

**Minutes of the Meeting of
The Town Board of Commissioners
Town of Hamilton, NC
February 6th, 2025**

The Board of Commissioners of the Town of Hamilton met in a regular meeting on Thursday February 6th, 2025, at 07:00 p.m. at the Town Hall, 109 North Front Street Hamilton NC 27840.

PRESENT **Mayor:** Ervin Williams.

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

Town Clerk & Finance Officer: Allison Roebuck

ABSENT: NONE

CALL TO ORDER

The meeting was called to order by Mayor Williams, the prayer was given by Commissioner Raynor. The pledge was recited by all.

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 them to the agenda.

Motion to approve the agenda with moving Rivers & Associates to the very top adjustments was made by Commissioner Raynor, second by Commissioner Jackson. The motion unanimously carried 5-0.

Motion to approve the agenda with the adjustments made by Commissioner Raynor, Seconded by Commissioner Council. Motion carried 5-0.

Approval of Minutes

Motion to approve the minutes from January 2nd, 2025, monthly board meeting made by Commissioner Taylor, seconded by Commissioner Freeman. Motion Carried 5-0.

Motion to approve the minutes from February 3rd, 2025, special call meeting made by Commissioner Raynor, seconded by Commissioner Council. Motion Carried 5-0.

PUBLIC COMMENT - NONE

OLD BUSINESS

RIVERS & ASSOCIATES INC – Sewer Asset Inventory Project*

Mr. Scott Godefroy spoke with the board of commissioners about the review of the subcontractor for the Sewer AIA CCTV Contract. The engineers all submitted quotes to complete the contract to begin the sewer evaluation. Requesting the board allow Mayor Williams to move forward awarding the bid to the lowest bidding contractor. The purpose of the study is to locate issues and resolve issues once identified

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Motion to approve the contract award to Bio-Nomic Services in the amount of \$41,086.70 made by Commissioner Freeman, Seconded by Commissioner Jackson. Motion 5-0.

DILAPIDATED PROPERTIES UPDATE

Commissioner Taylor states that he has spoken with the attorney and her response via email is included in your packets awaiting Jodi to follow up at the location and letter also issued to the board of commissioners.

TOWN HALL GENERATOR

The Finance Officer/Clerk presented the information issued by Piedmont. Mr. Cartwright who states that our current service agreement and contract has been placed to the contractor for them to begin the process to proceed with the installation at our Town Hall office to our generic generator. Unfortunately, they have been busy with residential customers but are hoping the installation will be completed by the end of February no later than mid-March.

TOWN COMMISSIONER EMAIL ADDRESSES

Finance officer/Clerk presented the board of commissioner with newly issued and generated email addresses with generic passcodes. The new email addresses will prompt you to change the passwords upon logging in. Commissioners have all been issued new town email addresses.

CAMERAS

Quotes presented to the board from Williams Fire Sprinkler quote number 2024052 reviewed and will be getting more quotes or possibly cameras that can be wired right there at the shop. Tabled awaiting more quotes and more options. Air tag purchase would still need to be purchased at the board's approval per Mayor Williams. Tabled awaiting more quotes and more options.

MOSQUITO SPRAY (HAMILTON RIDGE)

Awaiting to hear back from quotes from the County and other areas they have reached out to, requested quotes and including in the county when they spray if they could extend their spray this way.

MORRIS LYNCH CENTER RENTALS

The Finance officer/Clerk presented the board with the impact on the rental to our financial revenue for the funds coming in. Since the recent approval of the increase for the rental of the building price. Commissioner Raynor requested rentals revisit over the next few weeks to see if anything changes as far as rentals increase or remain the same. The board will revisit over the next few board meetings.

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MAINTENANCE FENCING QUOTES

Commissioner Freeman \$1,800-\$1,900 to repair the fence at the maintenance shop issued the board a copy for the quote presented from Pamlico Fence Co. Finance Officer/Clerk printed and presented quotes collected from April 17th, 2024. No new quotes have been received.

SERCAP MEETING WITH RANDY WELCH

Mayor Williams requested to set a date after the 15th of February. The meeting will be held at 7pm on either February 20 or 24 or 25 to set up. He is waiting to speak with Randy to see what would work in their department. Mayor Williams will follow up with the board for the meeting with Randy Welch for more information pertaining to SERCAP.

NEW BUSINESS

CARDIAC LIFE AED

Commissioner Jackson will check with Captain from EMS and see if they will be able to assist with the purchase or help find resources to have one possibly issued to the municipal building. Commissioner Raynor will be checking with our local sheriff's department for any assistance they might have.

PROPOSAL GRANVILLE FARMS, INC

Commissioner Freeman states that Granville Farms, INC specializing in land application management due to Robersonville was presenting issues with findings of metal in their sludge and not sure what industry the metal was coming from. We are currently without someone to take our sludge. Commissioner Freeman states we haul sludge 2-3 times a year around \$75 a load. Commissioner Council requested to have more quotes for the sludge hauling, laboratory charges, permitting and annual permit fee. Concern with the increase annually and estimated costs for the management of the land application. Commissioner Freeman will speak with Mr. Tim Mizelle to see what he does in his Lewiston area. Maybe he can offer us something at this end.

Commissioner Raynor requested for the board approval to have Mr. Mike have some quotes from a contractor to put in plumbing and have a restroom installed at the maintenance shop. The board agreed to ask to get quotes for the installation of the plumbing and adding a room for a restroom area.

Motion to get a quote from local contractor to set up and install a restroom at the maintenance shop made by Commissioner Raynor Seconded by Commissioner Taylor. Motion carried 5-0.

FINANCIALS/BUDGET AMENDMENTS

Commissioner Freeman requested to list our old maintenance truck on Govdeals for sale starting at \$3,000.00. Other items to sell while posting on Govdeals.

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Motion to list the on Govdeals to sell starting at \$3,000 made by Commissioner Taylor, seconded by Commissioner Freeman. Motion carried 5-0.

Motion to approve the financials as presented made by Commissioner Raynor, Seconded by Commissioner Council. Motion 5-0

REPORTS

Commissioner Jackson received information about grants from the economic grants to help lower income families by email Landonmason@eicc.org 252-482-4458 phone number to contact Landon from EICC. Still ongoing repair to the parking lot for the buses at Enda Andrews. Commissioner Jackson states that Mike has done a great job working on the area. Mike and Larry are both working together to finish repairing the parking lot area. Awaiting more supplies.

Commissioner Raynor stated lower crime in our area and throughout the town during the month of January. Asked about the arrangements for Ronnie "Boogie" Green recently passed away, a former resident and well known throughout the town. Mayor Williams states that arrangements have been made and will be held Saturday, February 8th, 2025, from 1-2pm and funeral to follow.

Commissioner Taylor is still working on dilapidated property and awaiting follow-up from Jodi from the building inspector.

Commissioner Council presented new banners quotes with new designs for approval and verbiage to be put on the banners. Commissioner Taylor will set up appointments to come out and see what Tarboro printing company has to offer and sizing. Mayor Williams says that Title IV works at the library.

Motion to bring a worker from Title IV to work in the library to help with organization of books and they will be working down there for 18 hours a week to sort books and help with issuing out books to people who come into the library made by the Commissioner Council, seconded by Commissioner Raynor. Motion 5-0.

Commissioner Freeman requested a review of the ordinances and see if we have an ordinance in place to fine or enforcement by local law enforcement to help the town enforce the request for garbage cans. Commissioner Raynor requested Lynn Coleman, the attorney, to see or help assist in putting an ordinance in place. Mayor Williams states someone can reach out to Mid-East who writes our ordinances and see what they must present.

Mike Pickle's report read by Freeman. New Maintenance truck has been purchased and in our position today; had issue with lines at the WWTP freezing up during the cold snap this past month but are able to thaw pipes without any damage to the pipe; Water leak on Slade street; Christmas decorations have been removed and stored out of weather; top on WWTP has been repaired by contractor; having new onset issue with a leak at the well house #2's roof leaking and working with contractor to find and repair the leak; bushes and trees have been trimmed and getting ready to paint gazebo and the fence; annual check of the generator; Shout out to

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Commissioner Freeman and Resident Bill Taylor for their help last month with the water leak; repairs to the parking lot at the school and talked with Commissioner Jackson about other issues that we will address as weather and time permits; annual generator has been done on the WWTP; have started painting the dugouts and concessions stand at the ballpark.

Mayor Williams request information about the natural gas at the locations and if the lines are already there at the Morris Lynch Center why couldn't they hook up to the lines that are there. Bradi Cartwright from piedmont to check the line location at the Morris Lynch center while they are out here at the town hall. The Finance Officer/Clerk will follow up with Piedmont to see if they can set up a time while down in our area to check the lines that are possibly already there. Sharon Smith partnered with Economic Development and the board agreed to have mayor contact them to help with developers.

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 5-0.**

Submitted By:

Approved By:

Allison Roebuck, Town Clerk & Finance Officer

Ervin Williams, Mayor