

**Minutes of the Meeting of
The Town Board of Commissioners
Town of Hamilton, NC
June 6, 2024**

The Board of Commissioners of the Town of Hamilton met in a special meeting on Thursday, June 6, 2024, at 7:06 p.m. at the Town Hall, 109 North Front Street Hamilton NC 27840.

PRESENT Mayor: Ervin Williams

Commissioners: William Freeman, Larry Jackson and Brandon Raynor

ABSENT Tamika Council

Staff Present: Town Clerk & Finance Officer Allison Roebuck and Assistant Glinda Fox

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 to the agenda. It was requested to move the budget amendment before the financial report in New Business and to add Debris Pickup to New Business.

Motion to approve agenda with the recommended changes was made by Commissioner Raynor, seconded by Commissioner Jackson: Motion unanimously carried 3-0.

PUBLIC COMMENTS

Mattie Randolph had a few comments about sprucing up the Town's gazebo property. In response to her question about trimming the hedges, it was noted the town's employees take care of it. She asked if the fence between the gazebo property and former Darden's hotel rested on the property line. If so, the owners of the hotel are placing their trash on the gazebo's side. Ms. Randolph she and Mary will be decorating at the gazebo.

Approval of Minutes

Motion to approve the minutes from May 2, 2024 regular meeting was made by Commissioner Raynor and seconded by Commissioner Freeman. Motion carried 3-0.

OLD BUSINESS

Dilapidated Properties

Mayor Williams is waiting to receive a list of possible vendors from Penny Swain, the Code Enforcement Officer with the Town, before awarding the job for the cleanup of the Front Street property as well as the dilapidated property on Main Street.

**Town of Commissioner’s Meeting
July 23, 2024**

Availability Rate Codes

Commissioner Raynor asked about the status/legality of changing the availability rates. Staff reported there was a question from the state treasurer’s office about it. Staff is waiting for the town’s attorney to respond.

NEW BUSINESS

Proposal to Consider Electrical Contract with Mason Bryant

Mason Bryant proposed to provide maintenance service to the town’s electrical system. He has a contract with Oak City for the past 2 ½ years. He also works with Everetts and Parmele and worked as the Public Works Director for the town of Robersonville for 4 ½ years. He can work by the job or work under contract. He responded he didn’t have a journeyman’s license. He has an A-Class lineman license.

Request to Have Tree at Cemetery Trimmed or Removed

A request was made to have the tree at the cemetery trimmed or removed so the flag on the flagpole could be seen. Mayor Williams said that Mike Pickle will be asked to take care of it as soon as he can.

Cost of Living Adjustment for Employees Discussion

The Board is giving consideration of the amount to give in a cost-of-living adjustment for town employees. Mayor Williams asked staff to bring back to the board a comparison of cost to the town of a 3% increase versus a 5% increase.

Board Vacancy

Mayor Williams announced that Attorney Lynn Coleman sent an email to the board suggesting a replacement for former Commissioner Spivey be chosen soon.

Debris Pickup

Commissioner Freeman suggested the board consider changes to the debris pickup ordinance. Debris is being left by the side of the road which the town should consider for residential pickup such as toilet stools, carpet, rugs and furniture pallets. Action on the changes was tabled until next week’s meeting on 6-17-2024 in a workshop after the budget hearing.

Board Approves Budget Amendment to Move Funds Within the Water/Sewer Fund

Town Clerk/Finance Officer presented the following budget amendment for approval by the board:

Water/Sewer Fund

<u>Fund Account #/Name</u>	<u>Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Revised Budget</u>
30-5600-0700 Sewage Disposal	\$4,000.00		\$1,923.00	\$2,077.00

**Town of Commissioner’s Meeting
July 23, 2024**

30-5600-1000 Dues & Training	\$5,000.00	\$1,923.00	\$6,923.00
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The purpose of the amendment to ensure funds are available to cover Dues & Training for the remainder of the year. Overage encountered due to board member attendance at the 2024 NC Rural Water Association Conference.

It was moved by Commissioner Raynor and seconded by Commissioner Jackson. Motion Carried 3-0.

Board Approves Financials

The Town Clerk/Finance Officer presented the March financials for the Board’s approval. **After discussion, it was moved by Commissioner Jackson and seconded by Commissioner Raynor. Motion Carried 3-0.**

REPORTS

Commissioner Jackson reported that he discovered that 2 fire hydrants were not painted. He asked that these hydrants be painted. The bay kitchen has been painted. EMS wants to have a dryer vent installed. He also asked that some streets be repaved.

Commissioner Raynor reported there were only a few small verbal disputes. There are not as many calls since the residents at one Salisbury Street residence have left. He cautioned all citizens to change filters frequently during this hot weather to help their air conditioners work better.

Commissioner Freeman gave the Maintenance Report.

Anthony Boyles has returned as of May 28th. There are problems with the gym bathroom. A sewer camera will be purchased so maintenance can look and find the problem. Will work on it as time permits. There was a water leak on North Front Street again. Leak fixed but we will continue have trouble with it. The pipe is in bad shape. Rivers and Associates will try to find funding to replace it. Repaired the hole on Liberty Street and the school library. Ran out of patch and ordered another pallet of patch and will work on other holes around time as time permits. Hired Mike Pasternak to help out during the summer with the board’s approval. Finished painting outside of Lynch Center and working on getting the inside paint touched up and ballfield bathrooms painted and repaired for summer events. Backhoe has been repaired again. Estimates for new and a used backhoe have been turned into Allison for the board’s review. Mower will not be ready until July. The parts have been back ordered. Hopefully, funds will become available to purchase a new mower and have the repaired mower as a standby.

Mayor Williams presented a letter of resignation from Roy Rouse. **It was moved by Commissioner Jackson and seconded by Commissioner Raynor to accept his resignation. Motion Carried 3-0.**

Mayor Williams gave a report on the plans for the upcoming Juneteenth event. The sheriffs department have offered to be on hand. The event lasts from 11 a.m. – 5/6 p.m. Deep cleaning at the Morris Lynch Center ahead of the event. Workers are needed. The EMS truck will be there.

**Town of Commissioner's Meeting
July 23, 2024**

It was moved by Commissioner Raynor and seconded by Larry Jackson to pay for a sheriff's deputy to cover the Juneteenth event. Motion Carried 3-0.

Mayor Williams announced he has received 3 contracts for the board's approval for water ORC, wastewater ORC and ORC backup.

Commissioner Freeman asked if the town will receive payment for Hobgood's use of the gym from October to February for basketball.

The EIC had 46 students graduate on 5-18-24.

CLOSED SESSION * § 143-318.11. (6) for Personnel Matter

At 8:40 p.m., Mayor Williams asked for a motion to go out of regular session and into closed session for a personnel matter.

Commissioner Raynor made a motion to go out of the regular session into a closed session for a personnel matter. Commissioner Jackson seconded the motion. The motion passed 3-0.

At 8:50 P.M., it was moved by Commissioner Jackson, seconded by Commissioner Raynor, to go out of closed session into a regular session. The motion was unanimously passed 3-0.

OPEN SESSION

Mayor Williams presented a contract with Timothy Mizell to serve as the ORC for Wastewater Treatment Plant and Ashton Weller to serve as his backup ORC. There was also a contract for William Freeman to serve as the Water Treatment Plant ORC for a period of one year.

It was moved by Commissioner Jackson, seconded by Commissioner Raynor to approve the 3 contracts for ORCs for the Town's water and wastewater treatment plants. Commissioner Freeman recused himself from voting on the motion.

Motion was approved by Commissioner Jackson, Commissioner Raynor. Mayor Williams voted in approval of the motion due to lack of a majority vote.

MOTION TO ADJOURN

Mayor Williams entertained a motion to adjourn if there is no other business to cover at this time. **At 9:15 p.m., there was a motion to adjourn made by Commissioner Raynor, seconded by Commissioner Jackson. Motion unanimously carried 3-0.**

Submitted By:

Approved By:

Allison Roebuck, Town Clerk & Finance Officer

Ervin Williams, Mayor