

**Dunn City Council**  
**Regular Meeting**  
 Tuesday, June 9, 2020  
 7:00 p.m., Dunn Municipal Building

## Minutes

**PRESENT:** Mayor William P. Elmore Jr., Mayor Pro Tem Chuck Turnage, Council Members J. Wesley Sills, April Gaulden, Frank McLean, Billy N. Tart, and Dr. David L. Bradham. *Notice, relating to the Special Meeting Conditions, is incorporated into these minutes as Attachment #1.*

*Also present: City Manager Steven Neuschafer, Assistant City Manager Mathew Boone, Finance Director Jim Roberts, Chief Building Inspector Steven King, Executive Assistant Connie Jernigan, City Attorney Tilghman Pope, and City Clerk Tammy Williams. Participating via WebEx: Planning Director George Adler and Chief of Police Clark White.*

### CALL TO ORDER AND INVOCATION

Mayor Elmore opened the meeting at 7:00 p.m. and Reverend Danielle Maynor, Fine Arts and Senior Adults Pastor at Gospel Tabernacle Church gave the invocation. Afterwards, Mayor Pro Tem Turnage led in the Pledge of Allegiance.

### AGENDA ADJUSTMENT AND APPROVAL

Motion by Council Member Sills and second by Council Member Bradham to adopt the June 9, 2020 meeting agenda with the following changes:

#### *Agenda Items Added:*

- Formation of Beautification Committee
- Formation of IT Committee

**Motion unanimously approved.**

### PUBLIC COMMENT PERIOD

The Public Comment Period was opened by Mayor Elmore at 7:05 p.m. Having no comments, the Public Comment period was closed.

### CONSENT ITEMS

- Approval of the minutes of the May 12, 2020 City Council Meeting.
- Approval of the minutes of the May 19, 2020 Special Called Meeting – Budget Work Session
- Renew MOU regarding SRO at Harnett Primary and Wayne Avenue Schools on the same terms and condition beginning July 1, 2020.
- Approval of Resolution declaring the Badge and Service Weapon carried by Chief Chuck West Surplus and Awarding to him on his Retirement. *A copy of the Resolution (R2020-10) is incorporated into these minutes as Attachment #2.*
- Proclamation – State of Emergency – COVID-19, Amendment 1 - *A copy of the Proclamation (P2020-09) is incorporated into these minutes as Attachment #3.*
- Approval of the Temporary Blocking of Alley behind the Stewart Theatre for August 16 and August 21, 2020 Concerts.
- Approval of Budget Amendments #8 through #16 amending the City's FY2019/2020 Budget by \$627,676.23. *A copy of Budget Amendments (BA08, BA09, BA10, BA11, BA12, BA13, BA14, BA15, and BA16) is incorporated into these minutes as Attachment #4.*

Motion by Council Member Bradham and second by Council Member McLean to approve all consent items.

**Motion unanimously approved.**

Mayor Elmore read the Proclamation to be presented to retired Chief West. Mayor Elmore further commended Interim Chief Clark White on how the peaceful walk was handled in the City with around 300 people participating.

### ITEMS FOR DISCUSSION AND/OR DECISION

#### **Fiscal Year 2020-2021 Budget**

*Public Hearing* regarding the Proposed Budget. The Public Hearing was duly advertised on May 29, 2020 and promoted on the City's Website and Facebook page and the Budget was made available for public inspection. Mayor Elmore opened the Public Hearing at 7:11 p.m. With no written or oral comments, the Public Hearing was closed.

Motion by Council Member Tart and second by Council Member Bradham to adopt the Fiscal Year 2020-2021 Budget as presented to include the Budget Ordinance and Fee Schedule. **Motion unanimously approved.** *A copy of the Budget Ordinance and Fee Schedule (O2020-09) is incorporated into these minutes as Attachment #5.*

#### **Ordinance to Demolish House – 100 Poppy Street**

*Public Hearing* regarding the consideration of Ordinance to Demolish House at 100 Poppy St. The Public Hearing was duly advertised on May 29 and June 2, 2020. Mayor Elmore opened the Public Hearing at 7:12 p.m.

Chief Building Inspector King has conducted inspections at 100 Poppy St and based upon his observations, the structure is unsafe and has been condemned in accordance with G.S. §160A-426. The property was also found dangerous or prejudicial to the public health or public safety and is a nuisance in violation of G.S. §160A-193. The owner of the property has failed to comply with the Building Inspector's order. King has received no contact from the property owner and he said that several notices were sent out to various addresses received from the County. With no additional comments, the Public Hearing was closed.

After discussion, motion by Council Member Bradham and second by Council Member Tart to adopt the ordinance directing the Building Inspector to proceed with the demolition of the dwelling located at 100 Poppy St, PIN#: 1517-14-4010.000. **Motion unanimously approved.** *A copy of the Ordinance (O2020-10) is incorporated into these minutes as Attachment #6.*

#### **Ordinance to Demolish - 707 S King Ave**

*Public Hearing* regarding the consideration of Ordinance to Demolish House at 707 S King Ave. The Public Hearing was duly advertised on May 29 and June 2, 2020. Mayor Elmore opened the Public Hearing at 7:18 p.m.

Chief Building Inspector King has conducted inspections at 707 S King Ave and based upon his observations, the structure is unsafe and has been condemned in accordance with G.S. §160A-426. The property was also found dangerous or prejudicial to the public health or public safety and is a nuisance in violation of G.S. §160A-193. The owner of the property has failed to comply with the Building Inspector's order. King told Council that the owner had tried to get a contractor to demolish the dwelling as she wants it removed. With no additional comments, the Public Hearing was closed.

Motion by Mayor Pro Tem Turnage and second by Council Member Gaulden to adopt the ordinance directing the Building Inspector to proceed with the demolition of the dwelling located at 707 S King Ave, PIN#: 1516-45-2783.000. **Motion unanimously approved.** *A copy of the Ordinance (O2020-11) is incorporated into these minutes as Attachment #7.*

#### **Ordinance to Demolish – 911 Fairground Rd**

Chief Building Inspector King has conducted inspections at 911 Fairground Rd and based upon his observations, the structure is unsafe and has been condemned in accordance with G.S. §160A-426. The dwelling was also found dangerous or prejudicial to the public health or public safety and is a nuisance in violation of G.S. §160A-193 and the formal owner of the property failed to comply with the Building Inspector's order. The property was purchased by Lloyd Tom Hamilton prior to the initial Public Hearing held in February, 2020. The Ordinance was tabled by City Council at the February Council meeting until the April 14, 2020 Council meeting (approximately sixty days) to allow Hamilton time to make repairs and improvements to the dwelling. Item was tabled again at the April 2020 Council meeting to allow for an additional sixty days. King shared with Council that the owner has continued to make improvements, he feels that the progress and repairs will continue and recommends an additional extension. Discussion followed on voting against the ordinance. Attorney Pope informed Council that if the ordinance was voted against and the progress stopped, King would have to begin the process all over again.

Motion by Council Member Tart and second by Council Member Bradham to table the Ordinance to Demolish – 911 Fairground Rd for an additional sixty days to allow Mr. Hamilton additional time to make repairs. **Motion unanimously approved.**

#### **Ordinance to Demolish – 610 E Pope St**

Chief Building Inspector King told Council that the Public Hearing was held at the May 12, 2020 Council Meeting and the Ordinance to Demolish was tabled until the June meeting. He has conducted inspections at 610 E Pope St and based upon his observations, the structure is unsafe and has been condemned in accordance with G.S. §160A-426. He also found the dwelling dangerous or prejudicial to the public health or public safety and the owner of the property has failed to comply with the Building Inspector's order. King stated that his only contact has been with Leon Davis, who was planning to attend tonight's meeting. Council Member McLean said the property owner has been sick and was unable to attend but she wanted additional time to sell the property as is.

After further discussion, motion by Council Member Tart and second by Council Member Sills to adopt the ordinance directing the Building Inspector to proceed with the demolition of the dwelling located at 610 E Pope St, PIN#: 1516-74-1768.000. **Motion carried 5-1 with Council Member McLean opposed.** *A copy of the Ordinance (O2020-12) is incorporated into these minutes as Attachment #8.*

#### **Ordinance to Demolish – 700 Lincoln**

Chief Building Inspector King told Council that Ordinance to Demolish (O2019-17) was adopted by the City Council on November 12, 2019 with motion allowing the new owner, Jada S. Wiggins, 90 days to bring the property up to code. King reported that the property owner started out strong and then slowed. Progress has picked up since he contacted the owner in March and they have passed a couple of inspections. Council Member Bradham asked Frank Taylor, who was there representing the owner, how much time was needed to finish the repairs and his response was possibly 60 days. King is looking direction from the Council on which way to proceed.

After discussion, motion by Council Member McLean and second by Mayor Pro Tem Turnage to table for 60 days and to bring back before the Council for review. **Motion carried unanimously.**

### **Tyler to Tart Park Pedestrian Trail**

Planning Director Adler presented the Pedestrian Route as proposed by staff. The trail is 1.7 miles and touches four areas of interest to include the Rail Trail, Tyler Park, Downtown and Tart Park and also goes by the Library. This proposed trail incorporates a portion of the City's Pedestrian Plan. We are currently working on applying for an additional grant to update the Bicycle and Pedestrian Plan. He is looking for a consensus on this proposed trail and will then begin working on a detailed cost analysis for signage, markings and sidewalk improvements to make the trail continuous and pedestrian friendly. Mayor Pro Tem Turnage mentioned concerns crossing Cumberland at Wilson with the existing traffic light pattern and suggested NCDOT be contacted to see if a crosswalk could be incorporated there. Due to traffic concerns, Council Member Tart recommended a temporary route staying on Wilson until sidewalks are put in on Clinton. He proposed to continue on Wilson to E Godwin and then crossover Clinton at Dominos. City Manager Neuschafer added that the City is hoping to use a state program to assist with the funding of the sidewalks on Clinton by incorporating that as part of the trail. Council Member Bradham asked when the trail can be usable. Neuschafer said that the trail can be marked with signage and markings and be a usable trail by the fall with improvements to be made when possible. Consensus from Council was to move forward with the proposed route.

### **Landscape Maintenance Contract – Reject Bid and Approve Extension of Current Contract**

Assistant City Manager Boone told Council that the City advertised its Landscape Maintenance Contract through an RFP process, in which only one bid was received. The cost to maintain our current scope of work, while also adding various new sites, increased the cost higher than originally budgeted. The scope of work has been revised and reduced to extend the current contract with Old Mill Stream for one year, with various areas of maintenance to be handled by our Public Works Department. Old Mill Stream will continue to maintain a large portion of the landscape services currently provided, including cemeteries. The current Covid-19 pandemic most likely hindered our ability to receive an adequate amount of responses. The RFP will be advertised in early 2021 in hopes of receiving a larger turnout. The cost to extend the contract is covered in the FY2020-2021 Budget.

Motion by Mayor Pro Tem Turnage and second by Council Member Bradham to reject the current Landscape RFP bid and approve a one year extension of Old Mill Stream's current contract at a reduced scope to the amount of \$182,000 beginning July 1, 2020 and ending on June 30, 2021. **Motion carried unanimously.**

### **Advisory Board Appointments**

Mayor Elmore announced that he was appointing Sadie McLamb to the Dunn Housing Authority for an additional term ending June 30, 2021.

Discussion followed concerning the appointment to the ABC Board including Mayor Elmore's suggestion to increase the number of board members from 3 to 5.

After much discussion and after Attorney Pope confirmed that no active motion is on the floor, motion by Council Member Sills and second by Mayor Pro Tem Turnage to table the appointment to the ABC Board until the July Council meeting. **Motion carried unanimously.**

Motion by Mayor Pro Tem Turnage and second by Council Member McLean to appoint Claudell Brown to another term ending June 30, 2023 on the Planning Board. **Motion carried unanimously.**

Motion by Mayor Pro Tem Turnage and second by Council Member Bradham to appoint Dava Anderson and Ogo Okpala to the Library Board of Trustees with term ending June 30, 2023. **Motion carried unanimously.**

Motion by Council Member Tart and second by Council Member Gaulden to appoint Mary Ann Fairley to the Cemetery Advisory Board for term ending June 30, 2023. **Motion carried unanimously.**

Mayor Elmore acknowledged that there are openings on the Cemetery and Parks and Recreation Advisory Boards and encouraged Council to reach out in the community to assist in filling these positions.

### **Council Goals/Reports**

City Manager Neuschafer reviewed the Goals and Objectives Reports provided by the staff. He further updated Council on the Dog Park. He told Council that a visual and bids on fencing should be available by the next meeting. Sunflowers have been planted and water tap has been provided by RLT Construction as a donation to the City. Mayor Pro Tem Turnage asked if there could be naming rights for the Dog Park. City Manager Neuschafer said that naming rights could be incorporated into the project like at Tyler Park. He also said that a lot of the work for the Dog Park is still going to be done by the City staff – Public Works department.

### **Formation of Beautification Committee**

Council Member Sills shared that in an effort to get more citizens involved in the City, he is proposing that the City establish a Beautification Committee. He is asking that the City staff put together a document to establish this committee and bring to the Council at the July meeting for review and consideration. Mayor Pro Tem Turnage suggested the committee have a well-defined purpose. Council was in consensus to research and bring information to the July meeting.

**Formation of IT Committee**

Council Member Sills further recommended a committee made up of IT specialists to assist staff with the City's IT needs. Consensus of the Council was that this committee was not needed at this time.

**Administrative Reports**

City Manager Neuschafer updated Council on City's response to Covid-19. Library is looking at opening the end of the month and it will probably be after the fourth of July before the remainder of municipal offices are open depending on conditions at that time. He also reported that plans for the renovations to City Hall-Police Locker Rooms are currently being reviewed by the Planning Department.

Finance Director Roberts provided the following Financial Report for the period ending May 31, 2020:

- General Fund, as of May 31, 2020, is at \$3,807,431 and \$2,360,862 in the (NCCMT Term Account) Water-Sewer Fund. Through May of 2019, \$3,827,533 was available in the General Fund and \$2,315,884 in the Water and Sewer Fund.
- Taxes for the 2019 year are for all intents and purposes complete. To-date, \$4,183,387 in property taxes, or approximately 99% of our expected tax income, has been collected.
- Sales Tax Revenue through March is \$1,823,469 or 82.4% of our total expected income.
- Utilities Sales Taxes are reported quarterly with total received to-date at \$525,935.
- Building Permit Fees for the month of May were \$6,506 for a total collected for the year of \$119,459 or 149% of budget.
- Water and Sewer Revenues for the month of April were \$446,866, with total collected \$5,208,758 or 93.13% of budget. Year to-date in 2019 was \$4,336,763.
- Expenditures are at \$10,246,598 or 88.4% of budget in the General Fund. Expenditures for the Water and Sewer are at \$5,298,708 or 84.9% of budget. The benchmark for this period is 92% of budget.

Mayor Elmore acknowledged receipt of the Administrative Reports included: Communications/Public Information, Planning and Inspections Report, Public Works Report, Public Utilities Report, Parks and Recreation Report, Library Report and Police Report.


**Announcements/Information**

Mayor Elmore announced upcoming events and activities.

Motion by Council Member Bradham and second by Mayor Pro Tem Turnage to enter a Closed Session for the purpose to instruct the staff concerning the negotiation of purchasing real property [N.C.G.S. 143-318.11(a)(5)]. **Motion unanimously approved.**

Mayor Elmore recessed the meeting at 8:42 p.m. for the Closed Session.

The Council Meeting was reconvened. With no further business to discuss, motion by Council Member Bradham and second by Council Member Gaulden to adjourn the meeting at 9:18 p.m. **Motion unanimously approved.**



*William P. Elmore Jr.*  
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 William P. Elmore Jr.  
 Mayor

Attest:

*Tammy Williams*  
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 Tammy Williams  
 City Clerk