

**HAMLET CITY COUNCIL
WORK SESSION
COUNCIL CHAMBERS ROOM
201 MAIN STREET, HAMLET, NC 28345
TUESDAY, June 27, 2023
5:30 PM
MINUTES**

Governing Body Present:

Mayor	Bill Bayless
Mayor Pro Tem	Jesse McQueen
Council Member	Eddie Martin
Council Member	Maurice Stuart
Council Member	Abbie Covington
Council Member	Oscar Sellers

Staff Present:

City Manager	Matthew Christian
Incoming Clerk	Cindy Terry
Outgoing Clerk	Gail Strickland

Others Present: Chris McDonald, Matt Lamb, Andy Honeycutt, Roger Sauls

1. Call to Order

Mayor Bayless called the meeting to order at 5:30 pm.

2. Adoption of Agenda

Council Member Covington motioned to adopt the Agenda. Council Member Stuart provided the second. The vote was 5-0.

3. Approval of Minutes for June 13, 2023 Regular Meeting and Closed Session

Council Member Stuart motioned to adopt the Minutes for the Regular Meeting and the Closed Session. Council Member Covington provided the second. The vote was 5-0.

4. Work Session

Consideration of RFQ – Stormwater Asset Inventory Assessment

City Manager Christian advised that the City was awarded a \$400,000 grant to study and map the existing stormwater assets to the City. He stated that in order to move forward, the City needs to have an understanding of the stormwater system to request more grants. The Manager recommended the LKC firm to assess the City's stormwater. LKC assisted with procuring the grant, and they are familiar with the project, infrastructure and staff. There were no questions from Council. A motion was made by Council Member Sellers, seconded by Council Member McQueen, that the City award the Stormwater Asset Inventory Assessment project to LKC. The vote was 5-0.

Consideration of RFQ – Water System Improvements

City Manager Christian advised that the City has received a grant for \$10,000,000 to improve the water treatment plant and to replace approximately 4,200 feet of lines in East Rockingham. LKC was the only firm to send an RFQ for this project. He remarked that LKC had also helped with the application. Manager Christian recommended LKC be awarded the contract. Council Member Covington made a motion to

award the contract for Water System Improvement to LKC. The motion was seconded by Council Member Martin. The vote was 5-0.

Consideration of RFQ – Water Meters

City Manager Christian stated that he had received three responses on the replacement of the City's water meters. The scope of work will be to assist, advise and install the initial 1,500 water meters. Manager Christian recommended MeterSys. Andy Honeycutt, President of MeterSys, made a presentation on his company. He advised that MeterSys provides feasibility analysis, procurement and program management for all of their projects. Mr. Honeycutt stated that the benefits of the new meters would be billing accuracy, efficient metering automation, customer engagement and water resource management. MeterSys will also provide a customer portal for the citizens of Hamlet. Council Members Bayless and Sellers inquired about storms affecting the meters, more specifically the areas in the City prone to flooding. Mr. Honeycutt advised that MeterSys has been very successful in maintaining infrastructure during storms. He also advised that the boxes have the capability of working even submerged. Council Member Stuart stated he loves that the MeterSys site has a minority presence. Council Member Covington made a motion, seconded by Council Member Stuart, that the City award the contract to install new water meters for the City to MeterSys. The vote was 4-1. Council Member McQueen cast the dissenting vote.

Consideration of RFQ – On-Call Engineering Services

City Manager Christian advised that he prepared 3 separate RFQ's for 3 different projects. Doing so allows the City to select multiple firms for multiple projects. It also does not prevent the City from doing project specific RFQ's as needed. The Manager recommended LKC, Withers-Ravenel and Thomas & Hutton for On-Call Engineering Services. These firms would be able to adjust the scope of a project according to the grant funds received in order to get the most work done. A Motion was made by Council Member Covington, seconded by Council Member Sellers, to award the contracts for On-Call Engineering Services to LKC, Withers-Ravenel and Thomas & Hutton. The vote was 5-0.

Consideration of Personnel Policy Updates

Manager Christian advised that there have been a few substantive edits to the Personnel Policy including the market pay plan, tobacco products, probationary employees, travel and meal policy, bereavement leave and drug screening, as well as the addition of a Social Media Policy. Council Member Covington inquired about the Social Media Policy. The Manager explained that the Policy would be a guideline as to how employees present themselves in their personal lives and jobs. He also advised that the Policy came from the League's outline for a Social Media Policy. Council Member McQueen advised that he would like for the City Attorney to review the Policy before Council votes on it. Mayor Bayless tabled the policy until City Attorney Morphis is at the July 11, 2023 meeting.

Consideration of Public Comment Policy

The City Manager then presented a proposed Public Comment Policy which provides basic guidelines for speakers. The Policy initially provided a limit of 3 minutes for each individual speaker, and 5 minutes for each group. The group would appoint one person to speak for the entire group. Mayor Bayless suggested that comments be amended to 5 minutes across the board. The Manager recommended that the Policy reflect that in-person comments would be heard and that, alternatively, comments could be in made in writing. Council Member Covington moved to adopt the changes, with Council Member McQueen providing the second. The vote was 5-0.

Other Business

City Manager Christian reminded Council that the City received a \$78,000 USDA grant and a \$400,000 rural transformation grant. Mr. Christian stated he would get a team together to reconfigure the scope of

work for the grants. He stated that he hopes to get the grant to do the bridge. Mr. Christian advised that he would keep Council informed about the projects.

Manager Christian requested that the August meeting be changed from August 8 to August 15 at 6:00 p.m. Council agreed with the Manager's request. The change of date will be advertised.

5. Motion to Adjourn

At 6:12 pm, Council Members Sellers and Martin provided the motion and second to adjourn the meeting. The vote was 5-0.

Respectfully submitted,


Cindy C. Terry, City Clerk

