

**Minutes of the Meeting of
The Town Board of Commissioners
Town of Hamilton, NC
August 8th, 2024**

The Board of Commissioners of the Town of Hamilton met in a regular meeting on Thursday August 8th, 2024, at 7:04 p.m. at the Town Hall, 109 North Front Street Hamilton NC 27840.

PRESENT

Mayor: Ervin Williams.

Commissioners: William Freeman, Tamika Council, Brandon Raynor,
Larry Jackson

Town Clerk & Finance Officer: Allison Roebuck

ABSENT: NONE

CALL TO ORDER

The meeting was called to order by Mayor Williams.

Approval of the agenda or Adjustments to agenda

Mayor Williams asked if there were any adjustments to the agenda or if the Board wished to remove or add to the agenda.

Motion to approve agenda without adjustments was made by Commissioner Freeman, seconded by Commissioner Raynor. Motion unanimously carried 4-0

Approval of Minutes

Motion to approve the monthly board meeting minutes from July 11th, 2024, made by Commissioner Raynor seconded by Commissioner Council. Motion Carried 4-0.

Motion to approve the monthly board meeting minutes from July 23rd, 2024, made by Commissioner Raynor seconded by Commissioner Council. Motion Carried 4-0.

PUBLIC COMMENT

Resident Patricia Moring requested an update on the transformers throughout the town. Commissioner Freeman stated our transformers we are purchasing at this time are still on a same grid as before with the new transformers that is still on a dual rate and dual grid.

OLD BUSINESS

COMMISSIONER VACANT SEAT

Mayor Williams requested the current candidates for the vacant seat to come up and present their desire to before the interim Commissioner for the remainder of the term.

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MaryAnn Taylor presented her life story and connections and lifestyle she has within the Town of Hamilton. Mrs. Taylor states she works for Vidant Medical Center. Mrs. Taylor wants to be a team player and benefit our town and thrive and bring in more opportunities within the town of Hamilton.

Patricia Moring presented her prior years on the board of commissioners she was apart of the move of the current office and placement of the ATM within the Town of Hamilton. Miss Moring wished the other candidate's luck as she did not wish to complete her run-in interim commissioner.

Brian Thomas presented his life story and connections with his experience and connections with the Hamilton Fire Department for years and still active severing as the President of the Hamilton Fire Department. Mr. Thomas states he will always put the town and citizens of the town first.

Edgar Taylor as known to residents as "Pap Taylor" and has lived here all his life. This position would be a learning experience for him as he has never served on board. Mr. Taylor states he will do his best to be fair and listen to any concerns the town residents may have.

DILAPIDATED PROPERTIES UPDATE

Mayor Williams states he still has not received anything from Swain and requested to know if the Clerk has received an email with a list. The Clerk Roebuck states not at this time no email has been received. Commissioner Raynor will check in with Swain next time he works to see if the list has been prepared.

AVAILABLY RATE CODES

Clerk Roebuck called the town attorney on the phone as requested by the board of commissioners in meetings prior. Mayor Williams requested to wait to speak with the attorney until we go into closed session. Mayor Williams asked the board to review the prior messages sent out via text message pertaining to the rate codes. Mayor Williams states the general statue says for public enterprises and the ability to charge rates can be determined by the town commissioners. Commissioner Raynor states that the information in the general statue only covers the information about unlawful discrimination and other items not to create our own available rate codes. Commissioner Freeman submitted a form he created regarding the availably rate codes. The clerk asked for the form submitted to the board to be turned to her for records. Commissioners requested to know how many accounts would be affected with these rates. Clerk Roebuck states that at this time six accounts throughout the town would be affected by this rate code change. Clerk Roebuck also informed the Commissioners of the recent audit that reflected the town not collecting enough funds in water and sewer accounts to cover the cost of the town. Mayor Williams requested a motion to go into closed session if the board wished to speak with the attorney. Commissioner Raynor requested to know from Commissioner Freeman if this would hinder our maintenance staff during their daily work schedules. Commissioner Freeman states no this would not take more than 30 minutes to complete the removal and replacement task.

Motion to enter closed sessions talk with attorney made by Commissioner Raynor, seconded by Commissioner Council. Motion Carried 4-0.

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Motion to come out of closed session Commissioner Raynor, Seconded by Commissioner Freeman. Motion carried 4-0.

Motion to if a utility customer request to remove their meter for availability rate codes option to go along with the first paragraph of the submitted paperwork of \$75 to removal and \$75.00 replacement of the meter and only for four months or more made by Commissioner Freeman Commissioner Freeman, seconded by Jackson. Motion carried 4-0.

Commissioner Raynor reported for clarification to the residents the information presented to the board by the town attorney Coleman. Availability rate codes based on leaving and returning attorney Coleman stated you can not allow the changing of codes.

Mayor Williams requested to open the floor to pick a candidate to appoint for the vacant board of commissioner seat until the 2025 term. Votes were submitted by name calling per Commissioner Freeman, Mayor Williams called on each candidate by name for the expired Commissioner Spivey.

Commissioner Freeman motion to move by name calling motion by Commissioner Jackson to have Edgar Taylor to come up and join us on the board and be sworn at the next board meeting, seconded by Commissioner Raynor. Motion carried 4-0.

Mayor William states that Mr. Edgar Taylor will be sworn in at our next board meeting and he will submit to Mr. Taylor a list of his assignments.

TRANSMISSION IN WORK TRUCK

Commissioner Freeman states they took the work truck down to Feyer Ford in Williamston and had the air filter replaced, and it did not fix or solve the problem. Commissioner Freeman states that we are still on the market looking for a new work truck. He is awaiting Jennifer from Capital Ford from the fleet sale to check to see what is available to purchase from dealers. Commissioner Freeman is waiting to hear back from the Fleet sale.

TOWN HALL GENERATOR

The clerk states that she is awaiting installation of our hot water heater in the town hall office from Lowes. Commissioner Freeman requested to have our maintenance men to pick up the hot water heater and let them install the hot water heater at the office. The purchase of the hot water heater to be ordered and set up date for the installation of the natural gas to our town hall office. The clerk will reach back out to Lowes to follow up with the proper installation details and rates.

NEW BUSINESS

HAMILTON ROANOKE RIVER FESTIVAL

Mayor Williams informed the residents that we have scheduled our Roanoke River Festival for October 5th, 2024, and rain date October 19th starting at 11am. The clerk presented the board with the flyer to post around town upon board approval. They will meet to prepare for the festival at the Morris Lynch Center on August 26th, 2024, at 10am.

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VEHICLE ON RIGHT AWAY IN TOWN

Commissioner Raynor stated our town has several vehicles on public roadway that can be towed at any time, town property camper style and truck on property within the right of way in the town. Commissioner Raynor has called multiple times and no response to any messages about abandoned motor vehicles and cost of the removal to the resident. Right away from the town. trying to determine if it's within our towns right away camper and two trucks will be looked at by the board of the locations of these abandoned motor vehicles.

TREES NEW POWER LINES/PHONE LINES

Commissioner Raynor states that the concerns came in with the hurricane upcoming and his current residents. Commissioner Raynor states that there are a lot of areas throughout the town that need to be trimmed.

GRANT FOR WATER INFRASTRUCTURE & PLAYGROUND

Commissioner Raynor states his interest in a class that is upcoming on how to apply for grants offered by the NCLM course. If someone could attend these courses maybe we could start applying for the grants we qualify for. Mayor Williams states that we are on hold at a standstill currently due to being on the Unit Assistance List. Commissioner Raynor suggested a workshop to discuss grants and needs for the town.

****FIREWORKS****

Commissioner Raynor stated he spoke to Hobgood to see what the cost for their Fourth of July every year their cost for the fireworks alone is around \$1,200-\$1,400. He would like to do something in our town on July third, the day before.

****FEED THE TOWN****

Commissioner Raynor requested to try to do something for the town of Hamilton residents. He suggested that the board could come together and purchase pizzas or different trays of party foods or something to give back to the town residents of Hamilton. Maybe we could get together and discuss this at our grant workshop.

****ADDED TO THE ADGENDA****

FAMILY DOLLAR OR FAMILY DOLLAR

Commissioner Raynor requested a follow up on the store's status. Mayor Williams states we had the set up and ready to go forward with a Liberty Dollar and they are needing more paperwork done for the people purchasing the property and they did not complete the paperwork to move forward. Mayor Williams stated we had two property owners' negotiating with the interest of a Dollar store, but the person wished not to give a name and was given two properties but they wish not to have their information exposed. Since then, Mayor Williams states that he has reached out to the people that wished to remain anonymous. Commissioner Raynor asked Mayor

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about the information of the location of the sites for the properties. Mayor Williams states that the people also requested that the location remain anonymous.

NCLM COUSE

Commissioner Raynor states that upcoming training the North Carolina League of Municipalities offered on August 14th that will be virtual.

AUDIT CONTRACT FOR THE 2024

The Finance officer states that you have all received a copy of the audit contract in your packets for tonight for your review.

Motion by Commissioner Jackson to approve and accept the Audit Contract for the 2024 Audit as presented from Rebecca Barr's office, seconded by Commissioner Freeman. Motion carried 4-0.

FINANCIALS/BUDGET AMENDMENTS

Motion to accept and approve the financials as presented as of June 30th, 2024, made by Commissioner Freeman, seconded by Commissioner Jackson. Motion Carried 4-0.

REPORTS

Commissioner Jackson East Waldo Street I have been riding around and on Circle Drive have areas that the trees have grown, and the roots have broking the concrete/pavements. States he has placed an "X" on the areas that need to be filled up with crush and run to repair these areas.

Commissioner Raynor reported his calls within the town of Hamilton nothing major he has been working throughout the town for this month.

Commissioner Council reported that she called about the banners, and she is awaiting a sales representative to call her back.

Commissioner Freeman requested the clerk to read the maintenance supervisor's report. Clerk read the read that stated East Coast Electric is in town and trimming trees within town and some minor roof repairs, contacted Generac about the generator at EMS office due to wiring issues; Tree located at the cemetery has now been removed, Clerk states that the veteran stopped by the office and thanked the town for taking care of the tree removal. Commissioner Freeman states he has had Kathy Griffin to look at the Gym and the Morris Lynch Center to deep machine scrub and 4 coats of wax for \$2,700 for the Gym and same deep machine scrub and 4 coats of wax for \$600. Commissioner Freeman requested to set up a program with this company to maintain and service the locations every so often. Commissioner Raynor asked for the pricing for the annual maintenance. Commissioner Freeman states she has not quoted upkeep cost, but she will come in and present everything to the board. Clerk asked does the Morris Lynch Center have to have that floor that is in there now. The clerk states she received quotes from Lowes while they were in town at our town office. She presented the floor demo pieces she picked up from Lowes. The clerk states we have been doing small little remodels of more commercial based products to hold

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the toilet paper, paper towels, soap holders, signage for the bathrooms. Commissioner Council requested Kathy to come in and make her proposal for what is needed for our facilities. Commissioner Freeman recently received a complaint about the stop sign on main street and railroad street due to the growth of the vegetation in that area residents are unable to see around the vegetation.

Motion to get both of these building taken care of these floors scrubbed and waxed, referencing the Gym and Morris Lynch Center made by Commissioner Freeman, seconded by Jackson. Motion carried 4-0.

Mayor Williams recently hosted the Mayors Meeting at the Morris Lynch Center and Randy Welch presented grants and funding available to small towns. Mayor Williams thanked the commissioners for serving the food to the guests of the meeting. The grant from that USDA but the grant would be over \$50,000 and he is awaiting the upcoming meeting with Natilie from the North Carolina State Treasurer's Office. Mayor Williams requested Commissioner Freeman to attend the meeting also scheduled for August 19th, 2024, at 1 o'clock. Commissioner Raynor requested to know if we can set up a date for a grant workshop.

Town Clerk/Finance Officer

CLOSED SESSION

MOTION TO ADJOURN

Mayor Williams entertained a motion to adjourn if there is no other business to cover at this time.

Motion to adjourn made by Commissioner Raynor, seconded by Commissioner Council. Motion carried 4-0.

Submitted By:

Approved By:

Allison Roebuck, Town Clerk & Finance Officer

Ervin Williams, Mayor