



MAY 2, 2017, CITY COUNCIL MEETING

The City Council of the City of Clinton, North Carolina, met in regular session at 7:00 PM on May 2, 2017, in the City Hall Auditorium. Mayor Starling presided. Present were Councilmembers Strickland, Turlington, Stefanovich, Bryant and Mayor Pro Tem Becton.

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

Also present were Interim City Manager Robert Hyatt; City Clerk Elaine F. Hunt; Planning Director Mary Rose; Public Works Engineer Russell Byrd; Fire Chief Scott Phillips; Recreation Director Jonathan Allen; Acting Police Chief Donald Edwards; Human Resource Director Lisa Carter; Public Works Director Jeff Vreugdenhil; and Finance Director Kristin Stafford. Lt. Anthony Davis, Sgt. Stokes McKoy, Sgt. Kenneth Bland, Cpl. Julian Williams, Det. Noemi Seibert, and Administrative Specialist Brittany Locklear, of the Clinton Police Department, were also present.

Bill Roberson, of the Sampson Weekly; and Chris Berendt, of the Sampson Independent, were also present.

Mayor Starling called the meeting to order. He called upon Pastor Rus Emanuel, Olive Grove Church, 429 McKoy Street, to introduce himself and give the invocation. Pastor Emanuel stated that he is a native of Clinton, NC, and his church is a branch from Holly Grove Holiness Church, located off Indian Town Road. He further stated that Rev. Randy Simmons is his Pastor and he has been the shepherd of Olive Grove Church for approximately five (5) years. He stated that he has partnered with the Clinton Police Department and Recreation Department on certain endeavors.

CITY COUNCIL

Mayor Starling administered the following oath of Mayor Pro Tem to Councilmember Marcus O. Becton:

NORTH CAROLINA

OATH OF OFFICE

SAMPSON COUNTY

I, Marcus O. Becton, do solemnly and sincerely swear (or affirm) that I will support and maintain the Constitution and laws of the United States; that I will bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; that I will support, maintain and endeavor to defend the Constitution of North Carolina and support and maintain the laws of North Carolina, not inconsistent with the Constitution and laws of the United States; and that I will faithfully, well and truly discharge and execute the duties of my office as Mayor Pro Tem of the City of Clinton according to law; so help me God.

Upon a motion made by Councilmember Strickland, seconded by Mayor Pro Tem Becton, the minutes of the April 4, 2017, regular and closed session; April 17, 2017, continued; and April 18, 2017, Budget Workshop, were unanimously approved.

RETIREMENT – POLICE CHIEF JAMES “JAY” TILLEY

Mayor Starling stated that upon the recent retirement of Police Chief Jay Tilley, City Council has been asked to approve a resolution to surplus Chief Tilley's firearm, badge, and pin so that it might be presented to him. Mayor Starling commended Chief Tilley on his service to the citizens of Clinton. He stated that he served the city well.

Upon a motion made by Councilmember Turlington, seconded by Councilmember Strickland, the following Resolution Declaring Surplus Property to be Awarded to Retiring Police Chief Jay Tilley passed unanimously:

RESOLUTION
Declaring Surplus Property
to be
Awarded to Retiring Police Chief

WHEREAS, the City of Clinton, North Carolina, City Council desires to dispose of certain surplus property of the City of Clinton and to be awarded to the retiring Police Chief as of April 28, 2017.

NOW, THEREFORE BE IT RESOLVED, the City of Clinton City Council declares the following police weapon and police badge of Police Chief James “Jay” Tilley as surplus and no longer have any additional use to the City of Clinton:

Police Chief's badge
Police Chief's weapon: Glock Model 23 pistol, Serial #XUU366

NOW, THEREFORE BE IT FURTHER RESOLVED that the City of Clinton City Council authorize the City Manager to proceed with the procedures outlined in G.S. 20-187.2 regarding the service side arms of retiring members of city law enforcement agencies.

Before presenting Police Chief Jay Tilley with his badge, weapon, and service pin, Mayor Starling invited Mrs. Tilley up to take part in the picture-taking. Best wishes were bestowed upon the couple.

Chief Tilley thanked Mayor and City Council for allowing him the privilege of serving Clinton and the men and women of Clinton.

“MILL AROUND LATE” EVENT – CLINTON MAIN STREET PROGRAM PROMOTION COMMITTEE

Planning and Zoning Director Mary Rose asked City Council to approve the Clinton Main Street Program Promotion Committee’s proposed evening event, “Mill Around Late,” and the closing of a portion of the parking lot at the west end of the courthouse. She stated that the Committee has worked diligently to promote this event. Also, she stated that a logo has been established and flyers posted for the “Mill Around Late” Event.

Ms. Rose stated that if all goes as planned, this event will take place the first Thursday of each month, beginning with Thursday, May 4, 2017, through Thursday, November 2, 2017, from 5:00 PM until 7:00 PM. She stated that this event has been developed to encourage businesses and citizens to shop and dine in Downtown after 5:00 PM on the first Thursday of each month. She further stated that Southern Smoke BBQ has been invited to bring its food truck on this Thursday, May 4th. She stated that music will be furnished during the event.

Upon a motion made by Councilmember Stefanovich, seconded by Mayor Pro Tem Becton, it passed unanimously to approve the Clinton Main Street Program Promotion Committee’s proposed evening event, “Mill Around Late,” and the closing of a portion of the

parking lot at the west end of the courthouse beginning Thursday, May 4, 2017, and every first Thursday through November 2, 2017, from 5:00 PM until 7:00 PM.

PROCLAMATION – MUNICIPAL CLERKS WEEK

Mayor Starling recognized Municipal Clerks Week being in the month of May and Clinton City Clerk Elaine F. Hunt. Also, Mayor Starling informed the group that in August of this year, City Clerk Hunt will be inducted as the President for the North Carolina Association of Municipal Clerks.

Upon a motion made by Mayor Pro Tem Becton, and seconded by Councilmember Bryant, the following proclamation passed unanimously:



**CITY OF CLINTON
PROCLAMATION - MUNICIPAL CLERKS WEEK
May 7 – May 13, 2017**

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 7, 2017, through May 13, 2017, 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.

BIDS—AUDITING SERVICES CONTRACT

Interim City Manager Robert Hyatt asked City Council to continue this item, “Consideration of award of auditing services contract,” until the May 16th Budget Workshop. It was the consensus of City Council to honor the request of Interim City Manager Robert Hyatt.

CITY COUNCIL

Upon a motion made by Councilmember Stefanovich, seconded by Councilmember Turlington, it passed unanimously to reschedule the regular June 6, 2017, city council meeting scheduled at 7:00 PM to June 6, 2017, beginning at 5:30 PM. The purpose of the time change relates to the City of Clinton’s city manager search.

ORDINANCES—BUDGET

Finance Director Kristin Stafford briefed City Council regarding this item. She stated these budget amendments are to keep the general ledger balanced in various line items and to reflect expenditures more accurately. She further stated that there is an increase in the General Fund of \$223,400 for grant reimbursements. Also, she stated that there is an increase in the Water and Sewer Fund of \$380,900 for receipt of loan proceeds and reimbursements. Mrs. Stafford stated that there is no net increase for the Downtown Fund. She stated that the capital project ordinance is to account for the Beaman Street Bridge Utility Relocation Project.

Upon a motion made by Mayor Pro Tem Becton, seconded by Councilmember Stefanovich, the following amendment **#2017.05.01** was unanimously adopted:

Budget Ordinance Amendment Fiscal Year 2016-2017 Budget

#2017.05.01

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, 2017,

amended on October 4, 2016; November 1, 2016; December 6, 2016; and February 7, 2017; is hereby amended as follows:

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

Account #	Account Title	Increase	Decrease	Total
10-4100-0400	Professional service		\$1,000	
10-4200-0200	Salaries	\$3,000		
10-4200-0201	Part time salaries		\$5,000	
10-4400-0200	Salaries	\$6,000		
10-4400-0600	Group insurance	\$3,200		
10-4400-3300	Departmental supplies		\$1,500	
10-4400-4500	Contract service		\$1,000	
10-5100-0200	Salaries	\$25,000		
10-5100-0202	Salaries-HUD Officer	\$2,500		
10-5100-0203	Salaries-School Resource		\$15,500	
10-5100-0600	Group Insurance		\$10,000	
10-5100-1700	Maint/repair auto		\$15,000	
10-5100-2600	Advertising	\$4,000		
10-5100-3300	Departmental Supplies	\$21,300		
10-5100-3600	Uniforms	\$5,300		
10-5100-4500	Contract service	\$7,500		
10-5100-5402	Insurance auto		\$1,500	
10-5100-5404	Insurance public liability	\$2,200		
10-5100-7400	Capital outlay	\$27,000		
10-5300-0200	Salaries	\$50,000		
10-5300-0203	Part-time salaries	\$4,200		
10-5300-0700	Retirement	\$1,000		
10-5300-1400	Travel and education		\$1,000	
10-5300-1402	Fire and life safety		\$2,000	
10-5300-1500	Maintenance/repair building	\$2,000		
10-5300-1700	Maintenance/repair auto	\$4,000		
10-5300-3100	Fuel		\$1,500	
10-5300-3300	Departmental supplies	\$1,700		
10-5300-3301	Equipment and tools	\$5,000		
10-5300-3600	Uniforms	\$7,000		
10-5300-4500	Contract service		\$4,000	
10-5300-5402	Insurance auto		\$3,700	
10-5600-0200	Salaries		\$70,000	

10-5600-0500	FICA		\$5,000
10-5600-0600	Group Insurance		\$10,000
10-5600-0700	Retirement		\$6,000
10-5600-1700	Maint/repair auto	\$1,000	
10-5600-3100	Fuel		\$4,000
10-5600-3301	Street Maint/supplies	\$5,500	
10-5600-5000	Street Lighting		\$15,000
10-5600-7300	Capital Outlay Improvements	\$27,800	
10-5610-1500	PW complex maint	\$5,000	
10-5610-1600	Maint./Repair equipment	\$1,500	
10-5900-0200	Salaries	\$67,000	
10-5900-0500	FICA	\$3,800	
10-5900-0600	Group Insurance	\$3,900	
10-5900-0700	Retirement	\$4,500	
10-5900-1600	Maint/repair equipment	\$2,500	
10-5900-4500	Contract service	\$46,000	
10-5900-4600	Landfill tipping fees	\$9,200	
10-5900-5402	Insurance auto		\$1,200
10-6200-0201	Part-time salaries		\$15,000
10-6200-0700	Retirement	\$2,100	
10-6200-1300	Utilities	\$9,000	
10-6200-1301	Utilities-Fields		\$6,000
10-6200-1500	Maint/Repair building	\$8,000	
10-6200-1600	Maint/Repair equipment	\$1,500	
10-6200-1601	Pool supplies & maint.		\$10,000
10-6200-1602	Maint/repair fields	\$5,500	
10-6200-3301	Athletic supplies		\$2,000
10-6200-3302	Bellamy center programs		\$2,000
10-6200-3304	Sampson Center Programs		\$1,000
10-6200-3700	Team Uniforms		\$4,000
10-6200-4500	Contract service	\$11,000	
10-6200-5401	Workmen's comp	\$1,600	
10-6200-7400	Capital Outlay		\$40,000
10-6400-0200	Salaries		\$15,000
10-6400-4500	Contract service	\$15,000	
10-6600-0300	Tax refunds	\$1,000	
10-6600-0301	Sampson County payment in lieu of tax	\$11,100	
10-6600-0800	Contributions Other Agencies	\$2,000	
10-6600-1500	Maint city hall	\$4,000	
10-6600-2600	Advertising	\$2,500	

10-6600-4500	Contract service	\$1,300		
10-6600-5600	Safety committee		\$5,000	
10-6600-5700	Miscellaneous non-departmental		\$5,000	
10-6600-7000	Transfer to PARTF	\$40,000		
10-6600-7300	Capital Outlay improvements	\$27,100		
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	TOTAL EXPENDITURES	\$502,300	\$278,900	\$223,400

Section 2. To amend the General Fund, the revenues are to be changed as follows:

Account #	Account Title	Increase	Decrease	Total
10-3040-0100	FEMA	\$105,100		
10-3040-0101	Emergency State Reimbursement	\$58,700		
10-3050-0000	Payment in lieu of taxes	\$10,400		
10-3350-0100	Return check charge	\$100		
10-3900-0100	Police grant reimbursement	\$21,300		
10-3850-0000	NCDOT Reimbursement	\$27,800		
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	TOTAL REVENUES	\$223,400	\$0	\$223,400

Section 3. To amend the Water and Sewer Fund, the expenditures are to be changed as follows:

Account #	Account Title	Increase	Decrease	Total
30-6600-5700	Miscellaneous	\$12,000		
30-6600-5900	Employee Relations	\$2,000		
30-8100-0200	Salaries		\$30,000	
30-8100-0600	Group insurance		\$10,000	
30-8100-2000	Lift Station Installation	\$8,900		
30-8100-3303	Serv pipe and meter box	\$16,000		
30-8100-4500	Contract service	\$19,000		
30-8100-7400	Capital Outlay	\$372,000		
30-8200-0200	Salaries	\$7,000		
30-8200-3101	Special sludge disposal		\$30,000	
30-8200-3300	Department supplies	\$4,500		

30-8200-4500	Contract service	\$9,500		
	TOTAL EXPENDITURES	\$450,900	\$70,000	\$380,900

Section 4. To amend the Water and Sewer Fund, the revenues are to be changed as follows:

Account #	Account Title	Increase	Decrease	Total
30-3920-0000	Loan Proceeds	\$345,400		
30-3360-0100	Lift Station Revenue	\$5,000		
30-3040-0000	Insurance Revenue	\$30,500		
	TOTAL REVENUES	\$380,900	\$0	\$380,900

Section 5. To amend the Downtown Fund, the expenditures are to be changed as follows:

Account #	Account Title	Increase	Decrease	Total
71-6910-1300	Utilities		\$1,300	
71-6910-2500	Craft fair		\$2,300	
71-6910-7300	Projects	\$3,700		
71-6910-8000	Contingency		\$1,000	
71-6910-8100	Special events	\$3,700		
71-6910-6900	Façade Grant Program		\$2,800	
	TOTAL EXPENDITURES	\$7,400	\$7,400	\$0

Section 6. 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 Becton, seconded by Councilmember Stefanovich, the following amendment #2017.05.02 was unanimously adopted:

Capital Project Ordinance
Beaman Street Bridge Utility Relocation Project

#2017.05.02

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 is hereby adopted:

Section 1. The project authorized is the Beaman Street Bridge Utility Relocation Capital Project described in the work statement contained in the Agreement between this unit and The North Carolina Department of Transportation.

Section 2. The officers of this unit are hereby directed to proceed with the project within the terms of the documents, and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete this project:

<u>Account Number</u>	<u>Description</u>	<u>Increase</u>	<u>Decrease</u>	<u>Total</u>
65-3000-0100	NCDOT Reimbursement	\$ 46,400		
	Total Revenues	\$ 46,400	\$0	\$ 46,400

Section 4. The following expenditures are appropriated for the project:

<u>Account Number</u>	<u>Description</u>	<u>Increase</u>	<u>Decrease</u>	<u>Total</u>
65-8100-0400	Professional Services	\$ 46,400		
	Total Expenditures	\$ 46,400	\$0	\$ 46,400

Section 5. The Finance Officer is hereby directed to maintain within the Project Fund sufficient specific detailed accounting records to provide the accounting to the agency required by the agreement(s) and federal and state regulations.

Section 6. Requests for funds should be made to the agency in an orderly and timely manner as funds are obligated and expenses incurred.

Section 7. The Finance Officer is directed to include a detailed analysis of past and future costs and revenues on this project in every budget submission made to this council.

Section 8. Copies of this Capital Project Ordinance shall be made available to the Finance Officer for direction in carrying out this project.

Section 9. The Finance Officer is hereby authorized to transfer funds from one line item to another line item without further approval by the City Council.

APPOINTMENT(S)

Upon a motion made by Councilmember Turlington, seconded by Councilmember Strickland, it passed unanimously to reappoint the following individuals to the Recreation Advisory Board for a term of three years:

- Cameron Spell -- District 1
- Johnny Boykin – District 3
- Troy Fardy – At-Large

Upon a motion made by Councilmember Strickland, seconded by Councilmember Bryant, it passed unanimously to reappoint Kenneth Buffkin and appoint Greg Thornton and Julie Stadig, to the Historic Preservation Commission for a term of four years. Mr. Albert D. Kirby, Jr., and Mrs. Debbie Roberts were not eligible for reappointment.

REPORTS

The code enforcement report and personnel reports were acknowledged.

STAFF REPORTS

Planning and Zoning Director Mary Rose gave an update regarding concerns of City Council and the Sampson County History Museum. She stated the following contributions made by the City of Clinton to the Museum:

- The City of Clinton pays for the building insurance coverage on all buildings at a cost of approximately \$2,500 per year.
- The City of Clinton Grounds Department provides grounds maintenance at an estimated annual cost of \$5,100.

- The City of Clinton contributes on an average of approximately \$840 per year in water and sewer bills.
- The Museum is situated on approximately 1.6 acres. Planning and Zoning Director Rose stated that it is difficult to estimate the lease amount of a property of this type; however, it may be fair to place an annual amount of \$6,000 based upon a comparison of other land being leased within the City.

Director Rose stated that this review has generated approximately \$15,000 annual contributions from the City to the Sampson County History Museum. She further stated that the Museum is eligible for a \$2,500 Clinton Main Street Program Façade Grant toward the cost of painting the main museum building. Also, she announced that the Museum was given a check in the amount of \$3,035 from proceeds from the carriage and hay rides during the 2016 “Christmas in the City,” annual event.

No action was taken regarding the request of the Sampson County History Museum.

Acting Police Chief Donald Edwards introduced the new badges. He called Officer Julian Williams forth because he designed the badges. Officer Williams passed the badge around to each member of City Council. Acting Police Chief Edwards stated that Officer Williams worked with a graphic team and came up with the design. City Council was well pleased with the new badge. It was stated that the new badges will be incorporated effective May 2, 2017.

Interim City Manager Robert Hyatt requested that City Council allows the Finance Department to provide an update regarding their concerns directed to the Finance Department until the May 16th Budget Workshop.

CITY MANAGER REPORTS

Interim City Manager Hyatt updated City Council regarding Brooks Brothers and its economic incentive grant. He stated that Brooks Brothers Distribution Center will not proceed with the building and equipment improvements. He further stated that since the company will not qualify for the Grant Back Incentives, the City will not be obligated to pay the incentives that was approved for this facility’s expansion. The City held a public hearing on August 4, 2015, for consideration of providing Grant Back Incentives to the Brooks Brothers Clinton Distribution Center facility.

PUBLIC COMMENTS

Mr. Johnny Boykin, 413 West Still Street, thanked Mayor and City Council for the kind letter written to him during the passing of his daughter. He stated that he truly appreciates the thoughts and prayers.

Mr. James Henry Smith, 701 Sunset Avenue, voiced concerns for the children. He asked what is being done for the children, how we can get the children into recreation activities, and after school program. Mayor Starling asked Parks and Recreation Director Allen to speak to Mr. Smith regarding his concerns. Mr. Johnny Boykin chimed in stating that the Recreation Advisory Board is one of the greatest around. He stated that the Board is doing a great work; however, more adults are needed. He welcomed Mr. Smith to come out and see what great things are being done.

CONTINUATION

Upon a motion made by Councilmember Stefanovich, seconded by Councilmember Strickland, it passed unanimously to continue this meeting until Tuesday, May 16th at 6:00 PM in the City Hall Training Room for the purpose of a budget workshop.

The May 2, 2017, city council meeting adjourned at approximately 7:40 PM.

Elaine F. Hunt, City Clerk, MMC, NCCMC

Lew Starling, Mayor