



JANUARY 6, 2015, CITY COUNCIL MEETING

The City Council of the City of Clinton, North Carolina, met in regular session at 7:00 PM on January 6, 2015, in the City Hall Auditorium. Mayor Starling presided. Councilmembers Becton, Strickland, Turlington, Stefanovich, and Mayor Pro Tem Harris were present.

Also present was City Attorney Tim Howard, Howard and Bradshaw, PLLC.

Also present were City Manager Shawn Purvis; Finance Director Harry Staven; Police Chief Jay Tilley; City Clerk Elaine F. Hunt; Fire Chief Adon Snyder; Planning Director Mary Rose; Recreation Director Jonathan Allen; Public Works Director Jeff Vreugdenhil; Human Resource Director Lisa Carter; Captain Donald Edwards; Police Department staff; Belinda Parker, Police Department; Brittany Locklear, Police Department; Randy Parker, Water Department; and Henry Herring, Water Department.

Melvin Henderson, of the Sampson Weekly; and Chris Berendt, of the Sampson Independent, were also present.

Mayor Starling called the meeting to order. He called upon Councilmember Stefanovich to give the invocation.

CITY COUNCIL

Upon a motion made by Councilmember Becton, seconded by Councilmember Strickland, the minutes of the December 2, 2014, regular city council meeting were approved unanimously.

CITY ATTORNEY

Mayor Starling welcomed our newly-appointed attorney, Mr. Tim Howard, Howard and Bradshaw, PLLC.

RECOGNITION – 2014 EMPLOYEE OF THE YEAR

City Manager Purvis briefed the group on this recognition. He stated that this is the second year of the "Employee of the Year" program. He stated that nominations

come from the peers. He stated that upon the Employee Committee narrowing the selections to five, an external committee makes the final selection. Mr. Purvis stated that there were only three (3) nominees for this year. He further identified the external committee: Patty Cherry, Susie Bauman, and Lenzie Grice.

City Manager Purvis introduced the three finalists to the group: Belinda Parker, Police Department; Brittany Locklear, Police Department; and Henry Herring, Water Department. Mr. Purvis praised all employees for the excellent job that they do. He stated that the external committee had a difficult task; however, they agreed upon the "2014 Employee of the Year."

Brittany Locklear was announced as the "2014 Employee of the Year." Mayor Starling and City Manager Purvis presented a monetary award and a plaque to Mrs. Brittany Locklear.

Mr. Purvis stated that a larger plaque will hang in City Hall and a picture of Mrs. Locklear will be placed on the plaque. He stated that the two finalists, Mrs. Parker and Mr. Herring will also receive a monetary award.

Mayor Starling thanked the finalists and "Employee of the Year," for the excellent job that they perform for the City of Clinton.

PRESENTATIONS – CITIZEN CERTIFICATES OF MERIT AWARD

Police Chief Tilley introduced Ambar Banos, Senior Administrative Specialist, of the Clinton Police Department. He informed the group on the great job Ms. Banos is doing. Chief Tilley stated that the Clinton Police Department held its second Latino community forum in November 2014, to conduct outreach, provide education, and promote cooperation and understanding between the City and Latino community. He stated that several members of the Latino community were very instrumental in coordinating and promoting the forum(s) and he felt recognition was in order.

Chief Tilley recognized: Father Mark Betti; Jose Banos; Jose Romero; Maria Sauno; Olga Najera; Patricia Luna; and Minerva Banos.

Chief Tilley stated that police staff and citizens left the forum with a stronger bond. He felt this forum to be the most productive meeting ever held with a citizens group.

BY-LAWS AND RESOLUTION ENDORSING KEEP AMERICA BEAUTIFUL, INC.

City Manager Purvis stated that this item was continued from the December city council meeting. He stated that Public Works Director met recently with the Downtown Design Committee to discuss a Keep America Beautiful Program whose mission is to engage individuals to take greater responsibility for improving their community environment. Mr. Purvis asked City Council to adopt the following by-laws and resolution endorsing the Keep Clinton Beautiful program:

CITY OF CLINTON

KEEP CLINTON BEAUTIFUL BY-LAWS

The name of this organization will be called Keep Clinton Beautiful (KCB).

This organization shall be an operating division of the City of Clinton under the direct authority of the Clinton City Council.

PURPOSE

The purpose of Keep Clinton Beautiful (KCB) is to provide programming aimed at enhancing the quality of life and community pride through changing attitudes and behavior of citizens through natural resource conservation solid waste handling, recycling, litter prevention, beautification, education, and volunteer involvement. Also, to engage individuals to take greater responsibility for improving their community environments.

ORGANIZATION AND STRUCTURE OF KCB

Membership: KCB shall consist of seven (7) members, who will include representatives from the following: Environmental Advisory Board, All-America City, and the Downtown Design Committee, city staff, etc. Representation shall not be limited to those sectors. KCB's membership shall be composed of volunteers from the aforementioned groups. If there are not enough volunteers to fulfill KCB's required membership, the Clinton City Council shall appoint members to fill vacancies.

The Public Works Director and/or his/her designees shall provide staff support for KCB as ex-officio members.

Term of Office: Each member shall serve for three (3) year staggered terms, excepting that the seven (7) members first appointed shall serve respectively for terms of three (3) years; two (2) years; and two (2) years; and thereafter, members shall be appointed for terms of three (3) years each.

Board members may continue to serve until their successors have been appointed. Vacancies may be filled for unexpired terms only. No member shall serve more than two full three-year consecutive terms. Once a member has served two full consecutive terms, the member must be off the board for a minimum of one year before being eligible to serve again.

If any member shall fail to attend three consecutive meetings or more than half of the meetings in one calendar year without just cause, then they shall be replaced by a volunteer solicited by the Public Works Director or City Manager or by appointment by the Clinton City Council. Any vacancy that occurs during a term shall be filled for the unexpired term by a volunteer solicited by the Public Works Director or City Manager or by appointment by the Clinton City Council. An unexpired term or a term of less than three years shall not count towards the term limit provision. Notwithstanding any

provision of this section, all members shall serve at the pleasure of the Clinton City Council.

Members shall receive no compensation for their services.

OFFICERS

The officers of the Committee shall be Chairman, Vice Chairman, and Secretary.

The Committee members will elect the Chairman on the first meeting in December each year. The Chairman shall preside at all meetings and hearings of the Committee, and shall decide all points of order and procedure at such meetings, unless otherwise directed by a majority of the members of the Committee.

The Vice-Chairman shall carry out the duties of the Chairman in his or her absence.

The Secretary shall be the custodian of all KCB minutes, papers, and records of the board; present minutes to the Committee and shall perform other duties customary to that office.

MEETINGS

Annual Meeting: The annual meeting shall be held in the month of December each year. Officers shall be elected by the Committee at this meeting and new members recognized at the volunteer recognition in December.

Regular Meetings: Regular KCB meetings shall be held quarterly and at the discretion of the Chairman. Time and place of the meeting will be at the resolution of the ex-officio, Chairman, and board members.

Special Meetings: Special meetings may be called by either the ex-officio, Chairman, or at least 4 members of the board when necessary to act upon matters; provided notice is given to each member forty-eight (48) hours in advance of the meeting. Said notice shall provide the time, place, and nature of the meeting.

Quorum: A quorum shall consist of at least four of the seven members present.

Open Meeting Rule: All KCB meetings are obligated to the open meetings rule for municipal government.

AMENDMENTS

These by-laws may be amended by the Clinton City Council of the Keep Clinton Beautiful Committee at any meeting of the Board.

RESOLUTION SUPPORTING THE KEEP CLINTON BEAUTIFUL IN THE CITY OF CLINTON AND ESTABLISHING A KEEP CLINTON BEAUTIFUL COMMITTEE

WHEREAS, the City of Clinton desires to improve the physical quality of community life; and

WHEREAS, a clean environment contributes to the emotional, physical, and economic well-being of our citizens; and

WHEREAS, the Affiliate Program, developed by Keep Clinton Beautiful will assist greatly in reducing the improper handling of waste, and thereby reduce litter and increase solid waste management activities.

NOW, THEREFORE, BE IT RESOLVED by Clinton City Council that we hereby endorse the organization and support the participation with Keep Clinton Beautiful; and

FURTHER, BE IT RESOLVED that Clinton City Council recognizes the Keep Clinton Beautiful Committee. Said committee shall be an official committee and shall be accountable to Clinton City Council. The members and chairman of the Keep Clinton Beautiful Committee shall be appointed by the Clinton City Council.

This resolution shall be in full force and effect from and after its adoption.

Upon a motion made by Councilmember Stefanovich, seconded by Councilmember Strickland, it passed unanimously to adopt the by-laws and resolution endorsing Keep Clinton Beautiful program.

OFFICIAL TRAFFIC MAP— STEWART AVENUE AT THE INTERSECTION OF CUTCHIN AND NICHOLSON STREETS

City Manager Purvis stated that this item was continued from the December city council meeting to allow Councilmember Stefanovich the opportunity to speak to residents in the area.

Councilmember Stefanovich stated that he appreciates input from the residents. He stated that the residents in the neighborhood want four-way stop signs placed at the intersection of Stewart Avenue and Nicholson Street. He stated that they do not feel it necessary to place four-way stop signs at the intersection of Cutchin Street and Stewart Avenue.

Upon a motion made by Councilmember Turlington, seconded by Councilmember Stefanovich, the following resolution passed unanimously denoting that four-way stop signs be placed at the intersection of Stewart Avenue and Nicholson Street:

RESOLUTION AMENDING OFFICIAL TRAFFIC MAP
TO
PLACE FOUR-WAY STOP SIGNS AT THE INTERSECTION OF STEWART AVENUE
AND NICHOLSON STREET

BE IT RESOLVED that the following traffic regulations be adopted:

That four-way stop signs be placed at the intersection of Stewart Avenue and Nicholson Street.

BE IT FURTHER RESOLVED that the Chief of Police be and he is hereby directed to post the appropriate signs in accordance with this resolution; and

BE IT FURTHER RESOLVED that the above resolution be appropriately reflected on the Official Traffic Map of the City of Clinton.

CLINTON COMPREHENSIVE BICYCLE PLAN

City Manager Purvis stated that over the past year and a half, City staff and members of the community have been working on a citywide bicycle plan to complement the Clinton Pedestrian Plan. He stated that the plan was paid for by a grant from NCDOT. City Manager Purvis informed the group that the final plan is complete and NCDOT has given its approval.

City Manager Purvis welcomed feedback. City Council had no concerns regarding the plan; therefore, Mr. Purvis requested adoption of the plan.

Upon a motion made by Councilmember Becton, seconded by Councilmember Strickland, the adoption of the Clinton Comprehensive Bicycle Plan passed unanimously.

FY 2015-2016 PROPOSED BUDGET CALENDAR

City Manager Purvis asked City Council to adopt the FY2015-2016 Budget Calendar which was presented to them at the December city council meeting. He stated that the budget calendar sets benchmarks and milestones for our FY2015-2016 budget development. He stated that all dates will meet those prescribed in the Local Government Budget and Fiscal Control Act which include four workshops.

Upon a motion made by Mayor Pro Tem Harris, seconded by Councilmember Turlington, the following FY2015-2016 Budget Calendar passed unanimously:

**City of Clinton Fiscal
Year 2015-2016
Proposed Budget Calendar**

Tuesday, August 19, 2014

Strategic planning workshop with City

	Council
Monday, December 1, 2014	Departments begin meeting internally to develop CIP project requests
Friday, January 16, 2015	Departments submit CIP project requests to Finance & Administration
Thursday, January 22, 2015	Strategic planning and goal confirmation workshop with City Council
Friday, January 23 – 30, 2015	Administration & Finance review CIP project requests. Department Heads meet with City Manager & Finance staff to discuss CIP project requests
Monday, February 9, 2015	City Manager & Finance staff rank CIP project requests & establish a priority list
Tuesday, February 10 – 26, 2015	CIP project impact & financial analysis is completed to prepare for operating budget
Friday, February 27, 2015	Budget packages delivered to departments
Tuesday, March 24, 2015	CIP and revenue workshop with City Council
Wednesday, April 1, 2015	Departments submit budget request
Wednesday, April 1 – April 30, 2015	City Manager & Finance staff review budget requests & prepare recommendations
Tuesday, April 21, 2015	Budget workshop with City Council
Friday, May 8, 2015	Submit CIP & preliminary FY15-16 budget to City Council
Tuesday, May 12, 2015	Budget workshop with City Council
Friday, May 29, 2015	Submit proposed FY15-16 budget to City Council for review
Tuesday, June 2, 2015	City Council holds public hearing

regarding proposed FY15-16 budget

Tuesday, June 16, 2015

City Council adopts FY15-16 Budget

Wednesday, July 1, 2015

Fiscal Year 2015-2016 begins

RESOLUTION—SURPLUS PROPERTY

Upon a motion made by Councilmember Strickland, seconded by Councilmember Becton, the following resolution was unanimously adopted:

RESOLUTION AUTHORIZING THE DISPOSITION OF CERTAIN PERSONAL PROPERTY BY THE METHOD KNOWN AS: "GOVDEALS"

WHEREAS, the City Council of the City of Clinton, NC desires to dispose of certain surplus property of the City of Clinton;

NOW, THEREFORE, BE IT RESOLVED by the City Council that:

- (1) The following described property is hereby declared to be surplus to the needs of the City of Clinton:

One (1) 2006 Ford Crown Vic VIN# 2FAFP71W46X157788	Estimated value \$2,000.00
One (1) 2008 Chevrolet Impala VIN# 2G1WS553881243679	Estimated value \$2,500.00
- (2) The Accounting Operations Manager is authorized to receive on behalf of the City Council of the City of Clinton bids via GovDeals for the purchase of the described property.
- (3) GovDeals will begin the sale of the described property on or about January 11, 2015, and will continue the sale until the described property is sold. The terms of sale shall be Pay Pal, credit card, or wire transfer.
- (4) The City Clerk will not cause a notice of the electronic public auction to be published in accordance with G. S. 160A-266 (c).
- (5) The highest bid, if it complies with the terms of sale, may be accepted by the Accounting Operations Manager and the sale consummated.

PARTF GRANT -- ROYAL LANE PARK

City Manager Purvis stated that at the November 2014, city council meeting, City Council gave Parks and Recreation Director Allen and staff permission to proceed with applying for a PARTF grant for the Phase I project. He stated that the required

meetings were held on December 11, and December 18, 2014. He further stated that staff has received positive feedback. At this time, City Manager Purvis requested formal approval to apply for a PARTF grant.

Upon a motion made by Mayor Pro Tem Harris, seconded by Councilmember Strickland, it passed unanimously to approve the request to apply for a PARTF grant for Royal Lane Phase I Project.

APPOINTMENTS

Upon a motion made by Councilmember Becton, seconded by Councilmember Strickland, Mrs. Carol Monk was unanimously reappointed to the Board of Adjustment for a three-year term ending in January 2018.

It was the consensus of City Council to continue the appointments to the Cemetery Advisory Board until February 3, 2015. The Cemetery Advisory Board is a newly-formed board which City Council approved at its December 2, 2014, city council meeting. This Board will consist of five (5) members. Members shall be residents of the City with the exception of a minimum of one (1) member and a maximum of two (2) members residing outside the corporate limits.

REPORTS

The finance and personnel reports were acknowledged.

STAFF REPORTS

There were no staff reports.

CITY MANAGER REPORTS

City Manager Purvis stated that his written monthly report was included in the agenda packet. He asked City Council to please contact him regarding any concerns.

He informed the group that the following district meetings have been scheduled and there are great things to communicate to the citizens this year:

Councilman Stefanovich...District 1...Thursday, February 19, 2015, at Beaman St. Fire Station

Councilwoman Turlington....District 4.....Thursday, February 26, 2015, at Bellamy Center

Councilman Strickland.....District 2.....Tuesday, March 10, 2015, at Beaman St. Fire Station

Councilwoman Harris.....District 5.....Thursday, March 12, 2015, at Sampson Center

Councilman Becton.....District 3.....Thursday, March 19, 2015, at City Hall Auditorium

City Manager Purvis announced with sadness, that Fire Chief Adon Snyder would be retiring. He stated that the City will truly miss Chief Snyder. Chief Snyder has been with the City of Clinton since September 4, 2012.

Mayor Starling wished Chief Snyder all the best and thanked him for the vast amount of knowledge that he brought to the Clinton Fire Department. He stated that not once had he received a complaint on the Department while Chief Snyder was in charge.

Councilmember Strickland thanked Chief Snyder for allowing him to participate in the Department's training. He thanked Chief Snyder for his hard work and dedication.

CLOSED SESSION

Upon a motion made by Mayor Pro Tem Harris, seconded by Councilmember Strickland, the following resolution was unanimously adopted:

RESOLUTION TO ENTER CLOSED SESSION

Be It Resolved that the regular meeting of the City Council of the City of Clinton, North Carolina held at 7:00 PM on January 6, 2015, entered closed session as allowed by G. S. 143-318.11(a)(4) to discuss an economic development matter.

Upon a motion made by Councilmember Turlington, seconded by Councilmember Becton, it passed unanimously to exit closed session and re-enter regular session at 7:41 PM.

CONTINUATION

Upon a motion made by Councilmember Turlington, seconded by Councilmember Becton, it passed unanimously to continue this January 6, 2015, city council meeting until January 22, 2015, at 6:00 PM in the City Hall Training Room for a strategic planning workshop. This meeting adjourned at 7:42 PM.

Elaine F. Hunt, City Clerk, MMC, NCCMC

Lew Starling, Mayor