

HAMLET CITY COUNCIL BUDGET MEETING  
COUNCIL CHAMBERS ROOM  
201 MAIN STREET, HAMLET, NC 28345  
TUESDAY, MARCH 14, 2017  
3:00 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:**

Jonathan Blanton	City Manager
Tammy Kirkley	City Clerk
Jill Dickens	Finance Officer
Robert Brown	WTP Superintendent
Gerald Adams	IT Director

**Others Present:** Melanie Flomer- Media

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Call to Order. Mayor Bayless called the meeting to order.

The manager opened the meeting by reviewing the current and next year's budgets. He informed council Social Archiving - a social media company contacted staff about archiving the city's social sites. The company captures and stores the information within 6-8 social media outlets for \$2,500 per year. Mr. Lindsey suggested to talk with the city attorney about the legality of retention on social sites. It was also suggested to research software that may be purchased that will track this type of information.

**March 3 Planning Session Review.**

**Parks & Recreation. Flag Football League** – The league has approximately 65 players. Mr. Lindsey inquired about the Tackle Football Program. Potential concussions are a big concern. The lack of participation in the tackle league and the expense of the program was reviewed.

**South Hamlet Park.** Maurice is looking to remove a certain piece of the playground equipment at the South Hamlet Park for safety concerns. Mr. Buie suggested to remove the equipment as soon as possible.

**Museum Request.** Stephanie has requested the column located outside of the Tornado Museum to be moved for the upcoming Farmer's Market. Mr. Lindsey suggested to present the request to council. Council then discussed concerns of payment options with the Farmer's Market. Stephanie will be in charge; however, she will not be handling the funds for the market. Payments will be made via card vendors. Mr. Buie volunteered to take photos of the column for council to see and discuss.

Depot Board. The maximum on the Board is fifteen (15). There are no issues with the museum being closed one day per week for administrative work. Per the contents of the bylaws, there must be a fulltime museum curator. Council inquired if a board of directors is required. The manager will check on the matter and report back to council.

Park Funding. Council discussed allocating funds for a potential park in Hamlet. May 1<sup>st</sup> is the deadline for the Park and Recreation Grant. Mr. Lindsey said there is a local group that will most likely help with the funding for the new park. He stated the local group is putting in three walking trails at the school system. In-house and volunteer work on the project was mentioned. Mr. Lindsey said with considering the date of the grant and the contribution of the other funds, he would suggest skipping the State Parks and Recreation Grant this time and try for the local funds. Details concerning the needs of the park were presented. If the city contributes \$5,000, the local group may donate \$20,000; Mr. Lindsey noted if Hamlet is not awarded the local grant, to plan to apply for the state grant next year.

Mr. Martin inquired about the liability if the city allows public works employees to do the work off the clock; Mr. Lindsey stated that matter will need to be checked on. Materials for the parking lot was discussed. Mr. Lindsey suggested to look into what the city may obtain locally and also look into applying for the state grant next grant cycle. Several council members agreed city employees and/or volunteers do not need to do the work at the park. Mr. McQueen confirmed that part of the deal is to have a six-foot fence placed along the boundary line of Mr. Lindsey's property and the park. The grant should include all of the work without the city's involvement.

The group further discussed the dates for upcoming matching grants from the State Park and Recreation Fund and the various resources that may be used as the city's matching contribution. Mr. Lindsey stated he is good with waiting a year or to have it settled by May 2018. Mayor Bayless suggested to draft a plan and a total cost estimate in order to see what funding is available. The majority of council again confirmed no city employees or volunteers are to work on the project. Mr. Martin suggested to forego the whole project in that he didn't realize there was a time limit to have the park completed; Mrs. Massagee disagreed. Several council members voiced opinions on not budgeting funds towards the park. Mr. Lindsey noted the subject property has already been surveyed and said parking spaces may be added from the Entwistle Street side. Mr. McQueen said he didn't realize the project would move this quickly and Mr. Lindsey stated he is not in agreeance to draw out the project for an extended time. Estimates are needed for concrete, clearing, the parking area, fencing and a semi in-house plan for the project for council to consider. Mr. Lindsey confirmed he and Craig McNeil will draft the plans. It was the consensus of council for the manager to obtain the four quotes for the project.

Park & recreation equipment - it was the consensus of council to go ahead and remove the aforementioned park equipment. Maurice will meet with his employees to see if any have an interest in transferring over to Public Works. An update will be provided to council on the matter.

House on Oakland. The owner wants to give the house to the city. A title search is being performed; if it proves to be a clear title, the city will contact the owner. The estimate to demolish the structure is \$4,900. An update will be provided to council.

Hamlet Police Department. Council agreed to go ahead and purchase two vehicles during the FY 2016/17; Ford Explorer and Ford pickup truck as well as the radios and cameras for the vehicles. These items will be included on the list of budget amendments in April.

Hamlet Fire Department. \$7000 budget amendment underway - balance Line Item 2160, consider the ladder truck coverage; and tinting the bay windows. The issue with the transmission repair came about yesterday on the 2013 (R-7) ambulance. It was questioned why the city is paying the repairs if it is owned by the Rescue Squad. The Rescue Squad has requested to keep the vehicle in the city's name and insurance, to pay the maintenance and repair and the fuel costs. It was confirmed the Rescue Squad receives payments for answering calls. It was stated HEMS is making money on maintenance runs and HEMS should pay for the maintenance of the vehicle. The manager suggested the request may need to be looked at further for liability purposes. Mr. Blanton will ask the attorney to look further into the matter. The Rescue Squad pays the city \$140,000 per year to help cover one-half of the five firefighters/paramedics' salaries, retirement and insurance.

Public Works. The sewer machine cost is \$63,000. The availability of a demo within the next few weeks at a lesser price was discussed. Council approved the public works director to move forward and purchase an applicable demo at a lower price.

The estimate for cameras, recorders and key card entry to public works is \$13,120. Mr. Stubbs suggested a camera system will be most beneficial. Mr. Lindsey suggested an itemized list for a camera system.

At 4:00 pm Chief White joined the meeting. The group discussed keeping the earlier referenced ambulances on the city's insurance and the maintenance and repair. Chief White stated the repair may not be an issue with the transmission as thought earlier. The chief explained that the ownership, coverage and repairs have been handled different ways in the past; the chief's main interest is to keep liability confusion down by keeping the vehicle with the city. He explained there are full-time city employees driving the vehicles and should an accident occur, the matter could be confusing. The ambulances are being driven 99% of the time by full-time employees. Vehicles R-7 and R-9 are primary out vehicles for the city. The Finance Officer inquired if the ambulances are being used primarily for the city, there may be an auditing issue because of the revenues being collected by the Rescue Squad. She stated all revenues have to go through the city. Staff will contact Mr. Morphis on the issue. The chief said he will be in attendance tonight for discussion of the matter further.

Park & Recreation. Council agreed for the air conditioning unit at the gymnasium to come out of this year's savings. There were no objections.

Hamlet Police Department: Two vehicles for the 2017/18 fiscal year.  
B&M: Increase the paint and supplies to \$15,000 for 2017/18 budget  
WTP- Items less than projected. \$8000  
WWTP – Grid system. The manager will update council with a quote.

Public Works- Backhoe estimate \$107,939

The next Budget Meeting was scheduled for Tuesday, April 11, 3-5 pm. Council agreed to tentatively meet with the Rescue Squad Board from 4-5 pm on the same day.

Other:

Mr. Lindsey addressed priorities of the horticulture department. He said there is a lot of time being devoted to watering and planting flowers. Planting at the library. funding from the Seaboard Festival Committee and the Tree Board for plantings, and the flower pots downtown were discussed. Mr. Lindsey inquired about Pat Maples' job responsibilities. The group has no issues with hiring a landscaper to work at the library under Pat's supervision. The manager will meet with the individuals and will get the details for the job. Council agreed to hire a contractor to do the work since funds are coming from the Seaboard Festival Committee and the Tree Board. The work will need to go through the city manager.

Adjournment. At 4:30 pm, Council Members Buie and McQueen motioned to adjourn the meeting until 7:00 pm tonight. The motion carried.

Respectfully submitted,



Tammy Kirkley, City Clerk

