

Minutes of the Meeting of

The Town Board of Commissioners

Town of Hamilton, NC

March 2nd, 2023

The Board of Commissioners of the Town of Hamilton met in a regular meeting on Thursday, March 2nd, 2023, at 7:00 p.m. at the Town Hall, 109 N Front Street, Hamilton.

PRESENT Mayor: Ervin Williams

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

ABSENT None

The meeting was called to order and Mayor Williams welcomed all who were present at 7:00 PM. The prayer was offered by Commissioner Stewart followed by the pledge of allegiance to the flag.

Approval of the Agenda or Adjustments to agenda

It was moved to approve March 2nd Agenda by Commissioner Stewart and seconded by Commissioner Spivey and unanimously passed to approve. The vote was carried 4-0.

Minutes of the February 2nd, 2023, Meeting Approved

Commissioner Spivey made the motion to approve the minutes as reviewed and seconded by Commissioner Goodrich. It was unanimously passed to approve the minutes of the February 2nd, 2023, meeting with removal of fence line information from the dilapidated property changes as requested by Commissioner Spivey. The vote was 5-0.

Old Business

Mayor Williams states that property sale of 103 N. South Street Purchased 1/30/2023 and the deed has been signed.

Clerk Roebuck reports that our Policies & Resolutions for our recently reviewed Personnel Policy were sent to the NCLM and our towns attorney for their review and stamp of approval. At this time requesting to hold approval and resolution of policy until next month.

New Business

Recreation Fund & Financials

Commissioner Goodrich states that she was recently approached by a town resident requesting why the Recreation Fund is not under the town's umbrella. Commissioner Goodrich requested to know the kids that signed up for basketball for the 2022-2023 season?

Commissioner Freeman stated that 35 kids signed up. He also stated that took this position with the town from resident Griffin years ago and the town has always covered the recreation department. Commissioner Stewart requested to know the type of shirts that the town covered are they supplied Tee-shirts or jerseys? Commissioner Freeman states that the kids are allowed to keep the purchased Tee-shirts after the season is completed. Commissioner Goodrich requested at this time what does the recreation department funds at this time in their account as of today? Commissioner Freeman states \$50,000.00 is what is remaining in that account currently. Rental of the gymnasium is not needed for the recreation department we will continue to use the town-owned building at no charge from the town. At this time the board will have to get us out of the hole they are currently in due to the funds for the recreation department having been exhausted for the 2022-2023 fiscal year.

Schneider Landscape Contract

The Schneider landscape contract was submitted to each board member and was given a copy to review. After the entire board read and reviewed the copies provided, Mayor Williams questioned the board about any questions or concerns? Commissioner Freeman states that the ditch will have to be deeper to get the water to flow through the culverts. Upon approval Duck thru and the church owners will be informed of all changes scheduled to take place with upcoming projects.

It was moved to approve the submitted Schneider Landscape Contract and payment upfront in the amount of \$18,675.00 by Commissioner Spivey and seconded by Commissioner Goodrich and unanimously passed to approve. The vote carried 5-0.

Summer Program

Commissioner Goodrich requested to know any updates on the recent request of the summer program. Mayor Williams states that he spoke with Mrs. Watsi Sutton and she wanted to know how much the town would be willing to put in for the summer program. They are requesting around \$20,000-\$30,000 the town would have to assist to run the program. Mayor Williams states that we will look at this program but maybe on a different level.

Generator

Commissioner Goodrich asked if the generator would need natural gas to upgrade to the generator to work without the natural gas running to the town hall. Mayor Williams states that we would have to have another appliance scheduled to be installed on April 14th, 2023. The office will be closed because the office will not have any power and all backups will be completed the day before to make sure we keep the data on the systems.

Minibikes

Commissioner Goodrich states that she was at the Duck thru when the minibike was doing a wheelie and shortly after a police officer came by. The officer passed after the minibike was already on the Morris Lynch Center area. She states that she followed the officer and asked if he could speak with the operator of the minibike to let them know that it's not safe and not allowed to ride these minibikes and other atvs in town.

Ordinances on Semi-Trucks

Commissioner Jackson requested to be discussed with the public comment of James Gardner. Tabled until public comments section to discuss.

Financials/Budget Amendments

The board reviewed all financials, Mayor Williams asked the board if they have any questions after the review of the financials as submitted. Clarification on the funds and which funds are covered by what departments. Clerk Roebuck states that recreation funds are charged for anything that is completed for the recreation department and not the maintenance funds. Commissioner Freeman states that the recreation department does not need to cover the expenses of the buildings that the town owns. Funds are spent by the line items that are created by the town and budgeted for each fiscal school year. Clerk Roebuck asked the board to confirm the spending of maintenance funds verses the funds of recreational funds. Commissioner Freeman states we can continue to do what we have been doing to cover the funds as we have always done in the past.

Motion to approve the financials as presented by Commissioner Stewart, seconded by Commissioner Goodrich, motion carried 5-0.

COMMISSIONER REPORTS

Commissioner Jackson had nothing to report at this time.

Commissioner Stewart since the property was sold on South Street the money the we used from beautification fund was returned we are now looking into the purchasing of artificial ferns for the front of the town hall office. States she recently gave clerk an old banner to size up the possible purchasing of banners for the town.

Commissioner Spivey has nothing to report at this time.

Commissioner Goodrich reviewed the submitted information from the maintenance supervisor.

Maintenance Supervisor Mike Pickle states they have located utilities at 903 and Circle Drive for a bore for underground gas line. Cannot get an exact location of lines due to not having up to date maps, going to request that contractor pothole and find the lines before boring; Sewer Blockage at the Duck Thru; Found Duck Thru light meter was not working properly; Found meter was wired wrong causing meter to run backwards at times; Problem was corrected. Estimated \$80,000 to \$90,000 revenue loss before problem was detected; School meter was working but found system was not entering reread data correctly, Allison found and corrected this problem so they can be charged for correct usage; New Transformers have been ordered and we should receive them next week. Will be conducting a survey to determine how many old transformers are left to be changed out as time permits; Pole by Taylor Street and South Front Street was hit and damaged. Had to call in East Coast Electric to do the repairs. Drivers' insurance will be responsible for reimbursing the town for the cost of repairs; Need to look at Meter tampering Fee's. The meter was stolen from a local church and was found being used by a customer who had been disconnected for nonpayment of bill. Leo was called and we pulled the meter back out. Leo is looking into charging the homeowner for utility theft. Also needs to be brought up that home needs to be inspected by the county building inspector to make sure meter base and box are safe to install meter back in it and nothing done that can cause the maintenance Department any harm when installing new meter.

Commissioner Freeman the recreation basketball players ages 7–9-year-olds will be playing all-stars in Edenton on March 11th, 2023, 10-12 year olds will be playing in Camden & 13-16 year olds will be playing in Currituck the times to be accounted at a later date.

Mayor Williams spoke with Mr. Henry Lewis in Circle Drive and asked him about the development of the lots for area of consumption \$850,000.00 to be split between 5 different counties. As far as housing is concerned, we need better housing, and we may not be able get the funding. Commissioner Stewart asked the mayor for any information from the recent state dinner attended by Commissioner Jackson, Commissioner Williams and the Mayor. Mayor Williams states that we had a good time, other mayors and other members spoke about what was going on and ideas to help our town. Over 500 hundred people attended the dinner as well.

The Clerks Report office will be closed on April 14th, 2023, for installation of the generic equipment; Commissioner Goodrich states she will place a one call to go out to the Town about the office closing. Reviewing Personal Policy is still underway due to unable to subtract certain areas and still updating everything; Duck Thru account is under review for usage with meter reading errors the reading is going backwards starting in February 2019 per recent report submitted after review of Electricies. Commissioner Spivey suggested that before the meeting is over he would request that we have a plan in place to address the issues about the error in meter readings and the meter reading backwards. Proactively we are rechecking and re-reading meter readings since this issue has come about. The clerk explained that we have met with members from Electricies that have reviewed every active account operated by the town at time was reviewed to make sure the correct multiplier was attached to accounts. A back-for system has been placed as well as FMS software has been installed; Internet connections interruptions due to multiple usage of internet router causing delay; Possible to upgrade the services at cost to the town. Our support from Bright Speed to submit the information for the upgrade and the cost to the town.

PUBLIC COMMENT

Mayor Williams called on James Gardner to question the recently placed No Semi-Trucks placed by his home and throughout the town. I feel as though this is my business and my lifestyle as well as my income for my family. The trash trucks, farm equipment and school buses are heavy so are heavier than our transportation trucks. Mick Pickle states that different signs throughout the town have been knocked down throughout the town. The biggest concern is our 8" water line that runs throughout the time and the weight of these trucks on these water lines. Mayor Williams asked the outcome of the signage throughout the town. Commissioner Goodrich states the board voted to continue with the postage throughout the town. Commissioner Freeman states that the PVC pipe in the ditch is about the 3 ½ inch deep and where he parks his truck is not on the water line and feels as though it would not affect or damage the current water lines. Commissioner Spivey states this is nothing new for our town and this has been explored over time throughout other towns as well as our town. Due to traffic and wear on streets and to protect the streets as well as our town's water lines.

Mayor Williams called on Patricia Moring to state that Housing Consortium Information recently attended a meeting that was held in Williamston and none of the town board members attended. She collected some surveys to be placed at town hall for the community to express what is important to the town. The clerk has placed the forms given in the office for the public to pick up if they wish to participate in the survey. Inquires the total cost of the parade is this separate from the town expenses like the recreation department. Mayor Williams states that the town supports with funds the parades. Resident Moring questioned the funds for the floats that entered into the 2022 Christmas Parade had sponsors and wanted to know how much was donated back into the town for the advertising of their businesses on the floats. Mayor Williams states that the money will not always be collected upfront but will be given back to the town. She also questioned the rental monies collected from the rental of Hobgood Charter School. The money was placed into the General Fund answered by Mayor Williams. Requested by Moring to have those funds placed back into Mike's Maintenance fund to cover some of the expenses. Moring requested to know information on the current operations of the wastewater treatment plant. Mayor Williams states that we have hired someone to get us through the recent retirement of Commissioner Spivey and will be reviewing everything over the next couple of weeks for the fulfillment of the position.

Closed Session

Mayor Williams requested to entertain a motion to enter closed session § 143-318.11. (6) Personnel.

Motion to enter closed session by Commissioner Jackson, seconded by Commissioner Stewart, motion carried 5-0.

Return to Open Session

There being no further business, it was moved by Commissioner Goodrich, seconded by Commissioner Stewart, and unanimously passed to adjourn the meeting. The vote was 5 – 0.

Motion to Adjourn

There being no further business, it was moved by Commissioner Jackson, seconded by Commissioner Stewart, and unanimously passed to adjourn the meeting. The vote was 5 – 0. The meeting was adjourned at 10:15 p.m.

Submitted by:

Approved by:

Allison Roebuck, Town Clerk & Finance Officer

Ervin Williams, Mayor