

Town of Hamilton Monthly Board Meeting

New Hamilton Town Hall

September 2nd, 2021 @ 7:00pm

Meeting called to order & Welcome by Mayor Goodrich at 7:02PM.

Prayer by Judith Stewart

Pledge by all to the flag

Approve Old Minutes read by Judith Stewart

Motion to approve old Minutes, with corrections as followed below. Corrections noted by Commissioner Goodrich noted that an error was made with reference being deceased how to James Raynor Jr has not passed away also he was Dr. James Raynor was awarded on behalf of his 25 years of service at Fayetteville State College. Correction noted by Commissioner Stewart three people for bids for dilapidated houses needed to be updated to only two bidders due to the recent passing of one of the three per the obituaries. Correction noted per Commissioner Freeman that the manhole to be trimmed between the city lines and Penco Dr. as well as the fire hydrate.

Motion to approve old minutes after corrections updated and corrected. Motion to approve Mayor Goodrich old minutes by approved and carried unanimous decision by all. 5-0 all in favor and approved with corrections to listing above motion carried.

Old Business COVID-19 Money (~\$743.00 left) Commissioner Goodrich requesting face mask and cleaning supplies going door to door. Commissioner Moring suggested batteries and refills for the recently donated hand sanitizer from Marvin Hilliard and his TFBU foundation. Commissioner Stewart states cleaning supplies to be used up at the Morris Lynch Center and our town owned offices. Motion to approve the money to be spent towards the items above. Commissioner Goodrich made the motion and Commissioner Kerry seconded. All in Favor Unanimous decision 5-0 Motion carried.

Gymnasium Update: Mayor Goodrich informed everyone that Hobgood Charter School will continue to rent out the gymnasium, until completion of their gym flooring. At this time unknown date and time.

Dilapidated Houses : Commissioner Stewart stated she was requesting three bids and only two responses were returned. Spivey Motioned to go with the lower of the two bids for demo. Motion seconded by Commissioner L. Goodrich. Motion to approve after clarifying back taxes to be paid or any outstanding issues by Commissioner Spivey. All in Favor Unanimous decision 5-0 Motion carried.

ARPA Grant: Mayor Goodrich states ARPA stands for American Rescue Program unsure of who will provide these grants but we the Town will receive about \$117,000 to be used for infrastructure towards our water system. Fortline came out a couple of months ago and also Electricities has a few options too. Commissioner Goodrich informed us that this system would take the place of manual meter readings by our employees and the readings would be read on an Ipad for our water systems for more accurate water readings. Mayor Goodrich asked for any more questions and no questions were asked. No further questions were asked.

Cemetery Prices: Mayor Goodrich spoke about the prices and increased maintenance needed and requested a possible workshop to get some ideas on prices and the cost of upkeep for the cemetery. Set date for September 14th 2021 at 9AM for workshop to bring ideas suggestions.

Formal hiring of New Finance officer: Mayor Goodrich states we need to make a motion to make Allison Roebuck the new finance officer for the Town of Hamilton. Commissioner Stewart made the motion and was seconded by Commissioner Kerry. Allison Roebuck was formally introduced to the town residents as the new Finance Officer and Town Clerk.

Alzheimer's Walk Check: Mayor Goodrich requested to know how much was given last time? Resident Mary Greene states there are different levels for different donations but in the past we gave \$500.00 for the bronze level. Motion to give the bronze level of \$500 donated requested by Commissioner Goodrich and Commissioner Spivey seconded the motion All in Favor Unanimous decision 5-0 Motion carried.

New Business

AIA Water Grant Mayor Goodrich states we applied for this grant because of the county and our water system. The grant will cover the mapping and inspection of the pipes of our water system. As far as money goes it will not cost us anything, everything will be taken care of, if it is a cost the town anything maybe like 1.5%. Motion to approve given by Commissioner Spivey second by Commissioner Stewart. All in Favor Unanimous decision 5-0 Motion carried.

Asset Management Sewage Grant Mayor Goodrich states the same type of information as given for the water Grant. Water systems were in need before they moved onto the sewer.

Declining Numbers of volunteers in the Fire Department (Serious Needs of Volunteers) Mayor Goodrich states they volunteer are needed for both Fire Department and EMS. Commissioner Spivey states that he was only aware of the Fire Department. Requesting anyone with ideas or if you know of anyone who could help out in any way.

Retention Schedule of documentation in office (See guidelines) Mayor Goodrich states we would like to review the retention schedule we have in place. Commissioner Spivey states that we have a retention schedule and this is a schedule that identifies types of files and time frames of files. Mayor Goodrich states we are in the process of cleaning up the files. Motion to adopt the retention schedule made by Commissioner Spivey, seconded by Commissioner Stewart, All in Favor Unanimous decision 5-0 Motion carried.

Scanner/Printer information proposal Mayor Goodrich states that we have a copier that has not worked to full potential, We have a service contract we pay yearly and every year the price

will continue to rise. Mayor Goodrich states that the machine is over 17 years old. Commissioner Spivey asked about the fee of \$78 dollars a month, stating it would be a good idea to explore options of moving onto a new machine versus trying to repair the old one. Mayor Goodrich states we will need a motion to approve the new printer, Motion made by Commissioner Spivey and seconded by Commissioner Goodrich. All in Favor Unanimous decision 5-0 Motion carried.

Facebook information /Can not access site Mayor Goodrich reached out to former commissioner Williams and asked if he has access to our Town's Facebook page. Mr. Williams states that the password should be in a book in our office. Allison responded she was unable to access and no password was located, requesting to have the current board members added. Mr. Williams states that we need to talk with Allen Titlemen who set up the account or create a new one.

Financials/ Budget Amendments every board member as well as the town residents reviewed and looked over financials from the past month July 2021. Motion to approve financials by Commissioner Spivey, Seconded by Commissioner Goodrich. All in Favor Unanimous decision 5-0 Motion carried.

Mayors Report Mayor Goodrich two weeks ago a potential new client for utilities came into our office about buying a new house in Hamilton. He states he was set to close on the house until he called Town Hall to find out about the deposit request in the amount of \$500.00. He states he has never had to pay those kinds of prices on utility services ever and he has a perfect credit score. Inquired to know if we run credit checks to find out what is needed for a deposit? Informed him that we do not request a credit report to turn on utility services and even so at this time the price would not change with the ordinances we have in place now. Client states that he declined the purchase of the house and he blamed the cost of the deposit of utilities. Mayor Goodrich suggested we have a workshop to discuss possible options we could have available to possible change in prices or suggestions to something different. Mayor states we will discuss more information at the workshop and bring all ideas to help with this issue.

Commissioner Reports Mayor Goodrich as for the commissioner reports Commissioner Spivey states that he is awaiting a report to come in. Few issues: one pump not working 2 pumps 1 pump instead of two. Lift pump number 2 is out for repair. Mike from maintenance states that the backhoe has been taken out at this time for services and unsure how long this will be out of service. Resident Mrs. Taylor asked how much is this equipment used? Mike answered weekly and we will have to rent a machine in the meantime to get us over while awaiting repair. Total discussed and motion filed by Commissioner Goodrich to rent equipment with the minimum of 3 weeks and maximum of 5 motion seconded by Commissioner Stewart. All in favor of the motion to 5-0.

Commissioner Moring called to discuss the Electricities conference she recently attended. Public Power week is coming up and to avoid the spread due to increased numbers raising of covid cases, we will have no public gathering. We have ordered around 30 gifts to win by entering a drawing by coming into the town hall office to enter to win.

Commissioner Stewart called to discuss possible workshops about lights and banners to put on poles. Looking into changing banners for each different season..

Commissioner Freeman called on for anything outstanding to discuss and at this time he does not have anything new to discuss.

Public Comments Resident Williams requesting information for audit and if our audit has been completed? Mayor Goodrich states that at this time the audit has not been completed. We are processing the audit now with Jeff Best's office. Resident Mr. Williams also asked about the general funds account. Mayor Goodrich states that deposits have been made and we are reconciling the deposits to match the total deposits as well as the payment attached to the account in Citipak. Daily deposits and entry in systems are now up to date and everything is now balancing.

Resident Mrs. Taylor asked about more information about Facebook and the current administration that is assigned for the Town of Hamilton's page? Resident Williams states Allen created the Facebook page. Resident Mrs. Taylor states she is requesting to use the microphones while discussing anything or making any motion or just in discussion so we can all hear the information.

Motion to adjourn requested by Mayor Goodrich. Motion by Commissioner Moring to move to closed session. Commissioner Goodrich seconded the motion to move to close session All in favor 5-0.

Closed Session Motion to Move to Close Session by Commissioner Moring.

Motion to End Closed Session by Commissioner Goodrich All in favor 5-0.

Meeting adjourned.



Mayor



Clerk