**Minutes of the Meeting of**

**The Town Board of Commissioners**

**Town of Hamilton, NC**

**January 5th, 2023**

**The Board of Commissioners of the Town of Hamilton met in regular called meeting on Monday, January 5rd, 2023, at 7:00 p.m. at the Town Hall, 109 N Front Street, Hamilton, NC.**

**PRESENT** Mayor: Ervin Williams

Commissioners: William Freeman, Linda Goodrich, Kerry Spivey, Judith Stewart and Larry Jackson

**ABSENT** None

The meeting was called to order and Mayor Williams welcomed all who were present at 7:02 PM. The prayer was offered by Commissioner Stewart followed by the pledge of allegiance to the flag.

**Minutes of the December 1st, 2022, Meeting Approved**

The following change was made to the December minutes. Instead of a pay increase from $20 per hour for the Town Clerk, it was changed to $3 per hour. Commissioner Goodrich made the motion to make this change and seconded by Commissioner Stewart, and it was unanimously passed to approve the minutes of the December 1st, 2022, meeting with the suggested changes. The vote carried 5-0.

**OLD BUSINESS**

Mayor Williams states that Mr. Nicholson has finished cleaning off the property located at 104 North South Street in Hamilton, and we will be moving forward with the winning bid and payment.

**Update on Audit 2019 -2020 via Zoom**

Rebecca Barr states the same issues are still present and the town will try to correct those issues as we move forward with future audits. 1) We are catching up as requested by the LGC 2) budgeting more than we are taking in on 3% of what we are collections. 3) Debt services that are required are not getting met. 4) LGC watch list due to the late audit reports. Paper copies will be mailed out once the LGC has approved the audit. The Town of Hamilton ending 2021 positive at $3.7 million and $1.6 million at the time of closing out on a positive balance. Negative debt loss which is a great reflection for the town. Duties, compliance with the debt set off and turn information into E-Cheats for outstanding checks. At this time the Town has not had time to correct the current finding in prior audits. Barr feels these audits findings will be addressed once all audits are caught up when the town has time to correct the issues found by the auditors.

**NEW BUSINESS**

**Water/Sewer Tap installation Fees.**

Mayor Williams presented water and sewer taps for installation to be reviewed by the board. The board was asked to review what the expense and the rate of the fee for residents should be. Commissioner Spivey states that the cost of the materials should be at the resident’s expense. The town will pay the maintenance to complete the installation since we will be gaining a customer within the town. There was discussion on the cost being around $550 - $650. Commissioner Freeman states that the 6” saddle was not quoted and states the price should be around $650.00 at the resident’s cost. Commissioner Spivey states that review and discussion will be had with Mike Pickle about adding additional saddle or anything else that may be needed.

**It was moved by Commissioner Spivey and seconded by Commissioner Stewart and unanimously passed to approve the water sewer taps upon review and pricing set at total tapping fee at $650.00. The vote carried 5-0.**

Resolution was presented and reviewed by the board.

**Resolution for Application to the NCDOT Feasibility Studies approved by Commissioner Stewart, seconded by Commissioner Goodrich, motion carried 5-0.**

**Mid-East Commission Board of Directors**

The Mid-East Commission, if needed, can provide aid to comply with land use plan services. Mid-East can provide these services at half the price of private firms. At this time Mid-East needs to come in and review what we currently have in place.

**Financials/Budget Amendments**

The board reviewed all financials. A request was made to repair the roof at the ballpark. We will await funding from the county due to our park and recreation budget for fiscal year 2022-2023 has been depleted.

**Motion to approve the financials as presented by Commissioner Jackson, Seconded by Commissioner Spivey, motion carried 5-0.**

**COMMISSIONER REPORTS**

**Commissioner Jackson** had nothing to report.

**Commissioner Stewart** states she attended the Mid-East Commission Christmas party and made contacts with the commission and will be attending the next meeting on 17th of January 2023.

**Commissioner Spivey** reviewed the documents that were presented to the Mayor today. End of Year reports to submit to the state are approaching. One pump down for the WWTP currently.

**Commissioner Goodrich** reported for Mike Pickle the following: 1) abandoned well #1 2) Inspection from Cliff Whitefield from DEQ and approved the inspection and happy with progress 3) Put up Christmas Decorations 4) Scrap metal was disposed of which brought some money into the town 5) Gas company came in to work on the heaters in the old town hall.

**Commissioner Goodrich** complimented the outcome of the 2022 Hamilton Christmas Parade as well as the Tree Lighting held at the Morris Lynch Center. Recent donations collected at the town hall were delivered to South Creek Middle School by herself and Commissioner Stewart. The 2022 winners of the Christmas Lighting Contest were Dicie Mitchell 1st place, Margie Strickland 2nd place and Mary Leggett came in at 3rd place. The following were the honorable mentions: Tia Tetterton, Sharon Grubbs & Antonio Dolberry.

**Commissioner Freeman** reported that youth basketball will begin on January 17 and the schedule will be posted at the town hall, the post office and in the newsletter.

**Mayor Williams** stated the USDA grant is looking good and the odds are promising to us here in the Town of Hamilton per George Vital. Last night Hamilton hosted a mayor’s meeting. Other mayors as well as Lee Padrick from NC Dept. of Commerce and Pat Harris from Mid- East Commission attended. Former Clerk Kathy Moore passed away and they will be using the Morris Lynch Center free of charge on Saturday to hold her memorial service. Former Bookkeeper Kim Cockrell's father passed away and arrangements are scheduled for this weekend.

**Clerks Report** states we are currently with the CPA to finish out and complete the 2021-2022 budget items. Department of Revenue missed payments from August 2020 & December 2021. missed payments have been figured and payment has been mailed out for the missed sales taxes payments. MDA 2021 completed and returned to auditor Barr as requested to move forward with the audit process.

**PUBLIC COMMENT**

Patricia Morring states she would like an update on the Baptist home project with the passing of WallaceParker. Mayor Williams states that Wallace Parker’s daughter will continue plans to move forward with the veteran’s home. Ms. Morring also requested the information for the recent winners of the Christmas home decorating contest.

**BOARD GOES INTO CLOSED SESSION**

It was moved by Commissioner Stewart, seconded by Commissioner Spivey and unanimously passed to go out of regular Session into Closed Session pursuant to N.C.G.S. 143-318.11 Personnel Issue at 8:05PM.

**BOARD GOES OUT OF CLOSED SESSION BACK INTO REGULAR SESSION**

**ADJOURNMENT**

There being no further business, it was moved by Commissioner Stewart, seconded by Commissioner Goodrich, and unanimously passed to adjourn the meeting. The vote carried 5 – 0. The meeting was adjourned at 9:18 p.m.

Submitted By: Approved By:

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Allison Roebuck, Town Clerk & Finance Officer Ervin Williams, Mayor