

Regular Meeting  
of the  
Spring Hope Board of Commissioners  
January 14, 2003  
7:00 p.m.

Members present: Mayor James (Buddy) Gwaltney, Commissioners Earl Purkerson, Wayne Barrett, Marion Clark, Stephon Mills and Bobby Brantley.

Also, present: Mark Edwards, Town Attorney; John Sharpe with the Spring Hope Enterprise; Deanne Cooper with the Nashville Graphic, and Dia Huffman, Town Manager.

Mayor Gwaltney presided and Commissioner Purkerson led in prayer.

The minutes of the Regular Meeting of December 10, 2002 were approved by Commissioner Clark, seconded by Commissioner Mills with correction on page 2, 6<sup>th</sup> paragraph (Commissioner Mills stated that we need to look at purchasing a microphone system for the town meetings), passed unanimously.

Commissioner Mills made a motion to wait until the next months board meeting to approve the minutes of September and October 2002, seconded by Commissioner Clark and passed unanimously.

A letter was drafted for the delinquent taxes owe to the town. Commissioner Brantley stated that the town did not need a town attorney to collect delinquent taxes and it would be giving up our duty to collect taxes. Commissioner Barrett stated that if we don't take a recourse of action, taxpayers will be saying "why do I have to pay them next year." Commissioner Mills made a motion to accept the letter that was drafted adding (with a subsequent notice in the newspaper) to the first paragraph, deleting second paragraph and the first sentence of the third paragraph and signed by the town manager, motion seconded by Commissioner Purkerson, passed, Commissioner Brantley opposed.

Dia Huffman, Town Manager stated that she and George Meeks Jr. had been working with the Wooten Company collecting information for the water study. They have also been looking at the hole on Ash Street. They have given the town an estimate to repair the hole of \$50,000 to \$70,000. They will be replacing a large pipe at the culvert with three pipes of the same size. The Wooten Company has also been working on the cost of an easement for the railroad. Dan Boone with the Wooten Company suggested that we try to pay it in a lump sum rather than on a yearly basis, or to move the waterline off the easement and closer to the sewer system. Commissioner Purkerson stated that we need to turn it over to the town attorney and take the first step in proceedings.

Dia Huffman, Town Manager stated that most of the debris has been picked up. She stated that the State was going to pay twenty five percent of the cost, but now they have lower it to twelve and one half percent.

Dia Huffman, town manager stated that Officer Brandon Jenkins last day was January 8, 2003 and Officer Brandon Matthews will be leaving January 31, 2003, both leaving due for higher pay. After discussing the starting salaries it was discovered that a policy allowing a five percent increase in pay after six months with the department was not being followed. Commissioner Brantley made a motion to retain entry level to \$ 21,500, upon recommendation from the police chief and town manager there will be a five percent increase in six months, if not eligible, there will be no increase. Also, authorizing Officer Jenkins a five percent which is due now for six months, adjust Officer Terry Greene to five percent raise with back pay. The motion was seconded by Commissioner Purkerson and passed unanimously.

Commissioner Clark had researched Robert's Rule of Order regarding how minutes should be taken in meetings. (They will be attached to these minutes in the minute book)

Commissioner Brantley stated that paying off the bond debt the town would save \$350,000 in interest in a 30-year term bond. He stated that we need to paid \$50,000 from the General Fund and \$ 75,000 from the Water and Sewer Fund for fiscal year 2002-2003 and \$ 50,000 from the General Fund and \$75,000 from the Water and Sewer Fund for fiscal year 2003-2004. He made a motion to pay off the bond debt in next years budget, seconded by Commissioner Purkerson and passed unanimously.

Commissioner Brantley stated that we need to get quotas on purchasing a new truck to replace the one that has been involved in an accident. Commissioner Mills suggested that we piggyback the purchase like we did the garbage truck. He stated we should purchase one with the removable beds and for multipurpose use.

Commissioner Brantley stated that the town spends \$25,000 a year for recycling with Waste Industries, which the same amount of refuse could be sent to a landfill for \$700.00. Commissioner Brantley made a motion to get with George about the dump truck at the shop. He stated that one man can pick up recycling one time a week. He stated that recycling could be picked up in the dump truck, take it where it needs to go, hire another man, one day for recycling and the other four days doing other things for the town. Commissioner Brantley made a motion that we look at the contract with Waste Industries (if there is one)and see when it expires, motion died for lack of second.

There being no further business, the regular meeting was closed. Commissioner Mills made a motion to go into a closed session pursuant to NC General Statute Section 143-318.11 (a) to consider a personnel matter, seconded by Commissioner Brantley and passed unanimously. After discussion the meeting was adjourned and returned to the regular meeting. The meeting will be adjourned until Friday at 6:30 P.M. at which time it will be in a closed session.

Attest:

\_\_\_\_\_  
Mayor

Submitted by:

Betsy Boykin  
Town Clerk

Regular Meeting  
of the  
Spring Hope Board of Commissioners

January 17, 2003  
6:30 pm

[Meeting Continued from the Regular Meeting on January 14, 2003]

Members present: Mayor Buddy Gwaltney, Commissioners Earl Purkerson, Wayne Barrett, Marion Clark, Stephon Mills, and Bobby Brantley.

Also present: Mark Edwards, Town Attorney

Mayor Gwaltney presided and Commissioner Purkerson gave the prayer.

In the absence of the Town Clerk, the Board agreed by unanimous consent to have Mark Edwards, Town Attorney, record the minutes of the meeting.

Commissioner Clark reported that she called David Lawrence regarding the role of the mayor and his presence at the meeting.

Motion was made by Commissioner Mills, seconded by Commissioner Brantley, that the Board go into closed session to consider a personnel matter. The motion passed unanimously.

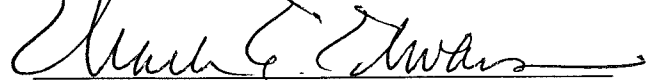
Motion was made by Commissioner Barrett, seconded by Commissioner Mills, to return to regular session. The motion passed unanimously.

The Mayor announced in regular session that the Board needed to reconvene to meet with the Town Manager to continue its discussion of a personnel matter. After discussion by the Commissioners, it was announced that the meeting would continue on Wednesday, January 22, 2003, at 6:30 pm.

Motion was made by Commissioner Mills, seconded by Commissioner Barrett, to recess meeting until the announced time. The motion passed unanimously.

The meeting recessed at 9:10 pm.

Submitted:



Mark E. Edwards, Town Attorney,  
Acting Board Clerk

Regular Meeting  
of the  
Spring Hope Board of Commissioners  
January 21, 2003  
6:30 pm

[Meeting Continued from the Regular Meeting on January 17, 2003]

Members present: Mayor Buddy Gwaltney, Commissioners Earl Purkerson, Wayne Barrett, Marion Clark, Stephon Mills, and Bobby Brantley.

Also present: Dia Huffman, Town Manager\*; Mark Edwards, Town Attorney

\*At the request of the Board, the Town Manager was not present at the beginning of the meeting. She arrived at approximately 7:15 pm after being called by the Mayor.

Mayor Gwaltney presided.

In the absence of the Town Clerk, the Board agreed by unanimous consent to have, Mark Edwards, Town Attorney, record the minutes of the meeting.

The Board engaged in a general discussion of the role of the Town Manager and her duties and responsibilities.

Motion was made by Commissioner Mills, seconded by Commissioner Brantley, to go into closed session to discuss a personnel matter. The motion passed unanimously.

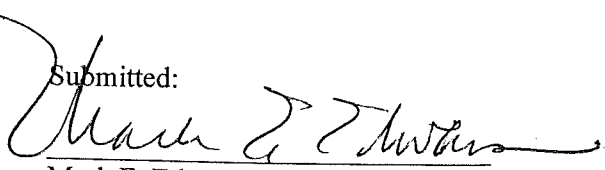
Motion was made by Commissioner Barrett, seconded by Commissioner Mills, to return to regular session. The motion passed unanimously.

The Mayor announced in regular session that the Board had completed its evaluation of the Town Manager and that the Board had formulated the following goals for the Town Manager to complete:

- 1) Those duties set out in N.C.G.S. §160A – 148(1) through (7)
- 2) Perform the duties of any clerks in case of their absence
- 3) Ensure that the town has a reliable water source and sewer system
- 4) Prepare a list of the streets and sidewalks owned by the town; list those that are in need of repair; get two quotes on the cost of repairing these streets and sidewalks; and, work with the Board in prioritizing those streets and sidewalks to repair
- 5) Work with the Planning Board strongly encouraging them to finish the new Zoning Ordinance as soon as possible
- 6) Prepare an annexation schedule, including: list the areas to be annexed; propose dates for possible annexation; and, research the potential revenue generated from the annexed property taking into account the potential future use of the annexed property

Motion was made by Commissioner Purkerson, seconded by Commissioner Mills, that the meeting be adjourned. The motion passed unanimously.

The meeting adjourned at 8:40 pm.

Submitted:  
  
Mark E. Edwards, Town Attorney,  
Acting Board Clerk

Regular Meeting  
of the  
Spring Hope Board of Commissioners  
February 11, 2003  
7:00 p.m.

Members present: Mayor James Gwaltney, Commissioners Earl Purkerson, Marion Clark, Stephon Mills, and Bobby Brantley. Commissioner Wayne Barrett was absent.

Mayor Gwaltney presided and Commissioner Purkerson opened the meeting with a prayer.

The minutes of the Regular Meeting of January 4, 2003, January 17, 2003 and January 21, 2003 were approved by Commissioner Mills, seconded by Commissioner Purkerson, passed unanimously.

Commissioner Mills made a motion to approve the minutes of September 12, 2002, October 8, 2002, seconded by Commissioner Purkerson and passed unanimously.

Zachary Lamm, son of Wayne and Sherry Lamm was present to fulfill his requirements for his Citizenship in the Community Merit Badge. Kenny Cook, leader of the boy scouts, along with other scouts was also present.

Vance Brooks with the Wooten Company gave an update of the Water Data for years 2001 and 2002. For the year 2001, the loss of water was 22.6% and for the year 2002, the loss was 24.5%. He stated that the town had maxed out on the water capabilities and was going to spend some money to find more water. He stated that it would be in the town's best interest to find out where this water is going. He stated that the survey results that had been presented were preliminary, but some more detailed reports and recommendations would be brought back to the March meeting.

Commissioner Brantley made a motion to adopt a Resolution to Establish Incentives for the Installation of Low Flow Devices, seconded by Commissioner Mills and passed unanimously. This would include incentives for the replacement of existing standard faucets, shower head and toilets with low flow faucets, shower heads and toilets.

Commissioner Brantley made a motion to adopt a Resolution for Designation of Applicant Agent by the NC Division of Emergency Management, seconded by Commissioner Clark and passed unanimously.

Dawn Kempf who resides at 401 West Main Street read a seven-page letter that she wrote to the board stating that the house across from her which is owned by B & T Produce which is being used as a migrant camp is in violation of the town's zoning ordinances. She was asking the board to enforce the ordinances while the house is vacant. Commissioner Brantley stated that he knew for a fact there had been two to four families living there at some time. Dia Huffman, town manager stated that the town had found out that the house was a registered labor camp last week. The registration gave officials clear evidence the house was violating zoning laws. Commissioner Brantley asked the town attorney to get with the zoning administrator and the police chief and research this problem.

Dia Huffman, Town Manager stated that a leadership development program for Southern Nash County known as SONAC will begin classes February 17 and go for six weeks every Monday night until March 24<sup>th</sup> at the Spaulding Resources Center.

She also stated that she and George had been looking for a flat bed truck for several weeks. They checked out Capital Ford in Raleigh for a new 2002-550 diesel dump truck. The price of the truck with a state contract would be \$32,500 depending on the rebate at the time of sale. Commissioner Purkerson made a motion to buy the truck from Capital Ford. After discussion Commissioner Purkerson withdrew his motion and made a motion to buy a truck at the cheapest price you can find, seconded by Commissioner Clark and passed unanimously.

Commissioner Clark stated that Adolph Binkey was naming streets at the cemetery and was going to put them on metal stands. Dia stated she will talk to Clinton Hedgepeth to see if it would work out okay. Commissioner Brantley stated that they should be permanent and in cement. Kenny Cook with the Boy Scouts stated that it would be something that the scouts could do for a project. Commissioner Brantley stated that we accept the scout putting up permanent signs in Meeks and Oakdale Cemetery, seconded by Commissioner Purkerson and passed unanimously.


Commissioner Mills made a motion to approve the requirements of the town manager drawn up by the board. The motion was seconded by Commissioner Purkerson and passed unanimously.

Commissioner Brantley made a motion to go into closed session for NC-GS 143-318.11 to establish or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease and two law suits. The motion was seconded by Commissioner Mills, and passed unanimously.

After discussion Commissioner Purkerson made a motion to close the executive session and go back to the regular session, seconded by Commissioner Mills and passed unanimously.

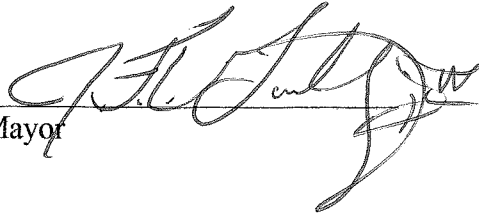
Since no action was taken, Commissioner Brantley made a motion to adjourn, seconded by Commissioner Mills and passed unanimously.

Submitted by:



Betsy Boykin  
Town Clerk

Attest:

  
Mayor

**RESOLUTION OF THE TOWN OF SPRING HOPE TO ESTABLISH INCENTIVES FOR THE INSTALLATION OF LOW FLOW DEVICES**

WHEREAS, The Town of Spring Hope desires to establish a Water Conservation Incentive Rate Structure to include incentives for the replacement of existing standard faucets, shower heads and toilets with low flow faucets, shower heads, and toilets, and

WHEREAS, The Town of Spring Hope desires that all new homes and new commercial establishments install and use low flow faucets, shower heads, and toilets.

**NOW THEREFORE, BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE TOWN OF SPRING HOPE:**

That the Town Board hereby authorizes the following schedule of credits to be applied against water and/or sewer bills for the replacement of standard faucets, shower heads, and toilets with low flow faucets, shower heads, and toilets.

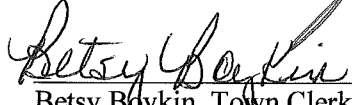
<u>Item</u>	<u>Credit</u>
Replacement of Faucet	\$ 1.00 per fixture
Replacement of Shower Head	\$ 3.00 per fixture
Replacement of Toilet	\$ 10.00 per fixture

One time credits shall apply to utility bills after evidence satisfactory to the Town has been provided and the Town's representative has inspected the replacement fixture(s).

That the Town Board hereby directs that all new homes and commercial establishments install low flow faucets, shower heads, and toilets and that standard faucets, shower heads, and toilets not be allowed in new homes and new commercial establishments.

ADOPTED, this 11<sup>th</sup> day of FEBRUARY, 2003 at Spring Hope, North Carolina.

  
James Gwaltney, Mayor

 ATTESTED:  
Betsy Boykin, Town Clerk



Regular Meeting  
of the  
Spring Hope Board of Commissioners  
March 11, 2003  
7:00 p.m.

Members present: Mayor James Gwaltney, Commissioners Earl Purkerson, Marion Clark, Stephon Mills, Wayne Barrett and Bobby Brantley.

Also, present: Mark Edwards, Town Attorney; John Sharpe, Spring Hope Enterprise; Deanne Boone, Nashville Graphic.

Mayor Gwaltney presided and Commissioner Purkerson opened the meeting with a prayer.

The minutes of the Regular Meeting of February 11, 2003 were approved by Commissioner Clark and seconded by Commissioner Mills and passed unanimously.

Aaron Unrue and Eric Pullen gave an Eagle Scout presentation concerning Meeks and Oakdale Cemeteries. They plan to install street signs provided by Commissioner Brantley at both cemeteries, build flag holders so American flags can be placed on Veteran's grave. The Meeks Cemetery project consists of (1) completing fence at the Pridgen property, (2) Plant a hedge row of Dwarf Burford Hollies along a fence (3) Remove brush that covers many of the graves (4) install a flag pole (5) Pour concrete slab.

The Wooten Company of Raleigh gave a two-hour progress report concerning the options for upgrading the town's water and sewer system. The staff of the Wooten Company presented a Water and Sewer Capital Improvement Plan, Sanitary Sewer System Evaluation, Water Distribution System Analysis and Water Supply Analysis.

Dawn Kempf was asking for updates on the 17 items that she had in her letter last month. Commissioner Brantley stated that there has been a problem that needed to be cleared up several years ago but the board let it lie and never ~~done~~ <sup>did</sup> anything about it. Commissioner Barrett asked the town manager to get with the police department and enforce the ordinance.

The Spring Hope Police Department Efficiency study was postponed until Commissioner Mills was present.

Dia Huffman, Town Manager stated Mortex, formerly the K & R Sportswear Building was having an opening ceremony next week. She stated that some repairs were needed to be made before they could open up in six months. They are expecting to create 50 or more jobs to begin with.

Commissioner Brantley made a motion to approved the following Budget amendments:

**General Fund-Estimated Revenue**

	<u>From</u>	<u>To</u>
10-3610-0000 Cemetery Revenue	\$ 10,000	\$ 14,800
10-3670-0300 Sales/Telecommunications	-0-	\$ 14,600
10-3850-0000 Insurance Proceeds	-0-	\$ 10,600

**General Fund-Expenditure approp. Amount**

Add Line- Transfer to Water & Sewer		\$ 50,000
10-7100-0000 Contingency	\$ 45,000	\$ 25,000

**Water-Sewer Estimated Revenue**

30-3970-0000 Transfer from Water & Sewer	-0-	\$ 50,000
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**Water-Sewer Expenditure Approp. Amount**

30-8100-9000 Contribution to Debt. Service	\$ 77,000	\$ 175,000
30-8100-9300 New Lines	\$ 48,000	-0-

The amendments were seconded by Commissioner Purkerson and passed unanimously.

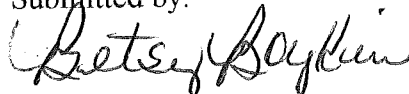
Commissioner Brantley stated that Owen Construction Company needed to come back and look at Ash Street and see if they had some incentives to repair it. He stated that it could not be repair with curb and gutter with any more support than <sup>we</sup> saw. We needed to go thru RSM Harris Associate to Owens Construction Company to see what could be done.

Commissioner Brantley stated that George Meeks, Public Works Director has verified that we need to keep Louis Coley. If McCoy Jones leaves, we would already have a good employee on staff.. Commissioner Clark made a motion to hire Louis Coley, seconded by Commissioner Brantley and passed unanimously.

Commissioner Brantley stated that he was having some stainless steel signs made to identify the rows in the cemeteries for the price of \$ 6.25 per sign. The cost will be taken out of his commissioner's salary and put in the cemetery fund to pay for these signs. A motion was made by Commissioner Purkerson , seconded by Commissioner Barrett and passed unanimously. The board was very appreciative to Commissioner Brantley.

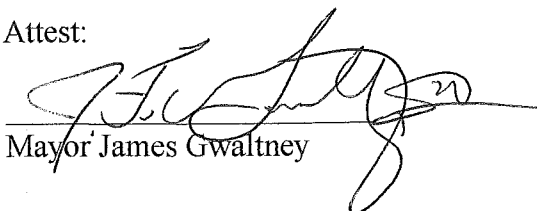
There being no further business, the meeting was adjourned.

Submitted by:



Betsy Boykin  
Town Clerk

Attest:



Mayor James Gwaltney

Minutes  
Regular Meeting  
of the  
Spring Hope Board of Commissioners  
April 8, 2003  
7:00 p.m.

Members present: Mayor James Gwaltney, Commissioners Earl Purkerson, Wayne Barrett and Marion Clark. Commissioners Stephon Mills and Bobby Brantley were absent. Mayor Gwaltney presided and Commissioner Purkerson opened with a prayer.

Also present: Mark Edwards, Town Attorney; Ken Ripley, Spring Hope Enterprise; and Deanna Boone, Nashville Graphic.

The minutes of the Regular Meeting of March 11, 2003 were approved with corrections by Commissioner Clark: (Dawn Kempf was asking for updates on the seventeen items that she had in her letter last month). Commissioner Brantley stated that there has been a problem that needed to be cleared up several years ago but the board let it lie and never did (instead of done) anything about it. Also, Commissioner Brantley stated that Owens Construction Company needed to come back and look at Ash Street and see if they had some incentives to repair it. He stated that it could not be repaired with curb and gutter with any more support than he saw (instead of than saw), seconded by Commissioner Barrett and passed unanimously.

The Board discussed the water situation concerning exploring the option of a regional water system with Nash County. It was also discussed to talk with the Town of Nashville to see what could be done to keep the wells as backup. Commissioner Purkerson stated that we needed to explore and endorse the options as stated by the town manager.

Dia Huffman, Town Manager went over the Police Efficiency Study. The study was based on log reports for each month and policies and procedures of the department.

Dawn Kempf was present for an update on her letter, which she stated had not been addressed. Mark Edwards, Town Attorney stated that these items would have to be decided by the zoning administrator. It was agreed that Dawn Kempf, along with Gene Strickland, owner of Strickland Industries would get with the town manager and work on these issues that Mrs. Kempf had addressed.

Mark Edwards, Town Attorney received a letter from Omega Rail Management concerning the underground pipelines in the Nash County Railroad right of way. If the town agreed to the counter offer of a one time payment of \$10,000 he would start with drawing up easement documents and a survey of the area would need to be done.



Dia Huffman, Town Manager gave a report of several streets and sidewalks that need to be repaired. She stated that she will be looking at possible grants for the sidewalks and will be getting estimates for streets repairs. Added to the list of streets was Branch Street and for the sidewalks the area on Walnut Street by the post office was added.

There will be a budget work session on April 30, 2003 at 6:00 p.m.

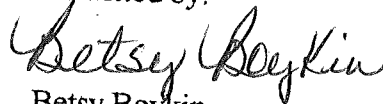
The town manager stated that Sandra Morris , water and sewer clerk is eligible for medical insurance and retirement by working 20 hours per week or 1,000 hours per year. Commissioner Barrett asked for documentation to be brought back to the board.

Commissioner Barrett stated that he had been approached by the Recreation Department that some of the lights were out at the ballfield because of an electrical problem. Mayor Gwaltney stated that he was waiting on Edwards Crane to help him and for the necessary parts to come in.

Commissioner Barrett stated that the fire department will be doing some insurance ratings next week. It will be approximately one to two months before getting results.

There being no further business, the motion to adjourn was made by Commissioner Purkerson , seconded by Commissioner Barrett and passed unanimously.

Submitted by:



Betsy Boykin  
Town Clerk

Attest:

  
\_\_\_\_\_  
Mayor

Minutes  
Special Meeting  
Spring Hope Board of Commissioners  
April 30, 2003  
6:00 PM

Members present: Mayor Gwaltney, Commissioner Brantley, Commissioner Mills, Commissioner Clark, and Commissioner Barrett. Commissioner Purkerson was absent due to illness.

Others present: Dia Huffman, Town Manager. No citizens were present.

Mayor Gwaltney called the meeting to order and stated that the purpose of the meeting was to hold a budget work session.


Town Manager Dia Huffman handed out a packet containing a prepared draft copy of a fiscal year 2003-2004 budget, a copy of the 2002-2003 budget, a memo detailing major changes to be considered, and some information regarding fixed asset software from Logics Software.

The council took a few minutes to look over the information provided before the Town Manager went through each item in the memo.

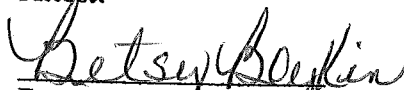
Aside from a few minor housekeeping changes in the draft, the document was changed very little. The items on the memo were said to be decided at the next regularly scheduled council meeting. Once the items on the memo are decided on at the council meeting, another budget workshop can be held. The Mayor set the next budget workshop to be May 21<sup>st</sup> at 6:00 PM.

There being no further business, the Mayor adjourned the meeting at 7:30 PM.

Submitted by:  
Dia Huffman  
Town Manager

  
Mayor James F. Gwaltney

Attest:

  
Betsy Boykin

Minutes  
of the  
Regular Meeting  
Board of Commissioners  
May 13, 2003  
7:00 p.m.

Members present: Mayor James Gwaltney, Commissioners Bobby Brantley, Stephon Mills, Wayne Barrett and Marion Clark. Commissioner Earl Purkerson was absent due to illness.

Also, present: Mark Edwards, Town Attorney; John Sharpe, Spring Hope Enterprise; Deanna Boone, Nashville Graphic; Dia Huffman, Town Manager.

The minutes of the Regular Meeting of April 8, 2003 and the Special Meeting of April 30, 2003 were approved by Commissioner Clark, seconded by Commissioner Barrett and passed unanimously.

The decision of whether or not to join the North Carolina Local Government Debt Setoff Program was discussed. Commissioner Mills had several questions on the Memorandum of Understanding. It was tabled pending a request by Commissioner Mills for further information.

Dia Huffman, Town Manager stated she has tried to get the Board of Adjustment members reappointed. She stated that William Williams and Bob Sutter were willing to serve again, but Bill Strickland had informed her that he would not serve at this time. She had asked Bill Newkirk to serve and he said he would. Commissioner Mills stated that he prefers not to appoint Bill Newkirk because he has been listed as still owing taxes.

Commissioner Brantley made a motion to advertise tax liens for the year 2002, seconded by Commissioner Mills and passed unanimously.

There were a few items that needed to be discussed concerning the fiscal year 2003-2004 budget. Dia Huffman, Town Manager stated that she had a 3% increase in salaries for all employees. Commissioner Brantley stated that the fair thing to do to all employees including the public works employees instead of giving them 3% raise is to give everyone a \$75.00 per month increase. Commissioner Mills made a motion to give everyone \$ 75.00 per month for all employees, seconded by Commissioner Brantley, passed. Commissioner Clark opposed.

Commissioner Brantley stated that Officer Allen Proctor had received his adjustment for the 2001 and 2002 but had not received the 5% for this year.

With the recommendation from Commissioner Mills, the town manager had responded to his request for a list of the responsibilities of the town clerk and the water and sewer clerk. He stated they should not be the same.

Under the recommendation of the town manager, Commissioner Brantley made a motion to increase the zoning permits to \$25.00 from \$10.00. Also to increase the regular parking tickets to \$10.00 from \$5.00, Fire Lane Tickets to \$20.00 from \$10.00 and to add Handicapped Parking tickets to \$30.00, seconded by Commissioner Clark and passed unanimously.

Another item was the contract to Waste Industries on recycling. In discussing the options, Commissioner Brantley made a motion to have the recycling materials picked up by Waste Industries every other week instead of every week which would cut the cost from \$ 25,000 to \$12,000 per year, seconded by Commissioner Clark and passed unanimously. (She stated that if anyone needed two bins, they could get another one)

The privilege licenses software package was tabled due to expense.

This is the second year of the Governor's Highway Safety Program Grant. The police department is requesting \$15,000 this year from the town for another car. Commissioner Brantley made a motion to purchase another car, seconded by Commissioner Barrett and passed unanimously.

Commissioner Brantley made a motion to keep the entry level salary of police officers of \$21,500 plus 5% increase within six months with the police chief authorization, seconded by Commissioner Mills and passed unanimously.

Dia Huffman, Town Manager stated that McCoy Jones was retiring October 31, 2003.

Also, she stated that the Library Board was asking for more money for next year. Commissioner Mills stated that the town was not responsible for the library, ~~only the building~~. Commissioner Clark stated that they were asking for \$10,000 this year, and she wanted it to go on record that she was requesting more money this year for the library.

A Budget Session will be held Wednesday, May 21, 2003 at 6:00 p.m.

Mark Edwards, Town Attorney stated that he was working on the easement agreement with the Omega Railroad. He was also waiting for Ted Hopkins, surveyor to do the easement survey.

Commissioner Brantley made a motion to make the following budget adjustments:

Water-Sewer		From	To
Bowden Electric	\$ 2,078.64		
Pearson Pump	\$ 4,534.74		
Transfer	\$ 6,613.38	30-8100-3300	30-8100-1600
Wooten Co.	\$ 648.93		
Hendricks Barnhill	\$10,218.26		
	\$10,867.19	30-8100-0400	New Line-Streets Maint-Fire Hydrants

The motion was seconded by Commissioner Mills and passed unanimously.

Commissioner Brantley stated that we need to go ahead in repairing sidewalks which would be funded with Powell Bill.

Commissioner Barrett stated that the railroad company was moving some of the rail cars back in town. The town manager stated that she would ask the company to move the cars. They were working on revising the Zoning Ordinances, so this could be added to the ordinances.

Commissioner Clark stated that she was glad to see George Meeks Jr, public works director present at the meeting.

Commissioner Mills stated we were not successful as we had been on our finances, so he was asking for Commissioner Brantley to be our finance officer. Commissioner Mills made a motion to appoint Commissioner Brantley as finance officer, seconded by Commissioner Clark and passed unanimously.

Commissioner Brantley stated that we have spent \$ 20,000 to find a water problem and have not had good luck with the problem. He stated that we need to put water meters everywhere that water is used that does not now have a meter. Commissioner Brantley made a motion to authorize George Jr. and the town manager to replace meters everywhere in town that uses water, seconded by Commissioner Clark and passed unanimously.

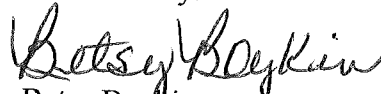
Eric Britson stated that an appeal will be heard at the Board of Adjustment meeting concerning the Oakhill Apartments.

Commissioner Mills made a motion to close the regular session and go into a closed session to discuss personnel and a pending contract, seconded by Commissioner Brantley and passed unanimously.

After discussion, Commissioner Mills made a motion to close the session and go back to the regular session, seconded by Commissioner Brantley and passed unanimously.

There being no further business, Commissioner Mills closed the meeting with a prayer.

Submitted by:

  
Betsy Boykin  
Town Clerk

Attest:

  
Mayor



Minutes  
Special Meeting  
Spring Hope Board of Commissioners  
May 21, 2003  
6:00 PM

Members Present: Commissioners Wayne Barrett, Bobby Brantley, Marion Clark, and Stephon Mills

Members Absent: Mayor Gwaltney and Commissioner Earl Purkerson

The purpose of the meeting was to hold a budget workshop to work on the 2003-2004 Fiscal Year Budget.

The town manager presented a new draft of the budget to the commissioners highlighting the changes agreed to at the regularly scheduled council meeting on May 13, 2003.

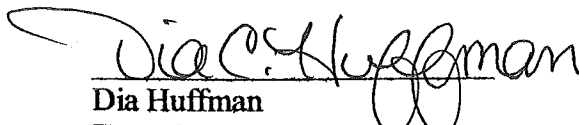
There were no changes made except at the request of Commissioner Mills to raise all commissioners' salaries to \$960 per year, up from \$600 in the previous budget. The town manager agreed to raise the total salaries for commissioners to \$4800, taking the extra \$2400 out of contingency. Commissioner Mills also requested that the commissioners receive payment every month, rather than one time per year.

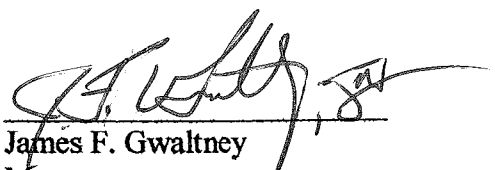
The town manager was also asked to check with the Public Works Director on the status of the vehicles for the public works department, and to obtain a copy of the budget for the Spring Hope Volunteer Fire Department.

The public hearing was set for June 10, 2003 at the next regularly scheduled meeting.

The budget workshop concluded at 7:15 PM.

Submitted by:

  
Dia Huffman  
Town Manager

  
James F. Gwaltney  
Mayor

Minutes  
of the  
Regular Meeting  
Spring Hope Board of Commissioners  
June 10, 2003  
7:00 P.M.

Members present: Mayor James Gwaltney, Commissioners Earl Purkerson, Marion Clark, Wayne Barrett, Stephon Mills and Bobby Brantley.

Also, present: Ken Ripley, Spring Hope Enterprise; Deanne Cooper, Nashville Graphic; Mark Edwards, Town Attorney, Dia Huffman, Town Manager.

Mayor Gwaltney presided and Commissioner Purkerson gave the opening prayer.

The minutes of the Regular Meeting of May 13, 2003 were approved with corrections. Commissioner Mills quoted as saying "the library is not an institute of the town". (exactly as quoted on tape) Minutes of the Special Meeting of May 21, 2003 were included in the motion by Commissioner Clark and seconded by Commissioner Barrett and passed unanimously.

A Public Hearing was held for the Fiscal Year 2003-2004 Budget. Cherie Pinner stated that she had a problem with the commissioners giving themselves a raise. She thought it should go toward the police salaries. Commissioner Brantley stated that he was not going to take his salary this year. He wanted it to go toward the Contingency Fund. Commissioner Clark stated that we needed to increase the library fund of \$500 more this year. Commissioner Purkerson also stated that we needed to give \$500 to the library fund to help pay for the librarian salary. Bill Newkirk wanted to know why the town did not want to give the library fund more money. Commissioner Mills made a motion to close the Public Hearing and go back to the regular meeting, seconded by Commissioner Brantley and passed unanimously.

Commissioner Mills stated that we give \$ 500 to the library fund in a new line item, for a raise for the librarian, seconded by Commissioner Barrett and passed unanimously.

Commissioner Brantley made a motion to accept the Budget for fiscal year 2003-2004, seconded by Commissioner Mills and passed unanimously.

Commissioner Clark made a motion to take the Resolution to Join the NC Local Government Debt Setoff Program off the table, seconded by Commissioner Barrett and passed unanimously.

Commissioner Purkerson made a motion to approve the Memorandum of Understanding for the Debt Setoff, seconded by Commissioner Clark and passed unanimously.

Dia Huffman, Town Manager had asked Glenn Edwards to serve on the Board of Adjustments and he agreed pending approval of the Council. Commissioner Brantley made a motion to appoint Glenn Edwards to the Board of Adjustment, seconded by Commissioner Purkerson and passed unanimously.

The town manager reported that the surveyor was still working on the easement for the railroad. She also stated that she had been working with Dennis Patton with the Upper Coastal Plain of Government on annexation. She will have more details at the next meeting.

She also stated that she had met with Henry Dunton of Waste Industries about a new contract concerning recycling. It was suggested that recyclables' materials be picked up every two weeks instead of every week. Commissioner Mills stated that we need to contract another company. Commissioner Brantley made a motion that we negotiate a contract with Waste Industries on an experimental six months period to see how it would affect the residents, seconded by Commissioner Clark and passed unanimously.

Previously, McCoy Jones was going to retire in September 2003, but due to his lack of years that he has in, Commissioner Brantley made a motion to allow McCoy Jones to work until March 2004 before he retires, seconded by Commissioner Clark and passed unanimously.

The Town Manager had been talking with Chuck Braswell about options for Ash Street repairs. The best estimate for the repair job was around \$8610. Commissioner Mills stated that we need someone to monitor this project. Commissioner Clark made a motion to leave this project up to the town manager, George Meeks Jr. And The Wooten Company to verify that it will work, seconded by Commissioner Purkerson and passed unanimously.

The Town Manager also stated that she had a contract for Sandra Morris for a full time water and sewer clerk. Commissioner Purkerson made a motion to hire her full time, seconded by Commissioner Clark, passed four to one with Commissioner Mills opposed. Commissioner Mills disagreed with the Town Manager about what constitutes a contract.

Commissioner Barrett welcomed Commissioner Purkerson, who has been sick back to the meeting.

Commissioner Mills stated that the town managers' evaluation needed to be completed soon.

Budget adjustments were made by Commissioner Brantley- transfer \$18,928.70 from the 30-8100-0400 account to the 30-8100-9100 account.

Commissioner Purkerson stated that he resigned from Finance Officer and nominated Betsy Boykin, Town Clerk, seconded by Commissioner Clark and passed. Commissioner Mills opposed.

There being no further business, the meeting was adjourned by Commissioner Purkerson and seconded by Commissioner Barrett and passed unanimously.

Submitted by:

*Betsy Boykin*  
Betsy Boykin

Town Clerk

Attest

*[Signature]*  
\_\_\_\_\_  
Mayor

Minutes  
of the  
Regular Meeting  
Board of Commissioners  
July 8, 2003  
7:00 p.m.

Members present: Mayor ProTem Earl Purkerson, Wayne Barrett, Marion Clark, Stephon Mills and Bobby Brantley. Mayor James Gwaltney was absent.

Mayor Pro Tem Purkerson presided and Commissioner Clark gave the opening prayer.

Also, present: Ken Ripley, Spring Hope Enterprise; The Nashville Graphic; Mark Edwards, Town Attorney, Dia Huffman, Town Manager.

The minutes of the Regular Meeting of June 10, 2003 were approved after corrections. (copy attached)

Commissioner Clark made a motion to approve the 2002 Discoveries and Releases(attached) seconded by Commissioner Barrett and passed unanimously.

The SONAC program that Spring Hope, Middlesex, Bailey and Momeyer participated in in the spring is moving forward. The Board needed to appoint a commissioner to represent the board. Ken Ripley was appointed to be the representative of the Planning Board. Dr. Howard Weeks, member of the Planning Board will be serving as a citizen. Commissioner Mills stated that he would serve as representative for the Town Board. Commissioner Barrett recommended that we appoint Eric Britson or Dawn Kempf to serve on the committee as a citizen. Commissioner Mills made a motion to appoint Eric Britson to the SONAC Steering Committee, seconded by Commissioner Barrett and passed unanimously.

Commissioner Barrett had some questions on the Solid Waste Management Plan drafted by Upper Coastal Plain of Government. Ann Whitley was not present at this time to explain the plan and to answer any questions. Dia Huffman, Town Manager stated that she would contact Ms. Whitley and see if she would be at the next meeting.

Mark Edwards, Town Attorney presented a draft of an Easement and Agreement Between Nash County Railroad and the Town of Spring Hope. He stated that the map should be ready by next month.

The town manager stated that the annexation study is proceeding with the Upper Coastal Plain of Government. The next step would be to go through a cost study analysis to see what it would cost the town to actually annex that particular area. She also stated that the sink hole on Ash Street has been repaired for the price of \$ 8,610.

Commissioner Purkerson had spoken with Allen Sherrod about painting parking spaces in the business area of Main and Pine Street for a cost of \$1200. This cost would include re-measuring the spaces that are totally invisible to see. Commissioner Brantley stated that he will contact someone else to see if he could get a cheaper price.

Dia Huffman, Town Manager, stated that she had spoken with a representative from Waste Industries about recycling services. Waste Industries said it could be competitive with Waste Management on once per week pick-up. She stated that after the six month trial period with service every other week that the Town would decide on how to proceed.

Commissioner Brantley discussed the adjustments that were supposed to have been made to the budget. Since the year has already been updated, the CPA will make the adjustments.

Commissioner Mills asked about the situation that has been going on for a while on the house at Main Street and Raleigh Road. The town manager stated that they had moved the migrant workers back in the house, but she heard that they were moving out that day and the town is wrapping up the problem. Commissioner Mills stated that we need to do whatever it takes to fix it. He also stated that we need to set a date for a reevaluation of the town manager. The meeting is scheduled for Wednesday, July 16 th at 7:00 p.m.

In a prepared statement, Commissioner Mills stated that he wanted the board, mayor and the attorney to know just how disappointed he was at their behavior at the last meeting. He stated that he asked the town manager to provide us with a proper contract outlining the duties and responsibilities and pay of the full time water clerk she insists she needs(statement attached)

Commissioner Mills stated that decisions are now affecting those in the extended areas of Spring Hope. He was asking that the town add one seat to the council that represents those citizens who don't have a voice and also this seat to be a two-year term added to carry the same weight as the other commissioner seats. Mayor Pro Tem Purkerson stated that he appreciated Commissioner Mills' thoughts and concerns.

Commissioner Brantley stated that the part time police officers have not been given a raise since he has been on the board. He made a motion to raise the salaries of part time police officers from \$ 8.00 per hour to \$ 9.00 per hour, seconded by Commissioner Barrett. After some discussion the motion passed unanimously.

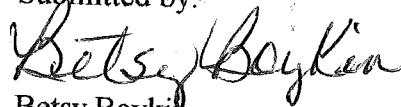
Commissioner Brantley stated that the following General Statutes have not been followed by the town: 160A-69 Mayor to preside over council; 160A-67 -General powers of Mayor and Council; 160A-296 -Establishment and control of Streets; 159-25- -Duties of the Finance Officer; 159-28- Budgetary accounting for appropriations

Commissioner Clark stated she went to see Mr. Gene Strickland , owner of Strickland Industries. She said he understood the problem on Poplar and Hazel Streets and he has been working 18 hours per day and has not had time to clean up the problem. He said that some of the contracts have been filled and he was going to start moving some materials. He stated he may consider a buffer or placing some on his property in the county.

Ann Whitley with the Upper Coastal Plain of Government arrived late for the meeting. She went over the Solid Waste Management Plan. Commissioner Brantley made a motion to adopt the plan with the corrections, seconded by Commissioner Mills and passed unanimously.

There being no further business, the motion to adjourn the meeting was made by Commissioner Barrett, seconded by Commissioner Mills and passed unanimously.

Submitted by:



Betsy Boykin  
Town Clerk

Attest:

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Mayor Pro Tem  
Earl Purkerson

Minutes  
of the  
Special Meeting  
Board of Commissioners  
July 16, 2003  
7:00 p.m

Members present: Mayor James Gwaltney, Commissioners Marion Clark, Stephon Mills and Wayne Barrett. Commissioner Bobby Brantley was absent and Commissioner Earl Purkerson was absent due to illness.

The purpose of the meeting was to discuss the evaluation of the town manager.

Commissioner Mills made a motion to close the special meeting and go into a closed session to discuss personnel, seconded by Commissioner Clark and passed unanimously.

After discussion, Commissioner Mills made a motion to close the closed session and enter back into the special session, seconded by Commissioner Clark and passed unanimously.

A discussion ensued over which evaluation form to use, either the Town of Knightdale's or the one that Commissioner Mills had drafted. ~~Commissioner Clark stated that either one will have to be modified.~~ <sup>OMIT</sup> Commissioner Barrett stated that it does not need to be critical or non critical. Commissioner Clark stated that we should use Commissioner Mills' form as is. Commissioner Barrett stated that as long as it is not separated by critical or non critical that he would not have a problem. Commissioner Mills stated that the Board should use the criteria and add the last five items that were mentioned.

Commissioner Mills made a motion to take the Town of Knightdale evaluation form and add the categories that he used in his form and combine them, seconded by Commissioner Clark and passed unanimously.

Commissioner Clark made a motion to have the mayor as a part of the evaluation of the town manager, seconded by Commissioner Barrett and passed unanimously. (Commissioner Mills did not vote, but walked out of the meeting)

Commissioner Clark made a motion to adjourn, seconded by Commissioner Barrett and passed unanimously.

Submitted by  
*Betsy Boykin*  
Betsy Boykin  
Town Clerk

Attest:  
*J. F. Gwaltney*  
\_\_\_\_\_  
Mayor

Regular Meeting  
of the  
Spring Hope Board of Commissioners  
August 12, 2003  
7:00 p.m.

Members present: Mayor Buddy Gwaltney, Commissioners Wayne Barrett, Marion Clark, Earl Purkerson. Commissioners Bobby Brantley and Stephon Mills were absent.

Also present: Mark Edwards, Town Attorney; Ken Ripley, Spring Hope Enterprise; Dia Huffman, Town Manager.

Mayor Gwaltney presided and Commissioner Purkerson opened with a prayer.

Commissioner Clark made a motion to approve the minutes of the regular meeting on July 8, 2003. Commissioner Barrett seconded the motion and it passed unanimously. Commissioner Clark made the motion to approve the minutes of the Special Meeting of July 16, 2003. Commissioner Barrett seconded the motion and it passed unanimously.

Dia Huffman, Town Manager, stated that The North Carolina General Assembly passed Session Law 2003-169 for the Adverse Reactions to smallpox vaccination. Local government agencies that employ law enforcement are required to pass a policy relating to adverse reactions to the smallpox vaccine by September 10, 2003. This law requires local governments to adopt a policy establishing how they will deal with missed work time by employees who are having an adverse reaction to the vaccine. Commissioner Clark made a motion to adopt the policy, seconded by Commissioner Purkerson and passed unanimously.

The town manager stated that every five years all municipalities must update the Local Water Supply Plan and are also required to submit a Water Shortage Response Plan. Commissioner Clark made a motion to adopt the Water Supply Plan and the Water Shortage Response Ordinance, seconded by Commissioner Purkerson and passed unanimously.

Mark Edwards, Town Attorney stated that the Easement Agreement with Omega Railroad has been finalized. The town insurance has to be maintained and if it was agreeable, a resolution has to be passed. Commissioner Purkerson made a motion to approve a resolution, seconded by Commissioner Clark and passed unanimously. Commissioner Barrett asked whose responsibility it was to maintain the paved section at the railroad crossings ( the State or the Railroad System)? Commissioner Clark asked the Manager to contact the railroad to see who would take care of the situation.



Dia Huffman, Town Manager stated that Vance Brooks with The Wooten Company will be at a Special Town Board Meeting on August 27, 2003 at 6:00 p.m. to discuss a Regional Water System.

The town manager also stated that Chief Tim Denton hired Curtis Hawkins, Jr. as a police officer. He has just graduated from the Basic Law Enforcement Training School.

Dia Huffman, Town Manager stated she received a letter from the Office of the State Fire Marshall. It stated that the Spring Hope Volunteer Fire Department completed the evaluation of the insurance classification for the Spring Hope Fire Insurance District and advised that the protection class is a Class 5. Also, the town manager stated that Oakdale and Meeks Cemeteries gravel streets are washed out. She was asking the board permission to have the streets re-graveled. It was suggested to get some prices from contractors. She also stated that she was looking into switching the phone services to Information Technology Services which would save money. She will know the cost after getting with the representatives. She stated that George Meeks Jr. has ordered two hundred fifty meters(250)and will start installing those on Monday, August 18, 2003.

Commissioner Clark stated that Gene Strickland, owner of Strickland Industries, had moved some of his equipment and cardboard off the street. She commended Mr. Strickland for what he had done to improve his place of business.

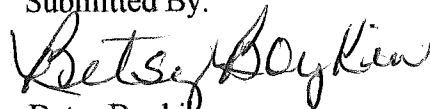
Commissioner Barrett asked about the Board of Adjustments Meeting that was to be held, but the meeting was done by telephone. The town manager stated she had a problem with getting the members together for a meeting, so she decided to call everyone. Commissioner Clark stated she would be more satisfied about it if the Board of Adjustment meeting was rescheduled.

A meeting for an annual evaluation on the town manager will be held on August 20, 2003 at 6:30 p.m. At that time, the Mayor will have compiled the scores and will present them to the town manager.

Commissioner Purkerson made a motion to go with Plan 2 for the Water Shortage Plan, seconded by Commissioner Clark and passed unanimously.

Commissioner Purkerson made a motion to adjourn, seconded by Commissioner Clark and passed unanimously.

Submitted By:



Betsy Boykin  
Town Clerk

Attest:

\_\_\_\_\_  
Mayor

**A Resolution of the Town Council of the Town of Spring Hope  
Authorizing the Town Manager to Execute the Sewer Easement with  
Omega Railroad, L.L.C., dated August 12, 2003**

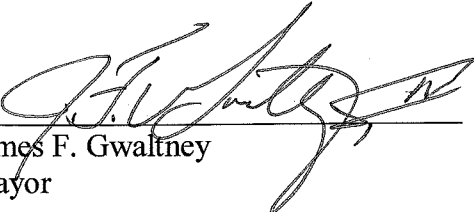
**Whereas**, the Town Council of the Town of Spring Hope hereby determines that it is necessary and proper for the Town to enter into that Sewer Easement with Omega Railroad, L.L.C., dated August 12, 2003; and

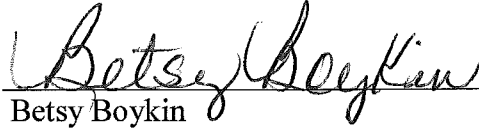
**Whereas**, it is necessary for the Town Council to authorize the Town Manager to execute this Sewer Easement with Omega Railroad, L.L.C., dated August 12, 2003, on behalf of the Town of Spring Hope.

**Now, Therefore, Be It Resolved** by the Town Council of the Town of Spring Hope that:

1. The Town of Spring Hope shall enter into that Sewer Easement with Omega Railroad, L.L.C., dated August 12, 2003.
2. The Town Manager is authorized and directed to execute such Sewer Easement with Omega Railroad, L.L.C., dated August 12, 2003, on behalf of the Town of Spring Hope.

Adopted this the 12<sup>TH</sup> day of AUGUST, 2003.

  
James F. Gwaltney  
Mayor

  
Betsy Boykin  
Town Clerk



Minutes  
Regular Meeting  
Spring Hope Board of Commissioners  
September 9, 2003  
7:00 p.m.

Members present: Mayor Buddy Gwaltney, Commissioners Wayne Barrett, Marion Clark, Stephon Mills and Earl Purkerson.

Members absent: Commissioner Bobby Brantley.

Also present: Ken Ripley, Spring Hope Enterprise; Mark Edwards, Town Attorney

Commissioner Clark made a motion to approve the minutes of the regular meeting of August 12, 2003. Commissioner Barrett seconded the motion and it passed unanimously. Commissioner Clark made a motion to approve the minutes of the special meeting of August 20, 2003. Commissioner Barrett seconded the motion and it passed unanimously. Commissioner Clark made a motion to approve the minutes of the special meeting of August 27, 2003. Commissioner Barrett seconded the motion and passed unanimously.

Commissioner Clark made a motion to close the streets for the Pumpkin Festival as we have in the past several years. Commissioner Barrett seconded the motion and passed unanimously. The town manager stated that she sent a letter to the Department of Transportation requesting closing of the streets for the festival and parade.

The Church of God of Prophecy located on the corner of Main and Ash Street has asked for permission from the board that part of Ash Street, Main Street, Poplar Street and Branch Street be closed on September 27, 2003 to hold a bike-a-thon from 9:00 a.m to 12:00 noon. After discussion of parking and other issues, Commissioner Clark recommended that the members of the church get back with the town manager and consider the park. The town manager stated that she will get in touch with Carolyn Baker from the church to discuss this problem.

Commissioner Barrett made a motion to close the regular meeting and go into a Public Hearing to hear a request for a special use permit for a Bingo Parlor at 116 E. Bunn Lane from Keisha Ocean and Samuel Battle, seconded by Commissioner Clark and passed unanimously. The town manager stated that the town had received approval by the planning board. They recommended pre-inspections for fire and building code violations, and hours of operation to be in compliance with the Spring Hope Zoning Ordinances and the Town Codes. After discussion of hours of operation, loud speakers, noise and traffic, Commissioner Clark made a motion to close the Public Hearing and go back to the regular meeting, seconded by Commissioner Barrett and passed unanimously.

Commissioner Clark made a motion to grant a request for a Special Use Permit for a bingo parlor at 116 East Bunn Lane, seconded by Commissioner Mills and passed unanimously.

The town manager stated that she was looking into changing our local telephone service from Sprint to Information Technology System which would be on state contract. She was waiting to hear back from the company.

She also stated that the town office will be closed Wednesday, September 10, 2003 from 11:00 a.m. to 5:00 p.m. for a Debt Set Off training session at Greenville.

The town manager stated that she will be at the Annual Conference of the International City/County Management Association from Saturday, September 20<sup>th</sup> until Wednesday, September 24<sup>th</sup>

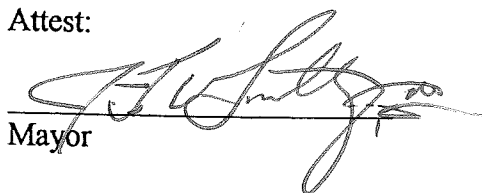
The town manager stated the Planning Board will meet Thursday, September 18<sup>th</sup> at 5:30 to hear a request for a Special Use Permit for a recreation center at the corner of Ash and Branch Street.(former "Benny's") owned by Julius Wiggins. She encouraged all town board members to attend this meeting.

Dia Huffman, town manager presented some budget adjustments:  
Change Expenditure 10-5100-7200 -Capital Outlay Car to GHSP Year One Grant Car  
Add: Revenue: New Line Item: GHSP Year One Grant Reimburse- \$ 15,000  
Add Expenditure -New Line Item: GHSP Year Two Capital Outlay-\$ 15,000  
Commissioner Barrett made a motion to accept these budget adjustments, seconded by Commissioner Purkerson and passed unanimously.

Commissioner Purkerson apologized for arriving late for the meeting. He was late leaving the doctor's office.

There being no further business, Commissioner Barrett made a motion to adjourn, seconded by Commissioner Mills and passed unanimously.

Submitted by:  
*Betsy Boykin*  
Betsy Boykin  
Town Clerk

Attest:  
  
\_\_\_\_\_  
Mayor

Minutes  
Regular Meeting  
Spring Hope Board of Commissioners  
October 14, 2003  
7:00 p.m.

Members present: Mayor Buddy Gwaltney, Commissioners Marion Clark and Stephon Mills.  
Members absent : Commissioners Wayne Barrett, Earl Purkerson and Bobby Brantley.

The meeting was rescheduled for October 28, 2003 at 7:00 p.m due to lack of quorum .

Minutes  
Regular Meeting  
Spring Hope Board of Commissioners  
October 28, 2003  
7:00 p.m.

Members present: Mayor Buddy Gwaltney, Commissioners Wayne Barrett, Earl Purkerson, Marion Clark and Stephon Mills.

Members absent: Commissioner Bobby Brantley.

Also present: Ken Ripley, Spring Hope Enterprise; Dia Huffman, Town Manager.

Mayor Gwaltney presided and Commissioner Purkerson opened the meeting with a prayer.

Commissioner Clark made a motion to approve the minutes of September 9, 2003.  
Commissioner Mills seconded the motion and it passed unanimously.

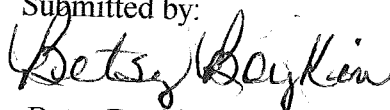
A resolution that designates the town manager as the primary person to handle all documentation and correspondence with the North Carolina Division of Emergency Management and FEMA pertaining to Hurricane Isabel was motioned to be approved by Commissioner Purkerson.  
Commissioner Clark seconded the motion and it passed unanimously.

Dia Huffman, Town Manager, stated that she received the audit report from Gerrelene Walker, CPA on Monday, October 27, 2003. She will be at the November 11, 2003 meeting to review it with the board and to answer any questions.

She also stated that she had been looking into getting carpet for the front office and the town manager office. She had a price of \$1500.00 for both rooms. Commissioner Purkerson made a motion to purchase carpet for both rooms. Commissioner Barrett seconded the motion and it passed unanimously.

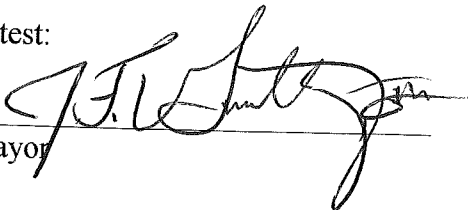
There being no further business, Commissioner Purkerson made a motion to adjourn, seconded by Commissioner Mills and passed unanimously

Submitted by:



Betsy Boykin  
Town Clerk

Attest:



Mayor

Minutes  
Regular Meeting  
Spring Hope Board of Commissioners  
November 25, 2003  
7:00 P.M.

Members present: Mayor Buddy Gwaltney, Commissioners Earl Purkerson, Wayne Barrett, and Marion Clark.

Members absent: Commissioners Bobby Brantley and Stephon Mills.

Also present: Ken Ripley, Spring Hope Enterprise; Mark Edwards, Town Attorney; Dia Huffman, Town Manager.

Mayor Gwaltney presided and Commissioner Purkerson opened with a prayer.

Commissioner Clark made a motion to approve the minutes of the meeting on October 14, 2003 and the re-scheduled meeting on October 28, 2003. Commissioner Barrett seconded the motion and it passed unanimously. The meeting on October 14<sup>th</sup> had to be re-scheduled due to lack of a quorum.

Gerrelene Walker, the Town's CPA, gave a presentation of the Fiscal Year 2002-2003 Audit Report. She stated that the internal control procedures as a whole were very much improved but the recommendations in her management letter should be given some consideration.

Vance Brooks and Dan Boone, representatives of The Wooten Company, gave an updated presentation of the Water and Sewer Capital Improvement Plan. They made recommendations as to what the Town should do regarding its water quantity issues. The Board will have to decide which option to choose at the December 9, 2003 meeting.

Dia Huffman, town manager, reported that the Public Works Department will be flushing hydrants on Friday and Saturday nights, November 14<sup>th</sup> and 15<sup>th</sup> from midnight to 3:00 A.M.

The town manager announced that the holiday luncheon for all employees and commissioners will be Friday, December 19<sup>th</sup>, at noon at the Community Building.

The town manager stated that she was working on scheduling a retreat for the month of January. She tentatively scheduled it for January 9, 2004 from 9:00 A.M. to noon.

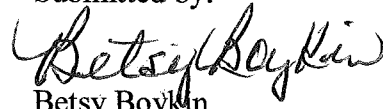
The town manager stated that she had been talking with the CPA about purchasing fixed asset software. Since then, she had purchased software and has been working with it. Ms. Walker suggested that the Board pass a resolution allowing the town to only inventory assets valued at \$3000.00 or above.

Finally, the town manager reported that she had been talking to ITS about switching to their local telephone services. She was waiting on more information. She also informed the Board that the new council members would be sworn in at the next meeting.

Commissioner Barrett asked the town manager why the fire hydrant was wrapped up at the corner of Nash and Walnut Streets. She stated that she did not know, but would find out.

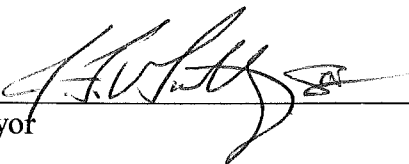
There being no further business, Commissioner Purkerson made a motion to adjourn the meeting. The motion was seconded by Commissioner Barrett and passed unanimously.

Submitted by:



Betsy Boykin  
Town Clerk

Attest:

  
\_\_\_\_\_  
Mayor



Minutes  
Regular Meeting  
Spring Hope Board of Commissioners  
December 9, 2003  
7:00 p.m.

Members present: Mayor Buddy Gwaltney, Commissioners Marion Clark, Stephon Mills and Wayne Barrett.

Members absent: Commissioners Earl Purkerson and Bobby Brantley.

Also present: Dia Huffman, Town Manager; Ken Ripley, Spring Hope Enterprise; Mark Edwards, Town Attorney.

Commissioner Clark made a motion to approve the Regular Minutes of November 25, 2003. Commissioners Mills seconded the motion and it passed unanimously.

Judge Quentin Sumner was present to swear in newly elected commissioners Stanley Hawley and Bill Newkirk.

Commissioner Mills presented the Mayor with a plaque for Commissioner Brantley (who was absent) for the work and dedication that he had done for the town.

Kathy Hawkins, Community Relations Manager with Progress Energy was present to introduce herself and to meet the board members.

For several months, the board and the citizens have heard from the town engineers, The Wooten Company about the water quantity issues and various options of how to deal with having enough water and preparing for growth. Last month The Wooten Company gave a final presentation and their recommendations to the board which included building new wells, running a line from Nashville, and joining in a county wide water system. Commissioner Clark made a motion to go with the county wide water system. Commissioner Hawley seconded the motion and passed, Commissioner Barrett opposed.

There were some planning board members whose terms expired. Eugene Griffin, Ken Ripley, and Dr. Howard Weeks have agreed to serve again. Brian Brantley has agreed to serve again, pending Nash County's approval. Eric Britson has agreed to serve on the board replacing George Godwin. Commissioner Newkirk made a motion to approve these appointments for the Spring Hope Planning Board. Commissioner Clark seconded the motion and passed unanimously.

Commissioner Clark made a motion to adopt the resolution for an Incumbency and Authorization Certificate for a business credit card. Commissioner Hawley seconded the motion, passed. Commissioner Barrett opposed.

Commissioner Clark made a motion to adopt a resolution of the Town Council of the Town of Spring Hope to allow for an Inventory of the Town's Fixed Assets Valued at or Above \$3,000. Commissioner Newkirk seconded the motion and passed unanimously.

Mark Edwards in his Town Attorneys's report stated that his only suggestion was that the zoning ordinance be updated.

Dia Huffman, Town Manager stated that the Christmas luncheon will be held in the Community Building on Friday, December 19, 2003. Something Different of Wilson will be catering the holiday meal.

Dia Huffman, Town Manager stated that a Retreat will be January 9<sup>th</sup> in the conference room of the Spring Hope Library.

Dia Huffman, Town Manager stated that a class to new and current commissioners, mayors and managers will be held in January for anyone that would be interesting in going.

Dia Huffman, Town Manager stated that the police department will be giving a presentation to the board about a grant for mobile data terminals at the January meeting.

Dia Huffman, Town Manager stated that a Christmas event will be held down town this year on December 11<sup>th</sup> from 5 PM until 8 PM sponsored by downtown businesses.


Dia Huffman, Town Manager stated that the town offices will be closed Wednesday through Friday, December 24<sup>th</sup> through December 26<sup>th</sup> for the Christmas holidays and on January 1<sup>st</sup> for New Year's Day.

Commissioner Clark stated that it was important that the newspaper reporters get their information for the paper that week. She thought it would be better to change the board meetings to the second Monday of each month from the second Tuesday of each month. She made a motion to make this change. Commissioner Hawley seconded the motion and passed unanimously.

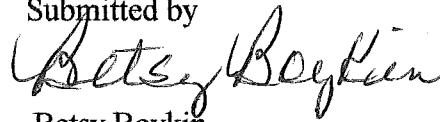
Commissioner Newkirk made a statement that if any citizen wanted to speak at the meetings that they be put on the agenda. The town manager said that the Board could discuss this issue at the retreat.

There being no further business, Commissioner Hawley made a motion to adjourn. Commissioner Newkirk seconded the motion and passed unanimously.

Attest:

  
Mayor

Submitted by

  
Betsy Boykin  
Town Clerk

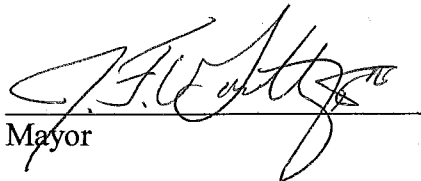
A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SPRING  
HOPE TO ALLOW FOR AN INVENTORY OF THE TOWN'S FIXED ASSETS  
VALUED AT OR ABOVE \$3000

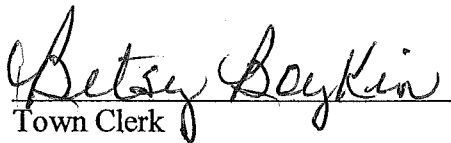
WHEREAS, it is necessary for the Town of Spring Hope to have an accurate record of its fixed assets, and

WHEREAS, to keep the inventory from growing into a long and ever-changing list it has been determined that it would be prudent to adopt a provision to inventory items valued at or above \$3000.00. Items valued at less than \$3000.00 are easily replaceable and would not alter the master asset inventory list.

NOW, THEREFORE BE IT RESOLVED by the Town Council of the Town of Spring Hope that it shall seek to inventory fixed assets valued at or above \$3000.00.

Adopted the 9<sup>TH</sup> day of DECEMBER, 2003.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Town Clerk




A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SPRING  
HOPE TO ALLOW TOWN OFFICIALS TO APPLY FOR AND USE A  
BUSINESS CREDIT CARD FOR TOWN RELATED PURCHASES AND  
TRANSACTIONS

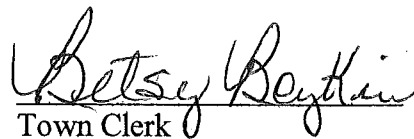
WHEREAS, some purchases and transactions made by Town of Spring  
Hope employees and officials are made outside of Town and require on-site  
payment, and

WHEREAS, First Citizens Bank and Trust Company will supply a  
business credit card to the Town of Spring Hope upon completion of a business  
credit card application and the attached Incumbency and Authorization  
Certificate.

NOW, THEREFORE BE IT RESOLVED by the Town Council of the  
Town of Spring Hope that it shall seek a business credit card to provide for off-  
site purchases and transactions by Town employees and officials.

Adopted the 9<sup>TH</sup> day of December, 2003.

  
Mayor

  
Town Clerk

