

**TOWN OF HOPE MILLS
BOARD OF COMMISSIONERS REGULAR MEETING MINUTES
MONDAY, MARCH 4, 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, March 4, 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, Deputy Fire Chief Steve Lopez, Parks & Recreation Program Supervisor Meghan Freeman, 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 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.

2. PRESENTATIONS.

- a. Request by Kelly West, Cumulus Media Marketing Representative, for waiver of fees for a special event, Pet Fest, on June 1, 2019. This is a free festival to the public to be held at the grounds between Town Hall and Parks & Recreation.

Kelly West of Cumulus Media Marketing commented Naturally Unleashed will be the title sponsor for Pet Fest and the Fayetteville Animal Protection Society is the charity of choice this year. The special event fee is \$300.

Motion made by Commissioner Legge and carried unanimously, to approve waiving the \$300 special event fee for Cumulus Media Marketing for Pet Fest on June 1, 2019.

- b. Rachel Cotter with McAdams will present information related to a 2019 PARTF Grant request.

Mayor Warner commented the Board would skip over this item as it was discussed at the 5:30 p.m. special meeting prior to the current meeting.

- c. Proclamation of Town Charter Day.

Mayor Warner read the proclamation for Town Charter Day.

Town of Hope Mills, North Carolina
Proclamation
TOWN CHARTER DAY
March 9, 2019

WHEREAS, our Town’s founding fathers, in order to secure the blessings of liberty for themselves and their posterity, established an act to incorporate the Town of Hope Mills; and

WHEREAS, it was ratified March 9, 1891 and signed into law by the Secretary of State W.L. Saunders in Raleigh March 31, 1891; and

WHEREAS, 2019 marks the 128th year anniversary since the Town’s incorporation and the Board of Commissioners wishes to observe this anniversary.

NOW, THEREFORE, I, Jackie Warner, Mayor, of the Town of Hope Mills, NC, do hereby proclaim March 9, 2019 to be “*TOWN CHARTER DAY*”.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of the Town of Hope Mills this 4th day of March, 2019.

JACKIE WARNER, MAYOR

3. PUBLIC HEARINGS.

None

4. PUBLIC COMMENTS.

Ms. Julia Gilmore, 5531 Heather Street, Hope Mills, NC. Ms. Gilmore commented the Boards intent remains unclear. Ms. Gilmore requested the Board work harmoniously to promote the Town and use their time to investigate grant opportunities.

5. CONSENT AGENDA:

- a. Consideration of Approval of the Minutes from the February 7, 2019 special meeting.
- b. Consideration of Approval of the Minutes from the February 11, 2019 special meeting.
- c. Consideration of Approval of the Minutes from the February 18, 2019 regular meeting.
- d. Consideration of Approval of the Minutes from the February 19, 2019 special meeting.
- e. Consideration of Approval of the Renewal of Mutual/Automatic Aid Agreement in Fire Protection between Fort Bragg's Fire and Emergency Services and Hope Mills Fire Department.
- f. Consideration of Approval of Budget Amendment #9. Insurance proceeds of \$167,175.04 have been received for damage to the Recreation Center from Hurricane Florence.

Town of Hope Mills, North Carolina
Budget Ordinance Amendment
Fiscal Year 2018-2019
Amendment #9

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>
Building Maintenance	10-620-4000	-	167,175.00
		<u>\$ -</u>	<u>\$ 167,175.00</u>

This will result in a net increase of 14,425 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>
Insurance Proceeds	10-3940	-	167,175.00
		<u>\$ -</u>	<u>\$ 167,175.00</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 4th day of March 2019.

Jackie Warner, Mayor

ATTEST:

Jane G. Starling, Town Clerk

“END OF CONSENT AGENDA”

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

6. OLD BUSINESS:

- a. Consideration of changes to Boards, Committees, and Commissions appointment process rules.

Attorney Hartzog commented the Board requested a change to the appointment process rules for Boards, Committees and Commissions to reflect Trey Allen’s Suggested Rules of Procedure. Attorney Hartzog commented the options he drafted could be incorporated into Rule 39 or adopted in a separate policy. Rule 38, subsection c.; Mayor, was also addressed in the drafted changes.

Mayor Warner commented as she requested, and has done so for many years, she wishes to continue appointing committees.

Commissioner Edwards remarked the appointment process by the Mayor should remain the same.

Motion made by Commissioner Larson to approve the Rules of Procedure with Rule 38, subsection c. changed to read “The Mayor may not make nominations and vote on appointments under this rule” and to eliminate section d. Temporary and Ad Hoc Committees from the proposed rules for Boards and Committees and the motion carried 4 to 1, with Commissioner Edwards voting against.

- b. Consideration of proposed amendment to Historic Preservation Commission Ordinance.

Attorney Hartzog commented very minor revisions were required with the exception of the addition of subsection 12 which states “to hear and decide applications for certificates of appropriateness consistent with North Carolina General Statute 160A, Article 19, Part 3C.”

Mayor Warner inquired if the Town has guidelines for those eligible to serve on the commission and if they are being met. Attorney Hartzog responded he has not looked into the current members but the requirements are laid out in the first section of the ordinance.

Motion made by Mayor Pro Tem Mitchell and carried unanimously, to approve the amendment to the Historic Preservation Commission Ordinance.

- c. Consideration of proposed amendment to Appearance Commission Ordinance.

Attorney Hartzog commented the revision features statutory language that would authorize the Town to establish the Appearance Committee as a commission. The amendment would essentially grant them the power a commission typically has as they were not operating at that capacity.

Mayor Pro Tem Mitchell commented Town staff will need to review these changes with the Appearance Commission as the newly granted powers could cause some overlaps.

Commissioner Bellflowers inquired if the proposed amendments, items 6-13, were optional as historically, they had never been in the Town’s ordinance. Attorney Hartzog responded it is at the Board’s discretion.

Motion made by Commissioner Bellflowers and carried unanimously, to not include proposed items 6-13 and leave the Appearance Commission Ordinance as is.

7. NEW BUSINESS:

- a. Consideration and Discussion of Rockfish Road Sidewalk; as requested by Mayor Warner.

Mayor Warner commented she requested this item as there has been some concern in reference to the Rockfish Road Sidewalk project the Town received a grant for. Mayor Warner remarked the North Carolina Department of Transportation suggested the Town move forward and use the grant monies as we have three years to use the funds and are still unsure of the official start date for improvements to Rockfish Road. In turn, NCDOT has indicated once they begin widening the road, they will replace any sidewalk they damage at no cost to the Town.

- b. Discussion and consideration regarding setting a date to request a "Presentation - Status Report - NC DOT Road Construction Projects in the Hope Mills Area."; as requested by Commissioner Bellflowers.

Commissioner Bellflowers commented he requested this item as he wished for the public to be present to hear a presentation from the North Carolina Department of Transportation to have a better understanding of the roadway construction projects in our area.

The consensus of the Board was to hold a Special Meeting to cover all Hope Mills area NCDOT projects and Town staff to contact the Department of Transportation to determine a meeting date.

- c. Discussion and consideration regarding "Donut Hole" Annexations and review of the proposed focus areas; as requested by Commissioner Bellflowers.

Commissioner Bellflowers commented he wished for the Board to determine some true "donut hole" areas they wished to focus on.

Mayor Pro Tem Mitchell commented after discussions with Town staff, he recommends the Board discontinue any discussions pertaining to "Donut Hole" Annexations as the Town has several projects in need of funding that take precedence.

Commissioner Bellflowers was in agreement with Mayor Pro Tem Mitchell.

Motion made by Mayor Pro Tem Mitchell and carried unanimously, to approve ending any further discussion pertaining to "Donut Hole" Annexations.

8. REPORTS AND INFORMATION ITEMS:

a. Manager's report.

1. Lake Bulkhead project: Notice to proceed was issued February 25th. The contractor is in the process of ordering the materials.
2. Johnson Street Sidewalk: McGill is working on the environmental assessment for Department of Transportation review.
3. Trade Street Museum location: Staff continues to work on the building as time allows. Design to Build Architecture drawings have been reviewed by the Historic Preservation Commission. The Historic Preservation Commission requested minor changes to work out with architect and gutting of kitchen for display. Public Works to review changes with architect, and issue RFQ's to follow.
4. Former golf course property: We have asked that the Department of Transportation give a cursory look at the proposed temporary driveway location.

- DOT has requested a simple sketch and identification of proposed location for review. We will proceed with the formal request with their concurrence.
5. The Annual Medicine Drop-Off event sponsored by the Cumberland County Sheriff's Department is scheduled for Saturday, March 23rd from 9:00 a.m. until 2:00 p.m. at the Hope Mills Fire Department.
 6. Spring Sports Opening Day and the unveiling of the Gary Dove Memorial Building at Brower Park has been rescheduled for Saturday, April 6th beginning at 9:00 a.m. In addition, this day is being proclaimed as "Gary Dove Day".
 7. The spring session of the Citizens Academy begins on Tuesday, April 2nd and runs for eight weeks from 6:00 p.m. to 8:00 p.m.
 8. Our first Food Truck Rodeo of the year is scheduled for Thursday, April 4th beginning at 5:00 p.m.
 9. A follow-up meeting regarding the flooding in front of C. Wayne Collier Elementary School and Deaver Circle with representatives of Cumberland County Schools, NCDOT, and Cumberland County, along with Staff is scheduled for Tuesday, March 12th.

Town Manager Adams commented we will be recognizing the Small Business of the Month at the next meeting, followed by the Volunteer of the Month at the first April 1, 2019 meeting as the nominees were unable to attend the meeting this evening.

b. **Reminders.**

- March 9, 2019 from 8:00 a.m. until 3:00 p.m. **Board of Commissioners Budget Retreat** at Rockfish Camp & Retreat Center, 226 Camp Rockfish Road.
- March 10, 2019 **DAYLIGHT SAVINGS TIME BEGINS.**
- March 11, 2019 @ 12:30 p.m. **Chamber of Commerce Luncheon**, Hope Mills Parks and Recreation Center, 5766 Rockfish Road.
- March 14, 2019 at 2:30 p.m. **City of Fayetteville Future Land Use Plan/Map - Stakeholder Meetings**, in City Hall, 433 Hay St.
- March 14, 2019 at 5:30 p.m. **Fayetteville Cumberland Human Relations Commission** meeting at Hope Mills Town Hall in the Luther Board Room.
- March 15, 2019 **Municipal Advisory Committee** meeting in the FCEDC offices, 201 Hay Street, Suite 401A.
- March 18, 2019 at 6:00 p.m. **Mayors Youth Leadership Committee** meeting at Hope Mills Town Hall in the front conference room.

c. **Committee Liaisons update on Committee Activities.**

- Mayor Pro Tem Mitchell - Historic Preservation Commission

Mayor Pro Tem Mitchell commented the next Historic Preservation Commission meeting will be held on at 5:00 p.m. on March 13, 2019 at Town Hall.

- Commissioner Edwards – Lake Advisory Committee

Commissioner Edwards commented the Lake Advisory Committee did not meet last month.

- Commissioner Legge – Appearance Committee & Festival Committee

Commissioner Legge commented the Appearance Committee discussed flags to display in downtown. The Festival Committee discussed whether the construction of the bulkhead will interfere with any events.

- Commissioner Larson – Parks & Recreation Committee

Commissioner Larson commented the Parks & Recreation Committee discussed the YMCA presentation, an indoor aquatics facility versus an outdoor pool with splashpads, and the pricing comparisons.

- Commissioner Bellflowers - Veterans Committee and RLUAC

Commissioner Bellflowers commented the Veterans Affairs Committee requested certificates be presented to Donna Maury and Venture crew members who participated in the Veterans Day ceremony during a regular Board meeting. The Veterans Affairs Committee discussed Veterans Outreach Day scheduled for May 3, 2019 from 9:00 a.m. to 2:00 p.m. and changing their meeting time from 7:00 p.m. to 6:00 p.m.

Commissioner Bellflowers commented RLUAC had a presentation from secretary Larry Hall of the NC Department of Military and Veterans Affairs, a presentation on roadway projects, and a presentation on RLUAC case reviews.

Mayor Warner commented she attended the Cumberland County Schools Strategic Plan Meeting which discussed ways to improve Cumberland County Schools and to receive input from those affected by it. Mayor Warner also attended the Tier 1 Committee meeting in which it was suggested the Town develop a strategic plan for economic development. Lastly, Mayor Warner attending the FAMPO Special Meeting in regard to the STIP Plan which projects the roadway plans through the year 2045.

9. STAFF COMMENTS.

10. OFFICIAL COMMENTS.

Commissioner Legge thanked Town Attorney Hartzog for his hard work as well as the McAdams Group. Commissioner Legge invited the public to attend Spring Sports Opening Day/Gary Dove Day on April 6, 2019 at Brower Park.

Mayor Pro Tem Mitchell encouraged the public to attend the Budget Retreat scheduled for Saturday, March 9, 2019 at Rockfish Camp.

11. ADJOURNMENT.

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

Mayor Warner adjourned the meeting at 8:32 p.m.

Jackie Warner, Mayor

ATTEST:

Jane G. Starling, CMC
Town Clerk

DRAFT