

**MINUTES
CITY OF DUNN
DUNN, NORTH CAROLINA**

The City Council of the City of Dunn held a Regular Meeting on Tuesday, February 11, 2020 at 7:00 p.m. in the Dunn Municipal Building. Present: Mayor William P. Elmore Jr., Mayor Pro Tem Chuck Turnage, Council Members J. Wesley Sills, April Gauden, Frank McLean, Billy N. Tart, and Dr. David L. Bradham.

Also present: City Manager Steven Neuschafer, Assistant City Manager Mathew Boone, Finance Director Jim Roberts, Public Utilities Director Heather Adams, Public Works Director Vince Washington, Planning Director George Adler, Chief Building Inspector Steven King, Chief of Police Chuck West, Parks and Recreation Director Brian McNeill, Human Resources Director Anne Thompson, Librarian Mike Williams, Executive Assistant Connie Jernigan, Communications Coordinator Kaitlin Adkins, Attorney Tilghman Pope, and City Clerk Tammy Williams. Guests recognized by Mayor Elmore: former Mayor Dal Snipes and Emily Weaver with The Daily Record

CALL TO ORDER AND INVOCATION

Mayor Elmore opened the meeting at 7:00 p.m. and made remarks regarding the passing of former Mayor, Oscar N. Harris, who passed away on Tuesday, January 28, 2020 unexpectedly and will be greatly missed by this community. He asked everyone to continue to remember his family in prayer.

Reverend Jason Williams, Pastor at Hood Memorial Christian Church made comments in remembrance and tribute of former Mayor Harris and then gave the invocation. Afterwards, Council Member McLean led in reciting the Pledge of Allegiance.

AGENDA ADJUSTMENT AND APPROVAL

Motion by Council Member Sills and second by Council Member McLean to adopt the February 11, 2020 meeting agenda as presented. **Motion unanimously approved.**

PRESENTATIONS:

School Bus Drivers Appreciation Week – February 10-14, 2020

Mayor Elmore presented a Proclamation in support and recognition of School Bus Drivers in Harnett County. Proclamations were presented to representatives from Harnett Primary School, Wayne Avenue School and Dunn Middle School at the meeting. A proclamation was also delivered to Triton High School in honor of their drivers. *A copy of the Proclamation (P2020-02) is incorporated into these minutes as Attachment #1.*

New Employee Introductions

Public Utilities Director Adams introduced Utility Maintenance Workers, Christopher R. O'Brien and Michael A. McNeill. Parks and Recreation Director McNeill introduced Athletic Director Dominique E. Smith and Chief West introduced new officer, Giovanna H. Rojas.

Recognition – Sgt. Alex Godwin Advanced Law Enforcement Certificate

Chief West presented the Advanced Law Enforcement Certificate to Sgt. Alex Godwin and recognized him on his recent promotion and this achievement. This is the highest level of professional certification for officers.

PUBLIC COMMENT PERIOD

The Public Comment Period was opened by Mayor Elmore at 7:27 p.m. Having no comments, the Public Comment period was closed.

PUBLIC HEARINGS:

Rezoning Request RZ-01-20

Mayor Elmore opened the public hearing concerning Rezoning Request RZ-01-20, PIN #1515-25-3158.000 near 331 Long Branch Rd by request of Wayne Barbour. The public hearing was duly advertised on January 21, 28 and February 24, 2020.

Planning Director Adler told Council that the property is currently zoned RA-40, Single Family Dwelling Agricultural District and is proposed to be rezoned C-3, Highway Commercial District. The property is in near proximity to US Highway 301 and Interstate 95 and the rezoning is consistent with the 2030 Land Use Plan, which projects an increase in intensity of development along this stretch of Long Branch Rd. The Planning Board met on January 28, 2020 and voted unanimously to approve the request.

Comments were made by Dorothy Adkins and applicant, Wayne Barbour. With no further comments, the public hearing was closed at 7:34 p.m.

Consideration of Ordinance to Demolish House – 911 Fairground Rd.

Mayor Elmore opened the public hearing on consideration of Ordinance to Demolish House at 911 Fairground Rd, PIN # 1517-63-6654.000, owned by James W. Phillips and Derek Phillips. The public hearing was duly advertised on January 31 and February 4, 2020.

Chief Building Inspector King told Council the house was condemned in September and presented his findings to Council and shared that the property has been purchased by new owner, Tom Hamilton. While no repairs have been made to the structure, clearing of the property has started.

Comments were made by Tom Hamilton asking the Council for additional time to bring the structure up to code so that it can be used for rental property. With no further comments, the public hearing was closed at 7:38 p.m.

Ordinance Amendment OA-01-20; Section 13-4

Mayor Elmore opened the public hearing to amend Ordinance Section 13-4 – Consumption of alcoholic beverages. The public hearing was duly advertised on January 30 and February 6, 2020.

Assistant City Manager Boone told Council Members that the additions in Section 13-4 define the requirements as well as what is permitted and what is prohibited to allow for the consumption of alcoholic beverages during public special events on City property or right-of-ways in the downtown municipal service district. The requirements include adding a Special Events Permit with a fee of \$100.

Comments were made in support of the Ordinance Amendment by Lynn Godwin, Dal Snipes and representing the Dunn Area Chamber of Commerce, Matthew Smith. Mr. Smith shared the Chamber is also in support of the Food Truck Ordinance Amendment. Those speaking in opposition included Tom Wagoner and Chuck Meade. With no further comments, the public hearing was closed at 7:53 p.m.

Ordinance Amendment OA-02-20; Food Truck Regulations

Mayor Elmore opened the public hearing to amend Ordinance, Chapter 11 to allow food trucks to operate in the City of Dunn. The public hearing was duly advertised on January 22, 28 and February 4, 2020.

Assistant City Manager Boone presented the Ordinance Amendment which will allow for and regulate food trucks in the City of Dunn in Commercial, Industrial, and Office/Institutional zoning districts or for locations as approved in the application for special events. The amendment also requires a permit with a recommended fee of \$40.

Comments were made in support of the Ordinance Amendment by Dorothy Adkins, Rev. Dennis Manuel and Andy Wermel. With no further comments, the public hearing was closed at 8:03 p.m.

CONSENT ITEMS:

Approval of the minutes of the January 14, 2020 City Council Meeting.

Approval of loading zone sign to be located in front of 129 E Broad Street in downtown Dunn.

Proclamation proclaiming Black History Month. *A copy of the Proclamation (P2020-03) is incorporated into these minutes as Attachment #2.*

To approve the extension of the existing Mowing Maintenance Agreement between the City of Dunn and the NC Department of Transportation. *A copy of the Agreement is incorporated into these minutes as Attachment #3.*

Motion by Council Member Bradham and second by Mayor Pro Tem Turnage to approve all consent items. **Motion unanimously approved.**

ITEMS FOR DISCUSSION AND/OR DECISION:

Rezoning Request RZ-01-20

Motion by Mayor Pro Tem Turnage and second by Council Member Tart to approve rezoning request RZ-01-20 to rezone 4.17+/- acres of a parcel totaling 6.68+/- acres located near 331 Long Branch Rd from RA-40: Single Family Dwelling Agricultural District to C-3: Highway Commercial District. After discussion, **motion unanimously approved.**

Consideration of Ordinance to Demolish House – 911 Fairground Rd.

Discussion followed on the owner's wish to fix up the property and on the amount of time to allow before the Ordinance was brought back to Council. Council Member Sills was concerned with waiting six months before the issue was reviewed again by Council. After additional feedback from Chief Building Inspector King and recommendation from City Attorney Pope, an amended motion by Council Member Bradham and second by Council Member McLean was made to table the consideration of the Ordinance to Demolish House at 911 Fairground Rd for two months. **Motion unanimously approved.**

Ordinance Amendment OA-01-20; Section 13-4

Concerns were expressed by Council Member McLean about the vote being held tonight. Council Member Tart stated that he preferred it not be amended as he does have reservations but he appreciates the changes that have been made to only allow permitting in the downtown district. He also would like for the insurance amount to be reviewed to ensure that it is adequate. Concerns were also expressed that the passage of the amendment will increase the City's insurance policy. The Mayor asked for the need of additional insurance by the City be reviewed.

Motion by Mayor Pro Tem Turnage and second by Council Member Bradham to amend Ordinance Amendment OA-01-20; Chapter 13 Article 4, Section 13-4 that allows for the consumption of alcoholic beverages purchased on the designated public property and right of ways during organized and permitted public special events where fees have been paid and security provided. **Motion unanimously approved.** *A copy of the Ordinance Amendment OA-01-20 (O2020-01) is incorporated into these minutes as attachment #4.*

Ordinance Amendment OA-02-20; Food Truck Regulations

After discussion, motion by Council Member Bradham and second by Council Member Gauden to amend Ordinance Amendment OA-02-20; Food Truck Regulations to allow food trucks to operate within the City of Dunn.

Motion unanimously approved. A copy of the Ordinance Amendment OA-02-20 (O2020-02) is incorporated into these minutes as attachment #5.

Fee Schedule Changes

The following fee schedule changes were proposed: increasing Adoption Fee for Dogs to \$85.00; adding Adoption Fee for Cats of \$45.00; adding Rabies Vaccination fee for Harnett County Residences Only of \$10.00; adding Special Events Permit fee for Alcohol Consumption at public events of \$100.00; and adding Food Truck Permit fee of \$40.00. Courtney Hayter, Manager of the Animal Control Shelter shared that the increase of adoption fees were for additional services including spay and neutering of the pet prior to adoption in hopes to decrease the numbers coming in to the shelter. She has also become certified as a Rabies Vaccinator. City Manager Neuschafer also confirmed that an annual fee for food truck permits will be reviewed and incorporated into the next fiscal year budget.

After additional discussion, motion by Council Member McLean and second by Council Member Gaulden to approve the Fee Schedule Changes as presented. **Motion unanimously approved.**

Financial Report/Assessments Update

Finance Director Roberts provided the following financial report for the period ending January 31, 2020:

- General Fund as of January 31, 2020 - \$4,561,090 and \$2,352,062 in the Water-Sewer Fund.
- Taxes received to-date approximately \$3,063,285 in property taxes or 73.26% of our expected tax income.
- Sales Tax Revenue through November is \$1,076,826 - 48.7% of our total expected income.
- Utilities Sales Tax report for the first half of the year is \$343,048.
- Building Permit Fees for January were \$14,050, for a total collected for the year of \$83,114 or 104% of budget.
- Water and Sewer Revenues for January were \$462,643, with total collected - \$3,465,657 or 62% of budget.
- Expenditures are at \$6,689,177 or 59.4% of budget in the general fund. The Water and Sewer fund has spent \$3,219,231 or 56.7% of budget.

He also updated that three foreclosures are in the works that will make up \$70,467 or 18.6% of past due accounts.

Administrative Reports

Reports received: Communications/Public Information, Planning and Inspections Report, Public Works Report, Public Utilities Report, Parks and Recreation Report, Library Report and Police Report.

Motion by Council Member Tart and second by Mayor Pro Tem Turnage to acknowledge receipt of Financial and Administrative Reports. **Motion unanimously approved.**

City Manager's Report

City Manager Neuschafer reported that four proposals were received on the Vision RFP. Meetings have been set up with the Dunn Vision Group and hope to have an additional report next month. He also informed the Council that the City has contractors going around doing remote videoing of sewer lines and manholes for inspections.

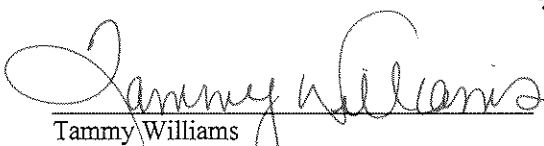
Announcements/Information

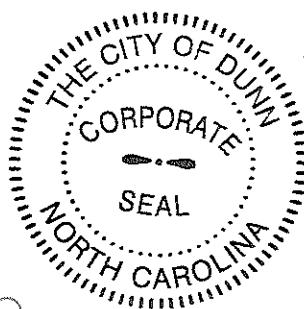
Mayor Elmore announced upcoming events and activities.

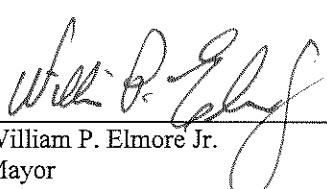
Motion by Council Member Bradham and second by Council Member McLean for Council to enter Closed Session in accordance with [N.C.G.S. 143-318.11(a)(5)], to establish or instruct the staff concerning the negotiation of the price and terms concerning the acquisition of real property. **Motion unanimously approved**

The Closed Session ended and with no further business to discuss, a motion was made by Council Member Tart and second by Council Member McLean to adjourn the meeting at 9:30 p.m. **Motion unanimously approved.**

Attest:


 Tammy Williams
 City Clerk




 William P. Elmore Jr.
 Mayor