



## December 7, 2021, CITY COUNCIL MEETING

The City Council of the City of Clinton, North Carolina, met in regular session at 7:00 PM on December 7, 2021, in the City Hall Auditorium. Mayor Starling presided. Present were Councilmembers DuBose, Ruggles, Strickland, and Mayor Pro Tem Becton.

Councilmember Bryant was present via Zoom.

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

Also, present were City Clerk Elaine F. Hunt; Planning Director Mary Rose; City Manager Tom Hart; Police Chief Anthony Davis; Assistant Police Chief Adrian Mathews; Finance Director Kristin Stafford; Public Works Director Chris Medlin; Public Works Engineer Russell Byrd; Fire Chief Stephen Lovette; and Parks and Recreation Director Jonathan Allen.

HR Director Shelvia Ashford was absent.

Emily M. Williams, of the Sampson Independent, and Sylvia Chestnutt, of the Sampson Weekly, were present.

Mayor Starling called the meeting to order.

Mayor Starling asked Mrs. Becky Spell, Owner of Tim's Gift, Inc., and Learning Station Afterschool & Summer, Clinton, NC, to come forth and give the invocation. She gave thanks to God and told the group about a Christmas card that God led her to for the invocation. Furthermore, she stated that within the card was a prayer. Mrs. Spell prayed and sang during her invocation.

## CITY COUNCIL

Upon a motion made by Councilmember Strickland, seconded by Mayor Pro Tem Becton, the minutes of the November 2, 2021, regular city council meeting were approved unanimously.

## PRESENTATION – ABC BOARD

Mr. Perry Solice, Chairman of the ABC Board, appeared before City Council. He recognized Board members Ray Jordan and Tyler Baxter, in their absences. Chairman Solice stated that the ABC Board has dealt with ongoing Covid issues—hiring problems and shortages of shipments. Mr. Solice stated that they have readjusted hours. He praised Ms. Barbara Bailey for her diligence and all that she does.

Mr. Solice asked Chief Anthony Davis to come forth and he presented a check to law enforcement in the amount of \$12,498. He presented a check to Mayor Starling for the City of Clinton in the amount of \$239,760. He thanked the City of Clinton for the excellent service that they provide.

Mayor Starling thanked Mr. Solice and the ABC Board for their hard work and contributions to the City of Clinton.

Chairman Solice concluded by wishing all a “Very Merry Christmas!”

## INTRODUCTION – MR. MATT STONE, CHAMBER DIRECTOR

Mr. Matt Stone came forth to formally, introduce himself. He thanked Mayor Starling and City Council for their service. Mr. Stone stated that he grew up in Lee County; however, his wife, grew up in Sampson County. He stated that they moved into the City of Clinton just before Covid hit. Chamber Director Stone stated that he looks forward to working with the City of Clinton’s City Council and staff.

Mr. Stone invited everyone to come out and enjoy the Christmas Parade on Saturday, December 11, 2021, at 10:00 AM. Also, he informed the group of two other events—the “Annual MLK, Jr.’s Celebration,” scheduled for January 17, 2022, and an event scheduled for January 19, 2022, which will be in partnership with the Sampson County Economic Development Commission.

Mayor Starling thanked Mr. Stone for coming.

## OLD BUSINESS – UPDATE BY THE SAMPSON HIGH SCHOOL ALUMNI ASSOCIATION REGARDING THE BUILDING LOCATED AT 615 MCKOY STREET

Mayor Starling asked the speakers who would be giving an update regarding the building located at 615 McKoy Street to come forth. Ms. Gale M. Sampson spoke. She stated that when they first came before City Council, they came with a hope and a prayer. Ms. Sampson said, “Fast forward to now, we still have a building in need of repair, but a concrete plan and funding source.”

Ms. Sampson stated that they have identified a developer, a contractor has been selected, and the contract has been submitted.

Ms. Sampson asked City Council to consider the accomplishments, the pending success, and give the Sampson High School Alumni Association an opportunity to restore the school.

Mayor Starling asked how much time the Alumni Association need and Mr. Robert Bennett, Phase 3 Committee Chair, replied, "We are asking for a six-months extension."

City Manager Hart was asked for his opinion, and he felt that a six-months extension was very reasonable. Councilmember Strickland asked if this extension was granted, should the City Council see significant change, some change, or no change at all. Mr. Bennett stated that significant change should be seen, because they are at the point of finalizing the contract(s).

Upon a motion made by Councilmember Strickland, seconded by Mayor Pro Tem Becton, it passed unanimously to revisit this matter at the May 3, 2022, city council meeting.

**BUDGET –ORDINANCE AMENDMENT – GENERAL FUND**

Upon a motion made by Mayor Pro Tem Becton, seconded by Councilmember Bryant, it passed unanimously to adopt the following ordinance amendment to amend the General Fund:

**Budget Ordinance Amendment  
Fiscal Year 2021-2022 Budget**

**#2021.12.01**

**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, 2022; amended on October 5, 2021; is hereby amended as follows:

**Section 1.** To amend the General Fund, 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>
10-5100-3300	Supplies	\$ 20,800		
10-5600-7400	Capital outlay	233,000		
10-6600-4500	Contract service	24,400		

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<b>TOTAL EXPENDITURES</b>	<b>\$ 278,200</b>	<b>\$0</b>	<b>\$278,200</b>
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**Section 2.** To amend the General Fund, the revenues are to be changed as follows:

<u>Account #</u>	<u>Account Title</u>	<u>Increase</u>	<u>Decrease</u>	<u>Total</u>
10-3850-0000	NC DOT reimbursement	\$ 24,400		
10-3900-0100	Police grant reimbursement	20,800		
10-3920-0000	Loan Proceeds	233,000		

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<b>TOTAL EXPENDITURES</b>	<b>\$ 278,200</b>	<b>\$0</b>	<b>\$278,200</b>
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**Section 3.** Copies of this budget amendment shall be furnished to the City Clerk, to the City Manager, and Finance Director for their direction.

**RESOLUTION – VERIFYING CLINTON FIRE DEPARTMENT’S RELATIONSHIP WITH THE CITY OF CLINTON – NC RESPONSE RATING SYSTEM**

City Manager Hart stated that the adoption of a resolution is required verifying the Clinton Fire Department’s relationship with the City of Clinton for the North Carolina Response Rating System. Mr. Hart recommended that City Council approve this request.

Upon a motion made by Councilmember Ruggles, seconded by Mayor Pro Tem Becton, the following resolution was unanimously adopted:



**VERIFICATION FROM MUNICIPALITY RESOLUTION**

**Whereas,** The Clinton Fire Department of the City of Clinton serves as an Agency of the City; and

**Whereas,** The Clinton Fire Department of the City of Clinton has requested confirmation of this Agency's relationship; and

**Whereas,** This Agency's relationship is long-standing and generally acknowledged.

**NOW, THEREFORE, BE IT RESOLVED,** that the City of Clinton does hereby confirm this Agency's relationship and does verify by this Resolution that relationship.

**STREET CLOSINGS -- CHRISTMAS PARADE**

Upon a motion made by Councilmember Strickland, seconded by Councilmember DuBose, and unanimously passed, approval was given for the temporary closing of the discussed streets for the December 11, 2021, Christmas Parade.

**2021 GENERAL RECORDS SCHEDULE FOR LOCAL GOVERNMENT AGENCIES AND THE 2021 PROGRAM RECORDS SCHEDULE FOR LOCAL GOVERNMENT AGENCIES**

City Manager Hart requested that City Council adopt the resolution within the agenda packet regarding the latest 2021 General and Program Records Schedules for local government agencies. Furthermore, City Council was asked to sign the signature pages for each schedule and return a completed signature page to the North Carolina Department of Natural and Cultural Resources – Division of Archives and Records.

Upon a motion made by Councilmember Strickland, seconded by Mayor Pro Tem Becton, the following resolution regarding the "2021 General and Program Records Schedules for Local Government Agencies," along with the signature pages were approved unanimously:

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLINTON TO ADOPT THE NORTH CAROLINA 2021 GENERAL RECORDS SCHEDULE FOR LOCAL GOVERNMENT AGENCIES AND THE 2021 PROGRAM RECORDS SCHEDULE FOR LOCAL GOVERNMENT AGENCIES ISSUED BY THE NORTH CAROLINA DEPARTMENT OF CULTURAL RESOURCES TO THE RECORDS RETENTION SCHEDULE EFFECTIVE OCTOBER 1, 2021**

**WHEREAS,** the North Carolina Division of Archives and History of the Department of Cultural Resources is responsible for assisting local governments in records management, including the destruction of obsolete records and the protection of essential records as provided by Chapters 121 and 132 of the General Statutes of North Carolina; and

**WHEREAS,** the North Carolina Department of Natural and Cultural Resources, Division of Archives and Records, Government Records Section has published the 2021

General Records Schedule for Local Government Agencies, and the 2021 Program Records Schedule for Local Government Agencies; and

**WHEREAS**, G.S. §121-5 and G.S. §132-3 require a municipality to approve the schedule(s) in order to conduct routine disposal of records which must otherwise be retained without specific permission for disposal by the Division of Archives and Records; and

**WHEREAS**, the documents attached to this Resolution are the forms acknowledging the approval of the schedules as required by the Division of Archives and Records, Government Records Section; and

**WHEREAS**, to reduce the burden and costs of record retention and maintain efficient City records management, the City Council finds and determines that this Resolution should be approved.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLINTON THAT:**

The City of Clinton (1) Adopts the 2021 General Records Schedule for Local Government Agencies; (2) Adopts the 2021 Program Records Schedule for Local Government Agencies; and (3) Executes the Signature Pages for each schedule acknowledging approval of the Schedules issued on October 1, 2021.

#### **APPOINTMENT**

Upon a motion made by Councilmember Ruggles, seconded by Mayor Pro Tem Becton, Mary Royal, District 3, was reappointed to the Planning and Zoning Board. The motion passed unanimously. Mrs. Royal's term will expire in January 2027.

Upon a motion made by Councilmember Ruggles, seconded by Mayor Pro Tem Becton, Glenn Pope, District 2; Glenn Clark, At-large; and Chuck Spell, At-large, were reappointed to the Board of Adjustment. The motion passed unanimously. Their terms will expire in January 2025.

Upon a motion made by Councilmember Ruggles, seconded by Councilmember Bryant, Councilman Marcus Becton; Dee Bryant; Jeff Shipp; Patty Peterson-Cherry; Susan Bristow; Nettie Pernel; Mandy DuBose; Gloria Edwards; Pat Denton; Betty Fortner; Susan Bauman; Elaine F. Hunt; Victor Fryar; and Sherry Matthews, were reappointed to the All-America City Committee. The motion passed unanimously. Their terms will expire in January 2024.

Notifications only were given for the following individuals on the Cemetery Advisory

Board: Stephen Stewart and Timothy Butler. Appointments to this Board are for three years.

## REPORTS

The monthly combined staff report was acknowledged.

## STAFF REPORTS

There were no reports from Staff.

## CITY MANAGER REPORTS

City Manager Hart presented a Preliminary American Rescue Plan spending proposal to City Council. (SEE ATTACHMENT).

City Manager Hart stated that he is not asking City Council to approve this spending proposal at this time; however, he will recommend approval during the January 18, 2022, Strategic Planning and CIP Workshop. Also, he stated that the “first pot” of the funds has been disbursed and the “second pot” will be available possibly late next summer.

## PUBLIC COMMENTS

Barbara Ann Faison appeared before City Council. Initially, she spoke regarding the City’s mission, “to be a city rich in tradition and beauty with clean, safe neighborhoods, sound infrastructure, and opportunities for future generations.” She stated that, in order to have safe neighborhood, signs need to be installed in areas, such as:

- On Sunset Avenue, where people turn into Forest Trail;
- Under the freeway down from Lowe’s where people turn to go in the direction of the Credit Union; and
- At the post office because of the long lines of traffic

Next, Ms. Faison voiced her concern regarding three trips to City Hall regarding her mother’s water bill of \$82.80. She elaborated on the employees and how they managed the matter. Finally, after three trips, she stated that the matter was resolved to her satisfaction.

Mayor Starling apologized for the inconvenience, and it was stated that Police Chief Davis has been in contact with NCDOT regarding the traffic problems.

Arthur Ruffin appeared before City Council.

From his seat due to medical issues, Johnny Boykin thanked all city employees for what had been done for him while he was temporarily incapacitated. He stated that he was a patient at Mary Gran Nursing Home for a few weeks and he deeply appreciated everyone's assistance.

**OTHER BUSINESS**

There was no other business to discuss by Mayor Starling or the City Council.

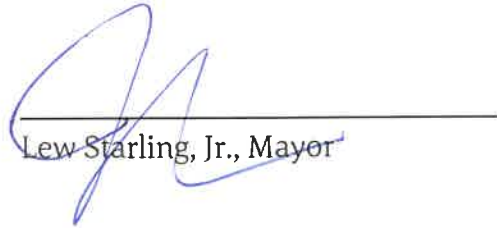
**ADJOURNMENT**

Being no further business, a motion was made by Councilmember Ruggles, seconded by Mayor Pro Tem Becton, and it passed unanimously to adjourn this December 7, 2021, city council meeting.

The December 7, 2021, regular city council meeting adjourned at approximately 7:50 PM.



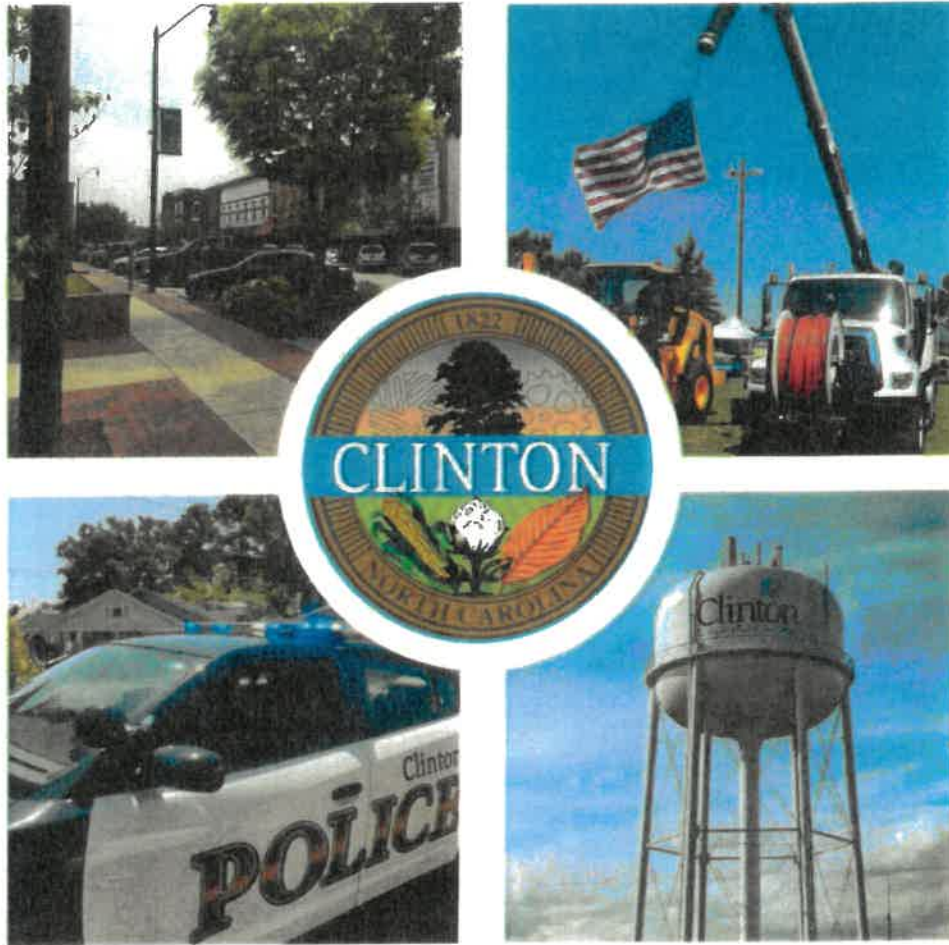
Elaine F. Hunt, City Clerk, MMC, NCCMC



Lew Starling, Jr., Mayor



# American Rescue Plan Act Preliminary Spending Plan



## Background

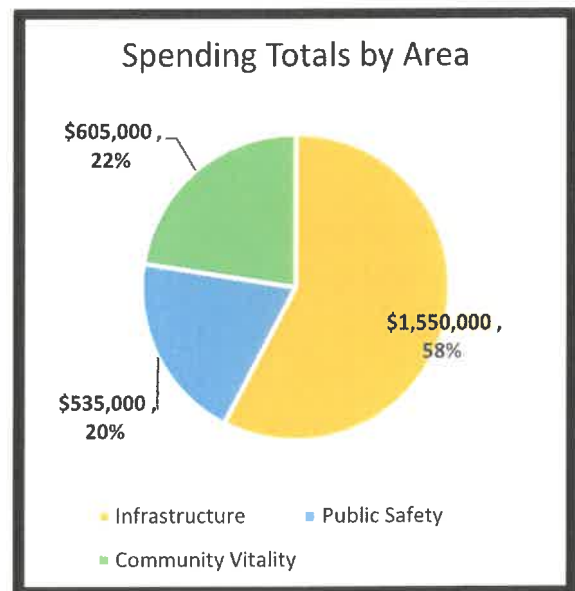
The American Rescue Plan Act (ARP) was signed into law in March 2021. The legislation included the first direct to municipalities, non-competitive, formula-based grants, from the US Treasury in history. Two tranches of funding are being paid directly to the City of Clinton totaling approximately \$2.7 million. To contextualize, 2.7 million is about 18% of the City's total operating budget any given year.

The first tranche was received in August 2021 and the second tranche is expected in the summer of 2022. The deadline for dedicating the ARP funds is set for December 2024 and the deadline for expending the funds is set for December 2026. At the time of this spending plan's development, the US Treasury has provided an Interim Final Rule identifying acceptable uses of the funds. The broad categories include COVID response and economic assistance, certain essential worker payroll expenses, revenue replacement, and investments in water & sewer infrastructure.

The ARP was discussed in broad terms during the spring of 2021 as the City's FY21/22 operating budget was developed. As more specific guidance on acceptable use of the ARP funds has slowly become available, the development of this more detailed spending plan became feasible. It is notable, the US Treasury has not issued a final rule at this time but has indicated the final rule will not be more restrictive than the already issued interim rules. Stated another way, there could be further expansion of acceptable uses of the ARP funds but not further restriction.

## Clinton Preliminary Spending Plan

The spending plan developed by city staff focuses spending around three major areas of investment: Infrastructure, Public Safety, and Community Vitality. Other parts of the broader American Rescue Plan legislation funnel funding into social programs including personal income assistance, business assistance, rent and utility assistance, and many other areas of need. This plan focuses spending around achieving the existing strategic goals of the City of Clinton by investing in community infrastructure and enhancing existing public services provided by the City of Clinton. Investments in these areas is where we can achieve the greatest impact.



	<b>ARP Category:</b>	<b>sub-category</b>	<b>Phase I</b>	<b>Phase II</b>	
<b>Infrastructure</b>					<b>\$1,550,000</b>
Soft Start Motors	<i>Infrastructure:</i>	<i>centralized wastewater treatment</i>		\$25,000	\$25,000
Sewer Line Replacements	<i>Infrastructure:</i>	<i>wastewater collection/conveyance</i>	\$450,000		\$450,000
Dogwood Sewer Reline	<i>Infrastructure:</i>	<i>wastewater collection/conveyance</i>		\$350,000	\$350,000
Stormwater	<i>Infrastructure:</i>	<i>stormwater</i>	\$200,000	\$200,000	\$400,000
Knuckle Boom Truck	<i>Revenue Replacement:</i>	<i>general revenue replacement</i>	\$225,000		\$225,000
Unassigned Infrastructure		NA		\$100,000	\$100,000
<b>Public Safety</b>					<b>\$535,000</b>
Police Cars	<i>Revenue Replacement:</i>	<i>revenue replacement</i>	\$150,000		\$150,000
Violence Intervention Officer	<i>Social Determinants of Health:</i>	<i>community violence interventions</i>	\$125,000	\$125,000	\$250,000
Fire Equipment	<i>Revenue Replacement:</i>	<i>revenue replacement</i>		\$75,000	\$75,000
FD Generators	<i>Revenue Replacement:</i>	<i>revenue replacement</i>	\$60,000		\$60,000
<b>Community Vitality</b>					<b>\$605,000</b>
Community Theatre Façade	<i>Negative Economic Impacts:</i>	<i>aid to tourism, hospitality, travel</i>		\$100,000	\$100,000
Downtown Façade Program	<i>Negative Economic Impacts:</i>	<i>small business economic assistance</i>	\$100,000		\$100,000
Playgrounds	<i>Social Determinants of Health:</i>	<i>healthy childhood environment</i>		\$225,000	\$225,000
Employee bonus	<i>Premium Pay:</i>	<i>public sector employees</i>	\$58,000		\$58,000
Employee bonus	<i>Revenue Replacement:</i>	<i>revenue replacement</i>	\$72,000		\$72,000
Unassigned Community		NA		\$50,000	\$50,000
			<b>\$1.444m</b>	<b>\$1.250m</b>	<b>\$2.690m</b>

## Investment in Infrastructure (58%)

Infrastructure spending is the largest category in this plan. Infrastructure spending aligns with the Clinton Strategic Work Plan's focus area: Sound and Sustainable Infrastructure. The city is responsible for the operation and maintenance of millions of dollars in infrastructure assets including water and sewer utilities and local streets and related stormwater infrastructure. Our infrastructure spending needs dwarf the total ARP allotment to the city. As just one example, a preliminary engineering report identifies more than \$10 million of improvements at the sewer plant alone. Logically, infrastructure is the largest spending area in the plan.

- Purchase of energy efficient electric motors at the sewer plant.
- Replacement of about 5 sections of sewer line. The lines were determined based on the previously completed asset inventory which indicates the age and condition of the pipes. Determinations were also based on which areas have the most sewage backups and service issues.
- Slip lining rehabilitation of the main sewer line running between Dogwood Circle and the Faircloth Freeway. This is the main line into the sewer plant, is very old, and serves a large swath of the city.
- There are mixed signals as to which stormwater expenses will be eligible. This plan calls for two staggered investments in storm drainage infrastructure. The City is conducting a feasibility study to explore creating a separate stormwater fund sustained by separate stormwater fees. IF City Council approves creating a stormwater fund, these investments could help provide startup funding for a new stormwater fund.
- The city operates two knuckle boom or grapple trucks to collect yard waste. The oldest of the two trucks is essentially a legacy model at this point and finding parts has become a significant challenge.
- The plan sets aside \$100,000 in unassigned infrastructure spending to address future opportunities and needs or possibly cover unanticipated overages in other expenditures.

## Investment in Public Safety (20%)

Providing for the safety of the general public is a primary service and responsibility of the City and typically accounts for nearly half of general fund spending in any given year. Public safety spending aligns with the Clinton Strategic Work Plan's focus area: Welcoming Neighborhoods and Public Spaces. Accordingly, this plan provides for additional spending to compensate for reduced expenditures during the pandemic and bolster the Clinton Police Department's crime prevention efforts.

- Three police cars deferred from the FY21/22 operating budget\*
- A violence intervention officer funded through 2026. CPD will create an investigator position to focus on proven violence intervention strategies.
- The Fire Department deferred spending on SCBA "air packs" worn by firefighters as well as some equipment needed for the fire station.
- Our fire stations are not fully powered by backup generators. Station 21 has an undersized generator that only provides lighting in portions of the building and Station 22 has no permanent backup power. This plan provides backup power for both fire department facilities.

## Investment in Community Vitality (22%)

Spending on community vitality aligns with the Clinton Strategic Work Plan's focus area: Enhanced Quality of Life.

- The City of Clinton owns the historic theatre building on Fayetteville St. and leases the facility to the Sampson Community Theatre, a local non-profit. In 2020, the city worked with the theatre group to renovate the lobby and restrooms in the building. There are still significant renovation needs at the facility including the front exterior façade. The plan includes funding to repair the theatre façade.
- The City of Clinton's downtown Municipal Service District (MSD) has a long running façade improvement program. This plan provides additional funds to the façade improvement program to increase the City's cost share with program applicants who are investing in buildings downtown.
- The plan calls for a significant investment in neighborhood playgrounds to promote childhood health in our community. The funding will provide new play equipment at all city parks by replacing old equipment or expanding play opportunities.
- The plan calls for a one-time bonus for city employees. City employees worked throughout the COVID-19 pandemic to provide essential services and the city continues to compete with other employers to recruit and retain a top tier workforce.
- The plan sets aside \$50,000 in unassigned community vitality funding to address future opportunities and needs or possibly cover unanticipated overages in other expenditures.

## Spending Phases

The plan identifies two spending phases in part because the city will not receive the second tranche of funding until summer 2022. The city will also need to pace this spending due to simple administrative capacity as many of these projects require varying degrees of active administration and oversight.

## Next Steps

The first tranche of the City ARP funds have already been received and placed into a dedicated project ordinance by City Council. The City Council will hold a budget workshop in January to review our Strategic Work Plan and Capital Improvement Plan. During this meeting, the staff and City Council typically discuss large capital purchases and other large initiatives and shifts in operations. Staff plan to further discuss this preliminary spending proposal at that time. Spending of the ARP funds could commence as early as February 2022. \*

\*City Manager authorized the purchase of 3 police cars using ARP funds as depicted in this plan. During the development of the FY 21/22 budget, these cars were deferred from operating budget with the Council agreeing ARP funds would be used to purchase the vehicles.