Bellflowers to pull the Sign Ordinance Amendment from the agenda and hold a separate workshop and the motion carried with a vote of 4 ayes and 1 no by Commissioner Edwards.

Development & Planning Administrator McLaughlin inquired what specific areas of the ordinance need to be addressed at the meeting. Discussion pursued regarding ground and pole signs.

The consensus of the Board was to determine a date for the Sign Ordinance Amendment work session at a later date after reviewing the upcoming calendars.

7. NEW BUSINESS:

- a. Consideration and Discussion of Policy to Keep Citizen Committee Applications on File for One Year; as requested by Mayor Pro Tem Mitchell.

Motion made by Mayor Pro Tem Mitchell and carried unanimously, to keep Citizen Committee Applications on file for one year.

- b. Consideration and Discussion of Documents Governing Committee and Commission Appointment Procedures.

Town Clerk Starling commented she consulted with Commissioner Larson on suggestions of how to update the current procedures for governing Committee and Commission appointment procedures. Town Clerk Starling initiated the process after discovering discrepancies in various documents related to the appointments process.

Attorney Hartzog commented he anticipated drafting a single policy to govern the Committee's and Commissions once the Board had made recommendations.

Discussion pursued regarding the Commissions referred to and acting as Committees and their specific authority and duties per State Statutes.

Motion made by Commissioner Legge and carried unanimously, to authorize the Town Attorney to review the current Committee and Commission policy and bring back recommended changes as well as comparisons between Committees and Commissions at the February 4, 2019 meeting.

Mayor Warner inquired if a public hearing would be required if the Board voted to change the ordinance. Attorney Hartzog responded a public hearing would not be necessary.

- c. Consideration and Discussion of the Hope Mills Lake Bulkhead Project Bid Opening. Five bids were received and publicly opened. The current lowest, responsible bidder is M&E Contracting, Inc. with a bid of \$433,730.00 plus a bid alternate of \$27,216.00 for centipede sod. Their base bid plus alternate equals \$460,946.00.

Commissioner Legge inquired why the cost of sod was not included in the total price. Public Works Director Don Sisko responded the Town specifically requested a base bid with seeding and an alternate bid to include the cost of sod.

Mayor Warner inquired where the Town would acquire the funds for the bulkhead. Town Manager Adams responded the Town had the option of a loan or taking the money from fund balance.

Discussion pursued on the seemingly inflated cost of the bulkhead and sod and whether accepting the bid would enter the Town into a contract.

Town Attorney Hartzog commented the Board may accept M&E's bid contingent upon approval of funding and terms of the contract.

Motion made by Commissioner Bellflowers to accept the Hope Mills Lake Bulkhead Project Bid from M&E Contracting, Inc. at a cost of \$433,730.00 plus a bid alternate of \$27,216.00 for centipede sod also including the \$23,000.00 contingency for a total of \$483,946.00 contingent upon approval of funding and terms of the contract and request the Finance Director bring back a recommendation on how to fund this project at the next meeting on February 4, 2019.

- d. Discussion and update of the Episcopal Church Parsonage and Episcopal Church property; as requested by Commissioner Bellflowers.

Commissioner Bellflowers requested Town Attorney Hartzog provide an update on the Episcopal Church heirs.

Town Attorney Hartzog commented the Town was given the deed but the original deed, dating back to the 1800's, had a reverter clause stating the church would revert back to the heirs when not being used for that purpose. A survey and appraisal of the property had been conducted and the issue of the reverter clause was resolved with five of the six heirs. To date, the sixth heir has not indicated he is willing to follow suit of the other heirs. Town Attorney Hartzog commented he is looking into the Town's rights as 5/6 owners but the Town is permitted to enter the building.

Mayor Warner clarified the Town has ownership of the Parsonage.

Commissioner Legge inquired who is paying the taxes on the church property. Town Attorney Hartzog responded no one is paying taxes on the property.

Commissioner Bellflowers inquired whether the Board would consider a joint meeting with the Historic Preservation Commission on February 13, 2019 at 5:00 p.m. to discuss the Parrish House.

Motion made by Commissioner Bellflowers and carried unanimously, to hold a Special Joint Meeting with the Board of Commissioners and Historic Preservation Commission on Wednesday, February 13, 2019 at 5:00 p.m. in the William Bill Luther Board Meeting Room.

- e. Consideration and Discussion of Budget Amendment #4, in the Amount of \$20,000.00, from the original museum funding; and authorizing the Town Manager to execute contracts with Odom Roofing, to change the asphalt shingles to metal roofing, and with Design to Build Architecture, to assist with design features as well as the authority to make any minor, non-substantive changes to the agreement.

Mayor Warner commented this budget amendment refers to the museum house on Trade Street.

Motion made by Mayor Pro Tem Mitchell and carried unanimously, to approve Budget Amendment #4, in the Amount of \$20,000.00, from the original museum funding; and authorizing the Town Manager to execute contracts with Odom Roofing, to change the asphalt shingles to metal roofing, and with Design to Build Architecture, to assist with design features as well as the authority to make any minor, non-substantive changes to the agreement.

- f. Consideration and discussion of the Nominating Committee's recommendations for various open seats.

Mayor Pro Tem Mitchell commented the Nominating Committee recommended Marie Callender to be appointed to the Appearance Commission, Victor Lancaster to Historic Preservation, Susan Rossman to the Lake Advisory Committee and Al Ferri to the Veterans Affairs Commission.

Motion made by Commissioner Bellflowers and carried unanimously, to appoint Marie Callender to the Appearance Commission, Victor Lancaster to Historic Preservation and Susan Rossman to the Lake Advisory Committee and Al Ferri to the Veterans Affairs Commission.

8. REPORTS AND INFORMATION ITEMS:

- a. Manager's report.
 1. Repairs to the Lake Concession Stand, Brower Park, Big T's and Herring Park roofing: Projected start date by Odom Roofing for the repairs is Wednesday, February 2, 2019.
 2. Rockfish Road Sidewalk: McGill Engineering and NCDOT field changes are approved. McGill Engineering finalized and sealed the changes. They have been sent to contractor for review and scheduling.
 3. New museum location: Staff continues to work on the building as time allows. Odom Roofing has been contacted to quote on metal roof replacement. Date TBD.
 4. Fountain Lane House: Hazardous material report shows exterior asbestos and lead based paint. Staff is working on a contractor to mitigate the hazards prior to demolition.
 5. Proposed Gary Dove Memorial Building the new sign has been installed and covered up for the unveiling. Proposed unveiling could possibly be Spring Sports Opening Day, Saturday, April 13th this will TBD by the Youth Association. The family will be sent special invitations.
 6. The last day for Hurricane Florence storm related pick up is Wednesday, January 23rd.
 7. A Latter-day Saints youth group contacted Public Works about a community service project at
 8. Adcock Cemetery. They are looking at a Saturday in April to clean the tombstones. Date TBD.
 9. We respectfully request that you send your Budget Retreat items to us by this Friday, January 25th.
 10. I emailed Troy Baker with NCDOT regarding the driveway permit for the old golf course property. Public Works Director Don Sisko and I have a meeting with him on Tuesday, January 29th to discuss the driveway permit application.

11. The meeting with Representatives of NCDOT, Cumberland County Schools and Town Staff is scheduled for Friday, January 25th to discuss the flooding issue around C. Wayne Collier Elementary School on Rockfish Road, Sommer Drive and Deaver Circle.
12. Town Website Redesign: As part of our contract with CivicPlus, the process of a complete website redesign began in July 2018 (at no cost to the Town). Members of Town staff, including those responsible for updating the website, collaborated with CivicPlus to ensure their vision came to life. The new website will feature a more modern, user-friendly appearance and allow for residents and job seekers to submit forms directly to Town staff. The newly designed website is set to launch to the public at 3:00 p.m. on Thursday, February 14, 2019.

Town Manager Adams read a press release from Friday, January 18, 2019 regarding the reopening of the Parks & Recreation Center with limited operations,

b. Reminders.

- **January 24, 2019 7:00 p.m.** the **Veterans Affairs Commission** will meet at the Recreation Center.
- **January 28, 2019 6:30 p.m.** the **Parks and Recreation Advisory Committee** will meet at the Recreation Center.
- **February 4, 2019 6:00 p.m.** the **Festival Committee** will meet in the Front Meeting room at Town Hall.
- **February 4, 2019 7:00 p.m.** the **Board of Commissioners** will hold their regular meeting in the Luther Board Room.
- **February 11, 2019, 12:30 p.m.** the **Chamber of Commerce** will hold their regular luncheon meeting location TBA.
- **February 11, 2019 5:30 p.m.** the **Board of Commissioners** will hold a special meeting in the Luther Board Room.
- **February 13, 2019, 5:00 p.m.** the **Historic Preservation Commission** will meet in the parks and recreation building.

c. Department Monthly Reports.

9. STAFF COMMENTS. None.

10. OFFICIAL COMMENTS.

Commissioner Legge thanked Scout Pack 716 and everyone for attending.

Commissioner Larson commented she notified residents of the meeting on Friday, January 25, 2019 regarding the flooding in front of C. Wayne Collier Elementary.

Commissioner Bellflowers spoke in reference to consent agenda item g. and inquired if Lillian Street would be looked at first. Stormwater Administrator Beth Brown responded it would.

Commissioner Edwards commented she enjoyed touring the future museum site and looked forward to what is to come.

Mayor Pro Tem Mitchell inquired whether Attorney Cauley had completed interviews for the investigation. Attorney Hartzog responded Mr. Cauley had not yet finished.

Mayor Warner commented the purpose of the Youth Leadership Committee this year is to research Town historic properties, both those currently identified as historic, and potential unidentified locations.

11. ADJOURNMENT.

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

Mayor Warner adjourned the meeting at 9:16 p.m.