



## March 1, 2022, CITY COUNCIL MEETING

The City Council of the City of Clinton, North Carolina, met in regular session at 7:00 PM on March 1, 2022, in the City Hall Auditorium. Mayor Starling presided. Present were Councilmembers DuBose, Ruggles, Strickland, Corbett, and Mayor Pro Tem Becton.

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 called upon Mayor Pro Tem Becton to give the invocation.

### CITY COUNCIL

Upon a motion made by Councilmember Strickland, seconded by Councilmember Ruggles, the minutes of the February 1, 2022, regular city council meeting were approved unanimously.

### INTRODUCTION OF DUKE ENERGY'S DISTRICT MANAGER – GOVERNMENT AND COMMUNITY RELATIONS

Mrs. Pam Hardy, District Manager, appeared before City Council. She introduced herself and stated that in October 2021, she was hired by Duke Energy to be in charge of government and community relations for Bladen, Brunswick, Columbus, New Hanover, Pender, and Sampson Counties.

Mrs. Hardy “prioritizes getting the right information to public and emergency management partners to make sure their respective communities are best prepared for what is ahead.” She welcomed future conversations and meetings with Clinton City Council and its citizens.

Mayor Starling thanked Mrs. Hardy for her service and the relationship between Duke Energy and the City of Clinton.

**BUDGET AMENDMENT AND PROJECT ORDINANCE – ROYAL LANE TENNIS COURT PROJECT**

City Manager Hart asked City Council to approve a budget amendment amending the General Fund and Water and Sewer Fund. Upon a motion made by Councilmember Strickland, seconded by Councilmember Ruggles, it passed unanimously to adopt the following budget amendment:

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

**#2022.03.01**

**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; December 7, 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>
10-4200-0201	Part-time salaries		\$ 13,500	
10-4200-4500	Contract service	\$ 13,500		
10-4200-5300	Dues and subscriptions	1,300		
10-4200-5700	Miscellaneous		1,300	
10-5100-1700	Maint/repair auto	1,900		
10-5300-7300	Capital outlay improvem.	24,200		
10-5900-0200	Salaries		40,000	
10-5900-1700	Maint/repair auto	25,000		
10-5900-4600	Landfill tipping fees	40,000		
10-6200-7400	Capital outlay		150,000	
10-6600-7500	Transfer to capital project	195,700		
<b>TOTAL EXPENDITURES</b>		<b>\$ 301,600</b>	<b>\$ 204,800</b>	<b>\$ 96,800</b>

**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>
10-3040-0200	Insurance revenue	\$ 26,100		
10-3820-0000	Sale of recyclables	25,000		
10-3990-0000	Fund Balance	45,700		
<b>TOTAL REVENUES</b>		<b>\$ 96,800</b>	<b>\$0</b>	<b>\$ 96,800</b>

**Section 3.** To amend the Water and 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>
30-8100-2000	Lift Station installation	\$ 5,700		
30-8200-0200	Salaries	15,000		
30-8200-0400	Professional service		\$ 15,000	
30-8200-1300	Utilities	33,500		
30-8200-1500	Bldg Maintenance	2,600		
30-8200-3302	Chemicals	5,000		
30-8200-5403	Insurance	3,900		
30-8300-0200	Salaries		20,000	
30-8300-1300	Well Utilities		25,000	
30-8400-0200	Salaries		30,000	
30-8400-0201	Part-time salaries	7,700		
30-8400-4500	Contract service	22,300		
<b>TOTAL EXPENDITURES</b>		<b>\$ 95,700</b>	<b>\$ 90,000</b>	<b>\$ 5,700</b>

**Section 4.** To amend the Water and Sewer 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>
30-3360-0100	Lift Station revenue	\$ 5,700		
<b>TOTAL REVENUES</b>		<b>\$ 5,700</b>	<b>\$0</b>	<b>\$ 5,700</b>

**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 Ruggles, it passed unanimously to adopt the following project ordinance:

**Royal Lane Tennis Court Project Ordinance**  
**Fiscal Year 2021-2022 Budget**  
**#2022.03.02**

**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 project ordinance is hereby adopted:

**Section 1.** The project authorized is the establishment of the Royal Lane Tennis Court Project.

**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 expenditures are appropriated for the Project:

Account #	Account Title	Increase	Decrease	Total
48-6200-0400	Processional Service	\$ 14,400		
48-6200-0500	Construction	162,300		
48-6200-0600	Tree Removal	19,000		
<b>TOTAL EXPENDITURES</b>		<b>\$195,700</b>	<b>\$0</b>	<b>\$195,700</b>

**Section 4.** The following revenues are anticipated to be available to complete this Project:

Account #	Account Title	Increase	Decrease	Total
48-3350-0000	Transfer from General Fund	\$195,700		
<b>TOTAL REVENUES</b>		<b>\$195,700</b>	<b>\$0</b>	<b>\$195,700</b>

**RESOLUTION TO MODIFY CLINTON DOWNTOWN SPECIAL TAX DISTRICT FAÇADE IMPROVEMENT GRANT PROGRAM**

City Manager Hart stated that at the February 1, 2022, city council meeting, an amendment to the American Rescue Plan Project Ordinance was approved, which included this request to expand the existing Downtown Clinton Special Tax District Façade Improvement Grant Program. He asked City Council to approve the resolution that was included within the agenda packet.

Upon a motion made by Councilmember Ruggles, seconded by Councilmember DuBose, it passed unanimously to approve the following resolution modifying Clinton Downtown Special Tax District Façade Improvement Grant Program:

**RESOLUTION  
TEMPORARILY MODIFYING CRITERIA FOR  
THE CLINTON DOWNTOWN SPECIAL TAX DISTRICT  
FAÇADE IMPROVEMENT GRANT PROGRAM**

**WHEREAS**, the President of the United States of America declared a national emergency concerning the coronavirus disease 2019 (COVID-19) on March 13, 2020; and

**WHEREAS**, the COVID-19 pandemic has caused economic hardships and uncertainty for many businesses including upon the businesses located in downtown Clinton; and

**WHEREAS**, the City operates a highly successful façade improvement grant program with the following criteria: qualifying projects are eligible for a grant of up to \$1,000 per façade on a 50/50 matching reimbursement basis. Projects that cost less than \$10,000 in total façade expenditures by an applicant are eligible for a grant of up to the lesser of \$2,500 or ½ the total cost. Projects that exceed \$10,000 are eligible for a grant of up to 25% of the total façade project cost not to exceed \$5,000. The maximum amount awarded to an applicant per project is not to exceed \$5,000 in a 10-year period; and

**WHEREAS**, on February 1, 2022, the Clinton City Council appropriated \$100,000 of additional funding for the Clinton Downtown Special Tax District Façade Improvement Program to benefit economic recovery efforts.

**NOW, THEREFORE, BE IT RESOLVED**, by the Clinton City Council, city officials and staff are hereby authorized to temporarily modify and amend the Clinton Special Tax District Façade Improvement Grant Program as follows:

1. Façade improvements otherwise qualifying for the program will be eligible for a grant of up to \$10,000 per façade on a 50/50 matching reimbursement basis on projects where at a minimum \$10,000 is being invested.
2. The maximum amount awarded to an applicant per project is not to exceed \$10,000 during the period beginning April 1, 2022, through June 30, 2025, or until the \$100,000 in ARP funds designated for this program expansion have been exhausted on a first come first served basis.
3. Façade improvement projects which are eligible for this façade improvement grant expansion program must have been initiated on or after March 13, 2020, and completed by June 30, 2025.

**CONTRACT – INTERIM CITY MANAGER – SCOTT ELLIOTT**

City Manager Tom Hart introduced Mr. Scott Elliott. He stated that Mr. Elliott has approximately thirty-six (36) years of local government experience, has worked for several different counties—most recent being Pitt County, and is well qualified for the position of interim city manager.

Upon a motion made by Mayor Pro Tem Becton, seconded by Councilmember Strickland, it passed unanimously to employ Mr. Scott Elliott as the Interim City Manager for the City of Clinton.

**AWARD OF BID – RUNWAY 24 OBSTRUCTION REMOVAL PROJECT – CLINTON-SAMPSON COUNTY AIRPORT**

City Manager Hart stated that bids were requested for the Runway 24 Obstruction Removal Project and five (5) bidders responded. He stated that the following five (5) bids were received:

Carolina Cleaning and Restoration.....	\$ 285,960.00
Spell Construction .....	327,460.00
Highland Paving .....	394,869.00
Sawyer’s Land Developing.....	405,142.00
Baxley Construction.....	527,580.00

City Manager Hart stated that Carolina Cleaning and Restoration was the lowest bidder in the amount of \$285,960.00. He asked the City Council to award the Runway 24 Obstruction Removal Project at the Clinton-Sampson County Airport to Carolina Cleaning and Restoration.

Upon a motion made by Councilmember Strickland, seconded by Councilmember Ruggles, the following Resolution of Award of Bid for the Runway 24 Obstruction Removal Project at the Clinton-Sampson County Airport passed unanimously:

**CLINTON CITY COUNCIL  
CITY OF CLINTON  
RESOLUTION OF AWARD OF BID  
FOR THE  
RUNWAY 24 OBSTRUCTION REMOVAL PROJECT  
AT THE  
CLINTON-SAMPSON COUNTY AIRPORT**

**WHEREAS**, on February 16, 2022, a bid opening took place for the Clinton-Sampson Airport Runway 24 Obstruction Removal Project; and

WHEREAS, five bidders responded; however, Carolina Cleaning and Restoration is the apparent low bidder with a base bid of \$285,960.00 based on the criteria included in the Request for Proposal (RFP); and

WHEREAS, the Clinton City Council authorizes the City Manager to negotiate and execute a contract with the appropriate RFP respondent; and

WHEREAS, the Clinton City Council acknowledges that the construction contract for the Runway 24 Obstruction Removal Project to Carolina Cleaning and Restoration be in accordance with the approved plans and specifications.

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

The City Manager is hereby authorized to negotiate and with, the concurrence of the City Attorney, execute a contract in the amount aforementioned with Carolina Cleaning and Restoration.

**APPOINTMENT**

Upon a motion made by Mayor Pro Tem Becton, seconded by Councilmember Ruggles, it passed unanimously to appoint Mrs. Margie Hill, 114 Matthis Road, Clinton, NC, to the Cemetery Advisory Board. These appointments are for three (3) years. Mr. Stephen Stewart stated that he no longer desired to serve.

**REPORTS**

City Manager Hart informed the group that the monthly combined staff report had been made available to them. He made mention that two new sections were included: (1) American Rescue Funds, and (2) "Message from the Police Chief."

**STAFF REPORTS**

There were no "Staff Reports."

**CITY MANAGER REPORTS**

City Manager Hart requested that the City Council contact City Clerk Hunt if he/she wishes to have a district meeting. He mentioned that we were scheduling the meetings before the election which will occur on May 17, 2022.

**COG EXECUTIVE DIRECTOR REPORTS**

Mr. Justin Hembree appeared before the City Council and gave an update regarding the city manager search. He distributed a handout to the group regarding the following timeline of the process:

February 17.....	Advertisement Posted
March 1.....	Update to City Council (Regular Meeting)
March 21 & 22.....	Stakeholder Input
March 31.....	Application Deadline
April 5.....	Recommend Candidates to City Council (Regular Meeting/Closed Session)
April 7 – April 15.....	City Council Input (One-on-One/Group Meetings)
April 20.....	Assessment Center and/or Interviews (Special Meeting/Closed Session)
May 3.....	Possible Decision on Finalist (Regular Meeting/Closed Session)

Mr. Hembree stated that there are many vacant manager positions in North Carolina; however, he does not believe the City will have a problem finding a manager. He stated that six (6) applicants have applied.

Mr. Hembree informed the group that the vacancy has been posted with the North Carolina League of Municipalities; the Association of County Commissioners; the Appalachian State listserv; and the listserv for managers. He stated that no hard copies will be accepted—only electronic copies.

**PUBLIC COMMENTS**

Several individuals came before the City Council with public comments.

Mr. Jeremy Edgerton and Mr. Clark Hales, with the Clinton City Schools, appeared before the City Council. Publicly, they wanted to recognize and give thanks to Police Chief Anthony Davis for his service to the citizens of Clinton and Clinton City Schools.

Mrs. Denise Faison, Russell Street, voiced concerns about flies/bugs everywhere—in her microwave, in the stove, in the refrigerator. She stated that the neighbors were concerned. She stated that the warehouse nearby has rotten sweet potatoes and the owner, Mr. Johnny Herring, Farm Fresh, had been contacted.

Mayor Starling asked Planning Director Mary Rose what could be done, and she stated, “We do not have any recourse to do anything.” Furthermore, she stated that the Extra Territorial Jurisdiction (ETJ) cannot be addressed. The warehouse is outside of the city limits.



Councilmember Neal Strickland stated that he has the very same problem and he purchased fruit fly trays. He stated that he does not know where they are coming from; however, currently, he has the problem under control.

Mayor Pro Tem Becton stated that he visited the area earlier today and observed an odor similar to rotten sweet potatoes. He stated that years ago, the City had this problem and sprayed. He stated that “something needs to be done.”

Mayor Starling called upon City Attorney Howard regarding this matter. Attorney Howard stated that the City’s ordinance does not address this problem; although, it is clearly a public nuisance. Mayor Starling asked if our ordinance can be amended and Attorney Howard replied, “If we amend it correctly.”

City Manager Hart stated that if the City starts taken issues in the Extra Territorial Jurisdiction (ETJ), the City will need to involve all ETJ areas and not just Russell Street and Pugh Road.

Mayor Starling asked if the County has the authority to address this concern and Attorney Howard stated that he did not know. Mayor Starling asked City Manager Hart and Interim City Manager Elliott to look into this matter.

#### OTHER BUSINESS

Mayor Starling presented a plaque to City Manager Hart with the wording as follows:

“THANK YOU!  
Thomas C. Hart, Jr  
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It was a pleasure working with you.  
Your leadership and guidance have been a part of our success and you will never be forgotten.

≈≈  
CONGRATULATIONS  
CITY OF CLINTON

BEST WISHES AND SUCCESS

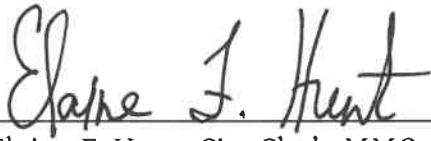
December 29, 2017 – March 4, 2022”

City Manager Hart thanked Mayor Starling, City Council, and staff for all the support given. He thanked the City Council “for taking a chance with him.” He welcomed Interim City Manager Scott Elliott to the City of Clinton.

ADJOURNMENT

Being no further business, a motion was made by Mayor Pro Tem Becton, seconded by Councilmember Ruggles, and it passed unanimously to adjourn this March 1, 2022, regular city council meeting.

The March 1, 2022, regular city council meeting adjourned at approximately 7:48 PM.



Elaine F. Hunt, City Clerk, MMC, NCCMC



Lew Starling, Jr., Mayor