



May 5, 2015, CITY COUNCIL MEETING

The City Council of the City of Clinton, North Carolina, met in regular session at 7:00 PM on May 5, 2015, in the City Hall Auditorium. Mayor Starling presided. Councilmembers Strickland, Turlington, Becton, and Mayor Pro Tem Harris were present.

Councilmember Steve Stefanovich was absent. He was one of 21 recipients being presented the state's highest award for volunteer service at the State Capitol by Governor Pat McCrory. Mayor and City Council conveyed their best wishes to Councilmember Stefanovich.

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

Also present were City Manager Shawn Purvis; Police Chief Jay Tilley; City Clerk Elaine F. Hunt; Planning Director Mary Rose; Recreation Director Jonathan Allen; Interim Fire Chief Austin Tew; Public Works Engineer Russell Byrd; Public Works Director Jeff Vreugdenhil; Lyden Williams, Senior Planner; and Human Resource Director Lisa Carter.

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

Mayor Starling called the meeting to order. He acknowledged Minister Frank Lilly, of First Baptist Church, 900 College Street, and called him forth to give the invocation.

CITY COUNCIL

Upon a motion made by Councilmember Becton, seconded by Councilmember Strickland, the minutes of the April 7, 2015, regular and April 21, 2015, special city council meetings, were approved unanimously.

RECOGNITIONS– CLINTON MAIN STREET PROGRAM

Planning Director Mary Rose appeared before City Council sharing much good news regarding the Clinton Main Street Program. She informed the group that she and

several others attended the NC Main Street Conference in Morganton, NC on March 19, 2015. She stated that at the conference, the following three recognitions occurred:

- (1) Mr. George Wilson and Wilson Realty was recognized with the Award of Merit for Best Façade Rehabilitation. This was a Façade Improvement Project that took place at 117 Vance Street. Mr. Erin Wilson received his father's Award of Merit in Mr. George Wilson's absence. Mr. Erin Wilson thanked Planning Director Rose for her assistance and updated City Council on the project located off Sunset Avenue. He stated that because of the weather, schedules have changed. In concluding his brief update, he welcomed interested citizens to visit the site; and
- (2) Mrs. Debbie Roberts was recognized as a "2014 North Carolina Main Street Champion." Ms. Rose commended Mrs. Roberts on her service to the community. Mrs. Roberts was presented with a certificate; and
- (3) Lastly, Ms. Rose stated that for the first time, Clinton has been recognized with National Main Street Program Accreditation. She stated that a total of thirty-five (35) NC Main Street communities earned this accreditation for 2014.

Ms. Rose stated that ten standards must be met in order to qualify for designation. She stated that standards include fostering strong public-private partnerships, securing an operating budget, tracking programmatic progress and actively preserving historic buildings.

Ms. Rose acknowledged Main Street team members Lyden Williams, Sherrie Smith, Debbie Roberts, Erin Wilson, and Beth Stewart, who were present at the meeting. Also, she thanked City Council for its support and stated that the certificate presented to the group at the conference will hang in the Planning Department.

PRESENTATION – NCDOT – SAMPSON COUNTY COMPREHENSIVE TRANSPORTATION PLAN

Planning Director Mary Rose introduced Ms. Suzette Morales, Transportation Engineer to City Council. Ms. Morales presented a PowerPoint and briefly explained the process and status of the Sampson County Comprehensive Transportation Plan. She stated that this plan identifies all the towns in Sampson County which include Autryville, Salemburg, Roseboro, Turkey, Newton Grove, Harrells, Garland, and Clinton. She stated that the Steering Committee is composed of representatives from each municipality/town, a representative from Sampson County, the Mid-Carolina RPO Planning Director, representatives from NCDOT Division 3, and the NCDOT Transportation Engineer.

Ms. Morales stated that this plan identifies present and future transportation deficiencies, and generates recommendations that decision-makers can use to guide future transportation decisions. She reviewed draft recommendations of the plan such as, highway, rail and public transportation, bicycle, pedestrian, etc.

Ms. Morales stated that they will continue with the scheduled local meetings within the towns, Mid-Carolina RPO, etc. She stated that the final meeting is a public involvement meeting. Ms. Morales informed the group that they will revisit City Council after the public involvement meeting and request adoption of the Sampson County Comprehensive Transportation Plan.

No action was taken.

PROCLAMATION – MUNICIPAL CLERKS WEEK

City Manager Purvis recognized Municipal Clerks Week being in the month of May and Clinton City Clerk Elaine F. Hunt.

Upon a motion made by Councilmember Strickland, and seconded by Councilmember Becton, the following proclamation passed unanimously:



CITY OF CLINTON PROCLAMATION - MUNICIPAL CLERKS WEEK

WHEREAS, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world; and

WHEREAS, The Office of the Municipal Clerk is the oldest among public servants; and

WHEREAS, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels; and

WHEREAS, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

WHEREAS, Municipal Clerks serve as the information center on functions of local government and community; and

WHEREAS, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops, and the annual meetings of their state, province, county, and international professional organizations; and

WHEREAS, it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

NOW, THEREFORE, I, Luther D. Starling, Jr., Mayor, and the Clinton City Council, do recognize the week of May 3, 2015, through May 9, 2015, as **Municipal Clerks Week**, and further extend appreciation to our Municipal Clerk, Elaine F. Hunt, and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

PUBLIC HEARING – ADOPTION OF CLINTON 2035 COMPREHENSIVE PLAN

Mayor Starling opened a public hearing regarding a request by planning staff to adopt the Clinton 2035 Comprehensive Plan.

Planning Director Mary Rose presented Mr. Dale Holland of Holland Consulting Planners, Wilmington, NC. Mr. Holland thanked the Advisory Committee, who met approximately thirteen (13) times during this process. He stated the purpose of the plan which includes comprehensive in setting goals and strategies, continuous planning process and legal basis for land use regulations, etc. Mr. Holland commended the citizens for their input. He stated that 300 responded to the survey that was distributed; five (5) neighborhood meetings and an open house were held. Mr. Holland stated that twelve (12) goals were established, which included infill development improvement of the educational system, improvement to transportation, diversity job opportunities, involvement of its citizens, and recreation opportunities.

Upon the conclusion of Mr. Dale Holland's presentation, he stood ready to answer any questions.

No one else appeared to be heard and the public hearing was closed.

Upon a motion made by Councilmember Turlington, seconded by Councilmember Strickland, it passed unanimously to adopt the Clinton 2035 Comprehensive Plan.

MIXED-USE RESIDENTIAL INCENTIVE – DOWNTOWN CLINTON

City Manager Purvis stated that in our efforts to strengthen our city's core, promote various housing options, and encourage growth, staff has devised this incentive program to assist property owners and developers in Downtown Clinton. He stated that due to the absence of Councilmember Stefanovich and the importance of this item, he would like to continue consideration of approval of a mixed-use residential incentive for downtown until the June 2, 2015, city council meeting.

It was the consensus of City Council to continue this item, "Consideration of approval of a mixed-use residential incentive for downtown as it relates to water, sewer, and fire line connections for second story residential development," until the June 2, 2015, city council meeting.

AGREEMENT – PRELIMINARY ENGINEERING REPORT – EXPANSION OF THE NORMAN H. LARKINS WATER FACILITY

Public Works Director Vreugdenhil announced that City of Clinton is being progressive continuously. He stated that sufficient infrastructure capacity is a priority. Mr. Vreugdenhil stated that currently, we are investing to ensure available water capacity; however, we must be able to provide adequate wastewater treatment capacity as well. He stated that staff requests that City Council approves an agreement to develop a Preliminary Engineering Report (PER) to evaluate the need and possibilities of a future Wastewater Treatment Plant expansion. Also, Mr. Vreugdenhil stated that The Wooten Company is the recommended firm given their extensive history with the original design and plant expansion history.

Upon a motion made by Councilmember Strickland, seconded by Mayor Pro Tem Harris, it passed unanimously to approve an agreement with The Wooten Company to develop a PER to evaluate the need and possibilities of a future Wastewater Treatment Plant expansion.

AMENDMENT -- SEWER USE ORDINANCE – LIFT STATIONS

City Manager Purvis opened the discussion on this item regarding the ownership and maintenance of lift stations. He stated that staff was not seeking approval at this city council meeting.

Public Works Director Jeff Vreugdenhil stated that at the February 3, 2015, city council meeting, this item was discussed. He stated that we have the standards for the new system in place; however, there are a few areas regarding this request that he wishes to reevaluate. Mr. Vreugdenhil asked City Council to continue this item, "Consideration of an amendment to the sewer ordinance as it relates to the ownerships and maintenance of lift stations," until the June 2, 2015, city council meeting.

It was the consensus of City Council to honor Public Works Director Vreugdenhil's request and continue the item until the June 2, 2015, city council meeting.

CITY CODE -- ORDINANCE-- CHAPTER 14 LICENSES –

City Manager Purvis spoke regarding amending Chapter 14, Licenses of the Clinton City Code of 1987. He stated that in 2014, the General Assembly repealed enabling legislation for privilege licenses. Mr. Purvis stated that pursuant to that action, the city will need to amend its city code to reflect the new laws.

City Manager Purvis asked City Council to continue this item until the June 2, 2015, city council meeting because the General Assembly has not made the final decision on this matter.

It was the consensus of City Council to continue, "Consideration of amending Chapter 14. Licenses of the Clinton City Code of 1987," until the June 2, 2015, city council meeting.

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 or Water & Sewer Fund; however, there is an increase in the Downtown Fund that reflects use of reserves (\$15,000) to begin implementation of the way-finding program.

Upon a motion made by Councilmember Strickland, seconded by Councilmember Becton, it passed unanimously to adopt the following amendment
#2015.05.01:

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

#2015.05.01

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; on November 5, 2014; on February 3, 2015; and on March 3, 2015, 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>
10-5100-0200	Salaries	\$3,000		
10-5100-0203	SRO salaries		\$ 2,000	
10-5100-1200	Printing/office supplies	5,000		
10-5100-1700	Maint/repair auto		26,000	
10-5100-3300	Dept. supplies	15,600		
10-5100-3600	Uniforms	5,000		
10-5300-0200	Salaries	21,900		
10-5300-0201	Part time salaries	39,000		
10-5300-0400	Prof. service		12,000	
10-5300-0600	Group insurance		10,000	
10-5300-0700	Retirement	2,300		
10-5300-3301	Equip. & Tools		10,000	
10-5300-3600	Uniforms		10,000	
10-5300-3601	Turn out equip.		10,200	
10-5300-5700	Misc. expense		1,500	
10-5610-1400	Travel		1,000	
10-5610-1500	PW complex maint.	1,500		
10-5610-1700	Maint/repair auto	1,000		

10-5610-3300	Dept. supplies	1,300		
10-5900-0200	Salaries	5,000		
10-5900-0600	Group insurance		5,000	
10-6200-0200	Salaries	4,500		
10-6200-0201	Part time salaries		15,800	
10-6200-0400	Prof. service	4,000		
10-6200-1300	Utilities		12,000	
10-6200-1301	Utilities – Fields	8,500		
10-6200-4500	Contract service	8,000		
10-6400-0200	Salaries		4,000	
10-6400-0600	Group insurance		3,500	
10-6400-4500	Contract service	6,200		
10-6600-0200	Salaries		1,500	
10-6600-0400	Prof. service		3,600	
10-6600-5405	Unemployment Ins.		2,300	
10-6600-5600	Safety Committee		5,000	
10-6600-7500	Transfer to capital project	3,600		
TOTAL EXPENDITURES		\$135,400	\$135,400	\$0

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>
30-6600-0400	Prof. Service	\$16,000		
30-6600-5700	Misc Expense	2,000		
30-6600-9500	Transfer to CDBG Proj		\$11,600	
30-6600-9600	Transfer to Capital Proj	1,600		
30-8100-0401	Prof. Service	6,500		
30-8100-1400	Travel & Education	1,000		
30-8100-3300	Dept. Supplies	3,500		
30-8100-4501	Maint./Rpr Lines	10,000		
30-8100-7300	Cap. Outlay improvem.		30,200	
30-8100-7400	Capital outlay		15,000	
30-8200-1500	Maint & Rpr building		10,000	
30-8200-1600	Maint & Rpr equipment	10,000		
30-8200-5403	Bldg & equip. insurance		6,900	
30-8200-7400	Capital outlay	7,100		
30-8300-1602	Maint & Rpr meters		5,000	
30-8300-3301	Lab chem & equip	5,000		
30-8300-3303	Water analysis	5,000		
30-8300-3700	Safety supplies	11,000		
TOTAL EXPENDITURES		\$78,700	\$78,700	\$0

Section 3. 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 Prog.	\$ 1,700		
71-6910-6901	Downtown Incentive Prog.		\$1,600	
71-6910-7300	Projects	22,000		
71-6910-8200	Debt Reserve		7,100	
TOTAL EXPENDITURES		\$23,700	\$8,700	\$15,000

Section 4. The revenues are to be changed as follows:

<u>Account #</u>	<u>Account Title</u>	<u>Increase</u>	<u>Decrease</u>	<u>Total</u>
71-3990-0000	Fund Balance	\$15,000		
TOTAL REVENUES		\$15,000	\$0	\$15,000

Section 5. 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 Councilmember Strickland, seconded by Councilmember Becton, it passed unanimously to adopt the following amendment #2015.05.02:

**CAPITAL PROJECT ORDINANCE AMENDMENT
Long Range Planning**

2015.05.02

BE IT ORDAINED by the City Council of the City of Clinton, NC that the following amendment be made to the Long Range Planning Capital Project Ordinance that was adopted on June 4, 2013, and 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>
40-4900-0000	Long Range Planning Services	\$5,200		
TOTAL EXPENDITURES		\$5,200	\$ 0	\$5,200

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>
40-3970-0000	Transfer from General Fund	\$3,600		

40-3970-0100 Transfer from Water & Sewer 1,600

TOTAL REVENUES **\$5,200** **\$0** **\$5,200**

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

APPOINTMENTS

Appointments/reappointments for the expiring terms on the Historic Preservation Commission were continued until the June 2, 2015, city council meeting. These appointments/reappointments are four-year terms. The following individuals are currently on the Historic Preservation Commission:

- a. Allison Bradshaw
- b. Matt Johnson
- c. Virginia Grier
- d. Frank Butler

Appointments/reappointments for the expiring terms on the Recreation Advisory Board were continued until the June 2, 2015, city council meeting. These appointments/reappointments are three-year terms. The following individuals are currently on the Recreation Advisory Board:

- a. Brooks Barwick – District 4
- b. Wanda Corbett – District 5
- c. Sabrina Reeves – District 2
- d. Greg Thornton – At large

WALK-ON ITEM: RESOLUTION—SURPLUS PROPERTY

Upon a motion made by Councilmember Strickland, seconded by Mayor Pro Tem Harris, it passed unanimously to add the item, “Consideration of a resolution authorizing the disposition of the following personal property by GovDeals sale and approve the item:

**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) 2003 Ford Crown Vic VIN# 2FAFP71W03X120412	Estimated value \$1,800.00
One (1) 2004 Ford Crown Vic VIN# 2FAHP71WX4X107077	Estimated value \$1,600.00
One (1) 2008 Chevrolet Impala VIN# 2G1WS553381244061	Estimated value \$5,000.00

- (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 May 15, 2015, and will continue the sale until the described property is sold. The terms of sale shall be PayPal, 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.

REPORTS

The code enforcement, fire, finance, and personnel reports were acknowledged.

STAFF REPORTS

Public Works Engineer Russell Byrd updated the group on the NC 24 Improvement Project. He stated that during the week of May 18, the water and sewer hook-up is scheduled to start. Mr. Byrd stated that the widening and paving is slated for late winter—February 2016. He stated that he is working with the NCDOT designer regarding the Pierce Street extension.

Mr. Byrd informed the group on the collections during spring clean-up week:

Chairs – 82
 Couches – 17
 Freezer – 1
 Furniture/wood items – 110
 Mattresses/box springs – 85
 Televisions – 40
 Tires – 228
 18.55 tons of trash

Mr. Byrd stated that during last fall clean-up, 11 tons of trash was collected. He announced that the next clean-up will be held October 12 – 16, 2015.

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 City Council that currently, he is working on some “Keep America Beautiful” programs. He stated that Chief Jay Tilley recently met with the Highway Patrol Division. Mr. Purvis stated that the State will begin picking up litter soon—the State’s annual project.

City Manager Purvis mentioned a memorandum that he placed at City Council’s seat. He stated that the purpose of the memorandum was to brief them on training and protocol in place within the Clinton Police Department. He further stated that with the recent release of the Clinton Police Department, Use of Force Report, it is important to reassure City Council and the public that the Department takes the information within the report seriously and has standards in place to deter and address use of force.

Lastly, Mr. Purvis informed the group that Finance Director Harry Staven was no longer at the City. He stated that a great opportunity had occurred for Mr. Staven. Mayor Starling commended Mr. Staven on a job well done!

Councilmember Becton questioned how the Finance Director’s position will be handled; Councilmember Strickland questioned the status of the new fire chief selection. City Manager Purvis responded to both questions.

PUBLIC COMMENTS

Mr. Arthur Ruffin appeared before City Council.

CONTINUATION/ADJOURNMENT

Upon a motion made by Councilmember Becton, seconded by Councilmember Turlington, and approved unanimously, the meeting was continued until Tuesday, May 12, 2015, at 6:00 PM in the City Hall Training Room for a budget workshop.

Immediately, Mayor Starling realized individuals were present who had public comments; therefore, he rescinded the motion and reopened the May 5, 2015, city council meeting.

Mrs. Mary Smith, 701 Sunset Avenue, appeared before City Council. She and Mr. James Henry Smith appeared at the April 7, 2015, city council meeting. She stated that their concern had not been resolved which was the damage done to their property across the street from their home.

City Manager Purvis informed City Council that the damage was a result of work done by CenturyLink. He stated that Public Works Manager Tony Steffen provided the Smiths with contact information for CenturyLink.

Although Mayor Starling told the Smiths that we have no control over what CenturyLink does, City Manager Purvis stated that the City would follow up on the matter.

Being no further discussion, upon a motion made by Councilmember Becton, seconded by Councilmember Turlington, and approved unanimously, the meeting was continued until Tuesday, May 12, 2015, at 6:00 PM in the City Hall Training Room for a budget workshop.

The May 5, 2015, city council meeting adjourned at approximately 7:50 PM.

Elaine F. Hunt, City Clerk, MMC, NCCMC

Lew Starling, Mayor