

**HAMLET CITY COUNCIL REGULAR MONTHLY MEETING  
COUNCIL CHAMBERS ROOM  
201 MAIN STREET, HAMLET, NC 28345  
TUESDAY, APRIL 12, 2016  
7:05 PM**

**MINUTES**

**Governing Body Present:**

Bill Bayless	Mayor
Johnathan Buie	Mayor Pro-Tem
Jesse McQueen	Council Member
Eddie Martin	Council Member
David Lindsey	Council Member
<b>Absent:</b>	Council Member, Wendy Massagee

**Staff Present:**

Marcus Abernethy	City Manager
TC Morphis	City Attorney
Tammy Kirkley	City Clerk
Jill Dickens	Finance Officer
Scott Waters	Police Chief
Calvin White	Fire Chief
Billy Stubbs	Public Works
Robert Brown	WTP Superintendent
Gail Strickland	Zoning Administrator

**Others Present: One-Media, approximately twenty-five attendees.**

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1. **Call to Order.** Mayor Bayless called the meeting to order.
2. **Invocation.** Minister Wallace from New Hope Baptist in Hamlet presented the invocation.
3. **Adoption of Agenda.** Mayor Bayless noted one amendment to the agenda, Item: 14-A, a Mayoral Proclamation honoring local Ashton Locklear.

Council Members Buie and McQueen motioned to approve the agenda with the noted amendment. The motion carried.

**4. Adoption of Minutes.** Mayor Bayless reported for the record that the February 9<sup>th</sup> minutes were approved last month but it was not reported with the minutes approved. The March 4-5, 2016, Budget Retreat minutes and March 8, 2016 Special Meeting Minutes were voted on to be adopted. Council Members Buie and McQueen motioned to adopt said minutes and the vote passed 4-0.

**5. Comments from Attendees.** None were presented.

**6. Personnel Recognition.**

Hamlet Police Chief Scott Waters recognized and welcomed Ms. Stacy Sparks to the Hamlet Police Department as a tele-communicator and her gave background information.

Hamlet Fire Chief Calvin White took a few moments to recognize several recent promotions within the fire department. He began with first recognizing a group of employees responsible for repairing and renovating the older GI Truck, which was a large undertaking that took about a year to complete with approximately 650 man hours. He recognized the following for being a part of this committee: Franklin McKay, Stewart Niemeyer, Justin Pruitt and Robert Brown. Funds invested in the truck were \$20,000 from the city and \$6,000 from a grant given by Pee Dee Electric; the truck is estimated at \$85,000 and noted it should be good for 20-30 years. Others recognized for helping were: Matt Gordon with the NC Forestry Service, K&M Machine, Carolina Welders, Billy Stubbs and Bryan Carter with the city shop. Chief White thanked others in the fire department who assisted. Justin Pruitt gave his thanks to everyone for their help and said the whole department assisted in some way.

Chief White then introduced promotions of long time members of the fire department and the city. Richard Lassiter of 22 years was promoted to Assistant Fire Chief, Trey Goodwin of 17 years was promoted to Captain, and Carlton Gainey of 15 years was promoted to Lieutenant.

The Fire Chief then remembered Joe Sowell former fire fighter in 1969 who passed away while fighting a fire in Hamlet; Mr. Joe Sowell is being recognized during Fire Fighter's Month next month in Raleigh. He said plaques and pictures will be posted in the fire department and Mr. Sowell will be inducted into the Hall of Fire Fighters. Mayor Bayless thanked the Fire Chief and he personally recognized attendee Matt Gordon who assists with the Hamlet Fire Department.

**7. Consideration of Amendment to Chapter 11 Article IV Hamlet Code of Ordinances. Stopping, Standing, Parking.** The amendments deal with Prohibited Parking. The manager gave an explanation of the amendments made by staff and himself. Updates were made to the parking prohibitions for instances regarding vehicles parked in municipally owned or leased parking lots. Overnight or large commercial vehicles are included in the updates, with the exception of Amtrak passengers parking at the Visitor's Center/Depot. The updates include language that towed vehicles will be fined if found in violation of the ordinance. Lastly, certain areas in this section needed updating concerning the old Hamlet Hospital; it also limits the amount of tow fees that a wrecker company may charge. The Mayor thanked the attorney for his work on the updates. Council Members Buie and McQueen motioned in favor of the updates. The vote passed 4-0.

**8. Award of Knuckleboom Loader Bid.** Mayor Bayless referenced Enclosure No. 2 – the bid sheet. The city received one bid for the Knuckleboom Loader, which was from Public Works Equipment and Supply, Inc. for \$138,990. Council Members Buie and McQueen motioned to accept the bid of \$138,990 from Public Works Equipment Supply, Inc. The vote passed 4-0.

**9. Award of Playground Equipment Bid.** This equipment is to help upgrade the Playground at Memorial Park. The lowest bid to meet specs was Cunningham Recreation at \$29,990. The low bidder Cunningham Recreation was approved by Council Members Buie and Lindsey. The vote passed 4-0.

**10. Consideration of Addition to Chapter 4, Article 1- 4-7 of the Hamlet Code of Ordinances- Animals at Special Events.** This includes Seaboard Festival, Fourth of July events, and any city sponsored event on the streets, with a few

exceptions. The submitted amendments were approved by Council Members Lindsey and Buie and the vote passed 4-0.

**11. Adoption of Budget Amendments.** The manager explained all of the budget amendments will come from exceeded surplus funds and were planned by council. The amendments were as follows: General Fund Revenues: net increase \$340,000; General Fund Expenditures: total increase: \$366,200; total decrease (\$25,500) with a net increase of \$340,700; Enterprise Fund Revenues: net increase \$10,900, Enterprise Fund Expenditures: total increase \$32,900, total decrease (\$22,000) for a net increase of \$10,900. A copy of the budget amendments is attached as an official part of the minutes as Exhibit A. Council Members Buie and McQueen motioned to approve the presented budget amendments. The vote passed 4-0.

**12. Adoption of Tax Releases.** The submitted tax releases totaled \$311.17. Council Member Buie and Martin motioned to approve the tax releases as submitted. The vote passed 4-0.

**13. Mayoral Proclamation** for the Capital Highway Monroe Avenue-High School for September 2-4, 2016. The Mayor read the proclamation aloud.

**14. Mayoral Proclamation** Sexual Assault Awareness Month. The month of April 2016 is observed in honor of recognizing this matter. The Mayor read aloud the proclamation.

**14A. Mayoral Proclamation** Recognizing Ashton Locklear. The Mayor recognized Miss Locklear and said she is progressing at this time towards the Olympics. He said the family is not able to be here tonight because of traveling. Mayor Bayless read aloud the proclamation and extended best wishes to Miss Locklear.

**15. Appointment to the Hamlet Depot Board and Museums.** The Depot Board has recommended the appointment of Ms. Margie David. Council Members Buie and Lindsey motioned to appoint Ms. Margie David as recommended by the Depot Board. The vote passed unanimously.

## **16. Departmental Reports.**

Calvin White said the fire department had multiple fires this month, and that they've been working on one of the older fire trucks to prepare for a parade next month.

Scott Waters reported two cars have been received and the new radios shipped today. The HPD assisted the fire department with two house fires. There was a recent traffic fatality, and a B&E suspect was apprehended specifically by CSX Police Bubba Kirkley. The chief added that he recently submitted a grant for bullet proof vests.

Billy Stubbs thanked council for the purchase of the knuckleboom loader and said it will help with efficiency.

Mayor Bayless noted that Zach Garner will be leaving the city and said he will be missed.

Gary Greene reported that he recently found out the Depot is listed on the National Historic Register and explained. He boosted the upcoming Train Day scheduled for Saturday, May 14, 2016. Mr. Greene said there have been talk of the two local museums coming together as one. Mr. Buie thanked Mr. Green and all involved for these discussions.

Tammy Kirkley reported that the North Carolina Department of Transportation will hold their bi-annual Roadside Littersweep from April 16-30 and interested groups or individuals may contact her at City Hall for more information.

**17. City Manager's Report.** Mr. Abernethy thanked council for the support during the budget process and for purchasing the needed equipment. He recognized city staff for their assistance and hard work with the budget.

Mayor Bayless thanked all responsible for managing the city's budget. Mr. Buie said the department heads saved the funds and council was able to turn around and invest it back into the city.

## **18. Comments of Council**

**David Lindsey** thanked Mr. Greene and the volunteers for the nursing display at the Depot. He asked all to be cautious traveling along Highway 177 in town due to the paving project underway.

**Jesse McQueen** noted some of the recent purchases that council was able to approve and gave his appreciation to staff. He said council initially anticipated dipping into the reserve fund at about \$800,000; however, there was a several hundred thousand dollars to put back in to the fund balance and this council made the decision to invest into the departments and purchase equipment. Mr. McQueen said council did not go into the fund balance for the purchases because the situation opened up this year's budget to be lower than anticipated. Mr. McQueen gave his personal gratitude to his state representatives for their support regarding HB2 and gave his personal opinion on the matter.

**Eddie Martin** said on a lighter note, the city manager will soon be a married man and he congratulated him.

**Johnathan Buie** said council and staff have been great to work with on the budget. He said council has been able to purchase items that would have been 10 years off. He recognized the Cole Foundation for the 50% grant awarded on behalf of the earlier noted playground equipment.

## **19. Mayor Comments**

**Mayor Bayless** offered thanks to all including staff and the citizens of Hamlet; he said council is doing a great job and the fund balance is in excellent shape. He reported that the personnel issues at the cemetery have been worked out. The Mayor asked the public to contact the city if they see any suspicious activity at the cemetery.

Mayor Bayless announced that Physical Awareness Gymnastics on Hamlet Avenue has been selected as Business of the Month.

Council Member Buie reported that he has received many calls concerning Hamlet's sports programs. He said the city hopes to have new programs in-place for the youth and adult in FY 2016-17.

**20.A motion to go into Closed Session.** At 7:55 pm, a motion to go into Closed Session per NCGS 143-318.11 (a)(4)(5) for attorney-client privilege and contract issues. Council Members Buie and McQueen motioned to go into closed session and all were in favor.

**At 8:51 pm, open session reconvened.** Mayor Bayless reported during closed session council discussed a formal contract between the City of Hamlet and the Hamlet Rescue Squad. A motion to adopt the contract was presented by Council Members Buie and Martin. Mr. Buie reported the contract is for two years. The vote passed 4-0.

**21.Adjournment of Meeting.** At 8:52 pm, Council Members Buie and Martin motioned to adjourn the meeting. The motion carried 4-0.

Respectfully submitted,

Tammy Kirkley, City Clerk

# Exhibit A

## MEMORANDUM

TO: Mayor Bill Bayless & Hamlet City Council

FROM: Marcus Abernethy, City Manager  
 Jill Dickens, Finance Officer *JD*

DATE: April 12, 2016

SUBJ: Third Quarter Budget Amendments

The following is a list of proposed budget amendments for the 3rd quarter of FY 2015-2016

### General Fund Revenues:

10-398-4055	Ensure program	Increase	1,200	Donation/exceeds budgeted amount
10-335-1000	Misc revenue	Increase	22,500	Playground equipment grant/Cole Foundation
10-345-2100	Local option sales tax	Increase	90,400	Exceeds budgeted amount
10-345-2100	1/2 cent sales tax A40	Increase	75,200	Exceeds budgeted amount
10-345-2101	Add 1/2 cent sales tax A42	Increase	43,800	Exceeds budgeted amount
10-345-2102	City hold harmless	Increase	107,600	Exceeds budgeted amount
<b>Total Increase</b>			<b>340,700</b>	
<b>Total Decrease</b>			<b>0</b>	
<b>Net Increase</b>			<b>\$ 340,700</b>	

### General Fund Expenditures

10-420-2140	Admin travel & training	Increase	1,500	Exceeds budgeted amount
10-420-4330	Admin supplies & materials	Increase	3,000	Storage cabinet & software/exceeds budgeted amt
10-430-2160	Museums m & r equip	Increase	3,000	Exceeds budgeted amount
10-430-4331	Archival suplies	Increase	2,800	Display cabinet
10-500-5740	Public Buildings capital outlay	Increase	5,800	Public buildings van purchase
10-510-1020	Police salaries	Increase	14,230	Holiday payout
10-510-1050	Police FICA	Increase	1,090	Holiday payout
10-510-1070	Police retirement	Increase	1,730	Holiday payout
10-510-4330	Police department supplies	Increase	4,900	2 viper portables
10-510-5740	Police capital outlay	Increase	55,650	2 patrol cars/equipped
10-530-1020	Fire dept salaries	Increase	6,340	Holiday payout
10-530-1050	Fire dept FICA	Increase	490	Holiday payout
10-530-1070	Fire dept retirement	Increase	430	Holiday payout
10-530-2160	Fire dept m & r equipment	Increase	1,200	Exceeds budgeted amount
10-530-5740	Fire dept capital outlay	Increase	27,100	Air packs (4)
10-560-2160	Sts & hwys m & r equip	Increase	2,500	Exceeds budgeted amount
10-560-5740	Sts & hwys capital outlay	Increase	140,000	Knuckle boom purchase
10-580-3360	Sanitation uniforms	Increase	1,500	Exceeds budgeted amount
10-611-2106	Ensure program	Increase	1,200	Donation/exceeds budgeted amount
10-620-5760	Playground improvements	Increase	41,000	New playground equip/partial grant received
10-630-1025	Hort part time salaries	Increase	8,500	Hire part-time horticulturist
10-630-1050	Horticulture FICA	Increase	700	Hire part-time horticulturist
10-630-4330	Horticulture supplies	Increase	2,000	Additional horticulturist supplies
10-660-2371	3% use tax	Increase	4,000	Fire truck/knuckle boom tax

10-660-2540	Insurance and bond	Increase	4,000	Exceeds budgeted amount
10-660-3000	Condemnation	Increase	29,100	Asbestos removal/demolition
10-660-3050	Bank service fees	Increase	1,440	Exceeds budgeted amount
10-660-3055	Credit card fees	Increase	1,000	Exceeds budgeted amount
10-420-3040	Admin professional services	Decrease	(6,000)	Funds not expended
10-430-1020	Museum salaries	Decrease	(14,000)	Temporary vacancy
10-510-4310	Police dept fuel, gas, oil	Decrease	(5,500)	Funds not expended

Total Increase	366,200
Total Decrease	<u>(25,500)</u>
Net Increase	\$ 340,700

*Marcus R. Alamy*  
4-5-16

**Enterprise Fund Revenues**

30-335-1000	Misc revenue	Increase	10,900
	<b>Total Increase</b>		<b>\$ 10,900</b>
	<b>Total Decrease</b>		<b>\$0</b>
	<b>Net Increase</b>		<b>\$ 10,900</b>

**Enterprise Fund Expenditures**

30-820-2150	Trans & Dist bldg & grounds	Increase	1,400	Exceeds budgeted amount
30-830-4280	WWTP chemicals & lab supplies	Increase	31,500	Price increase, heavy rains
30-660-3040	Professional services	Decrease	(5,000)	Funds not expended
30-820-4310	Trans & Dist fuel, gas, oil	Decrease	(10,000)	Funds not expended
30-820-5740	Trans & Dist capital outlay	Decrease	(1,000)	Funds not expended
30-830-4310	WWTP fuel, gas, oil	Decrease	(4,000)	Funds not expended
30-840-4310	WTP fuel, gas, oil	Decrease	(2,000)	Funds not expended
	<b>Total Increase</b>		<b>\$ 32,900</b>	
	<b>Total Decrease</b>		<b>(\$22,000)</b>	
	<b>Net Increase</b>		<b>\$ 10,900</b>	

*Mario R. Almaraz*  
 4-5-16