

**REGULAR MEETING, MONDAY, AUGUST 20, 2007**

The regular meeting of the Hope Mills Board of Commissioners was called to order by Mayor Dees at 7:30 p.m. Commissioners Collins, Gorman, Smith, and Legge were present. Commissioner Luther was excused due to a previously announced out-of-town commitment.

Others present were Town Manager Randy R. Beeman, Town Attorney William R. Davis, Fire Chief Chuck Hodges, Public Works Director Bruce McLaurin, Finance Director Jeff Saleeby, Chief Building Inspector Mike Bailey, Kimberly Lockamy, Human Resources Administrator, Parks and Recreation Director Anita Kilgore, Mr. Bob Nicholl, Police Chief John Hodges, and Police Captain John Smith.

Rev. Tommy Lewis, Hope Mills Church of God, gave the invocation, and Mayor Dees led the Pledge of Allegiance.

**1. AGENDA ADJUSTMENTS, ADDITIONS, DELETIONS.**

Mayor Dees presented an addendum, 2007-2008 Allocation of Position Classes to Salary Grades, and stated this needed to be added to the Budget Ordinance, Section 16.

Commissioner Collins made a motion to add the item as presented. Commissioner Smith seconded, and the motion carried unanimously.

**2. SPECIAL PRESENTATION FROM DR. WILLIAM F. GRIMES TO THE FRIENDS OF THE LAKE IN SUPPORT OF THE SPILLWAY PROJECT.**

Mayor Dees noted that Dr. Grimes was not present at the meeting, however, when he arrived the Board would allow the presentation.

**3. STATUS REPORT ON HOPE MILLS LAKE/DAM PROJECT.**

Mayor Dees reported that this week's work included the placement of the gabion baskets on the western downstream slope of the spillway area. He said they had also started the process of driving the sheet piles at the spillway cut off wall from west to east. Mayor Dees noted the ongoing effort continued to maintain and install erosion measures and the excavation continued around the existing retaining wall for installation of forms for wall extension. He said next week's work will be impacted by the work that has to be performed on the existing sewer pillars owned by PWC, and PWC has asked to be allowed to come in and re-enforce the existing sewer pillars south of the spillway before construction continues in that area. Mayor Dees said it was important that PWC proceed on the modifications this week or there was a possibility that Crowder's work could be stopped. Mayor Dees said it was his understanding that King Electric was starting the work Wednesday of this week.

Mayor Dees opened the floor for public comments or questions.

Jessie Bellflowers, 3819 Sturbridge Drive, asked if the spillway project was currently on schedule. Mayor Dees stated according to the schedule provided, the contractor was approximately 4-5 days behind due to removing the existing concrete wall.

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Mr. Bellflowers stated it was his understanding Saffo Contractors who cleaned the lake bed would come back and do some additional clearing of the lake bed area.

Mayor Dees stated the contractor was only required to cut trees three inches in diameter or larger. He commented if the Corps of Engineers required additional cuttings, the contractor would do so. Mayor Dees said the Town had a verbal agreement with Saffo, but felt that none of the current growth would grow to a diameter of three inches within the next year.

**4. PUBLIC COMMENTS.**

There were none.

**5. CONSENT AGENDA:**

Mayor Dees presented the consent agenda, and asked if there were any items the Commissioners wished moved to the regular agenda for discussion.

**Commissioner Gorman made a motion to approve the consent agenda items as presented. Commissioner Legge seconded, and the motion carried unanimously.**

- a) **Consideration to approve Minutes of the July 16, 2007 regular Meeting.**

**Minutes approved as written.**

- b) **Consideration to approve fire protection Mutual Aid Agreement with Fort Bragg.**

Fire Chief Chuck Hodges reported he had reviewed the mutual aid contract and stated it was the standard form used by all municipal and incorporated fire departments in Cumberland County. He said the purpose of the contract was for emergency incident assistance. Chief Hodges noted although most mutual aid agreements are renewed for a five year period, Fort Bragg opted to renew contracts on a two year schedule. In addition, Chief Hodges stated it was rare that the department responded to Fort Bragg, however, it could happen. Chief Hodges noted in the event of a terrorist attack, this agreement would be extremely important to provide assistance at many levels. Chief Hodges recommended that the mutual aid agreement be approved.

A copy of the Mutual Aid Agreement is filed in the Book of Agreements in the Town Clerk's Office.

**Mutual Aid Agreement with Fort Bragg approved.**

**"END CONSENT AGENDA"**

**6. PUBLIC HEARING: CONSIDERATION OF 2007-2008 BUDGET AND ADOPTION OF BUDGET ORDINANCE.**

Mayor Dees stated he would like to thank the Town Administration and the Town Board for all their work on this year's budget. He said this is the second budget that he has been a part of and he just wanted to say that he believed the Board had tried to find a way to provide high quality services for the people of Hope Mills while maintaining a fiscally responsible budget. Mayor Dees commented he believed the proposed budget with no tax increase

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and no use of fund balance preserved and in a number of ways enhanced Town services and programs. He said the fund balance would be 14.13%, six percent over the state mandated amount. Mayor Dees noted the Board knew they could not please everyone but he believed they had done the best they could with what was available at this time. Mayor Dees remarked approximately 5.2 million dollars of the current 7.5 million dollar budget was for salaries, with approximately one-half million dollars for capital outlay, and the rest was for operational and lease/loan payments.

At 7:38 p.m., Mayor Dees opened the public hearing.

Jessie Bellflowers, 3819 Sturbridge Drive, stated adopting a budget was one of the hardest tasks of the Town Board and it was hard to satisfy the department heads and the citizens. He stated he had reviewed the budget carefully and asked if the departments were getting what they really needed to be efficient in providing services. Mr. Bellflowers said he saw a lot of needs for the departments. He said that with a 14% reserve he felt the Town was financially sound, but asked if the Board could squeeze out some money to provide needs to the departments. He stated that the departments and the citizens knew what these needs were.

Relative to commercial garbage, Mr. Bellflowers proposed three classes of sanitation service - residential, multi-family, and commercial. He suggested that multi-family be collected once a week and be provided one can per household. Mr. Bellflowers expressed concerns if apartments contracted out their garbage service this could possibly create some messy dumpsters which would also have its associated problems. He stated he felt that the citizens got a good deal for their garbage service at \$12.00 a month. Mr. Bellflowers stated he would like to see two new trash trucks included in the budget. He stated his first priority was the 800 MHZ radio system for the Police Department, and the second priority was the overdue and needed rescue squad for the Fire Department.

In conclusion, Mr. Bellflowers asked the Board to look at the three options for the sanitation service as he presented. He said he felt there was more work to be done on the budget and he could not approve it as presented.

Mayor Dees noted a point of clarification was that commercial customers pay \$25.00 for the first can, and \$12.50 for each additional can.

There being no else to speak in favor of or in opposition to the budget, the public hearing was closed.

Commissioner Collins asked the Board to consider a 5% across the board raise for all sworn officers retro-active to July 1<sup>st</sup>, instead of giving a 5% merit pay adjustment.

Commissioner Smith said this was something he had deliberated on for a couple of weeks, and after talking to the Finance Director, Town Manager, and some of the department heads he was not for an across the board raise. He stated COLA was an adjustment and not a raise to keep up with ever raising costs of living. He stated he had brought up the merit to the Town Manager because he feels that merit is something that raises should be based on. He noted an individual's performance is something that deserves a raise if the individual qualifies for that raise. Commissioner Smith said after reviewing this and looking at it and talking to several different people, the 5% that is being proposed by

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Commissioner Collins, he did not see that as a raise, he sees that as an adjustment, an adjustment to get as close to some of the closer municipalities to us. In conclusion, he stated he based this on recruitment and retention and those words were given to him by an individual who knows something about recruiting and retaining. He said we must retain our officers that we train here in Hope Mills and it is a liability for the Town of Hope Mills to put a rookie on the street with a gun and a badge. Commissioner Smith said in any department that you have ever worked, you know as well as he does it is better to have someone with some knowledge, background, professionalism, doing that job instead of someone brand new, especially if they carry a gun and a badge. He stated a rookie out on the street to him is a liability and we must retain our officers, our highly trained officers, that we train here in Hope Mills. Commissioner Smith said we cannot afford to train them here and let them be recruited to some other municipality. He said after a lot of thought, a lot of deliberation, and even after talking to Mr. Saleeby and Mr. Beeman about this weeks ago about the merit raises, he has decided that it is best for the Town that we recruit and retain the officers that we train. He stated to do the 5% that Commissioner Collins had mentioned instead of it being in the form of merit, which is something above and beyond the call of duty, what this 5% is doing is getting us closer to other municipalities around us. He stated the Town would never catch up with Fayetteville who has a budget a lot larger than the Town, but at the same token they may have a larger budget but they also have more employees. He stated it looked like we were about 20% below what Fayetteville is and this 5% adjustment, not raise, is an adjustment which would get us a little closer to that. Commissioner Smith noted in one of the meetings he heard the question asked can you find a way to help get us to that 12% that they were asking for. He stated we were not at the 12% Chief Hodges was asking for, but the Chief and the Captain have come up with a way to get us closer to that 12% and that is, if the budget is approved it would be a 3% COLA and the 5% adjustment which is a total of 8%. He noted they had come up with a way to do this through \$75,000.00 from overtime and \$10,000.00 from uniform money that was not spent last year. He said because they came up with the additional money, we should allow them to have the 5% adjustment to get us more in line with the municipalities around us.

Mayor Dees asked that they keep in mind that the Manager did recommend that a study be done with other municipalities to help the Town come in line with others and that would take place whether we approve it as a merit or as an across the board.

Commissioner Gorman said there were two very big words, merit and adjustment, and they are being used in the same sentence. He said to him a merit is the Manager's job to evaluate his personnel. He stated if the Manager feels like his personnel or any personnel he is in charge of deserves a raise, merit or adjustment, that Manager is the one that will recommend it and that is what the Manager is paid to do. Commissioner Gorman said he thought that some very good points have already been brought up and with using both words he can see where Mr. Beeman was going with it, and Mr. Saleeby, Mr. Beeman, and Mr. Nicholl have brought the Town out of a big financial crunch in eight months and he feels they owe it to them to consider it both ways. Commissioner Gorman said he was a Manager of teamster employees where everybody no matter how bad or how good are given a raise at a certain time a year and he personally has no say so. He said he has supervisors and clerical employees that work for him that are not teamsters, and he has to give them evaluations. He stated it was his job at that point to

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say this person has done an excellent job, he deserves a raise, or no this person has not done an adequate job and he does not deserve a raise. He stated as a Board for what Mr. Beeman, Mr. Saleeby and Mr. Nicholl has done for us, he thought both words could be used and he could go either way and he can see both sides, and Commissioner Smith brought up some very good points and he can see if it means using the word adjustment, that is what we did for the Fire Department last year, and everyone was given the adjustment and their salary and that is how we got the Fire Department up to where they are now. He noted if you use the word merit that means to him it is going to be the responsibility of the Chief and Mr. Beeman to make that decision. Commissioner Gorman said the money is there and the Chief and the Captain have done an excellent job of coming up with this capital to where the Police Department will get some sort of increase whether it be merit or whether it be adjustment. Commissioner Gorman asked for Mr. Beeman's opinion on the matter.

Mr. Beeman stated an adjustment is something similar to a market adjustment where you are in a competition, or a market situation where you believe that training, retention and things of this nature and trying to keep trained personnel on board. Mr. Beeman referred to the memorandum which was mentioned by the Mayor that was exactly one of elements that a study would do for the Town in a very pragmatic and professional manner that would allow us to review all of our positions, including our officers, and that is one of the factors that they would use, they would pick comparable size, and other elements and aspects of the work environment wherever that particular town may be in its peer groups. Mr. Beeman noted that would be part of the rating and along with the rating, would be years of experience, expertise, training, knowledge and the skills to make sure the Town is following and tracking those ways in that type of adjustment arena. Mr. Beeman said recognizing the fact as you as an elected body have certainly talked with different employees on many occasions and heard their desires, needs, and feelings, but from a professional Manager standpoint, he has to remove himself from the feelings and use it in a pragmatic professional manner, so therefore he needs the tools or the opportunity to qualify and quantify for you as elected officials and most definitely for the Town. He said are we are on the mark, are we below, or are we needing to do these adjustments.

Mr. Beeman said the other side of the equation dealing with merit is simply and very well defined already and that is you do look at the aspects of performance, how is that person doing, is this an employee that comes to work every day and does what is required and expected of them, what they are supposed to be doing, and asked does that warrant a merit - absolutely not. He stated you create mediocrity if you continue to give functional individuals and it was his desire all of the staff be professional, functioning, operating doing the things that they are supposed to do that they are trained to do, but if you continue to give raises across the board, then you create a level of mediocrity. Mr. Beeman said in the other aspect of merit verses adjustment it is his job to look at the whole operation of all staff not just one individual department, therefore, back to the suggestion of doing a study.

Commissioner Gorman said he agreed with the study and he felt the Town needed that and he did not want anybody to get him wrong he is for the adjustment, merit, the money for the Police Department and he thinks they deserve it, but his question is what do we want to call it.

Commissioner Smith reiterated that the money they were talking about, was asked to the Chief was he willing to give up overtime

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money to get his department closer to the 12%. He stated the money is not anything extra, and it is money that they gave up, the \$75,000.00 from overtime and the \$10,000.00 from uniforms which is \$85,000.00. Commissioner Smith said if an officer does not deserve a raise and he agrees 100% if any employee does not deserve a raise they should not get a raise, and he does not see this as a raise but an adjustment to put us closer to other municipalities. He said he believes the Chief and the Captain have the power to demote an officer if that officer is not performing, so through that demotion that will be a pay decrease. Commissioner Smith said the Chief and the Captain have come up with a way to adjust their department to get closer to other municipalities and that is what he is basing his decision on.

Commissioner Collins said he concurred with Commissioner Smith.

Mayor Dees stated on the letter addressed to the Board explaining the amount of expenses, does that include the Chief's salary as well or was that just the sworn officers. Mr. Saleeby responded it was just the sworn officers. Mayor Dees asked if everyone in the department gets a 5% raise without merit, then that figure is low because it does not include the Chief's 5% or his fringes, and Mr. Saleeby said that was correct.

Mayor Dees said his second point was retention, and stated the Board was told that Fayetteville makes 20% more than the Town right now, and do they retain everybody. Commissioner Smith responded no, but the Town's retention has decreased over the last four years from 11% to 22% according to what Mrs. Kimberly Lockamy provided through her research. Commissioner Smith said sworn officers turnover percentage in 2006 was 22%, sworn officers turnover percentage in 2005 was 8%, the total department in 2005 was 11%, and the total department in 2006 was 24% so we are on the increase.

Commissioner Collins said they have been talking about turnovers, and a lot of them have to realize when you lose an officer, it cost between \$10,000-\$15,000 to get them trained.

Mayor Dees said you can give them all the money in the world does not mean somebody is not going to quit sometime. He stated there was no set thing that says if we give this amount of money we are not going to ever lose another officer again.

Commissioner Collins said that was true, but you would have a better chance of retaining them than losing them.

Commissioner Legge asked Mr. Beeman when our police department sponsors an officer to go to the academy does that officer sign a contract with the Town. Mayor Dees stated they do not go to the academy as the Town trains them themselves. Commissioner Legge asked if the Town pays for their classes, and Chief Hodges stated they did not have anything to do with the classes, all the Town does is sponsor them and they also have to be sponsored by another agency to attend BLET Training. Chief Hodges said the Town paid them nothing and does not promise them anything.

Commissioner Collins said he had mentioned at an earlier meeting that the City of Fayetteville was on the increase again after tremendous increase last year, which is really separating our sworn officers from the City of Fayetteville and Cumberland County even more. Commissioner Legge said he knows there is some debate about the tax base of Cumberland County and the City of Fayetteville and the population, but it still does not prevent our

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officers from stepping out in the street and being shot - he is still a law enforcement officer. He said we need to do something for our officers and they have made a sacrifice in their budget from last year. Commissioner Legge said he agreed with Commissioner Gorman, it did not matter to him as long as we reward our officers for the work that they are doing. He said he felt they need to be rewarded and the pay scale adjusted to reflect their performance. Commissioner Legge said if we do not do anything we are going to be in a bad situation where we do not have any officers because they are not going to stay around forever when they can drive 10 more minutes a day and make considerable amount of money.

Commissioner Gorman reiterated that he was for the officers getting the adjustment and commented that the Fire Department got an adjustment last year. Commissioner Gorman said to make it equal he thinks it should be called an adjustment and make it across the board.

Mayor Dees asked from what he is hearing if they are talking about taking it out of merit, are we talking about just the sworn officers and not the Chief and if we are including the Chief we need to refigure that amount before they can approve the budget because if you are going to make it an across the board adjustment if he is to be included, then that figure needs to be raised or are they recommending the same thing that was done for the Fire Department. Commissioner Gorman stated fair is fair and what was done for the Fire Department should be done for the Police Department.

Mayor Dees said if they decide to go that way then that is the way it needs to be put in a motion which would not change the figures on the budget, because we were including enough money for all the sworn officers to get the 5% raise if it was recommended and approved. Mr. Beeman said that was correct and the figures would not change.

**Commissioner Collins made a motion to accept the 2007-2008 budget with exception of Section 16 crossing out the 5% merit pay adjustment to 5% pay adjustment and for the Manager to research and begin negotiations on securing a professional firm to provide analysis of the employment market and job descriptions and develop a new pay plan in accordance with state and federal guidelines. Also, he recommend the Manager to look at quality of employees and longevity.**

Mayor Dees said the motion on the floor was to approve the budget which includes a 5% rate adjustment for all sworn officers excluding the Chief and to do rate comparison as suggested two weeks ago for all employees. Commissioner Collins stated that was correct.

**Commissioner Smith seconded the motion.**

Commissioner Legge said this proposal that Commissioner Collins made was for sworn officers. Commissioner Collins said that was correct, sworn Officers only.

Commissioner Gorman said for the record he sat on the Board three years ago and they have done an excellent job getting the budget where it is right now, but next year he wanted to see the Fire Department get more personnel, and the Board had to give them some personnel next year and they need the rescue truck and we cannot give everything. He said he wanted to make sure whoever

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might be on the Board that they consider the Fire Department and even another sanitation truck.

The motion was carried unanimously.

**TOWN OF HOPE MILLS, NORTH CAROLINA  
BUDGET ORDINANCE  
2007-2008**

**BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF HOPE MILLS, NORTH CAROLINA**, that the following ordinance establishing revenues and setting expense appropriations for the budget period is hereby adopted and effective **July 1, 2007 through June 30, 2008**.

Section 1. The following General Fund revenues are hereby raised through fees, charges, and other means and are subject to appropriation as set out in Section 2, herein.

| Account                    | Number   | Amount       |
|----------------------------|----------|--------------|
| Taxes, Current Year        | 301.0000 | 2,728,940.00 |
| Taxes, First Prior         | 301.0100 | 18,000.00    |
| Taxes, Second Prior        | 301.0200 | 600.00       |
| Taxes, Third Prior         | 300.0300 | 350.00       |
| Taxes, Fourth Prior        | 301.0400 | 635.00       |
| Vehicle Taxes, Current     | 301.1000 | 396,000.00   |
| Vehicle Taxes, First Prior | 301.1100 | 26,500.00    |
| Vehicle Taxes, Sec. Prior  | 301.1200 | 2,000.00     |
| Vehicle Taxes, Third Prior | 301.1300 | 1,500.00     |
| Vehicle Taxes, Fourth Pr.  | 301.1400 | 2,630.00     |
| HM Res. Refuse Tax         | 301.1500 | 653,000.00   |
| HM Recreation Tax          | 301.1600 | 340,000.00   |
| HM Recr. Tax, First Prior  | 301.1601 | 2,200.00     |
| Comm. Trash Pick Up        | 301.1700 | 60,000.00    |
| Refuse Interest            | 317.1000 | 1,500.00     |
| Tax Penalty and Interest   | 317.0000 | 18,000.00    |
| Motor Veh. License – Prior | 319.0000 | 9,200.00     |
| Motor Veh. License – Cur.  | 319.0100 | 43,000.00    |
| Privilege License          | 325.0000 | 11,800.00    |
| Interest Earned            | 329.0000 | 122,191.00   |
| Civic Center Rent          | 331.0000 | 1,000.00     |
| Golf Course Rent           | 331.0100 | 12,000.00    |
| Picnic Shelter Rent        | 331.0500 | 1,000.00     |
| Ballfield Rent             | 331.0600 | 25.00        |
| Lease Revenue              | 331.0700 | 3,320.00     |
| PCS Tower Rent             | 331.1300 | 13,800.00    |
| Miscellaneous              | 335.0000 | 1,000.00     |
| Utilities, Franchise Tax   | 337.0000 | 400,000.00   |
| Video Program Distrib.     | 337.0200 | 135,000.00   |
| Beer and Wine              | 341.0000 | 56,000.00    |
| Sales Tax – Article 39     | 345.0000 | 850,050.00   |
| Sales Tax - Article 42     | 345.0100 | 464,000.00   |
| Sales Tax – Article 40     | 345.0200 | 467,000.00   |
| Sales Tax – Article 44     | 345.0300 | 400,000.00   |
| Sales Tax – Fayetteville   | 345.0400 | 104,000.00   |
| Fire Department Grants     | 347.0001 | 4,800.00     |
| Criminal Court Costs       | 351.0000 | 3,000.00     |
| Town Violations            | 352.0000 | 3,000.00     |
| Rotation Towing Fees       | 353.0000 | 1,000.00     |
| Building Permits           | 355.0000 | 100,000.00   |

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|                           |          |                     |
|---------------------------|----------|---------------------|
| Zoning Permits            | 355.0100 | 6,000.00            |
| Electrical Permits        | 355.0200 | 28,000.00           |
| HVAC Permits              | 355.0300 | 21,000.00           |
| Plumbing Permits          | 355.0400 | 16,000.00           |
| Mobile Home Permits       | 355.0500 | 400.00              |
| Yard Sale Permits         | 355.1000 | 6,000.00            |
| Fire Inspection Fees      | 357.0000 | 4,300.00            |
| Zoning Petitions          | 358.0000 | 2,900.00            |
| Site Plan Review          | 358.0200 | 1,200.00            |
| Group Development         | 358.0600 | 300.00              |
| Subdivision Plat Review   | 358.0400 | 1,615.00            |
| Cemetery Revenue          | 361.0000 | 1,400.00            |
| Cheerleading Fees         | 365.0010 | 2,400.00            |
| Adult Softball Fees       | 365.0110 | 4,000.00            |
| Special Events Rev.       | 365.0300 | 2,300.00            |
| Baseball Registration     | 365.0810 | 10,150.00           |
| Basketball Registration   | 365.0820 | 6,215.00            |
| Soccer Registration       | 365.0830 | 1,390.00            |
| Softball Registration     | 365.0840 | <u>200.00</u>       |
| Subtotal                  |          | 7,573,811.00        |
| Appropriated Fund Balance | 299.0000 | -                   |
| Total General Fund        |          | <b>7,573,811.00</b> |

Section 2. The following General Fund expenses are hereby appropriated for the period referenced in the first paragraph and are to be funded by the revenues made available through Section 1, herein.

| Expense Object               | Amount              |
|------------------------------|---------------------|
| Governing Body               | 70,960.00           |
| Administration               | 386,510.00          |
| Finance                      | 347,296.00          |
| Tax Listing                  | 65,750.00           |
| Legal                        | 15,000.00           |
| Planning and Zoning          | 53,350.00           |
| Public Buildings and Grounds | 418,667.00          |
| Public Works                 | 214,039.00          |
| Police                       | 2,432,476.00        |
| Animal Control               | 51,830.00           |
| Fire                         | 1,390,736.00        |
| Inspection                   | 183,120.00          |
| Streets                      | 178,550.00          |
| Sanitation                   | 876,260.00          |
| Parks and Recreation         | 671,263.00          |
| Service Garage               | 203,504.00          |
| Special Appropriation        | <u>14,500.00</u>    |
| Total General Fund           | <b>7,573,811.00</b> |

Section 3. The following Powell Bill Fund revenues are hereby raised through fees, charges, and other means and is subject to appropriation as set out in Section 4, herein.

| Account                | Number   | Amount |
|------------------------|----------|--------|
| Powell Bill Allocation | 301.0000 |        |
| 201,429.00             |          |        |

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|                        |          |                   |
|------------------------|----------|-------------------|
| Powell Bill G/F Reimb. | 301.0200 | 3,000.00          |
| Interest Earned        | 329.0000 | <u>64,000.00</u>  |
| Total Powell Bill Fund |          | <b>268,429.00</b> |

Section 4. The following Powell Bill Fund expenses are hereby appropriated for the period referenced in the first paragraph and are to be funded by the revenues made available through Section 3, herein.

| Expense Object | Amount            |
|----------------|-------------------|
| Powell Bill    | <b>268,429.00</b> |

Section 5. The following Agency Fund revenues are hereby raised through the use of cemetery funds for which the Town of Hope Mills is the fiduciary.

| Account                     | Number      | Amount          |
|-----------------------------|-------------|-----------------|
| Unappropriated Fund Balance | 90-299-0000 | <b>6,000.00</b> |

Section 6. The following Agency Fund expenses are hereby appropriated for the period referenced in the first paragraph and are to be funded by the revenues made available through Section 5, herein

| Expense Object                     | Amount          |
|------------------------------------|-----------------|
| Capital Outlay – Cemetery Software | <b>6,000.00</b> |

Section 7. The following Stormwater Enterprise Fund Revenues are hereby raised through a transfer from the General Fund.

| Account                    | Number      | Amount            |
|----------------------------|-------------|-------------------|
| Transfer From General Fund | 100-394-000 | <b>100,000.00</b> |

Section 8. The following Stormwater Enterprise Fund expenses are hereby appropriated for the period referenced in the first paragraph and are to be funded by the revenues made available through Section 7, herein

| Expense Object      | Amount            |
|---------------------|-------------------|
| Contracted Services | <b>100,000.00</b> |

Section 9. The Town Manager, as Budget Officer, under the N.C. Budget and Fiscal Control Act, is authorized to transfer up to 10% of any department's appropriation to any other department within the same fund as needed and as necessary. The Town Manager shall report all such transfers at the next regular meeting of the Board of Commissioners. The Town Manager is not authorized to make interfund transfers except upon authorization by the Board of Commissioners.

Section 10. The Town will continue to provide Health, Dental, Vision and Weekly Disability insurances through the North Carolina League of Municipalities' Municipal Insurance Trust for all full-time Town employees and the Town will continue to make Health, Dental, and Vision insurances through the North Carolina League of Municipalities' Municipal Insurance Trust available for purchase for Elected Officials.

Section 11. The Town will continue making a 3% of gross pay contribution to the NC 401 K plan previously adopted by the Board in the name of each full-time general Town

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employee.

Section 12. The ad valorem tax rate for the Town of Hope Mills is hereby retained and remains \$0.46 per \$100 valuation as set on July 1, 2007.

Section 13. The Town of Hope Mills will continue its participation in the Cumberland County \$0.05 per \$100 tax levy program for community recreation.

Section 14. The monthly residential rate for sanitation pickup is hereby continued at \$144.00 per Annum and will be collected by the Cumberland County Tax Office as part of the Annual Tax Bills. Commercial Refuse Collection will continue to be offered at two pick-ups per week for \$25.00 per month for the first container and \$12.50 a month for each additional container. Quarterly invoices will be used to collect commercial fees.

Section 15. The Organizational positions previously presented with the 2007-2008 current budget are included with the addition of Stormwater Administrator, Grade 14 Step 1. To re-class Human Resources Administrator from Grade 12 to Grade 17 and Receptionist/Accounting Technician in the Inspections Department to Permitting Specialist from Grade 7 to Grade 8.

Section 16. The 2006-2007 Pay and Classification Plan remains in effect and is amended upwards 3.0% (cost of living adjustment) in all pay grades and steps effective July 1, 2007. The budget also includes a 5% across the board pay adjustment for the Hope Mills Police Department's sworn officers.

Section 17. The longevity bonus, paid in December, approved with the 2006-2007 budget will remain in effect for 2007-2008. It will be paid to permanent employees, with satisfactory performance as a percentage of annual salary as follows:

| <u>Years of Service</u>            | <u>Percent</u>  |
|------------------------------------|---|
| 0 days to 364 days                 | 1.25% multiplied as a percentage of the number of months in service |
| 365 days to 5 years, 0 days        | 1.25%   |
| 5 years, 1 day to 10 years, 0 days | 2.50%   |
| 10 years, 1 day and over           | 3.75%   |

Section 18. That while not specifically incorporated herein, a capital project ordinance involving the revenues and expenses of the Town Dam project is acknowledged.

Section 19. That while not specifically incorporated herein, a capital project ordinance involving the revenues and expenses of the Storm Water Management project is acknowledged.

Section 20. That while not specifically incorporated herein, a capital project ordinance involving the revenues and expenses of the Town Skate Park project is acknowledged.

Section 21. That while not specifically incorporated herein, a capital project ordinance involving the revenues and expenses of the Town Fire Station #2 project is acknowledged.

ADOPTED by the Hope Mills Board of Commissioners this 20<sup>th</sup> day of August 2007.

\_\_\_\_\_  
EDDIE DEES, MAYOR

ATTEST:

Phyllis Register, MMC, Town Clerk

**7. CONSIDERATION TO ADOPT AMENDED FEE PAYMENT & COLLECTION SCHEDULE.**

Mayor Dees suggested that Article 4, Section 1, Recreation be removed from the fee schedule as there were many agencies involved in funding the restoration of the lake. Mr. Beeman concurred, and suggested that this section be removed for further review and discussion regarding these fees.

**Commissioner Legge made a motion to adopt the amended fee schedule excepting Section IV, Section 1 A-K, Recreation. Commissioner Collins seconded, and the motion carried unanimously.**

A copy of the Fee Schedule is filed in the Book of Documents in the Town Clerk's Office.

**8. CONSIDERATION TO APPROVE JOB DESCRIPTIONS FOR PERMITTING SPECIALIST AND STORMWATER ADMINISTRATOR.**

Mrs. Lockamy reported that the information provided on the job position descriptions addressed the new positions funded in the budget. Mrs. Lockamy recommended approval of the position descriptions as presented.

**Commissioner Collins made a motion to approve the job descriptions for Permitting Specialist and Stormwater Administrator. Commissioner Smith seconded, and the motion carried unanimously.**

**9. CASE NO. P07-122. GROUP DEVELOPMENT REVIEW & VARIANCE REQUEST FOR THE CROWN AT STEEPLE CHASE, LOCATED AT THE NORTHEAST INTERSECTION OF HOME STRETCH DRIVE AND BLACK BRIDGE ROAD, SOUTH OF HALL GLEN DRIVE.**

Mr. Ed Byrne, Cumberland County Planning Department, stated the property was located at the northeast intersection of Home Stretch Drive and Black Bridge Road, south of Hall Glen Drive. He stated the developer proposed a 96 unit apartment complex on 7.36 acres and the property was currently zoned R5A Residential District.

Mr. Byrne stated the developer had submitted a request for a variance from Section 86-86 (6), "Group Development" of the Town's Subdivision Ordinance. He stated the ordinance required that for every 60 parking spaces within a group development, the development was required to have one access drive off a public road. Mr. Byrne stated the ordinance would require this development to provide four access drives. He stated the proposed site had two access points located along Home Stretch Drive which met the criteria for the Fire Department's needs. Mr. Byrne said the property did have access along Haskell Drive, but the property dropped considerably to the road at this location.

Mr. Byrne reported the County Planning staff recommended the variance from Section 86-86 (6) because the public purposes of the codes were being met in that fire protection access would not be hindered. He said if an access drive would be built to Haskell Drive there was a possibility that storm water run off would be funneled down the drive into the existing adjacent subdivision. Mr. Byrne noted there was about a 25 foot drop from the edge of the storage and garage pavement area to Haskell Drive.

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Mr. Byrne presented the recommended conditions of approval, variance request, group development plan and vicinity map.

Mayor Dees noted a point of clarification was that the Board would not be requiring four entrances but would allow only two as four entrances would create a water run off problem.

Mr. Byrne stated the developer would install a retention pond behind the project.

In response to a question from Commissioner Legge, Mr. Byrne stated sidewalks would be across Home Stretch Drive.

In response to a question from Commissioner Legge, Mr. Byrne briefly reviewed the landscape requirements and storm drainage requirements, and noted the developer would have to obtain a permit from the Town before any tree removal.

Commissioner Gorman asked if the Fire Department had reviewed the plans, and Mr. Byrne confirmed they had and their input was offered as item 19.

In response to a question from Commissioner Collins, Fire Chief Chuck Hodges responded he had discussed with the developer and the engineer relative to maneuvering a fire vehicle and they had redrawn their plans to accommodate Fire Department requirements.

**Commissioner Legge made a motion to approve the group development review and variance request for the Crown at Steeple Chase subject to the conditions included in the agenda packet. Commissioner Gorman seconded, and the motion carried unanimously.**

**Permit-Related:**

1. The owner/developer(s) of these lots must obtain detailed instructions on provisions of the Hope Mills Zoning Ordinance and permits required to place any structure within this development from the Hope Mills Inspections Department in the Town Hall at 5770 Rockfish Road. For additional information, the developer should contact a Hope Mills Inspector.
2. Connection to public water and sewer is required, the Public Works Commission must approve water and sewer plans prior to application for any permits. A copy of the PWC approval must be provided to the Hope Mills Code Enforcement at the time of application for building/zoning permits.
3. The developer must provide the Town Inspections Department with an approved NC Department of Environment and Natural Resources (NCDENR) sedimentation and erosion control plan (S&E) prior to any application for permits. (Note: If any retention/detention basins are required for state approval of this plan, then three (3) copies of a revised plan must be submitted and approved by Planning & Inspections prior to application for any building/zoning permits.) A copy of the NCDENR approval must be provided to Code Enforcement at the time of application for any building/zoning permits.
4. The Town Street Department must approve the proposed curb-cuts and the proper permits must be obtained prior to zoning/building permit application.
5. The developer must provide a site-specific address and tax parcel number at the time of building/zoning permit application. Note: The E911 Street Naming/Addressing Section is requiring an approved street name to be selected for the parking/drive area; street name approval must be accomplished prior to application for any permits. In addition, the Town Fire Department recommends the developer address each individual apartment in large conspicuous numbers that can be identified from the parking/drive area.

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6. If SFHA exists on this tract; any development within Special Flood Hazard Area must have first flood elevations, including all mechanical and electrical equipment above base flood elevation (BFE) plus (2) foot of freeboard. Proper flood plain development permits are required to be obtained from the Town Inspections Department prior to any building/permit application.
7. Prior to clearing and/or removing any tree regulated by the Town's Landscape and Tree Preservation Code provisions, the developer must first obtain a tree removal permit from the Town's Inspections Department.
8. The developer will be required to submit a landscape plan to Code Enforcement at the time of permit application. The following are the minimum standards required for landscaping this site:
  - a. Twelve large shade trees or 37 flowering or ornamental trees or a combination of both, and 74 shrubs are required within the six foot wide landscape easement (street yard area);
  - b. Fourteen trees and 82 shrubs are required within the parking area.

In addition,

- a. All landscaping must comply with § 102-430 *et seq.*;
  - c. All required plant materials shall be maintained by the property owners, including replacing dead or unhealthy trees and shrubs. Trees shall be maintained in a vertical position at all times.
  - d. All planting areas shall be kept free of weeds and debris.
9. The building final inspection cannot be accomplished until a Town Inspector inspects the site and certifies that the site is developed in accordance with the approved plans.

**Site-Related:**

10. All uses, dimensions, setbacks and other related provisions of the Hope Mills Subdivision and Zoning Ordinances for the R5A zoning district must be complied with.
11. The signage for this development shall be in accordance with the applicable sign regulations as set forth in Article X of the Hope Mills Zoning Ordinance and that the proper permit(s) must be obtained prior to the installation of any permanent signs on the property. (Note: This conditional approval is **not** approval of the size, shape, or location of any signs.)
12. An adequate drainage system must be installed by the developer in accordance with good engineering practices and the standards of the Town. (§ 86-122(f) HM Subdivision Ord.)
13. Sidewalks must be constructed along Home Stretch Drive and extend onto SR 1115 (Black Bridge Road) where this tract abuts the rights-of-way, in accordance with the standards of the Town of Hope Mills. (§ 86.122(g), HM Subdivision Ord.)
14. Each curb-cut off of Home Stretch Drive must have a vehicular passage way of a minimum of 40' in width.
15. Reservation of 15 feet of right-of way along SR 1115 (Black Bridge Road) is required and the metes and bounds for both dedication and reservation must be shown on or reflected on any future site plans. The location of all improvements, required or otherwise, and all building setback lines are to be measured from the ultimate right-of-way line.
16. All utilities, except for 25kv or greater electrical lines, must be located underground. [§ 86-128(b), HM Subdivision Ordinance].
17. Fire hydrants must be installed as shown on the site plan and each hydrant must be capable of flowing a minimum of 1,500 GPM.

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18. The Town Fire Department highly recommends the installation of a residential sprinkler system for the protection of residents and property.
19. The Town Fire Department requires 360-degree unimpeded access around all structures.
20. Fire extinguishers of appropriate size and type must be installed in the common areas of each apartment on each floor.
21. Parking in parking spaces only should be enforced, as to not impede emergency vehicles.
22. Sections 86-122 (e), "Curbs and Gutters of the Hope Mills Subdivision Ordinance must be adhered to.
23. Turn lanes may be required by the NC Department of Transportation (NCDOT).
24. All lighting is required to be directed internally within this development.
25. All dumpster, garbage, and utility areas shall be located on concrete pads and screened on a minimum of three sides. (Note: Dumpster must be located on a minimum of a 12' x 12' concrete pad.)
26. All required parking spaces shall be a minimum of 8 ½' x 20'. A minimum of 144 off-street parking spaces is required for this development.
27. The owner/developer is responsible and liable for maintenance and upkeep of this site, all structures, and appurtenances, to include ensuring that the site is kept free of litter and debris, all grass areas mowed, all buffers and shrubbery kept trim and maintained, so that the site remains in a constant state of being aesthetically and environmentally pleasing.

**Advisories:**

28. The applicant is advised to consult an expert on wetlands before proceeding with any development.
29. The owner/developer is responsible for ensuring easements which may exist on the subject property are accounted for, not encumbered and that no part of this development is violating the rights of the easement holder.

**Other Relevant Conditions:**

30. The pool area must be must be fenced with a minimum of a three foot high fence with a gate that can be securely fastened.

**Board Action:**

31. The Hope Mills Town Board of Commissioners approved the site plan as submitted with the requested variance from Section 86-86 (6) "Group Development", Hope Mills Subdivision Ordinance on August 20, 2007.

**10. OLD BUSINESS:**

**a) Status Report - Personnel Policy.**

Mrs. Lockamy said Robin Davis, Employment Attorney, has reviewed the personnel policy but she had not done the final review and has incorporated some changes which she has implemented within the policy. She said one of the things Ms. Davis had recommended was to pull some of the stand alone policies out and incorporate these into an administrative manual. She noted that Ms. Davis was in the process of completing final review of the policy, however,

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it was not ready for tonight's meeting. Mrs. Lockamy said that Ms. Davis will be writing an opinion letter to address her concurrence with the changes and hopefully it will be ready by September 4<sup>th</sup>.

In response to a question from Commissioner Legge, Mrs. Lockamy stated there were not too many changes and she has done a comparison to what was pulled out and will make comments on it, but the majority of the information such as youth protection policy, driving policy, time sheet policy, things such as that have been pulled out and they are referenced in the Employee Handbook. Mrs. Lockamy stated Ms. Davis has recommended some changes that are needed, and Mr. Beeman concurred with the changes as well.

In response to a question from Commissioner Collins concerning employees transferring vacation leave, Mrs. Lockamy stated they were currently working on that but she did not think it was a good idea to incorporate this into the Employee Handbook, she felt it was more of an administrative policy and if we want to go that route, we need to consult with ICS to be able to track it, to make sure we are entering it appropriately, to make sure people are not misusing it. Mrs. Lockamy stated as far as the auditors are concerned they may ask how did this person get 200 hours, etc. She stated we have to put mechanisms in place that we can manage and control.

**11. STAFF CONCERNS.**

There were none.

**12. OFFICIAL CONCERNS.**

Commissioner Collins commented as follows:

1. Thanked the staff and the department heads for their work on the 07-08 budget. He said they still had some areas they need to work on and they are going to get better as it goes along.
2. Thanked everyone for attending the meeting.

Commissioner Smith commented as follows:

1. Thanked Rev. Lewis for the invocation.
2. Thanked the staff for their work on the budget. He said the Board had to make some tough decisions and hopefully the right choices. Commissioner Smith said he had talked to most of the department heads and he would like for each department to get more but the Board did what it could. He stated that the Board had to look at the budget as a whole and he had studied it very carefully.

Commissioner Gorman commented as follows:

1. Thanked everyone for attending the meeting.
2. Thanked the department heads for their budgets, and stated he had reviewed these very carefully.
3. Said he appreciated the staff and the Board's hard work on the budget.

Commissioner Legge commented as follows:

1. Thanked everyone for attending the meeting.

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2. Thanked Rev. Lewis for the invocation.
3. Complimented the staff on their hard work on the budget preparation, and stated he would like to do everything possible to try and keep the good employees.
4. Stated sometimes everyone would not agree and sometimes there would be praise and sometimes criticisms. He said it was a pleasure to work with the Board and everyone had worked very hard and he felt the Board did what was in the best interest of the residents of the Town. He stated he hoped everyone would understand, and appreciated everyone coming to the meeting.
5. Recognized former Commissioners Strong and Maynor for coming to the meeting.

Mayor Dees commented as follows:

1. Stated he would like to thank everyone for coming to the meeting especially those who voiced their opinions. He said they need to hear from all of you on matters of concern here or elsewhere.
2. Welcomed Mr. John Henley, former Mayor and Commissioner to the Board meeting as well.
3. Thanked the staff for their hard work on the budget. He stated the decisions made by the Board were not easy, and he supported the Board in its decisions. He stated he appreciated all administration efforts and reasonings in the budget.
4. Mayor Dees stated there was a special presentation by Dr. Grimes that was to take place tonight, but he did want everyone to know the Friends of the Lake were still trying to obtain donation. He said they had a 3 to 1 match with the Cumberland County Foundation and they are trying raise \$240,000.00 to get the maximum matching grant which would be an additional \$80,000.00. Mayor Dees noted that what Dr. Grimes was going to do tonight was add to that. He asked everyone to help spread the word they are still looking for donations and they are in the process of trying to get some grants together.
5. Stated the Love Lunches program started today at the Alms House and it will continue Monday through Friday at 12:00 p.m.
6. Stated in May, Nick Ochsner presented for approval an Eagle Scout project as part of his leadership service project to be placed at the Hope Mills Armed Forces Veterans Memorial Park. Mayor Dees said Nick has completed the project and it consists of granite, includes the inscription' "In honor of all men and women who gave themselves to the Global War on Terror, Operation Enduring Freedom and Operation Iraqi Freedom." He said Nick also planted azaleas around the monument. Mayor Dees encouraged everyone to stop by and see what a great job he did.
7. Reminded everyone that Ole Mill Days was just around the corner. He said it will be held on Saturday, October 27<sup>th</sup>

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and this year we will be having a lot of extra publicity. He said that WKML will be promoting the event, and the Hope Mills Area Chamber of Commerce will be sponsoring a Chili Cook Off Competition. Mayor Dees said there will be a live broadcast that day from Hope Mills and Ole Mill Days.

8. Announced that UNC President Erskine Bowles and members of a statewide committee are visiting different communities to hear how UNC campuses can best serve our state needs now and in the future. He noted they will be in Fayetteville on Wednesday, September 12<sup>th</sup> at 4:00 p.m., at Fayetteville State University and the forum is open to the public and everyone is urged to attend.
9. Reminded the Board that registration has begun for the State League of Municipalities Conference to be held in Cumberland County on October 14-16, and to please let Mrs. Register know if they intend to participate so she can make those arrangements. Also, he will be participating in the League Statewide Youth Summit on Saturday, October 13<sup>th</sup>, and there will be five or six young people from the Mayor's Youth Advisory Council representing Hope Mills.
10. Reminded everyone of the next Board meeting on Tuesday, September 4<sup>th</sup> due to Monday being a holiday.

Commissioner Gorman inquired about funding for the Mayor's Youth Council, and Mayor Dees stated they were funded from private donations.

Commissioner Collins stated he was pleased that the Police Department would now have the 800 MHZ system as it was long overdue. Mayor Dees commented that this was the VIPER system with statewide communication and this was a top of the line radio system.

Mayor Dees said he would also like to recognize Mrs. Pat Hall former Town Commissioner who was present at the meeting.

**13. ADJOURNMENT.**

At 8:48 p.m., upon a motion by Commissioner Legge, seconded by Commissioner Gorman and unanimously carried, the meeting was adjourned.

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EDDIE DEES, MAYOR

ATTEST:

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Phyllis C. Register, MMC, Town Clerk