

HAMLET CITY COUNCIL REGULAR MONTHLY MEETING
COUNCIL CHAMBERS ROOM
201 MAIN STREET, HAMLET, NC 28345
TUESDAY, SEPTEMBER 13, 2016
7:00 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
Wendy Massagee	Council Member

Staff Present:

Marcus Abernethy	City Manager
TC Morphis	City Attorney
Tammy Kirkley	City Clerk
Jill Dickens	Finance Officer
Billy Stubbs	Public Works Director
Gerald Adams	IT Director
Gail Strickland	Zoning
Jennifer Turner	Tax Collector

Others Present: Media; Thirteen Attendees

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1. **Call to Order.** Mayor Bayless called the meeting to order.
 2. **Invocation.** Tony Clewis offered the invocation.
 3. **Adoption of Agenda.** Council Members Buie and Massagee motioned to amend and adopt the agenda by removing Item No. 6. The motion carried 5-0.
 4. **Adoption of Minutes.** The August 9th Regular and Closed Session minutes were unanimously approved by motions of Council Members Buie and Martin. The vote passed 5-0.
 5. **Comments from Attendees.**
Jimmy Stricklin presented council and asked for an update on the Suggs property on Boyd Lake Road. Gail Strickland provided an update on attempts made to contact the heirs of the deceased owner and noted that a hearing was also held, which no one attended. She gave an update on the fines being assessed against the property for code violations and explained that the lien would be collected at the time of a sale.

Councilman McQueen asked if the city could communicate with the heirs to see if they may be willing to give it to the city. Mrs. Strickland said the heirs, three grandchildren, could not come to an agreement among themselves. Mr. Morphis stated the city has communicated with the uncle and the city can't transfer the fines for ownership of the property, you can go to court and do a judgement for a housing abatement, which is an involved process and will take a lot of resources. Mr. Lindsey asked if the city may make an offer to purchase the property and the attorney affirmed they may do so. The attorney noted there is no ethical reason the city can't talk to the heirs. Mrs. Strickland confirmed she forwards a statement to the heirs for \$1,500 per month for the violations. Mr. Martin suggested there should be some way to hand-deliver the notice to the grandchildren. Mrs. Strickland stated she does not know where the third grandchild/heir resides to do so.

6. **Public Hearing - Kirkley Rezoning Request.** Mayor Bayless opened the hearing and explained the rezoning request submitted by business owner Cathy Kirkley. Ms. Kirkley explained the rezoning request is for needing additional space to rebuild the convenience store. The mayor invited others who may have comments and no one presented. The hearing was closed.
7. **Consideration of Kirkley Rezoning Request and Adoption of Consistency Statement by Council.** Council Members McQueen and Buie motioned to approve the rezoning request and to approve the statement of consistency. The vote passed 5-0.
8. **Approval of Tax Releases.** Council Members Buie and Martin motioned to approve the tax releases. The motion carried in favor 5-0.
9. **Adoption of Budget Amendments.** Council Member Buie inquired about the renovation to the concession stands under the Parks & Recreation amendment. The manager reported council made the request to put the profit from the Cal-Ripken Baseball Tournament, \$1,708, back into the Parks & Recreation budget.

Mr. McQueen inquired about line item for graveling the A&P parking lot; he asked if seeding the area would be an option. Council discussed the matter of seeding the area and having it graveled. Mr. Abernethy explained the projected demo budget was \$40,000 and actuals came in around \$35,000 so a few extra thousand was needed to put in inexpensive gravel where the building was located. The manager asked the public works director and he also felt the gravel will settle well in the area.

Council Member Buie motioned to approve the budget amendments and Council Member Massagee made a second to the motion. The amendments were adopted 5-0. (Exhibit A attached)

10. **Mayoral Appointment to the Hamlet Housing Board of Commissioners.** The Mayor reported that the Hamlet Housing Board has recommended the reappointment of Tammy Culler as a Commissioner and said that Ms. Culler has agreed to serve another 5-year term. He then appointed Ms. Culler to the Hamlet Housing Board of Commissioners for a 5-year term.
11. **Appointment to the Hamlet Senior Center Advisory Board.** Mayor Bayless reported the Board recommended the appointment of Mr. Leroy Crowder and noted Mr. Crowder's involvement at

the center. Council Members Buie and Martin motioned to appoint Leroy Crowder to the Hamlet Senior Advisory Board. The motion passed with a 5-0 vote.

12. **Emergency Operations Plan.** This is an Emergency guide for the City of Hamlet. The manager said the plan outlines procedures and keeps multiple departments and other agencies in operation during a major event. The fire chief confirmed everything is up to par with the plan. Council Members Buie and McQueen motioned to adopt the plan. The motion passed in favor 5-0.
13. **Update to Employee Classification System.** The manager reported the city recently restructured departments within the public works department. He said the areas were combined to include a Public Works Director. The restructuring will move the Public Work's Director salary grade from 17 to 18 and it also moved the Fire Chief's salary grade from a 16 to 17. Mr. McQueen commented the streamlining at Public Works has been needed for some time. Council Members Buie and McQueen motioned to approve the salary grade changes. The vote passed 5-0.
14. **Appointments to the Hamlet Depot and Museum Board of Directors.** Mayor Bayless reported the city has received volunteer applications from Michael and Stephanie Dixon to serve on the Hamlet Depot and Museum Board; the Director has given a favorable recommendation for the two appointments. Based on the Director's recommendation, Council Member Martin motioned to appoint Michael and Stephanie Dixon to the Hamlet Depot and Museum Board and Council Member Buie made the second. The motion passed 5-0.
15. **Mayoral Proclamation - American Legion Day in Hamlet.** The Mayor read aloud a proclamation declaring September 16, 2016, as American Legion Day in the City of Hamlet. He presented the proclamation to Mr. Richard Lunceford of the Hamlet American Legion.

Other. The Mayor then inquired if there were any departmental reports. He asked the tax collector, Jennifer Turner, when the tax statements are expected to go out and she replied hopefully tomorrow.

16. **Manager's Report.**

Mr. Abernethy reported he has received a request for a few musicians to play jazz music at the Hamlet Main Street Park this Saturday from 10 am to 2 pm. Mr. Buie asked if traffic control is needed or the like for the event. The manager said the group is hoping to have a few food vendors and feels it will be a smaller event. Council Member Lindsey suggested the city draft a policy to reserve parks in advance and the matter was briefly discussed. Mayor Bayless asked the manager to look into a policy. Mr. Lindsey discussed the liability in connection with the food being sold at a non- city sponsored event. Mr. Morphis confirmed he will look into the matter and check with the Health Department for policies. The manager will work with staff and report to council next month.
17. **Comments of Council.**

David Lindsey said forms for the health department are on Seaboard.com; he noted the forms have been updated and changes have been made in the policy. He recognized G-104's 25th Anniversary for being on the air and added the station is a big supporter in Hamlet. Mr. Lindsey reminded all that the Seaboard Festival will be held on Saturday, October 29.

Jesse McQueen asked the manager to look at the laundry mat on Hwy. 177; he said there is are large rocks right beside the street in the parking lot, which are blocking the side street. He asked that this obstruction be removed.

Johnathan Buie boosted the upcoming Seaboard Festival in October. He reported some residents are leaving limbs and leaves out on the street for pickup. Mr. Buie said the debris should be left on the edge of the owner's property for pickup so as not to clog the street drains. He asked if a reminder message could be added to the monthly water statements. Mr. Buie also gave a reminder if a contractor cleans someone's lawn, the city does not pick up the debris, it is up to the contractor to remove.

18. Mayor's Comments.

The Mayor announced the Richmond County Fair will be held October 11-15 at the Hamlet Fairgrounds and he welcomed entries for display. Main Street Central has been chosen as "Business of the Month". Mayor Bayless reminded the public that trash receptacles are to be removed from the curb within 12 hours after the trash is collected.

19. Motion to go into Closed Session. At 7:49 pm, motions by Council Members Buie and McQueen were made to go into closed session per NCGS Section 143-318.11 (a)(3)(5)(6) for attorney client privilege, discussion of acquisition of real property, and personnel matters. Motions to go into Closed Session were made by Council Members Buie and McQueen. The vote passed 5-0.

At 8:55 pm, open session reconvened. Mayor Bayless reported no action was taken in closed session.

20. Adjournment. At 8:56 pm, Council Members Buie and Lindsey motioned to adjourn the meeting. The motion carried 5-0.

Respectfully submitted,


Tammy Kirkley, City Clerk



MEMORANDUM

Exhibit A

TO: Mayor Bill Bayless & Hamlet City Council

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

DATE: September 13, 2016

SUBJ: First Quarter Budget Amendments

The following is a list of proposed budget amendments for the 1st quarter of FY 2016-2017

General Fund Revenues:

10-335-1000	Misc revenue	Increase	1,000	Seaboard festival contribution for garland
10-335-1000	Misc. revenue	Increase	21,000	Grant received from Richmond Community Foundation
10-399-1000	Fund balance appropriation	Increase	87,208	Required for additional expenditures
Total Increase			109,208	
Total Decrease			0	
Net Increase			\$ 109,208	

General Fund Expenditures

10-430-2160	Museums M&R equipment	Increase	7,000	HVAC system / depot
10-660-3000	Condemnation	Increase	40,000	A&P building & gravel for parking lot
10-560-4332	Christmas Decorations	Increase	2,500	Additional garland for Hamlet Ave
10-560-5725	Drainage Improvements	Increase	11,000	Catch basin collapsed
10-620-5760	Playground Equipment	Increase	45,000	Grant received from Richmond Community Foundation
10-620-2150	Parks & Rec Buidlings / ground	Increase	1,708	Renovate concession stands
10-630-4330	Horticulture supplies	Increase	2,000	Mulch for 177 & Battley Dairy Rd
Total Increase			109,208	
Total Decrease			0	
Net Increase			\$ 109,208	

Enterprise Fund Revenues

30-399-5000	Fund balance appropriation	Increase	36,000	Required for additional expenditures
Total Increase			36,000	
Total Decrease			0	
Net Increase			\$ 36,000	

Enterprise Fund Expenditures

30-820-2170	Trans & Dist M&R Autos	Increase	12,000	Engine replacement on #42 service truck
30-810-5740	WTP Capital outlay	Increase	24,000	Replace finish water pump
Total Increase			36,000	
Total Decrease			0	
Net Increase			\$ 36,000	