

**REGULAR MEETING, TUESDAY, JANUARY 17, 2006**

The regular meeting of the Hope Mills Board of Commissioners was called to order at 7:30 p.m. by Mayor Dees. Commissioners Gorman, Luther, Legge, Smith, and Collins were present.

Others present were Town Manager Roy Taylor, Town Attorney William R. Davis, Finance Director David Stafford, Fire Chief Chuck Hodges, Public Works Director Bruce McLaurin, and Police Chief John Hodges. Parks and Recreation Director Anita Kilgore arrived at 8:10 p.m.

Rev. Willis Mitchell, Solid Rock Bible Church, gave the invocation, and Mayor Dees led the Pledge of Allegiance.

1. ADDITIONS/DELETIONS TO THE AGENDA.

There were none.

2. STATUS REPORT ON HOPE MILLS LAKE/DAM PROJECT.

Town Manager Taylor presented the following status report from Mr. Gordon Rose:

**Status Report  
Hope Mills Dam & Spillway  
January 13, 2006**

**Permit Issues:**

US Army Corps of Engineers: The submittal package was sent to the US Army Corps of Engineers on Monday, December 5, 2005. As of this date, we have not had any response from the Corps. They have indicated they will not issue their final permit until they receive confirmation that Dam Safety has approved the design.

Dam Safety: The design team is finalizing the revisions to the plans as a result of our value engineering study. This study significantly reduced the thickness of the bottom slab, thereby reducing the anticipated construction cost. We are awaiting final word from our sub-consultants as to when these revisions will be completed.

A portion of our design calls for diverting flow through the existing sluice while portions of the new spillway are being constructed. Dam Safety has required that we conduct additional analysis and modifications, primarily to the discharge end of this structure. Once complete, this information will be submitted with the remainder of the re-submittal package. We will notify the Town as soon as this re-submittal has occurred.

Mayor Dees commented that discussions were continuing with appropriate officials on possible additional financing of the project.

3. STATUS REPORT ON RECREATION CENTER.

Mr. Taylor presented minutes of the Construction Conference No. 1, December 14, 2005 as presented by Gordon Johnson, Architecture. Mr. Taylor reported that the project was on schedule and fencing around the perimeter was going up today. He stated that weather permitting, the foundation would be poured on Wednesday, and the gym floor would be poured by the next construction meeting. Mr. Taylor stated that the gate closure on Park Boulevard would allow some parking for citizens to use the bike path during the day, but the gate would be closed at night. In addition, he reported that the gate at the Town Hall end would remain closed. Mr. Taylor distributed a handout on the time table on the construction project.

Mayor Dees asked if the anticipated construction completion date was still October, and Mr. Taylor responded yes as the project was on schedule.

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Commissioner Legge asked if the Police Department and Fire Department had a way to access the fenced area. Mr. Taylor stated if necessary they would travel around the contained area, but he would make sure that they had keys or means of access.

4. PUBLIC CONCERNS - HOPE MILLS RESIDENTS AND/OR BUSINESS OWNERS.

There were none.

5. CONSENT AGENDA:

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

Commissioner Luther made a motion to place Item (d) on the regular agenda. Commissioner Legge seconded, and the motion carried unanimously.

Commissioner Collins stated since this was a financial issue involving him, he would request to be excused from voting on the matter. Mayor Dees noted the Board would consider this when the matter comes later on the agenda.

**Commissioner Luther made a motion to approve the remaining consent agenda items as presented. Commissioner Smith seconded, and the motion carried unanimously.**

- a) Consideration to approve Minutes of the December 19, 2005 Regular Meeting; December 19, 2005 Closed Session (Sealed); and January 3, 2006 Regular Meeting.

**Minutes approved as written.**

- b) **Consideration to adopt a Resolution establishing a schedule of regular meetings for March 6, 2006 - February 19, 2007.**

**RESOLUTION**  
**OF THE**  
**BOARD OF COMMISSIONERS**  
**OF THE**  
**TOWN OF HOPE MILLS, NORTH CAROLINA**

WHEREAS, G.S. 143-318.12, G.S. 160A-71, and Code of Ordinances Chapter 2, Section 2-66, Regular Meetings, empower the Board of Commissioners to establish a schedule of regular meetings;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Hope Mills that the following schedule of regular meetings is hereby adopted, all meetings to be held at 7:30 p.m. at the Town Hall, Board Meeting Room #120, 5770 Rockfish Road.

Monday, March 6, 2006	Tuesday, September 5, 2006
Monday, March 20, 2006	Monday, September 18, 2006
Monday, April 3, 2006	Monday, October 2, 2006
Monday, April 17, 2006	Monday, October 16, 2006
Monday, May 1, 2006	Monday, November 6, 2006
Monday, May 15, 2006	Monday, November 20, 2006
Monday, June 5, 2006	Monday, December 4, 2006
Monday, June 19, 2006	Monday, December 18, 2006
Monday, July 3, 2006	Tuesday, January 2, 2007

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Monday, July 17, 2006

Monday, January 15, 2007

Monday, August 7, 2006

Monday, February 5, 2007

Monday, August 21, 2006

Monday, February 19, 2007

ADOPTED the 17<sup>th</sup> day of January, 2006.

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EDDIE DEES, MAYOR

ATTEST:

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Phyllis C. Register, MMC, Town Clerk

**Resolution adopted.**

- c) Consideration to authorize travel/training for (3) members of Police Department Traffic Unit, Advanced Traffic Crash Investigation Course, NC Justice Academy, Salemburg - March 13-24, 2006.

Mr. Taylor presented a request from Police Chief John Hodges to send three members of the Traffic Unit to the Advance Investigation Course at the North Carolina Justice Academy in Salemburg between March 13 and March 24. He stated that the officers had already attended and passed the prerequisite course of at scene traffic crash investigation. Mr. Taylor said there was no fee for lodging, and the officers would use their patrol cars during training and the only funds required would be their per diem for meals.

Mr. Taylor recommended approval of this request to complete this advance course which would provide benefits to the department and the Town.

**Travel/Training approved.**

**“END CONSENT AGENDA”**

- 6. CONSIDERATION TO ADOPT BUDGET AMENDMENT NO. 006-2006, \$9,638.00, FOR SPECIAL SEPARATION ALLOWANCE FOR FORMER POLICE CAPTAIN.

Commissioner Luther made a motion to excuse Commissioner Collins from voting on or discussing this matter. Commissioner Legge seconded, and the motion carried unanimously.

At 7:42 p.m., Commissioner Collins excused himself from the Board.

Mr. Stafford reported that the budget amendment was based on a formula mandated by North Carolina General Statute 143-166.41. Mr. Stafford noted that the pay out was done monthly through accounts payable and was reported to the retired employee at calendar year end. Mr. Stafford conveyed it was the retirees responsibility to report the income to the IRS to account for any income tax liability that could exist. Further, Mr. Stafford reported that the Town now had three retirees that was being paid under this general statute.

**Commissioner Luther made a motion to approve budget amendment No. 006-2006. Commissioner Legge seconded, and the motion carried unanimously.**

At 7:43 p.m., Commissioner Collins resumed his seat on the Board.

- 7. CONSIDERATION TO APPROVE PROPOSAL FROM CRAWFORD DESIGN COMPANY, \$4,300.00, FOR STORM DRAINAGE SYSTEM DESIGN UPGRADE, ROCKFISH ROAD AND PARK BOULEVARD.

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Mr. Taylor presented a proposal from Crawford Design Company to solve the storm water ponding at Rockfish Road and Park Boulevard adjacent to the recreation center. He stated this was a separate project from the recreation center renovations, but Crawford Design had been involved from the beginning in site layout and landscaping. He said as part of the architect fee, investigative work to solve the storm water problem was included (\$1,100.00) to find the best way to address this problem. Mr. Taylor stated Crawford design had provided the Town with a proposal that included survey, design, and construction administration. He said Crawford's design fee for this scope of services was \$4,300.00 and this amount did not include construction or permitting. Mr. Taylor noted that since the construction on the recreation center was well underway, the Town should act now to ensure the work on this new drainage system would be coordinated with the site construction.

Mr. Taylor recommended this proposal be accepted so that plans could be prepared and the project may be put up for construction bidding.

In response to a question from Mayor Dees, Mr. Taylor stated that this proposal did not include any construction costs or no permitting and the project would have to be bid. Mr. Taylor noted that possibly town staff could perform some of the work.

Commissioner Legge stated that he had thoroughly studied this proposal and he had a lot of questions. He stated that he realized the Town had to have an engineering design for this work, but would like to ask the engineer to come to the next Board meeting so that the Board could ask questions and fully understand the extent of the proposal. Commissioner Legge said he had a number of questions regarding the retention pond, fee charged after two on-site visits, etc., and he would like to ask some additional questions. Commissioner Legge expressed concerns that he saw a lot of open ended items and he would need some additional explanation.

**Commissioner Legge made a motion to table this item to the next meeting and to ask Crawford Design to come and be present. Commissioner Smith seconded, and the motion carried unanimously.**

Commissioner Collins asked if there was any way the Town could get some additional proposals on this project. Mr. Taylor stated that staff could obtain additional quotes.

Mayor Dees noted that it was important for the Town to take care of this project while the construction was on going.

### 8. OLD BUSINESS:

- a) Interlocal Agreement with P.W.C. - 12" Water Main Lakeview Road.

Mr. Taylor reported that this agreement was old business which had first been presented to the Board in July and was a part of the Lakeview Road bridge reconstruction project which was completed in September. He stated that the Public Works Commission relocated the 12" water main by attaching the line to the north side of the bridge, and since the bridge and approach reconstruction was a restoration project through grant funding from the state and federal monies received, the actual cost that the Public Works Commission incurred should be reimbursed to them. Further, he stated in keeping with the grant agreement, the Public Works Commission would apply to the state for 75% funding through the Town's grant, and PWC would pay the remaining 25%. Mr. Taylor pointed out that the estimated project cost, \$62,270.00, did not reflect the actual construction cost and he had requested through PWC Engineer John Allen the final construction cost figure. Mr. Taylor reported the actual costs were \$64,647.50, and recommended eliminating the estimated project cost and inserting the actual cost. He stated that his attempts to contact Mr. Allen had not been successful, and he would feel more comfortable to present this to the Board for approval when the actual cost figures were received from PWC.

In response to a question from Commissioner Legge, Mr. Taylor stated that PWC often had to contract out this type work. In response to a question from Commissioner Legge, Mr. Taylor said he would recommend that this matter be tabled until the exact figures were obtained.

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Commissioner Luther said that she had questions about this for several months and felt the Town had to have the exact construction figures.

**Commissioner Collins made a motion to table this matter until the actual cost figures were received. Commissioner Luther seconded, and the motion carried unanimously.**

b) Items continued from January 5, 2006 Board Workshop:

1. Personnel issues: position openings, policy handbook, incentives.

### Position openings

Mayor Dees remarked that he understood staff was in process of filling some current openings in house. He stated that he soon expected an announcement on the Police Captain position and Deputy Clerk position. Further, he said there was an opening in Planning and there were some openings in the Sanitation Department as well which were currently being filled by temporary assignments. He stated the Board also needed to discuss staffing of the recreation center.

Clerk Register announced that Natashia McCants was the successful candidate for the Deputy Clerk position. Mrs. Register stated that Ms. McCants had worked for the Town for seven years and had assisted her on some projects for the past two years and she was very pleased in this selection.

Mayor Dees stated that he thought this was a very good selection and Ms. McCants was a wonderful person and did a great job. Mayor Dees encouraged staff to advertise and fill other positions and to get the staff running at full speed.

In response to a question from Commissioner Legge, Mr. Taylor said that temporary services had been used to fill some positions in the Sanitation Department and that this had been an effective and good workable plan and the supervisors liked this as well. Mr. Taylor stated that the Town did want to fill these positions, and previously a temporary had worked for the Town and this person had been made permanent and was working out very well. He stated that this type of arrangement did work out in some regards, but it was not a cure all but it would help the Town get by less costly.

Mayor Dees stated he would like to make sure all positions were advertised.

A brief discussion ensued relative to the openings at the Sanitation Department and Police Department. Mayor Dees said that he noted that there were eight to ten openings throughout the Town's staff and he would like to get the staff fully staffed.

Chief John Hodges noted that they were in process of interviewing for three positions.

### Policy handbook

Mayor Dees noted that he understood the Board wanted a written policy handbook for the employees, and asked the Board to give permission for the Manager to proceed with formatting a handbook. It was Board consensus that staff be directed to do so.

Mr. Taylor stated that this process would start on Wednesday.

### Employee incentives

Mayor Dees stated he would like to see an employee of the month from each department, and stated that the employee could receive a certificate and possibly a complimentary dinner from one of the local restaurants. He stated he had personally talked to some of the businesses and they were willing to donate gift certificates. He stated he would also like to see an employee of the year, who possibly could receive a day off or a monetary bonus. Mayor Dees said possibly a citizen committee could make the employee of the year selection so as to have a non-biased recommendation. Further,

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Mayor Dees said he would like to see some attendance incentives for those employees who were not tardy and did not miss a day for every three months. He stated that this may require some monetary incentives but that he thought overall this would actually end up saving the Town some money by encouraging employee attendance. He stated this would not apply to employees taking vacation or compensatory time, but he thought it would encourage the employees to set forth their best efforts to be on time and to be at work. In addition, he stated that he thought employees should be rewarded for money saving ideas that they provided, and said however this would not include the department heads. Mayor Dees stated that he would also like to see a volunteer of the month as well as a volunteer of the year with some form of recognition. Mayor Dees stated that some funds would be involved in some of this but he thought it would very beneficial to the Town and to the employees as well to know they were appreciated. Mayor Dees also stated that he would like to see some sort of bonus after five years, ten years, etc. He stated that he realized the Town currently had longevity pay, but he would like to see some sort of recognition for years of service.

Commissioner Smith commented that he felt that the employees were the backbone of the Town, and he felt that some incentives would be good. He stated he felt that incentives would motivate and encourage the town workers to be a part of Hope Mills.

Mayor Dees asked for consensus from the Board to ask the Manager to bring back some ideas for incentives.

Mr. Taylor stated that he agreed with this and that these suggestions would be looked into as part of the policy handbook.

Commissioner Collins stated he understood there was an employee benefit committee in place, and would especially like to ask this committee to look into insurance benefits. Commissioner Collins stated that input was needed from department heads as well, and asked the Manager to activate the employee benefits committee.

Mayor Dees commented that he would like to see the situation develop to where Hope Mills was not only the best place to live, but it was the best place that everyone wanted to work.

Following brief discussion, Mr. Stafford stated that some departments recognized its employees with service pens, and stated he felt this should be town wide.

Mayor Dees noted that he had contacted several restaurants who had offered to give dinners as small rewards.

### 2. Sanitation issues.

Mayor Dees stated that it was his understanding that the Town was losing money on garbage service, and he did not want the Board to have to raise taxes for services that should be paying for itself.

Mayor Dees briefly reviewed the billing/collection of sanitation bills through the Public Works Commission.

Commissioner Luther stated she understood that the residential sanitation fee would be on the tax listing effective July 1. Mr. Stafford confirmed that a resolution had been signed and forwarded to the tax office and the tax office was testing implementation of this currently.

Commissioner Legge stated that he understood under the present system, the Town was collecting approximately 84%-85% of the total sanitation fees, and under the system with the sanitation fee being on the tax role, the Town would have a 99% collection rate. Mr. Stafford stated that last year the Town had written off approximately \$9,000.00 based on nonpayment.

Mayor Dees noted that the commercial garbage carts were \$12.50 each and the businesses could obtain an additional cart for only an additional \$5.00 a month. He noted that the businesses received three pick ups per week, and stated that something was not adding up. Mayor Dees stated

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he was not saying anything to hurt the business owners, but something must be worked out. Mayor Dees also noted that he understood there were seven areas that had dumpsters, apartment complexes and mobile home parks. He stated there were 118 commercial customers, some with more than one cart who received three pick ups a week, and suggested that the Board may want to consider cutting this service back to twice a week pick up. Mayor Dees stated that he had talked with several business owners, who stated they would not have a problem with a twice a week pick up. He stated that some said they would not be upset if their fee had to be doubled. Mayor Dees stated that he felt the Town should get out of the dumpster business, but not out of the commercial garbage business and should also consider cutting the pickup to twice a week. Mayor Dees asked the Board to direct the staff to bring back recommendations to the Board to make this a more equitable service.

Commissioner Collins stated that he thought the Town should get out of the commercial dumpster business, and should get some standard rates established.

Commissioner Gorman stated that he thought the Manager along with staff should bring back some recommendations to the Board, and stated he did not think the Board should jump into anything too fast. He stated once the Board received the recommendations with some figures, then the Board could make a decision based on the information provided. Commissioner Gorman also said before any changes were made in the commercial pickup for commercial customers, he thought they should be given ample notice instead of just having a flyer delivered to their business.

Commissioner Collins stated he agreed with Commissioner Gorman that the business owners should be informed and educated on this matter.

Commissioner Smith commented that he had talked with some business owners who stated they would not have an issue with an increased fee as long as Hope Mills was picking up the garbage and providing the service.

Mayor Dees stated that the Board had talked about this matter several times over the past few years, and he felt that something should be done.

A brief discussion ensued regarding tipping fees and mixed uses at the land fill. Mr. McLaurin stated he would recommend a twice a week pickup for commercial customers, Tuesday and Thursday. Mr. Taylor remarked it had taken a long time to get to this point, and that reducing the commercial pickup twice a week would be a gauge so far as determining the money saved. He stated that staff would like to work towards gearing the routes to be more efficient, and stated he thought the Board needed to rethink the entire process.

Mayor Dees commented that he wanted to make sure that the Town helped the business owners in any transition.

A brief discussion ensued relative to property owners being able to deduct the sanitation fee as a tax write off.

Commissioner Legge asked if the Town had a schedule for white goods pickup. Mr. McLaurin said that the Town did not pick up white goods because it did not have the equipment and therefore no way to provide the service. Commissioner Legge asked if there was an area where the residents could bring the white goods for drop off and the Town could dispose of them when it had a full load. Commissioner Legge expressed concerns with refrigerators with doors because he felt this was a real safety issue for the citizens.

Mayor Dees stated if taxes had to be raised, he did not want this to be as a result of providing sanitation services to the citizens.

### **9. STAFF CONCERNS.**

Mr. Taylor reported that he had attended a recent BRAC meeting, and the next meeting was scheduled for February 24<sup>th</sup>. He stated he would keep the Board apprized of the meetings. He stated there were a lot of good information exchanged, and a lot of concerns were shared within the ten county region.

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Mayor Dees stated he was unable to attend this meeting, however, he had asked Mr. Deaver, as Military Liaison to attend.

### 10. OFFICIAL CONCERNS.

Commissioner Legge commented as follows:

1. Thanked everyone for attending the meeting.
2. Stated that he learned a lot at the recent school in Wilmington.
3. Regretted that he missed the grand opening of the H & R Block office.
4. Stated he was anxious to get started on some of the issues before the Board.

Commissioner Collins thanked everyone for attending the meeting.

Commissioner Luther commented as follows:

1. Thanked everyone for attending the meeting.
2. Stated she attended a 2030 Land Use meeting today and stated that everyone must get more involved with what was going on. Commissioner Luther expressed concerns with a rezoning that was approved by the Planning Board and would be going before the County Commissioners for approval. She stated this was 10+ acres of property that was being rezoned from R10 to commercial property and this was located on the new bypass. She stated that the purpose of the new bypass was to help alleviate traffic, and she was disturbed at what was happening on the outskirts of town. She stated the Board must do something to have more planning with the County.

Commissioner Smith commented as follows:

1. Stated that he was glad to see the Deputy Town Clerk position filled, and stated he was pleased to see that it was filled by promoting from within.
2. Stated he appreciated the citizens and business owners expressing concerns to him, and this gave him a feeling that he was being welcomed as a Commissioner. He stated he would research and find answers that would benefit all concerned.

Commissioner Gorman commented as follows:

1. Thanked everyone for attending the meeting.
2. Stated he attended the H & R Block opening and said this was a very nice event and he was pleased to be able to represent Hope Mills. Commissioner Gorman stated that he advised everyone that the other officials were unable to attend due to being out of town.
3. Expressed appreciation to Mr. Taylor for handling a situation relative to some barricades being blown down on Hope Mills Road at George Owen Road. He stated immediate response to this request had possibly prevented some accidents.

Mayor Dees commented as follows:

1. Thanked everyone for attending the meeting and encouraged everyone to bring someone with them to the next meeting. He stated he would like to see the room filled.

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2. Stated he had spoken with County Commissioners Henley and Edge regarding the county rezoning land in the bypass area and stated the reason the Town was concerned was that it thought this was in their area of intent. Mayor Dees stated he was told that since the Town had pulled out of the Cumberland County Joint Planning Board they did not recognize this as an area of intent and further that the county did not have a copy of the Town's area of intent map.

Mr. Taylor stated that the Cumberland County staff did have a copy of the Town's map showing its area of intent.

3. Reported that he along with Commissioners Smith and Legge, Mr. Taylor and the department heads, had met with Mr. John Bius, Fayetteville Observer, concerning the website development. He reported that Mr. Bius would have a draft contract available for the February 6<sup>th</sup> Board meeting, and stated this project would be a work in progress and a lot of questions had been answered.
4. Reminded the Board that another workshop needed to be scheduled and asked the Board to be considering some dates. He stated he felt the Board was headed in the right direction.
5. Stated that the next Board meeting would be February 6<sup>th</sup>.

11. ADJOURNMENT.

At 8:50 p.m., upon a motion by Commissioner Legge, seconded by Commissioner Luther 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