

Minutes of the Meeting of

The Town Board of Commissioners

Town of Hamilton, NC

April 6th, 2023

The Board of Commissioners of the Town of Hamilton met in a regular meeting on Monday, April 6th, 2023, at 7:04 p.m. at the Town Hall, 109 N Front Street, Hamilton, NC.

PRESENT Mayor: Ervin Williams

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

ABSENT None

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

Approval of the agenda or Adjustments to agenda

Commissioner Goodrich made the motion to approve the agenda as received and seconded by Commissioner Stewart. It was unanimously passed to approve the minutes of the March 2nd, 2023, meeting with the suggested changes. The vote was 5-0.

Minutes of the March 2, 2023, Meeting Approved

Commissioner Goodrich made the motion to approve the minutes as reviewed upon correction to spelling of Roxy to Watsi and seconded by Commissioner Spivey. It was unanimously passed to approve the minutes of the March 2nd, 2023, meeting with the suggested changes. The vote was 5-0.

Minutes of the March 16, 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 March 16th, 2023, meeting with the suggested changes. The vote was 5-0.

Minutes of the March 29, 2023, Meeting Approved

Commissioner Goodrich made the motion to approve the minutes as reviewed and seconded by Commissioner Stewart. It was unanimously passed to approve the minutes of the March 29th, 2023, meeting with the suggested changes. The vote was 5-0.

OLD BUSINESS

Policies & Resolutions

Mayor Williams to state that all updates have been sent out to attorney Coleman for her approval. The Local Government Commission has signed off with their approval.

Duck Thru

Mayor Williams states the letter about the Duck Thru issues with meter please see attached notes from the Electricities audit that was completed by Matt Proctor. Commissioner Goodrich states she placed a called requesting to meet with Mike Harrell, she left a voicemail request for him to return call to try to set up arrangements for the owed utilities or possible negotiations. Commissioner Spivey states request invitation to meet to discuss the billing statements to get the information for the prior billing statements, However, if nothing happens or no return calls are made the town will mail the billing statement as what is owed. Mayor Williams states that he has placed a call requesting to discuss the utility billing to the town.

Sewer Machine Inquire

Commissioner Goodrich states she spoke with the finance director Mr. Eric Pearson at the Town of Williamston. Commissioner Goodrich states the town will have to place a bid and we should be receiving the information within the next two to three days to give us more information about the sealed bids. Commissioner Spivey states that the machine is probably over five to six years old, and it would be a great purchase for the town. Commissioner Goodrich requests that once the town receives the information from the town of Williamston and Town Clerk submit the information via email to the board.

Generator Installation

Mayor Williams called the Clerk to update the status of installation. Installation will take place the following Friday April 14th, 2023, the Town Hall will be closed for installation and building clean up. Commissioner Goodrich states that she will place a one call to inform the town residents of the closing of the office for the installation. Commissioner Goodrich states that she placed a call to Piedmont and spoke with Brady Cartwright and Mike Pickle set up an appointment with the

company for next Tuesday April 11th, 2023. Mayor Williams states it will be easier for them to run the gas line to the hot water heater.

Schneider Landscape

Mayor Williams states that the job has been completed and the driveways were not put back at this time for the address. However, the owner of the lots states driveways not needed at this time.

Store Front Cleanup

Commissioner Spivey requested the status of the cleanup and the ordinances that are in place to address these properties within the town. Mayor Williams states that he was requesting the owner of the business located at 107 N Front Street and the surveyor to have the land and area by the gazebo area reviewed and stake out the exact location of the lot. At this time, we cannot do anything until the survey is completed for the location. Commissioner Spivey requested to know where the board stands with the approach or the next steps to address the possible cleanup of the location. The survey of the land and lot would come at a cost to the town of around four hundred dollars, states Mayor Williams. Spivey states he likes having a good relationship with the owner as well as the convenience business brings to the town.

Motion to have the land located at 107 North Front Street and area by the gazebo surveyed at cost to the town by Commissioner Spivey, seconded by Commissioner Goodrich. The vote was carried 5-0.

NEW BUSINESS

Martin County Board of Elections Vote

Mayor Williams states that five towns have been approached to increase the amount of money that surrounding towns would have to pay towards the municipal elections for early voters. This would provide offering a second early voting site for the 2023 Municipal Elections.

Motion to decline the Martin County Board of Elections to offer second early voting site for the 2023 Municipal Elections by Commissioner Spivey, Seconded by Commissioner Stewart. It was unanimously passed, and the vote was carried 5-0.

Job Descriptions Duties

Mayor Williams asked the board to review their packets to find the job duties of all town employees listed for their review. Tabled motions and resolutions until May 2023 Board meeting to give the board time to review each job description as presented.

Financials/Budget Amendments

The board reviewed all financials.

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

COMMISSIONER REPORTS

Commissioner Jackson Nothing at this time.

Commissioner Stewart attended the herring festival in Jamesville over the past weekend, Meeting at the Rosenwald School and they will be identifying different items at the school. Questioned the Mayors meeting last night in Jamesville, Mayor Williams states a good turn out and Oak City showed up to join in the meeting.

Commissioner Spivey operations are still underway, pre-treatment program and end of year reports completed.

Commissioner Goodrich reported on behalf of the Maintenance Supervisor Powell Bill projects are completed; New Transformers have been delivered. Talk to Tank Utility company and they are doing an estimate to replace valve bottom of tank when they do the annual clean out in 2024, Piedmont Gas coming out review the area for running gas for the generator at town hall on April 11th. Highway Patrol aware about early morning presence to slow early morning speeders down; All weight limit signs are up on the eastern side of town streets now. Will notify the sheriff so deputies can watch for violations. Will start purchasing more signs to finish town streets. Put up Banners at the entrance to the boat ramp. Had two water leaks that had to be repaired this month on Circle Drive. The gas company has finished installing the main around Circle Drive. Now they will be hooking up gas lines for residents' homes in the next few weeks. The boring crew hit one Sewer service while boring main in. The line was repaired by town employees with help from boring crew. They did an awesome job potholing for utilities. The chlorine injector has been rebuilt and we have repair kit to rebuild our spare one, so we have a backup.

Commissioner Freeman requested to know where the chairs from the Morris Lynch Center are located the center had up to seventy-eight chairs at one time. Commissioner Goodrich states that maybe we can move some of the extra chairs from town hall back down to Morris Lynch Center. Commissioner Goodrich states she will make up a check list for the maintenance men to review and check off before and after every rental.

Commissioner Freeman made a motion to purchase 40 more chairs for the Morris Lynch Center, seconded by Commissioner Spivey, it was unanimously passed to approve the purchase of chairs. The vote carried 5-0.

Mayor Williams addressed the following issues.

1. The need for having Martin General Hospital to remain open to provide healthcare needs for the county.
2. The town received a grant application and prizes for a Black Mountain software upgrade for the town office. This grant will serve us no purpose because the town has already been upgraded to FMS.
3. The town has received the land lease back from Verizon Wireless.
4. The owners of the dilapidated properties on Liberty Street have agreed to clean up their property.
5. Kelly Davis, with Electricities, met with the mayor to discuss possible grants available for small businesses in town. She spoke of different grants that are available to help put on festivals within the town like music in the park. The Arts Council mentioned that they will donate \$1,000 towards music in the park.
6. Investigations are ongoing regarding the theft of the meter and possible charges against those responsible.
7. Funding for the well is still underway with the USDA.
8. The mayor had a zoom meeting with Don Davis and now has updated letters of support for the Veteran's Park.
9. Contracts for ORC have been sent to the lawyer for review.
10. Commissioner Freeman requested information about the type of insurance needed for the ORC person. Commissioner Spivey mentioned that the operator would need insurance that meets the state standards. The mayor said he would contact Dawn Perry regarding the type of insurance that the operator would need.

Clerks Report NC Department of State Treasurer Virtual Board Training Information sent out via email (03/28/2023) for the board to complete the other items will be complete in the time frame requested upon budget review virtual Board Training. If you have not completed this training, you will need to revisit the previously sent out email with the link and the requested information. Meter readings and accounts that are business owned and operated throughout the town was suggested by Electricities to look over and do an energy audit on these accounts to reassure that we are not having issues as we did with Duck Thru for other businesses in town. Office scheduled to be closed tomorrow in observance of Good Friday on April 7th, 2023, as well as April 14th, 2023, for the installation of the generator. Attended the Webinar Series on April 5th, 2023, The American Rescue Plan: What you need to know for the April Reporting Deadline, ARP report due by 4/30/2023. Draft budget due to LGC by May 16th, 2023, Requested the board to set a up meeting for budget processing. Mayor Williams called on the board to look at dates April 20th, 2023, to discuss the

upcoming 2023-20024 budget at 6 PM for our Budget Workshop. Certificate of Deposit Receipt Water Sewer Account: 6330007413 for the next 12 months will draw interest of 4% now at a fixed rate. Please review the current internet proposal from Brightspeed, this will come at a cost to the town to get the upgrade for multiple operators to work off the broadband we currently have. I will be setting up an appointment to meet with Tarboro printing company to quote prices on banners to place throughout the town around 20-21 banners brackets we already have on hand.

PUBLIC COMMENT

Patricia Moring was called on by Mayor Williams to know if we have been able to meet the needs and the dates of Lee Padrick. Mayor Williams states that we have met our needs to move forward. Suggested the town create inventory sheet to be for the Morris Lynch Center and should be signed off by each renter before allowed rental. She also suggested food trucks for the festival to be set up for the music festival if the town should offer a festival to bring more people to our town.

Jeanie Taylor called on by Mayor Williams celebrated 1 year anniversary living here in Hamilton she has followers on Instagram, she hosted regarding the balloon test to see if any interference of historical society. Semi-trucks and the effects it bringing to his life as well as his way of living. The only issues we have here in Hamilton are the orange cones located in the front of her house, as well as the speed limits that need to be revised, but the parking of the semi-truck in front of her home which is historic home. The town is not permitting the owner of semi-trucks to park in their driveways of the residents that own the semi-trucks. Residents like Mr. James Gardner are requesting to park owned semi-trucks in their residents and homeowners’ own property. Commissioner Spivey states that the town should be able to work around the request of the residents and the semi-trucks owners. Mayor Williams states that the outcome will be reviewed by the board and the board will reach back out to both residents in the concerns brought to the board. The board will have a workshop.

Closed Session

ADJOURNMENT

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 9:45p.m.

Submitted By:

Approved By:

Allison Roebuck, Town Clerk & Finance Officer

Ervin Williams, Mayor