

**TOWN OF HOPE MILLS
BOARD OF COMMISSIONERS REGULAR MEETING MINUTES
MONDAY, JUNE 15, 2020, 7:00 P.M.
BILL LUTHER BOARD MEETING ROOM**

Mayor Jackie Warner called the regular meeting of the Hope Mills Board of Commissioners to order on Monday, June 15, 2020 at 7:02 p.m.

GOVERNING BOARD MEMBERS PRESENT

Mayor Jackie Warner, Mayor Pro Tem Dr. Kenjuana McCray, Commissioners Jessie Bellflowers, Pat Edwards, Jerry Legge and Bryan Marley.

STAFF PRESENT

Town Manager Melissa Adams, Town Clerk Jane Starling, Finance Director Drew Holland, Police Chief Joel Acciardo, Fire Chief Chuck Hodges, Deputy Fire Chief Steve Lopez, Public Works Director Don Sisko, Deputy Public Works Director Bruce Clark, Parks & Recreation Director Lamarco Morrison and Planning & Economic Development Director Chancer McLaughlin. 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 Commissioner Edwards, seconded Mayor Pro Tem Dr. McCray and carried unanimously, to approve the agenda as presented with the addition of presentation item b. Viewing of the 2020 graduates' video; and New Business item l. outdoor dining zoning procedures and regulations.

Pastor Michael Mathis commented his ministry on Black and Decker Road began preparing food boxes approximately two months ago. Every third Saturday between the hours of 12:00 – 2:00 p.m. residents can drive up, collect the food box and be on their way. Pastor Mathis inquired the best way to aid Hope Mills residents and get the word out. Mayor Warner responded we need to inform the ALMS House and also the local area pastors coalition.

2. PRESENTATIONS.

- a. Proclamation of Friday, June 19, 2020 as Juneteenth in Hope Mills.

Mayor Warner read the proclamation for Juneteenth in Hope Mills.

- b. Viewing of 2020 Graduates' Video.

Planning & Economic Development Director Chancer McLaughlin aired a video from Hope Mills staff honoring the graduating class of 2020.

3. PUBLIC HEARINGS. NONE

4. PUBLIC COMMENTS.

Mr. Zachary Crane, 4251 Legion Road Suite 127, Hope Mills, NC. Mr. Crane commented he owns a business in Town, Stop Button - a bar, that has been closed for 93 days and wished to offer a work around for fellow businesses that have been closed due to the stay-at-home order. A copy of a resolution based on the Town of Atlantic Beach's was provided to the Board.

Ms. Cierra Ellis, 4251 Legion Road Suite 127, Hope Mills, NC. Ms. Ellis, Marketing Coordinator for Stop Button business in Town, informed the Board of the safety measures her business would take if they were allowed to reopen.

Mr. Rod MacLean, 5435 Fountain Lane, Hope Mills. NC. Mr. MacLean spoke in reference to the Memorial Day events that took place without the Veterans Affairs Committees' involvement and his involvement with the TAPS performance at the lake.

Mr. Jerel McGeachy, 4044 William Bill Luther Drive, Hope Mills, NC. Mr. McGeachy thanked Mayor Pro Tem Dr. McCray, Town Clerk Starling and Public Works Director Sisko for the children at play signs on behalf of the Board of Directors for his neighborhood's Homeowners Association. Mr. McGeachy commented the marquee at the corner of Lakeview and Main needs to be brought up with times.

Mayor Warner commented Mr. McGeachy's request is in the works as it was budgeted for the coming fiscal year.

Ms. Sharon Faucett Reeves, 3708 South Main Street, Hope Mills, NC. Ms. Reeves commented the remaining members of the Historic Preservation Commission wish for the Commission to remain so as the Board will be discussing turning the Commission into a Committee.

Ms. Theresa Davis, 5579 Heather Street, Hope Mills, NC. Ms. Davis commented she is a member of the Historic Preservation Commission and wishes for the Board to continue to support the Commission and allow it to remain intact.

Ms. Tara Blue, Pete Warner Court, Hope Mills, NC. Ms. Blue suggested we amend the use of force policy to remove as much personal subjectivity as possible. Ms. Bloom suggested a Civilian Review Board to renew trust in the Police and improve transparency concerning misconduct.

5. CONSENT AGENDA:

- a. Consideration to Accept Insurance Proceeds and Approve Budget Amendment #14 Adding \$14,175 to the General Fund.
- b. Consideration of Approval of Special Meeting Minutes for May 18, 2020 Budget Workshop.
- c. Consideration of Approval of Regular Meeting Minutes for June 1, 2020.
- d. Consideration of approval of Elk Rd. Sidewalk Third Party Agreement.
- e. Consideration of Approval for Training for Sgt. Brad Allee and Sgt. Thomas Dailey. Cost will be \$246.54 and is included in the current budget.
- f. Acceptance of the May 2020 Financial Report.

“END OF CONSENT AGENDA”

Motion made by Mayor Pro Tem Dr. McCray, seconded by Commissioner Edwards and carried unanimously, to approve the consent agenda as read.

NEW BUSINESS:

- g. Discussion and Possible Action Related to July 4th Celebration.

Town Manager Adams commented this item was placed on the agenda as concerns have been raised in regard to the Town holding its traditional July 4th parade, fireworks, and other events due to COVID-19.

Police Chief Joel Acciaro commented due to the pandemic and current state restrictions, staff have discussed possible options. Large gatherings and social distancing are the main concern.

Commissioner Legge commented he has received phone calls requesting the fireworks occur at the lake. Commissioner Legge commented there is an urgency for the Town to hold the fireworks events as they are not being held elsewhere.

Town Manager Adams commented when the pandemic first hit Town staff made the decision to cancel vendors and music. A list of surrounding municipalities that have cancelled their fourth of July events is provided in the agenda packet. Town Manager Adams commented we could proceed with the fireworks but request that residents remain in their vehicles or view from their homes.

Commissioner Bellflowers commented he is in support of the July 4th Fireworks as they showcase patriotism. Commissioner Bellflowers inquired why the fireworks can't be set off at the lake as they were in the past. Fire Chief Hodges responded due to the Fire

Code, there is a required 300-400-foot clearance. Commissioner Bellflowers inquired Parks & Recreation Director Lamarco Morrison's opinion on the issue.

Parks & Recreation Director Morrison commented his staff was in agreement that shooting fireworks off in the Park but not allowing residents at the Park and to remain in their vehicles would be feasible.

Commissioner Marley inquired Parks & Recreation Director Morrison's professional opinion as to whether the Town should allow the event to take place. Mr. Morrison responded the Town should allow for fireworks in the park and to allow residents to remain in their vehicles.

Discussion ensued in regard to the traffic issues the event will cause. Police Chief Acciaro reviewed the areas that would become gridlocked. The use of drones and livestreaming the fireworks was discussed as well.

Commissioner Bellflowers moved to hold the July 4th Fireworks without residents in the park, Commissioner Legge seconded the motion then withdrew his second. The motion died for lack of a second.

Commissioner Marley commented he was not in favor of holding the fireworks if residents are not allowed in the park. Commissioner Marley commented the business owners that have not been allowed to reopen will be affected further as their parking lots will be filled with cars and the resulting trash from those vehicles being parked there.

Mayor Pro Tem Dr. McCray was in agreement with Commissioner Marley and cautioned the Town holding an event that could further the spread of COVID-19.

Parks & Recreation Assistant Coordinator Meghan Hawkins-Freeman commented Ole Mill Day on October 3, 2020 is still set to take place and many of the July 4th event could be moved to that event.

Motion made by Commissioner Legge to move the fourth of July fireworks to Ole Mill Days on October 3, 2020 and to hold a Town wide porch parade in lieu of July 4th events and the motion carried 4 to 1, with Commissioner Bellflowers voting against.

- h. Non-Public Hearing **Case No. 19-007**. Consideration of the Convenience Store; C1(P) Site Plan Review; Hope Mills Zoning Ordinance; Zoned: C1(P); Acreage: 0.94 ac. +/-; Located at 6428 Camden Road (SR 1003); submitted by Harold Trogdon (Developer). (Hope Mills).

Planning & Economic Development Director Chancer McLaughlin commented this site was previously a coffee shop that lasted approximately 8 months. The proper owner is now requesting a change of use for consideration as a convenience store.

Motion made by Mayor Pro Tem Dr. McCray to approve Case No. 19-007 Consideration of the Convenience Store; C1(P) Site Plan Review; Hope Mills Zoning Ordinance; Zoned: C1(P); Acreage: 0.94 ac. +/-; Located at 6428 Camden Road (SR 1003); submitted by Harold Trogdon (Developer). (Hope Mills) and the motion carried 4 to 1, with Commissioner Legge voting against.

- i. Rescission of Annexation No. A2020-03, Sweetwater Subdivision due to inaccuracies in the legal description.

j.

Motion made by Commissioner Marley, seconded by Commissioner Legge and carried unanimously, rescind Annexation No. A2020-03, Sweetwater Subdivision due to inaccuracies in the legal description.

- k. Consideration and Acceptance of the Petition for Annexation of Sweetwater Subdivision and Resolution No. R2020-14 Directing the Clerk to Investigate the Sufficiency of the Annexation Petition. This will be annexation number A2020-04 and is a contiguous annexation.

Motion made by Commissioner Legge, seconded by Commissioner Marley and carried unanimously, to accept the petition for Annexation of Sweetwater subdivision and Resolution No. R2020-14 Directing the Clerk to investigate the sufficiency of the Annexation Petition for annexation A2020-04, a contiguous annexation.

- l. Acceptance of the Clerk's Certificate of Sufficiency for Annexation No. A2020-04, Sweetwater Subdivision.

Motion made by Commissioner Legge, seconded by Commissioner Marley to accept the Clerk's Certificate of Sufficiency for Annexation No. A2020-04, Sweetwater Subdivision.

- m. Consideration and Possible Adoption of Resolution R2020-15 to Set a Public Hearing Date of July 6, 2020 for Annexation No. A2020-04.

Motion made by Commissioner Legge, seconded by Commissioner Marley and carried unanimously, to adopt Resolution R2020-15 to set the public hearing date for Annexation No. A2020-04 for July 6, 2020.

- n. Discussion of Employee Telework Policy.

Commissioner Bellflowers inquired what equipment the Town will provide employees, as noted in page one of the policy. Human Resource Specialist Patricia Jenkins responded Town-owned equipment includes laptops that most departments have but some are in the budget to receive additional laptops for each employee.

Human Resource Director Laticia Black commented the main intent of the policy is to keep Town employees safe in regard to the pandemic but teleworking has been taking place for years; the Town needs to get on Board and have a policy in place.

Commissioner Bellflowers inquired how productivity will be measured. Human Resource Specialist Jenkins responded each Department Head will be responsible for identifying eligible employees. Eligibility will also be based on equipment, needs of the Town, and staggering schedules.

Commissioner Bellflowers inquired how eligibility is determined. Ms. Jenkins commented eligibility will be based on job descriptions and tasks that are able to be completed at home versus in office; aside from meeting with the public.

Commissioner Edwards commented she has heard citizen concerns as Town Hall staff have individual offices and are more protected than other Town buildings.

Discussion ensued.

Attorney Hartzog commented a Teleworking Policy is good to have in place as the CDC is currently recommending and if an employee is in quarantine, they still have the option to work from home.

Commissioner Marley commented it is not the decision of the Board to determine if the Teleworking Policy is appropriate. It is the Manager's decision as she is responsible for all personnel.

- o. Discussion and Possible Action on Historic Preservation Commission changing to Historic Preservation Committee.

Town Manager Adams commented due to the difficulty of attracting specifically qualified members in a Town of our size, it is recommended that the Historic Preservation Commission be designated a Committee. The main change that would occur is the Committee would not be able to issue Certificates of Appropriateness; Planning & Economic Development Director McLaughlin would issue those.

Discussion ensued.

Motion made by Commissioner Legge, seconded by Commissioner Marley and carried unanimously, to change the Historic Preservation Commission to a Committee and the motion carried 4 to 1, with Commissioner Bellflowers voting against.

Motion made by Commissioner Legge to amend the ordinance to change the Appearance Commission to a Committee, and the motion carried 4 to 1, with Commissioner Bellflowers voting against.

- p. Consideration and Possible Action on Recommendations from the Nominating Committee.

The Nominating Committee recommended Grace King for the Appearance Committee; Marianne McLean for the Board of Adjustment; Glenn Dean for the Historic Preservation Committee; Denise Hughes-Gaskins for the Historic Preservation Committee; and Jerel McGeachy for the Historic Preservation Committee.

Motion made by Commissioner Marley, seconded by Commissioner Legge and carried unanimously, to approve the Nominating Committee recommendations.

- q. Discussion of Deaver Circle Ownership and Maintenance. Requested by Commissioner Bellflowers.

Town Manager Adams commented Deaver Circle is an abandoned road that is neither owned by the Town or the North Carolina Department of Transportation. The road has no stormwater and not up to the Town's standards which would cost several hundred thousand dollars to bring to Town standards. Town Manager Adams commented the Town is researching grant money and working with NCDOT, if the Town were to take the road over.

Public Works Director Don Sisko commented the Town never attempted to take over Deaver Circle as we previously had no standing to take over the road because we did not own any adjoining properties. The lack of a stormwater system and property to allow stormwater runoff is also an issue.

Discussion ensued.

Public Works Director Sisko commented the Town has a long-term goal to come up with an amicable solution in working with NCDOT to bring Deaver Circle up to standards.

- r. Discussion of Hope Mills Lake Debris Cleanup Procedures. Requested by Commissioner Bellflowers.

Commissioner Bellflowers commented lake residents have contacted him as they have had difficulty removing debris as it has been costly for them to remove it themselves.

Commissioner Edwards commented if the Town performed that service for one property owner we would need to do it for others out of fairness.

Public Works Director Don Sisko commented the property owner that contacted Commissioner Bellflowers requested the Public Works Department clean on their property where they created a moat which has caused all the debris to collect in it as the property is located downstream of the current and prevailing winds. It is a private property and the responsibility of the owner as staff cannot enter private property.

1. Outdoor dining at local restaurants, zoning procedures and regulations.

Commissioner Bellflowers commented he received several phone calls due to a recent restaurant opening that is said to have two zoning violations. Commissioner Bellflowers inquired how the business was issued a Certificate of Occupancy if it is in violation.

Planning & Economic Development Director McLaughlin commented the Town currently does not have an outdoor dining policy. Mr. McLaughlin requested permission to draft language to allow for outdoor dining in Town.

Discussion ensued regarding restaurants in Town that already feature outdoor dining, setbacks, and seating/temporary structures that would be allowed to be left outside during business hours.

Commissioner Marley commented he would like to see a permanent policy set in place to allow outdoor dining in Town.

The consensus of the Board was for Town staff to draft and bring back language to allow for outdoor dining in Town at the next regular meeting on July 6, 2020.

6. REPORTS AND INFORMATION ITEMS:

a. Manager's Report.

Rockfish Road Sidewalk Project: Change Order has been sent to NCDOT for approval.

Johnson Street Sidewalk Project: 90% drawings have been reviewed by NCDOT. Our engineer is evaluating the comments and working on making the appropriate changes. Due to the furloughs and the situation with funding at NCDOT, we have been instructed to stay in a holding pattern until further instruction from DOT.

The Fountain Lane property: Surveyor is working on corrected mapping and setting corners.

Former Episcopal Parish House vacant lot: Water line and backflow preventor has been installed. Application has been sent to PWC to install the water meter. Once that has been completed the lot will be prepared for seeding.

Trade Street Museum: Update covered at the June 1st Regular Meeting. Nothing new to report at this time.

Eel ladder: Public Works has received the new pump. Installation is pending.

The contractor for PWC that will be doing the painting of the water tank has completed painting the primer/under coat. They are working on the top coat.

Pumphouse repairs in Heritage Park: Public Works staff is in the process of obtaining quotes for a mason to do the repairs to the masonry. Nothing new to report.

Public Works is waiting on the final draft of the ADA Transitional Plan. Once the plan is received, they will review the document before acceptance. Nothing new to report.

Public Safety Building: The construction Plans for the John W. Hodges Public Safety Facility has been approved by the Town's Inspection Department and the Fire Marshal. We are still waiting for approval from USDA. Once approved by USDA we will begin the RFP bid process.

The Notice to proceed has been executed for the Golfview Greenway. The contractor has staked out the site. They have identified some old irrigation lines and confirmation is being sought from PWC that they are independent from the PWC water system; and that they are old abandoned water lines from a well on the property. The contractor has installed the erosion control system and they have started grading the site.

Mayor Pro Tem McCray, Police Chief Acciardo and myself, met during the week of May 18th with DeSandra W. Washington, Ed.D., Associate Vice President Academic Support and Dr. Jolee Marsh, Associate Vice President for Corporate and Continuing Education - Fayetteville Technical Community College concerning letters of Support from the Town and Chief Acciardo; for FTCC on the Golden LEAF Opportunity for Work Initiative, Cumberland Works. After meeting with them; both Chief Acciardo and I drafted letters of support and forwarded each to them. In addition, we have sent a second letter of support for the hiring initiative. I have learned that FTCC was awarded the Golden Leaf Opportunity for Work Initiative Grant.

Mosquito Spraying - Public Works has begun their normal routes on Thursday evenings for mosquito spraying.

Reminder: I received notification from the Department of the Army, Special Warfare 1st Special Forces Command (Airborne), that they will be conducting a training exercise in our area from June 1 – June 26, 2020, and August 10 – September 4, 2020. The Army personnel will wear civilian clothing and will display proper military ID. The training is meant to be nondescript so that they will not be noticed.

Planning and Zoning:

- PWC: Staff is finalizing a revision to the annexation agreement that the Town of Hope Mills has with PWC to strengthen language tied to noncontiguous annexations and what defines development that triggers the requirement to submit an annexation petition.
- Tree Ordinance: Staff is gearing up to request for another round of work sessions to propose amendments to the Town of Hope Mills Tree Ordinance.

- Economic Development: Gateway Study: staff has been in communication with NC Commerce staff regarding the Hope Mills Gateway study. As they are still under a travel ban, they are planning to provide us with an update on when we should be able to resume our focus group meetings. Staff is also exploring aspects of the gateway study that could possibly be conducted remotely.
- Business Development: staff is currently engaging the Small Business Technology Development Center at Fayetteville State on the creation of a Small Business Development Program for the Town of Hope Mills.

CARES Act – Coronavirus Relief Fund (CRF) - At their Special Meeting on May 28th, the Cumberland County Board of Commissioners considered the Town’s request for \$50,000 in CRF funding for the reimbursement of CRF-eligible expenses. I am pleased to report that we have received notification that our request was approved. I have attached a copy of that letter.

b. Reminders.

- June 22, 2020 @ 6:30 PM – Parks and Recreation Committee Meeting, in Parks and Recreation Building.
- June 23, 2020 @ 6:30 PM - Appearance Commission Meeting, in Parks and Recreation Building.
- June 25, 2020 @ 6:00 PM-Veterans Affairs Committee, in Parks and Recreation Building.
- July 3, 2020 - Observation of July 4th Holiday - TOWN OFFICES CLOSED.
- July 6, 2020 @ 7:00 PM – Regular Board of Commissioners Meeting, in the Luther Board Room in Town Hall.
- July 8, 2020 @ 5:00 PM – Historic Preservation Commission Meeting, in Parks and Recreation Building.

c. Department Monthly Reports.

- Fire Department, May, 2020
- Police Department May, 2020
- Inspections/Permitting Department, May, 2020
- Stormwater Department, May, 2020
- Public Works Department, May, 2020
 - (1) Sanitation
 - (2) Service Garage
 - (3) Buildings & Grounds
 - (4) Street

7. STAFF COMMENTS.

8. OFFICIAL COMMENTS.

Commissioner Legge thanked Pastor Mathis for attending, Hope Mills Chick-fil-a for providing their meal this evening, and inquired the status of Fall Sports registration. Parks & Recreation Director Morrison commented Parks & Recreation staff predict the outlook will be better once fall sports begin. Mr. Morrison commented all sports registration is available on the Town website, noting that volleyball has been the most popular.

Commissioner Marley commented the Board had some good discussions and made some tough decisions this evening.

Commissioner Bellflowers thanked those who provided public comments and the peaceful protesters and First Responders from this past weekend. Commissioner Bellflowers thanked all Town staff that appeared in the 2020 seniors' video.

Mayor Pro Tem Dr. McCray recognized our Committee members as they do not receive enough recognition. Mayor Pro Tem Dr. McCray invited everyone to the Juneteenth Celebration on Friday, June 19, 2020 at Dirt Bag Ales or watch the livestream.

Mayor Warner thanked the Town's First Responders and commented she would like to thank the Town's Mayor's Youth Leadership Committee for their participation that was cut short due to the pandemic.

9. CLOSED SESSION.

- a. Conduct a Closed Session Pursuant to NCGS 143-318.11 (A) (3) Attorney Client Privilege and NCGS 143-318.11 (A) (5) to Discuss a Contract.
- b. Conduct a Closed Session Pursuant to NCGS 143-318.11 (A) (6) to discuss a personnel matter.

Motion made by Mayor Pro Tem Dr. McCray, seconded by Commissioner Legge 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 and pursuant to NCGS 143-318.11 (A)(5) to discuss a contract and pursuant to NCGS 143-318.11 (A)(6) to discuss a personnel matter.

Mayor Warner instructed the Board to assemble in the front conference room at 9:42 p.m.

At 10:48 p.m. Mayor Warner called the meeting back to order.

Motion made by Mayor Pro Tem Dr. McCray, seconded by Commissioner Marley 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.

10. ADJOURNMENT.

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

Mayor Warner adjourned the meeting at 10:48 p.m.

Jackie Warner, Mayor

ATTEST:

Jane G. Starling, CMC NCCMC
Town Clerk