



## **FEBRUARY 3, 2015, CITY COUNCIL MEETING**

The City Council of the City of Clinton, North Carolina, met in regular session at 7:00 PM on February 3, 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; Planning Director Mary Rose; Recreation Director Jonathan Allen; Public Works Director Jeff Vreugdenhil; Human Resource Director Lisa Carter; Captain Donald Edwards; Fire Department Staff: Joshua Coombs, Brett Hairr, Matthew Barwick; Police Department staff: Adrian Mathews, Robert Dalton, and Julian Williams.

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 Mr. Dempsey Craig, member of First United Methodist Church, to give the invocation.

### **CITY COUNCIL**

Upon a motion made by Councilmember Stefanovich, seconded by Councilmember Strickland, the minutes of the January 6, 2015, regular city council meeting, and the January 22, 2015, strategic planning workshop, were approved unanimously.

### **RECOGNITION – 2014 POLICE OFFICER OF THE YEAR**

Police Chief Jay Tilley presented the recipient for 2014. Chief Tilley stated that this award is one of the proudest awards within the Police Department because peers and former winners nominate and select the recipient. Chief Tilley stated that this individual was hired in February 2008. He stated that the recipient graduated from Fayetteville State University with a BS Degree, a member of the Neighborhood Improvement Team, and in 2011, he was assigned as the housing officer. Chief Tilley

further stated that this individual oversees the nuisance vehicle program, assists shift officers, has received eighteen (18) commendations, and is scheduled to be promoted to sergeant at the end of the month.

Chief Tilley stated that the recipient loves family and he has a wife and son. Chief Tilley presented the “2014 Police Officer of the Year,” – Master Police Officer Adrian Mathews.

Mayor Starling and Chief Tilley presented a plaque to Master Police Officer Adrian Mathews. Mayor Starling asked Officer Mathew’s family to come forth for the picture taking.

Mayor Starling congratulated Officer Mathews for his service of excellence.

### **USE OF FUND BALANCE**

City Manager Purvis stated that General Assembly returned to session on last Wednesday; however, they will not vote until Governor Pat McCrory’s upcoming address. Mr. Purvis asked City Council to consider purchasing the new fire apparatus (pumper) totaling approximately \$200,000, using cash instead of time payments. He stated that a cash payment lowers the overall cost of the purchase and since new debt will not be added, the potential for issuing bonds at a more favorable rate increases.

City Manager Purvis stated that he will report back to City Council in a couple of months to update them on the General Assembly and its actions.

Upon a motion made by Councilmember Turlington, seconded by Councilmember Strickland, it passed unanimously to purchase the new fire apparatus (pumper) totaling approximately \$200,000, using cash instead of time payments.

### **ISSUANCE OF REVENUE BONDS – RESOLUTION OF FINDINGS**

City Manager Purvis stated that although the water production expansion project is funded through USDA, interim financing has to be secured through revenue bonds per the USDA contract. He stated that the bond process first requires the adoption of a resolution stating the findings of fact for the need of the bonds. City Manager Purvis asked City Council to adopt the following resolution making certain findings of fact:

**RESOLUTION DIRECTING THE APPLICATION TO THE LOCAL GOVERNMENT COMMISSION FOR APPROVAL OF A WATER AND SEWER REVENUE BOND ANTICIPATION NOTE AND SUBSEQUENT WATER AND SEWER REVENUE BONDS; MAKING CERTAIN FINDINGS OF FACT; AND REQUESTING LOCAL GOVERNMENT COMMISSION APPROVAL OF THE CITY’S WATER AND SEWER REVENUE BOND ANTICIPATION NOTE AND SUBSEQUENT WATER AND SEWER REVENUE BONDS**

*WHEREAS*, the City Council of the City of Clinton, North Carolina hereby determines that it is necessary to improve its water and sewer system; and

*WHEREAS*, the City Council is considering the issuance of up to \$4,000,000 City of Clinton,

North Carolina Water and Sewer Revenue Bond Anticipation Note (the “*Note*”) to finance, together with other funds, various improvements to the City’s water and sewer system, including the construction of new wells and improvements to the City’s water treatment plant (collectively, the “*Project*”), and has received a commitment from the United States Department of Agriculture (“*USDA*”) to provide long-term financing for the Project on completion of construction, at which time the City will issue its Water and Sewer Revenue Bonds (the “*Bonds*”) to refund the Note; and

**WHEREAS**, the City has retained Parker Poe Adams & Bernstein LLP, as bond counsel; and

**WHEREAS**, the City Council desires that the Finance Director (1) file with the Local Government Commission of North Carolina (the “*Commission*”) an application for its approval of the Note and the Bonds, on a form prescribed by the Commission, requesting in such application that the Commission approve (a) the sale of the Note through a competitive sale, (b) the sale of the Bonds to USDA on completion of the Project and (c) the City’s use of Parker Poe Adams & Bernstein LLP as bond counsel for the City, and (2) state in such application such facts and to attach thereto such exhibits in regard to the Note, the Bonds, the City and the City’s financial condition as may be required by the Commission, and to take all other action necessary to issue the Note and the Bonds; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLINTON, NORTH CAROLINA, AS FOLLOWS:**

**Section 1.** The Note and the Bonds are to be issued by the City for the purpose of providing funds to finance the Project and to pay the costs of issuing the Note and the Bonds, all as set out fully in the documents attached to the City’s application to the Commission.

**Section 2.** Parker Poe Adams & Bernstein LLP has been retained to serve as bond counsel.

**Section 3.** The Finance Director, with advice from the City Manager and bond counsel, is hereby authorized, directed and designated to file an application with the Commission for its approval of the issuance of the Note and the Bonds.

**Section 4.** The City Council finds and determines, and asks the Commission to find and determine from the City’s application and supporting documentation, the following:

(a) the issuance of the Note (and the subsequent issuance of the Bonds) is necessary or expedient;

(b) the stated principal amount of the Note and the Bonds will be sufficient but is not excessive, when added to other moneys available to the System, for the proposed Project;

(c) the Project is feasible;

(d) the City’s debt management procedure and policies are excellent; and

(e) the Note and the Bonds can be marketed at a reasonable interest cost to the City.

**Section 5.** The Mayor, the City Manager, the City Attorney and the Finance Director are hereby authorized, individually and collectively, to do any and all things necessary to complete the steps necessary to issue the Note and the Bonds.

**Section 6.** This Resolution is effective on the date of its adoption.

Upon a motion made by Councilmember Stefanovich, seconded by Mayor Pro Tem Harris, it passed unanimously to adopt the abovementioned resolution making certain findings of fact as it relates to the issuance of revenue bonds.

**SEWER USE ORDINANCE**

Public Works Director Jeff Vreugdenhil spoke regarding this item. He stated that in March 2013, City Council adopted the revised Sewer Use Ordinance. Mr. Vreugdenhil stated that this item is for discussion purposes only.

He stated that some existing and new residences and businesses in the City are located at a lower elevation than the existing sewer mains. He stated that these places require a lifting device to pump wastewater up to an elevation such that it can be fed by gravity through the rest of the sewer system. Mr. Vreugdenhil further stated that without these pumps, the wastewater has the potential to back-up into the residence or business, resulting in damage to the property.

Public Works Director Vreugdenhil stated that there is no clear identification or guidance for ownership and maintenance of these pumps. He stated that during the Annexation of 1987, the City did extensive work in the Fox Lake area and some of the lift stations were acquired during this time. He stated that there are approximately seventy-five (75) private lift stations in the City of Clinton and the following list was presented to City Council:

LIFT STATIONS

<b>COMPANY NAME</b>	<b>STREET ADDRESS</b>	<b>OTHER</b>
<b>Gerald Hesketh</b>	103 Charlotte circle	<i>simplex</i>
<b>Grove Park Church</b>	609 N.E. Blvd	<i>simplex</i>
<b>Mill outlet</b>	1129 McKoy St.	<i>simplex</i>
<b>Lloyd Bass Rental</b>	205 North Blvd.	<i>simplex</i>
<b>Advantage Auto</b>	210 S.E. Blvd.	<i>simplex</i>
<b>Urgent Care</b>	1004 Beaman St.	
<b>Bellamy Building</b>	Pierce St.	
<b>Thornton's Body Shop</b>	312 Isaac Weeks Rd.	<i>*private</i>
<b>Warren Car Wash</b>	1330 Hobbton Highway	<i>*private</i>
<b>Seed Time &amp; Harvest</b>	255 Isaac Weeks Rd.	<i>*private</i>

<b>Immanuel Baptist Church</b>	1017 Sunset Ave.	<i>private</i>
<b>Sandpiper</b>	Hwy 701	<i>duplex</i>
<b>Hobco</b>	Russell St. side	
<b>84 Lumber Building</b>	150 Pugh rd.	
<b>Cintas</b>	602 Warsaw Rd.	
<b>Lundy Truck</b>	Commerce St.	<i>pipe in MH</i>
<b>Mother Earth daycare</b>	1719 S. E. Blvd.	<i>private??</i>
<b>Dollar General</b>	707 S.E. Blvd.	<i>private</i>
<b>vacant</b>	1303 Lisbon St.	<i>closed down</i>
<b>Sampson community new addition</b>	1801 Sunset Ave.	<i>private</i>
<b>George Wills</b>	10 Isaac Weeks Rd	
<b>Larry bell</b>	908 S. Blvd. (across from)	
<b>Richard Pearson</b>	207 Tomahawk Trail	
<b>Country Club Clubhouse</b>	101 Coharie Lane	<i>private</i>
<b>George Williams</b>	401 Coharie Drive	
<b>Greg Thornton</b>	200 Country Club Circle	
<b>George Wilson</b>	107 Lake Drive	<i>private</i>
<b>James Squibb</b>	105 Doe Run	
<b>Jinm Garay</b>	102 Deer track	
<b>Stephen Mallard</b>	103 Deer Track	
<b>Cynthia Nance</b>	105 Deer Track	
<b>Elliot Spell</b>	106 Deer track	
<b>John Chestnutt</b>	108 Deer Track	
<b>Kenneth Sutton</b>	200 Deer Track	
<b>Delton Glover</b>	201 Deer Track	

<b>Bruce Caldwell</b>	203 A Deer Track	
<b>Jeff Swartz</b>	204 Deer Track	
<b>Bobbie Vance</b>	205 Deer Track	
<b>Howard Hobson</b>	207 Deer Track	
<b>David Jones</b>	208 Deer track	
<b>Emily Pope</b>	212 Deer Track	
<b>Todd Johnson</b>	214 Deer Track	
<b>Brooks Barwick</b>	302 Deer Track	
<b>John Chestnutt</b>	304 Deer Track	
<b>Susan Westerbeek</b>	306 Deer Track	
<b>Carl Barr Jr.</b>	308 Deer Track	
<b>David Masterson</b>	310 Deer Track	
<b>Michael Thornton</b>	314 Deer Track	
<b>Joseph Williams</b>	316 Deer Track	
<b>Eric Spell</b>	102 Fox Hollow	
<b>Ann MacGill</b>	106 Fox Hollow	
<b>Gary Hall</b>	405 Inverness	
<b>Carey Branch</b>	201 E. Arrowhead	
<b>Joe Bell</b>	100 W. Arrowhead	
<b>Charles Dubose</b>	305 W Arrowhead shared	private
<b>William Waters</b>	309 W. Arrowhead shared	private
<b>Joan Wilson</b>	215 Faison Hwy	private
<b>Carrol Hobbs</b>	194 Faison Hwy	private
<b>Ramona Wooten</b>	715 Stewart Ave	
<b>Dustin Honeycutt</b>	627 Northwest Blvd	

<b>O'Reilly Auto Parts</b>	401 Southeast Blvd.	
<b>Cape Fear Propane</b>	334 Martin Luther King	
<b>Gristmill Restaurant</b>	215 Faison Hwy	

Mr. Vreugdenhil stated that if the City maintains these lift stations absolutely, he would propose assessing a fee. He stated that within the policy, what can/cannot be flushed will be addressed and a fee will be charged if items are flushed that should not be. Mr. Vreugdenhil is proposing to amend the Sewer Use Ordinance to provide clear and uniform requirements and regulations regarding these units.

City Manager Purvis concurred with considering the proposed changes to the Ordinance to ensure consistency in fairness in our operations. He stated that this discussion will be continued at the Water & Sewer Workshop. He further stated that our goal is to have consistency.

This item was for informational purposes only.

### **RHEINFELDEN AMERICAS -- ECONOMIC DEVELOPMENT INCENTIVES**

City Manager Purvis reviewed a memorandum that he provided to City Council regarding an economic development request from the Sampson County Economic Commission for Rheinfelden Americas. He stated that in 2004, the Clinton City Council adopted an Economic Development Incentive Policy to encourage new businesses and existing business expansion. Mr. Purvis further stated that consistent with NCGS 158-7.1, the policy establishes guidelines regarding return on investment in terms of tax revenues, creation, and commitment to capital investment and quality jobs.

Mr. Purvis stated that Rheinfelden Americas is a partnership recently formed by Rheinfelden Semis and CCL Container that purchased the building and equipment from Alludisc, LLC, located at 520 East Railroad Street. He informed the group that Rheinfelden Semis is an international company based in Rheinfelden, Germany and CCL Container is an international company based in Ontario, Canada with a U.S. headquarters in Hermitage, PA.

City Manager Purvis stated that Rheinfelden Americas is requesting participation in the city's grant back incentive program. He stated that no decision is requested at this time. He stated that Rheinfelden Americas is proposing to increase production at the former Alludisc site and over the next five years, the company is proposing an investment of \$12,670,000, with the largest portion occurring in 2016-2017. He further stated that the company anticipates increasing its fulltime employment by as many as eighty (80) positions during that same time.

Mr. Purvis stated that the County discussed this matter at its meeting on last evening and they are considering maintaining its Economic Development Incentive Policy. Mr. Purvis asked Council to do likewise and consider the city's policy. Mr.

Purvis provided City Council with the following table to illustrate the incentive and tax revenue amounts during the term of the grant back incentive which the Economic Development Commission provided:

### Rheinfelden Americas: Clinton Tax Incentive Analysis

		<b>General Fund</b>				
		Property Tax Rate		\$0.40		
<b>Fiscal Year</b>	<b>Assessed Value</b>	<b>Depreciation Schedule*</b>	<b>Depreciated Value</b>	<b>Property Tax</b>	<b>Tax Incentive</b>	<b>City Tax Revenue</b>
2016	\$1,270,000	93%	\$1,181,100	\$4,724	\$2,362	\$2,362
2017	\$7,870,000	87%	\$6,846,900	\$27,388	\$13,694	\$13,694
2018	\$10,670,000	81%	\$8,642,700	\$34,571	\$17,285	\$17,285
2019	\$11,336,666	75%	\$8,502,500	\$34,010	\$17,005	\$17,005
2020	\$12,003,333	68%	\$8,162,266	\$32,649	\$16,325	\$16,325
2021	\$12,670,000	62%	\$7,855,400	\$31,422	\$0	\$31,422
2022	\$12,670,000	57%	\$7,221,900	\$28,888	\$0	\$28,888
2023	\$12,670,000	50%	\$6,335,000	\$25,340	\$0	\$25,340
2024	\$12,670,000	43%	\$5,448,100	\$21,792	\$0	\$21,792
2025	\$12,670,000	36%	\$4,561,200	\$18,245	\$0	\$18,245
<b>Total</b>				<b>\$259,028</b>	<b>\$66,671</b>	<b>\$192,357</b>

\*Depreciation schedule of equipment based on 2014 Cost Index and Depreciation Schedules of the NC Dept. of Revenue

- Category: Primary Metal Industries: Non-Ferrous - (aluminum, copper)
- Page: 17
- Schedule: A
- Life: 14

Information provided by the Sampson County Economic Development Commission

Mr. Purvis stated that the numbers reflect the city’s maximum amount per its Economic Development Incentive Policy—the projected total grant back would be \$66,671 for five years. City Manager Purvis mentioned that members of City Council have expressed their interests in Rheinfelden Americas coming to Clinton. He stated that City Council will need to conduct a public hearing before making a final decision on the incentives and recommended calling for a public hearing at the March 3, 2015.

Upon a motion made by Councilmember Stefanovich, seconded by Councilmember Becton, it passed unanimously to call for a public hearing at the March 3, 2015, city council meeting.

### **ACQUISITION OF PROPERTY – 197 SOUTHWEST BOULEVARD**

City Manager Purvis stated that continued remediation projects by Hamilton Beach and recent interest in the property have necessitated the need for a new site. He stated that the Public Works Department currently uses the city’s Fontana Street site to stage and chip green waste and debris. Mr. Purvis stated that he and staff have been



looking a site for city's use and have identified a suitable site on Southwest Boulevard, which can be FEMA certified and meet the city's operational needs. City Manager Purvis asked City Council to consider purchasing the site for \$70,000 and approving an Environmental Phase I report which will cost approximately \$3,000. City Manager Purvis stated that the Contract for Sale and Purchase of Real Estate between Two-Ten Investors, Inc., and the City of Clinton sets out the stipulations and terms.

Mayor Starling asked that it be put in the minutes that the City of Clinton approached the seller, Two-Ten Investors, Inc., regarding the purchase. He further stated that City Attorney Howard represents the buyer and the seller; however, in this case, City Attorney Howard will be representing the buyer, the City of Clinton.

Upon a motion made by Councilmember Stefanovich, seconded by Councilmember Turlington, it passed unanimously to approve the purchase of property located at 197 Southwest Boulevard, for the City's use.

**ORDINANCES—BUDGET**

City Manager Purvis requested that Mayor and City Council approve budget amendments to keep the general ledger balanced in various line items and to reflect expenditures more accurately. He stated that there is no change in the General Fund as changes in expenditures offset. He stated that the increase in Water & Sewer of \$260,000 is a transfer to the capital reserve fund per our fund balance policy and the increase in the Downtown Fund is offset by increasing revenues.

Upon a motion made by Mayor Pro Tem Harris, seconded by Councilmember Stefanovich, it passed unanimously to adopt the following amendment **#2015.02.01**:

**Budget Ordinance Amendment  
Fiscal Year 2014-2015 Budget**

**#2015.02.01**

**BE IT ORDAINED** by the City Council of the City of Clinton, NC, that the following amendment be made to the Annual Budget Ordinance for the fiscal year ending June 30, 2015, amended on July 1, 2014; on August 5, 2014; and on November 5, 2014, is hereby amended as follows:

**Section 1.** To amend the General Fund, the expenditures are to be changed as follows:

<u>Account #</u>	<u>Account Title</u>	<u>Increase</u>	<u>Decrease</u>	<u>Total</u>
10-5610-0200	Salaries		5,000	
10-5610-0600	Group Insurance		1,000	
10-5610-1500	PW Complex Maint.	800		
10-5610-1600	Maint/Repair equipment	4,100		
10-5610-4500	Contract Service	3,100		

10-5610-5403	Building Insurance		2,000	
<b>TOTAL EXPENDITURES</b>		<b>\$ 8,000</b>	<b>\$8,000</b>	<b>\$ 0</b>

**Section 2.** To amend the Water & Sewer Fund, the expenditures are to be changed as follows:

<u>Account #</u>	<u>Account Title</u>	<u>Increase</u>	<u>Decrease</u>	<u>Total</u>
30-6600-9800	Transfer to capital reserve fund	\$260,000		
30-8200-3101	Special Sludge Disposal		\$66,100	
30-8200-7300	Capital Outlay Improv.	66,100		
<b>TOTAL EXPENDITURES</b>		<b>\$326,100</b>	<b>\$66,100</b>	<b>\$260,000</b>

**Section 3.** To revenues are to be changed as follows:

<u>Account #</u>	<u>Account Title</u>	<u>Increase</u>	<u>Decrease</u>	<u>Total</u>
30-3990-0000	Fund Balance Appropriated	\$260,000		
<b>TOTAL REVENUES</b>		<b>\$260,000</b>	<b>\$ 0</b>	<b>\$260,000</b>

**Section 4.** To amend the Downtown Fund, the expenditures are to be changed as follows:

<u>Account #</u>	<u>Account Title</u>	<u>Increase</u>	<u>Decrease</u>	<u>Total</u>
71-6910-6900	Downtown Façade Grant	\$6,700		
71-6910-7200	Fundraising Expenditures	1,300		
71-6910-7300	Projects	3,700		
<b>TOTAL EXPENDITURES</b>		<b>\$11,700</b>	<b>\$ 0</b>	<b>\$11,700</b>

**Section 5.** To revenues are to be changed as follows:

<u>Account #</u>	<u>Account Title</u>	<u>Increase</u>	<u>Decrease</u>	<u>Total</u>
71-3250-0000	Craft Street Fees	\$6,700		
71-3360-0000	Fundraising Revenue	5,000		
<b>TOTAL REVENUES</b>		<b>\$11,700</b>	<b>\$ 0</b>	<b>\$11,700</b>

**Section 6.** Copies of this budget amendment shall be furnished to the City Clerk, to the City Manager, and Finance Director for their direction.

Upon a motion made by Mayor Pro Tem Harris, seconded by Councilmember Stefanovich, it passed unanimously to adopt the following amendment **#2015.02.02**:

**CAPITAL PROJECT ORDINANCE AMENDMENT**

Southwood Elevated Tank Project  
(Initially adopted as Smithfield Elevated Tank Project)

**2015.02.02**

**BE IT ORDAINED** by the City Council of the City of Clinton, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance adopted July 3, 2012, and amended on March 5, 2013, is hereby amended as follows:

**Section 1.** The expenditures are to be changed as follows:

<u>ACCOUNT #</u>	<u>ACCOUNT TITLE</u>	<u>INCREASE</u>	<u>DECREASE</u>	<u>TOTAL</u>
43-8100-0400	Engineering & Design	\$ 113,000		
43-8100-0500	Construction	1,326,000		
43-8100-0600	Construction Admin/ Observation	93,500		
43-8100-0700	Loan Administration	15,000		
43-8100-0800	Legal	10,000		
43-8100-0900	Permitting	5,000		
43-8100-1000	Other	7,500		
43-8100-2000	Closing Fee	33,400		
43-8100-3000	Contingency	66,300		
44-8100-0400	Engineering & Design		\$234,000	
<b>TOTAL EXPENDITURES</b>		<b>\$1,669,700</b>	<b>\$234,000</b>	<b>\$1,435,700</b>

**Section 2.** The revenues are to be changed as follows:

<u>ACCOUNT #</u>	<u>ACCOUNT TITLE</u>	<u>INCREASE</u>	<u>DECREASE</u>	<u>TOTAL</u>
43.3920.0100	Loan Proceeds- Southwood Tank	\$1,669,700		
44.3920.0100	Loan Proceeds		\$234,000	
<b>TOTAL REVENUES</b>		<b>\$1,669,700</b>	<b>\$234,000</b>	<b>\$1,435,700</b>

**Section 3.** Copies of this budget amendment shall be furnished to the

City Clerk, City Manager, and Finance Director for their direction.

Upon a motion made by Mayor Pro Tem Harris, seconded by Councilmember Stefanovich, it passed unanimously to adopt the following amendment **#2015.02.03**:

**Water & Sewer Capital Reserve Fund Project Amendment**

**Fiscal Year 2014-2015**

**#2015.02.03**

**BE IT ORDAINED** by the City Council of the City of Clinton, NC that the following amendment be made to the Water & Sewer Capital Reserve Fund Project Ordinance that was adopted on January 7, 2014, is hereby amended as follows:

**Section 1.** The expenditures are to be changed as follows:

<b><u>Account #</u></b>	<b><u>Account Title</u></b>	<b><u>Increase</u></b>	<b><u>Decrease</u></b>	<b><u>Total</u></b>
45-7140-0000	Transfer out	\$300,000		
<b>TOTAL EXPENDITURES</b>		<b>\$300,000</b>	<b>\$ 0</b>	<b>\$300,000</b>

**Section 2.** The revenues are to be changed as follows:

<b><u>Account #</u></b>	<b><u>Account Title</u></b>	<b><u>Increase</u></b>	<b><u>Decrease</u></b>	<b><u>Total</u></b>
45-3030-0000	Transfer from W & S	\$300,000		
<b>TOTAL REVENUES</b>		<b>\$300,000</b>		<b>\$300,000</b>

**Section 3.** Copies of this budget amendment shall be furnished to the City Clerk, City Manager, and Finance Director for their direction.

**APPOINTMENTS**

Mayor Starling conveyed condolences on the passing of Ms. Rose Gilford. Ms. Gilford served on the Recreation Advisory Board for many years.

Upon a motion made by Councilmember Becton, seconded by Councilmember Strickland, Mr. Johnny Boykin was unanimously appointed to the Recreation Advisory Board to fill the unexpired term of Ms. Rose Gilford. Mayor Starling stated that this is a 3-year term and the appointment will expire in June 2017.

Mayor Starling stated that appointments need to be made to the newly-formed Cemetery Advisory Board.

Upon a motion made by Councilmember Strickland, seconded by Councilmember Becton, it passed unanimously to appoint the following individuals to the Cemetery Advisory Board:

- Kenneth Buffkin
- Vernon Clifton
- Jeremy Edgerton
- Whit Tart
- Anthony Worley

It was stated that the Board shall consist of five (5) members and members shall be appointed for three-year staggered terms, excepting that the five (5) members first appointed shall serve respectively for terms of two (3) years; two (2) years; and one (1) year; and thereafter, members shall be appointed for terms of three (3) years each.

**WALK-ON: CONSIDERATION OF APPROVAL OF A CONTRACT WITH DEVELOPMENTAL ASSOCIATES TO PERFORM FIRE CHIEF ASSESSMENT**

City Manager Purvis asked City Council to approve a walk-on onto the February 3, 2015, agenda.

Upon a motion made by Councilmember Strickland, seconded by Councilmember Becton, it passed unanimously to consider the walk-on which was consideration of approving a contract with Developmental Associates to perform the fire chief assessment.

City Manager Purvis stated that without a chief, the Fire Department is in critical need of administrative consistency and support as well as operational support during incidents. He stated that shift captains are capable of handling the day-to-day operations; however, an interim chief is needed to provide support. He asked City Council to consider appointing a part-time interim chief to fill this position. Mr. Purvis also stated that a part-time interim should also allow remaining funds to be available for a full assessment center for the next fire chief.

City Manager Purvis stated that he solicited proposals for assistance in the hiring process and assessment center for the next fire chief. He further stated that Developmental Associates provided a quote of \$14,750, plus fees for background checks. Mr. Purvis stated that this is less than the previous quotes that we received for fire chief assessments. Also, he informed the group that Developmental Associates was the firm used in hiring our current police chief. Mr. Purvis stated that we have the funds in the existing budget to cover the cost with lapsed salary and benefits from Chief Adon Snyder's retirement.

Mayor Starling thanked the shift captains for their service.

Upon a motion made by Mayor Pro Tem Harris, seconded by Councilmember Becton, it passed unanimously to approve a contract with Developmental Associates to perform fire chief assessment.

## **REPORTS**

The code enforcement, finance and personnel reports were acknowledged.

## **STAFF REPORTS**

The Police Department 2015 Citizen Survey report was continued until the March 3, 2015, city council meeting.

Planning Director Mary Rose presented the first Clinton Main Street Program Annual Report – 2014 to City Council. She talked about the recently-held appreciation banquet. She stated approximately sixty (60) people attended the banquet.

Ms. Rose spoke regarding the property located at 321 Vance Street, which was purchased recently by the City of Clinton. She stated that the Clinton Main Street Program has developed a work plan for this property and the Economic Restructuring Committee has completed an aspect of the plan. Ms. Rose further stated that the Promotion Committee has completed aspects of the plan and a structural evaluation has been completed by a structural engineer. Excitedly, she proclaimed that they are looking ahead to 2015.

City Manager Purvis commended Ms. Rose and her team on the hard work that they have done.

## **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 he will be out of town for the next three days attending the Managers' Conference. City Manager Purvis stated that historic tax credits have become a popular point of discussion since the General Assembly allowed enabling legislation to expire on December 31, 2014. He stated that over the past years, we have had property owners take advantage of the program to rehabilitate buildings within our downtown. City Manager Purvis informed the group that the Governor has called for the program to be reinstated and the Secretary of the Department of Cultural Resources, Susan Kluttz, is visiting cities across the state to tour successful projects that benefited from the historic tax credits. He stated that Secretary Kluttz has contacted us about a visit to Clinton, specifically the old post office on Main Street, in the coming weeks. Mr. Purvis stated that he will notify City Council in time to prepare once a date has been set with Secretary Kluttz's office.

City Manager Purvis announced the promotion of Sergeant Robert Dalton to fill the position of Lieutenant Timmy King. He stated that this was a challenging and competitive assessment. He concluded his report by announcing the Recreation Department's first ever father-daughter dance to be held on February 21, 2015, at the Bellamy Center from 6:30 PM to 8:30 PM. He stated that this is part of the city's efforts to provide a variety of recreational and leisure opportunities for all citizens.

## **ADJOURNMENT**

Before adjourning, Mayor Starling recognized and welcomed our visitors – Troop 55. Troop 55 is sponsored by the Westbrook Grange in Newton Grove, NC. In attendance were: Kevin Blackburn, Austin Hargrove, Gavin Garrett, Jackson Lee, Ken Hargrove, Don Lee, Claudia Garrett, and Logan Blackburn.

Upon a motion made by Councilmember Stefanovich, seconded by Councilmember Becton, it passed unanimously to adjourn this February 3, 2015, city council meeting. The meeting adjourned at 7:38 PM.

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Elaine F. Hunt, City Clerk, MMC, NCCMC

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Lew Starling, Mayor