



Minutes

Board of Commissioners Regular Meeting

7 p.m. May 8, 2023

Board Meeting Room, Town Hall Annex, 105 E. Corbin St.

Present: Mayor Jenn Weaver and commissioners Mark Bell, Robb English, Kathleen Ferguson, Matt Hughes, and Evelyn Lloyd

Staff: Budget Director Emily Bradford, Assistant Town Manager and Community Services Director Matt Efird, Budget and Management Analyst Josh Fernandez, Police Chief Duane Hampton, Town Attorney Bob Hornik, Town Clerk and Human Resources Technician Sarah Kimrey, Utilities Infrastructure Protection Supervisor Troy Miller, Town Manager Eric Peterson, Utilities Director Marie Strandwitz and Communications Manager Catherine Wright

Opening of the meeting

Mayor Jenn Weaver called the meeting to order at 7 p.m.

A. Public charge

Weaver did not read the public charge.

B. Audience comments not related to the printed agenda

There were none.

C. Agenda changes and approval

The following was added as Item 5D: Resolution in Support of the Constitutional Right to Reproductive Health Care

Motion: Commissioner Kathleen Ferguson moved to approve the agenda as amended. Commissioner Mark Bell seconded.

Vote: 5-0.

4. Items for decision – consent agenda

- A. Miscellaneous budget amendments and transfers
- B. Proclamation – Period Poverty Awareness Week
- C. Proclamation – Memorial Day 2023
- D. Proclamation – Police Week and Peace Officers Memorial Day
- E. Proclamation – National Public Works Week 2023
- F. Resolution Authorizing the Submission of the FY2023-2024 HOME Annual Action Plan and FY2023-2024 Program Design for Orange County, North Carolina
- G. Resolution Accepting American Rescue Plan Grant Award for Water System Master Planning
- H. Municipal Agreement Amendment No. 1 for proposed Hillsborough Train Station
- I. Rail Traffic Controller (RTC) Modeling Agreement for proposed Hillsborough Train Station
- J. Preliminary Engineering (PE) agreement concerning the proposed Hillsborough Train Station
- K. Non-binding summary of proposed terms for Hillsborough Train Station with North Carolina Department of Transportation and Amtrak
- L. Special Event Permit – The Big Run 5K
- M. Classification and Pay Amendment

Motion: Commissioner Matt Hughes moved to approve all items on the consent agenda. Ferguson seconded.

Vote: 5-0.

5. Items for decision – regular agenda

A. Resolution Approving the Amended Charter Resolution of Central Pines Regional Council (formerly Triangle J Council of Governments)

Lee Worsley, executive director of the Triangle J Council of Governments, outlined the process by which the organization carried out its effort to rebrand as Central Pines Regional Council.

Motion: Ferguson moved to adopt the resolution approving the amended charter resolution of Central Pines Regional Council. Hughes seconded.

Vote: 5-0.

B. Cross Connection Control Program Presentation

Utilities Director Marie Strandwitz gave a presentation about the town's cross-connection control program and was assisted by Utilities Infrastructure Protection Supervisor Troy Miller. The presentation focused on a recent phased effort to require backflow prevention on 60 in-ground residential pools. Strandwitz explained cross connections and how they can pose a contamination risk. Miller provided details on the reduced pressure zone assembly staff was requiring to prevent backflow. He also explained shortcomings of several less-expensive devices proposed by local pool owners as alternatives. Strandwitz said the town should have done a better job with educating Hillsborough's pool owners about the potential causes and hazards of backflow and should have provided more information on the need for backflow prevention.

After the presentation, 10 community members expressed to the board their frustrations and concerns with the cost, implementation and need for the equipment specified by staff. Residents pointed out a range of less-strict requirements in other North Carolina towns and noted some towns allow use of less expensive devices or require devices of only pool owners with a direct-connection water source. Community members also voiced concerns over a lack of data and examples of backflow. Several speakers said educating pool owners about the causes and risks of cross connection would be sufficient for prevention.

Public comments were provided by Tom Gambill, Pamela Prebula, Danny Davis, Bill Stecker, Eric Lindblom, Carlos Williams, Kevin Cheshire, Nancy Ciocci and Gill Ciocci.

Motion: Bell moved to authorize suspension of the reduced pressure zone requirement for properties with existing residential pools and to task the Water and Sewer Advisory Committee to reconsider various aspects of the Cross Contamination Control Program, including an education plan on backflow prevention, whether a reduced pressure zone assembly is needed for both direct and indirect connection and the risk level for each, and air gap and vacuum connector options for existing pools; to clean up language and make recommendations to update the town code; and to call a special meeting if needed. Hughes seconded.

Vote: 5-0.

C. Fiscal Year 2024 Manager's Recommended Budget Presentation

Town Manager Eric Peterson presented the recommended budget, which would total about \$31.8 million. It proposes expenditures of \$16.5 million in the General Fund; \$14.3 million in the Water and Sewer Fund; and \$992,000 in the Stormwater Fund. Peterson recommends no changes in Hillsborough's property tax or stormwater fees and 6% increases to water and sewer rates. The monthly minimum usage charged to utility

customers would decrease by 125 gallons to 2,125 gallons in the third year of a four-year plan to drop the usage amount to 2,000 gallons. Peterson noted the increase to water and sewer rates would minimize the impacts of inflation. He said both the General Fund and Water and Sewer Fund currently have deficits under the proposed budget and that the board and staff will need to determine how to handle the deficits, such as through delaying or eliminating requests or relying on savings. The draft budget packet was to be released later in the week.

D. Resolution in Support of the Constitutional Right to Reproductive Health Care (added)

Motion: Hughes moved to adopt resolution. Bell seconded.

Vote: 5-0.

6. Updates

A. Board members

Board members gave updates on the committees and boards on which they serve.

B. Town manager

There was none.

C. Staff (written reports in agenda packet)

There was none.

7. Adjournment

Weaver adjourned the meeting at 10:34 p.m.

Respectfully submitted,

Sarah Kimrey

Town Clerk

Staff support to the Board of Commissioners

FY 2022-2023

TOWN OF HILLSBOROUGH
BUDGET CHANGES REPORT
DATES: 04/24/2023 TO 05/08/2023

	<u>REFERENCE</u>	<u>CHANGE NUMBER</u>	<u>DATE</u>	<u>USER</u>	<u>ORIGINAL BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
GF - Revenue	10-00-3100-3101-222 2022 TAX LEVY To cover PW Intern	34304	04/24/2023	EBRADFORI	8,210,000.00	2,700.00	8,212,700.00
Gov. Body	10-10-4100-5300-530 DUES & SUBSCRIPTIONS For NCLM dues & other coverage through	34305	04/24/2023	JFernandez	21,362.00	1,634.00	23,071.00
Gov. Body	10-10-4100-5300-570 MISCELLANEOUS For NCLM dues & other coverage through	34306	04/24/2023	JFernandez	4,500.00	-1,634.00	2,791.00
Admin. Services	10-10-4200-5300-145 MAINTENANCE - BUILDINGS To cover minor office renovation in Admin	34365	05/08/2023	JFernandez	0.00	4,180.00	4,680.00
Admin. Services	10-10-4200-5300-350 UNIFORMS To cover branded shirts for public safety r	34294	04/24/2023	JFernandez	0.00	1,000.00	1,000.00
Admin. Services	10-10-4200-5300-570 MISCELLANEOUS To cover branded shirts for public safety r	34295	04/24/2023	JFernandez	31,253.00	-1,000.00	17,453.62
	To cover minor office renovation in Admin	34364	05/08/2023	JFernandez	31,253.00	-4,180.00	13,273.62
Safety & Risk	10-10-6600-5300-330 SUPPLIES - DEPARTMENTAL To establish Uniform account	34360	05/08/2023	EBRADFORI	6,000.00	-500.00	23,877.07
Safety & Risk	10-10-6600-5300-350 UNIFORMS To establish Uniform account	34361	05/08/2023	EBRADFORI	0.00	500.00	500.00
Police	10-20-5100-5300-080 TRAINING/CONF./CONV. To cover office supplies through end of year	34307	04/24/2023	JFernandez	26,900.00	-500.00	18,900.00
Police	10-20-5100-5300-320 SUPPLIES - OFFICE To cover office supplies through end of year	34308	04/24/2023	JFernandez	5,000.00	500.00	8,500.00
Police	10-20-5100-5300-447 C.S./COPIER To cover overages in C.S. Copier line.	34369	05/08/2023	JFernandez	5,000.00	1,000.00	6,000.00
Police	10-20-5100-5300-730 DRUG ENFORCEMENT OPERATIONS To cover overages in C.S. Copier line.	34368	05/08/2023	JFernandez	5,000.00	-1,000.00	1,250.00
Fleet Maint.	10-30-5550-5300-330 SUPPLIES - DEPARTMENTAL To cover annual subscription	34367	05/08/2023	EBRADFORI	27,267.00	-15.00	26,852.00
Fleet Maint.	10-30-5550-5300-530 DUES & SUBSCRIPTION To cover annual subscription	34366	05/08/2023	EBRADFORI	0.00	15.00	15.00
Streets	10-30-5600-5100-020 SALARIES To cover PW Intern	34302	04/24/2023	EBRADFORI	152,604.00	2,300.00	154,904.00
Streets	10-30-5600-5120-050 FICA To cover PW Intern	34303	04/24/2023	EBRADFORI	11,674.00	400.00	12,074.00
Water Dist.	30-71-8140-5982-001 TRANSFER TO UTIL CAP IMPROV FUND Gov Burke Water Main Replc	34322	05/08/2023	EBRADFORI	120,000.00	80,592.00	200,592.00
	Adj per grant award for US-70	34327	05/08/2023	EBRADFORI	120,000.00	-30,000.00	170,592.00
Billing & Collect.	30-80-7240-5300-583 MISC.-AUTO TAGS,TAX To cover replacement vehicle for meter se	34319	05/08/2023	JFernandez	0.00	3,000.00	3,000.00
Billing & Collect.	30-80-7240-5700-740 CAPITAL - VEHICLES To cover replacement vehicle for meter se	34318	05/08/2023	JFernandez	31,000.00	25,000.00	56,000.00
Water Dist.	30-80-8140-5300-326 SUPPLIES - PATCH To cover patching.	34330	05/08/2023	JFernandez	6,000.00	3,000.00	13,000.00
Water Dist.	30-80-8140-5300-351 RENTAL - EQUIPMENT						

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TOWN OF HILLSBOROUGH
BUDGET CHANGES REPORT

DATES: 04/24/2023 TO 05/08/2023

	<u>REFERENCE</u>	<u>CHANGE NUMBER</u>	<u>DATE</u>	<u>USER</u>	<u>ORIGINAL BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
	To cover patching.	34329	05/08/2023	JFernandez	4,000.00	-3,000.00	950.00
Water Dist.	30-80-8140-5300-570 MISCELLANEOUS						
	To cover shipping for backhoe replacemei	34296	04/24/2023	JFernandez	3,000.00	-247.50	1,652.50
Water Dist.	30-80-8140-5700-741 CAPITAL - EQUIPMENT						
	To cover shipping for backhoe replacemei	34297	04/24/2023	JFernandez	35,000.00	247.50	35,247.50
WW Collect.	30-80-8200-5300-322 SUPPLIES - LIFT STATION PUMPS						
	For replacement pump at lift station.	34311	05/08/2023	JFernandez	150,000.00	-5,425.00	151,925.00
	To allocate funds to correct account.	34363	05/08/2023	JFernandez	150,000.00	-15,150.00	136,775.00
WW Collect.	30-80-8200-5300-570 MISCELLANEOUS						
	To cover shipping for backhoe replacemei	34298	04/24/2023	JFernandez	1,500.00	-247.50	1,252.50
WW Collect.	30-80-8200-5700-741 CAPITAL - EQUIPMENT						
	To cover shipping for backhoe replacemei	34299	04/24/2023	JFernandez	35,000.00	247.50	201,076.62
	For replacement pump at lift station.	34312	05/08/2023	JFernandez	35,000.00	5,425.00	206,501.62
	To allocate funds to correct account.	34362	05/08/2023	JFernandez	35,000.00	15,150.00	221,651.62
WWTP	30-80-8220-5300-158 MAINTENANCE - EQUIPMENT						
	To cover fall protection equipment.	34315	05/08/2023	JFernandez	98,930.00	-7,500.00	99,453.47
	To replace SCADA computer - motherboa	34353	05/08/2023	JFernandez	98,930.00	-3,400.00	96,053.47
WWTP	30-80-8220-5300-164 MAINTENANCE - INSTRUMENTATION						
	To replace SCADA computer - motherboa	34354	05/08/2023	JFernandez	19,000.00	3,400.00	22,400.00
WWTP	30-80-8220-5300-165 MAINTENANCE - INFRASTRUCTURE						
	To cover fall protection equipment.	34316	05/08/2023	JFernandez	4,000.00	7,500.00	15,500.00
WWTP	30-80-8220-5300-310 GASOLINE						
	To cover generator fuel costs.	34371	05/08/2023	JFernandez	4,390.00	3,000.00	7,390.00
WWTP	30-80-8220-5300-323 SUPPLIES - CHEMICALS						
	For fire resistant clothing used in electric	34309	04/24/2023	JFernandez	92,500.00	-447.00	84,003.00
	For remaining costs of fire resistant unifoi	34313	05/08/2023	JFernandez	92,500.00	-100.00	83,903.00
	To cover generator fuel costs.	34370	05/08/2023	JFernandez	92,500.00	-3,000.00	80,903.00
WWTP	30-80-8220-5300-350 UNIFORMS						
	For fire resistant clothing used in electric	34310	04/24/2023	JFernandez	600.00	447.00	1,347.00
	For remaining costs of fire resistant unifoi	34314	05/08/2023	JFernandez	600.00	100.00	1,447.00
W&S Contingency	30-80-9990-5300-000 CONTINGENCY						
	To cover replacement vehicle for meter se	34317	05/08/2023	JFernandez	400,000.00	-28,000.00	189,178.79
	Gov Burke Water Main Replc	34323	05/08/2023	EBRADFORI	400,000.00	-80,592.00	108,586.79
	Adj per grant award for US-70	34328	05/08/2023	EBRADFORI	400,000.00	30,000.00	138,586.79
W&S Cap. Proj.	69-22-3870-3870-750 TRANSFER FROM FUND 76-RIVER PS						
	Adj to actual	34351	05/08/2023	EBRADFORI	400,000.00	-1,080,000.00	400,000.00
W&S Cap. Proj.	69-22-3870-3870-801 TRANSFER FROM FUND 70-RIVER PS						
	Adj to actual	34352	05/08/2023	EBRADFORI	0.00	1,080,000.00	1,080,000.00
W&S Cap. Proj.	69-24-3870-3870-509 TRANSFER FROM WSF - GOV BURKE WTR						
	Adj to actual SDFs	34321	05/08/2023	EBRADFORI	0.00	80,592.00	80,592.00
W&S Cap. Proj.	69-24-3870-3870-702 TRANSFER FROM FUND 75-GOV BURKE						
	Adj to actual SDFs	34320	05/08/2023	EBRADFORI	30,000.00	-80,592.00	149,408.00
W&S Cap. Proj.	69-33-3870-3870-752 TRANSFER FROM FUND 76 - ENO RIVER I						
	Use Cap Fees rather than SDFs	34332	05/08/2023	EBRADFORI	0.00	-750,000.00	0.00

FY 2022-2023

TOWN OF HILLSBOROUGH
BUDGET CHANGES REPORT
DATES: 04/24/2023 TO 05/08/2023

REFERENCE	CHANGE NUMBER	DATE	USER	ORIGINAL BUDGET	BUDGET CHANGE	AMENDED BUDGET
W&S 69-33-3870-3870-800 TRANSFER FROM FUND 70-ENO RIVER INT						
Cap. Proj. Use Cap Fees rather than SDFs	34333	05/08/2023	EBRADFORI	0.00	750,000.00	750,000.00
W&S 69-35-3300-3310-016 GRANT - AIA						
Cap. Proj. Adj per grant award	34325	05/08/2023	EBRADFORI	0.00	30,000.00	30,000.00
W&S 69-35-3870-3870-513 TRANSFER FROM WSF-US-70 WTR IMPROV						
Cap. Proj. Adj per grant award	34326	05/08/2023	EBRADFORI	30,000.00	-30,000.00	0.00
Special 72-00-5100-3301-055 RESTRICTED REVENUE - STRAW FOR DOGS						
Revenue Adj to actual	34300	04/24/2023	EBRADFORI	0.00	775.00	775.00
Special 72-20-5100-5300-365 STRAW FOR DOGS						
Revenue Adj to actual	34301	04/24/2023	EBRADFORI	0.00	775.00	775.00
Cap. Res.75-71-3870-3870-151 TRAN FR W/S CRF - EDD WATER LINE EX						
Water SDF Close out - funds exhausted	34340	05/08/2023	EBRADFORI	259,404.00	-259,404.00	0.00
Cap. Res.75-71-3870-3870-152 TRAN FR W/S CRF - 16" WTR CONNECT						
Water SDF Close out - funds exhausted	34336	05/08/2023	EBRADFORI	465,000.00	-465,000.00	0.00
Cap. Res.75-71-3870-3870-156 TRAN FR W/S US BUS 70 WTR PHASE I						
Water SDF Adj to actual	34343	05/08/2023	EBRADFORI	429,997.50	-147,202.00	282,795.50
Cap. Res.75-71-3870-3870-509 TRAN FR W/S - GOV BURKE						
Water SDF Adj to actual	34338	05/08/2023	EBRADFORI	179,408.00	-60,000.00	119,408.00
Cap. Res.75-71-6900-5970-923 TRAN TO FUND 69 - EDD WTR LINE						
Water SDF Close out - funds exhausted	34341	05/08/2023	EBRADFORI	259,404.00	-259,404.00	0.00
Cap. Res.75-71-6900-5970-928 TRAN TO FUND 69 - US 70 PHASE I						
Water SDF Adj to actual	34342	05/08/2023	EBRADFORI	429,997.50	-147,202.00	282,795.50
Cap. Res.75-71-6900-5970-932 TRAN TO FUND 69 - 16" WTR CONNECT						
Water SDF Close out - funds exhausted	34337	05/08/2023	EBRADFORI	465,000.00	-465,000.00	0.00
Cap. Res.75-71-6900-5970-933 TRAN TO FUND 69 - GOV BURKE WTR						
Water SDF Adj to actual	34339	05/08/2023	EBRADFORI	179,408.00	-60,000.00	119,408.00
Cap. Res.76-71-3870-3870-154 TRAN FR W/S - RIVER PUMP UPGRAD						
Sewer SDF Adj to actual	34344	05/08/2023	EBRADFORI	512,424.00	-112,424.00	400,000.00
Adj to actual	34346	05/08/2023	EBRADFORI	512,424.00	-400,000.00	0.00
Cap. Res.76-71-3870-3870-155 TRAN FR W/S - COLLECT SYS REHAB						
Sewer SDF Adj to actual	34334	05/08/2023	EBRADFORI	1,249,169.50	-163,785.00	1,085,384.50
Adj to actual	34348	05/08/2023	EBRADFORI	1,249,169.50	-87,576.00	997,808.50
Cap. Res.76-71-6900-5970-926 TRAN TO UTIL CAP IMP FD - RIVER PUM						
Sewer SDF Adj to actual	34345	05/08/2023	EBRADFORI	512,424.00	-112,424.00	400,000.00
Adj to actual	34347	05/08/2023	EBRADFORI	512,424.00	-400,000.00	0.00
Cap. Res.76-71-6900-5970-927 TRAN TO UTIL CAP IMP FD - COLL SYS						
Sewer SDF Adj to actual	34335	05/08/2023	EBRADFORI	1,249,169.50	-163,785.00	1,085,384.50
Adj to actual	34349	05/08/2023	EBRADFORI	1,249,169.50	-87,576.00	997,808.50
					<u>-3,383,832.00</u>	

APPROVED: 5/0

DATE: 5/8/23

VERIFIED: _____

Sam E. Kimrey



PROCLAMATION

Period Poverty Awareness Week

May 22-28, 2023

May 8, 2023
Board of Commissioners Regular Meeting

Approved: _____

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PROCLAMATION #20230508-4.B

WHEREAS, approximately half of the population will have a period every month for decades of their lives and period supplies are a necessary product, each month, for millions of people across the country; and

WHEREAS, national surveys and research studies report that one in four menstruating individuals struggle to secure enough period supplies to meet their needs each month due to a lack of income and this lack of period supplies, known as period poverty, can adversely affect the health and well-being of menstruators; and

WHEREAS, national surveys also report that one in five women and girls miss work or school due to lacking a sufficient period supplies, exacerbating the vicious cycle of poverty by forcing menstruators to withdraw from daily life, losing pay or missing educational opportunities; and

WHEREAS, menstruators struggling with period poverty risk infections by using proxy products not intended for this purpose or not changing products as often as needed; and

WHEREAS, the people of Hillsborough recognize that period poverty is a public health issue, and addressing period poverty can enhance economic opportunity for Hillsborough's people and surrounding communities and improved health for women and girls/menstruators, thus ensuring all people have access to the basic necessities required to thrive and reach their full potential; and

WHEREAS, Hillsborough is proud to be home to trusted organizations, including On the Spot, a program of the Diaper Bank of North Carolina, that recognize the importance of period products in ensuring health and providing economic stability and thus distribute period products through various channels; and

WHEREAS, the Hillsborough Board of Commissioners extends its sincere gratitude to the aforementioned period supply banks, their staff, volunteers and donors, for their courageous service during the crisis, and encourage the citizens of Hillsborough to donate generously to period supply banks, product drives, and those organizations that collect and distribute period products to those struggling with period poverty, so that the Hillsborough community can thrive and reach their full potential;

NOW, THEREFORE, I, Jenn Weaver, mayor of the Town of Hillsborough, do hereby proclaim May 22 through May 28, 2023, as "Period Poverty Awareness Week" in the Town of Hillsborough.

IN WITNESS WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hillsborough to be affixed this 8th day of May in the year 2023.



Jenn Weaver, Mayor
Town of Hillsborough



PROCLAMATION

Memorial Day 2023

WHEREAS, Memorial Day is a day of reflection and solemn observance to honor the men and women of the armed forces who have lost their lives in service to their country; and

WHEREAS, what is now known as "Memorial Day" has its roots in Decoration Day – a day first observed on May 1, 1865 and led by Black soldiers including the 54th Massachusetts and the 34th and 104th U.S. Colored Troops, Black veterans, white missionaries, and newly emancipated Black citizens of Charleston, South Carolina to honor the dead Union troops buried at a planters' racetrack; and

WHEREAS, we honor all men and women of all wars and conflicts who fought and died on behalf of our treasured ideals and do so with the clear-eyed recognition of the horrors war brings to all those it touches; and

WHEREAS, the military service members who have fallen in combat leave behind families and other loved ones who are left with the pain of their loss and carry that loss with them for the remainder of their days, experiencing the true cost of war in ways the majority of their countrymen and women cannot; and

WHEREAS, Memorial Day, in accordance with a joint resolution of Congress passed May 11, 1950, is also a day dedicated as a call to prayer for permanent peace; and

WHEREAS, toward the goal of peace, Memorial Day is a day for somber reflection on lives lost and potentials left unfulfilled, and for holding fast to our earnest hope for and commitment to non-violent solutions to conflict and a true, lasting peace where all people can thrive; and

WHEREAS, from that first Decoration Day until now, we have made much progress as a nation and people to live up to the ideals for which so many have given the ultimate sacrifice, yet have much more work to do; and

WHEREAS, one way to honor the dead is to treat the living well;

NOW, THEREFORE, I, Jenn Weaver, mayor of the Town of Hillsborough, do hereby proclaim May 29, 2023 as "Memorial Day" in the Town of Hillsborough in honor of all members of the armed forces who have lost their lives in service to their country and I call on community members to recognize and support the loved ones of the fallen, and encourage all residents to reflect on their role in creating a more just, peaceful nation and world.

IN WITNESS WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hillsborough to be affixed this 8th day of May in the year 2023.



Jenn Weaver, Mayor
Town of Hillsborough



PROCLAMATION

Police Week and Peace Officers Memorial Day

May 14-20, 2023

May 8, 2023
Board of Commissioners Regular Meeting

Approved: _____
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PROCLAMATION #20230508-4.D

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Hillsborough Police Department; and

WHEREAS, on April 29, 1786, Sheriff Benjamin Brach of Chesterfield County, Virginia, became the first law enforcement officer to die in the line of duty in the United States; since then, more than 22,000 law enforcement officers in the United States have paid the ultimate price during the performance of their duties, including 594 in North Carolina; and

WHEREAS, over 50,000 assaults against law enforcement officers are reported each year, resulting in approximately 17,000 injuries; and

WHEREAS, the 87th Congress passed Public Law 87-726, a Joint Resolution authorizing the president to proclaim May 15th of each year as Peace Officers Memorial Day, and the calendar week during which May 15th occurs as Police Week; this was signed into law by President John F. Kennedy on Oct. 1, 1962; and

WHEREAS, the members of the Hillsborough Police Department play an essential role in safeguarding the rights and freedoms of our residents, they protect the innocent against deception and the weak against oppression, they unceasingly provide a vital public service without which our town would not enjoy the peace and liberty that we so dearly value; and

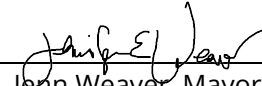
WHEREAS, it is important that all citizens know and understand the duties and responsibilities of our law enforcement officers and acknowledge the hazards and sacrifices that are a fundamental aspect of their profession;

THEREFORE, I, Jenn Weaver, mayor of the Town of Hillsborough, do hereby proclaim May 14 through May 20, 2023 as "Police Week" and call upon all organizations and residents to commemorate law enforcement officers, past and present, who have rendered dedicated service to their communities.

NOW, THEREFORE, I proclaim Monday, May 15, 2023 as "Peace Officers Memorial Day" and call upon all residents of Hillsborough to honor those law enforcement officers who made the ultimate sacrifice in service to their community or became disabled in their performance of their duty.

IN WITNESS WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hillsborough to be affixed this 8th day of May in the year 2023.




Jenn Weaver, Mayor
Town of Hillsborough



PROCLAMATION

National Public Works Week 2023

Connecting the World Through Public Works

May 8, 2023
Board of Commissioners Regular Meeting

Approved: _____
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PROCLAMATION #20230508-4.E

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of Hillsborough; and

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are responsible for rebuilding, improving, and protecting our town's transportation, water supply, water and sewer treatment, solid waste systems, and facilities essential for our citizens; and

WHEREAS, it is in the public interest for the residents of Hillsborough to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in our community; and

WHEREAS, the year 2023 marks the 63rd annual National Public Works Week sponsored by the American Public Works Association; and

WHEREAS, all residents are urged to join with representatives of the American Public Works Association and Town of Hillsborough to pay tribute to our public works professionals and to recognize the substantial contributions they make to protecting our town's health, safety, and quality of life.

NOW, THEREFORE, I, Jenn Weaver, mayor of the Town of Hillsborough, do hereby proclaim May 21 through May 27, 2023 as "National Public Works Week" in the Town of Hillsborough.

IN WITNESS WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hillsborough to be affixed this 8th day of May in the year 2023.



Jenn Weaver, Mayor
Town of Hillsborough



RESOLUTION

Authorizing the Submission of the FY 2023 - 2024 HOME Annual Action Plan and FY 2023 - 2024 Program Design for Orange County, North Carolina

WHEREAS, the Hillsborough Board of Commissioners as a member of the Orange County HOME Consortium authorize the town manager to submit the Orange County Annual Action Plan for FY24 to the U.S. Department of Housing and Urban Development, including all understandings, assurances, and certifications required therein; and

WHEREAS, the board approves the following activities for the FY 2023-2024 HOME Program:

Rental Construction – Pee Wee Homes

\$50,000

Funds will be allocated to Pee Wee Homes to finance construction of three (3) small rental units at 106 Hill Street in Carrboro. Units will be leased to households experiencing homelessness and earning less than thirty percent (30%) of the area median income

Rental Construction – CASA

\$446,489

Funds will be allocated to CASA for the predevelopment and new construction costs for twenty-two (22) units for households at or below eighty percent (80%) AMI

Program Administration

\$42,949.60

Total Funding

\$539,438.60

WHEREAS, the town manager is hereby designated as the authorized representative of the town to act in connection with the submission of these plans, to act in connection with the HOME program, and to provide such additional information as may be required by the U.S. Department of Housing and Urban Development.

NOW, THEREFORE, be it resolved the Hillsborough Board of Commissioners that this resolution is effective upon approval.

Approved this 8th day of May of the year 2023.



A handwritten signature in black ink, appearing to read "Jenn Weaver".

Jenn Weaver, Mayor
Town of Hillsborough

Attestation:

A handwritten signature in black ink, appearing to read "Sarah Kimrey".

Sarah Kimrey, Town Clerk



RESOLUTION

Accepting American Rescue Plan Grant Offer for Water System Master Planning Project AIA-D-ARP-0113

WHEREAS, the American Rescue Plan (ARP) funded from the State Fiscal Recovery Fund was established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

WHEREAS, the North Carolina Department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of \$100,000 to perform an Asset Inventory and Assessment study detailed in the submitted application; and

WHEREAS, the Town of Hillsborough, North Carolina intends to perform said project in accordance with the agreed scope of work, and

NOW, THEREFORE, be it resolved the Hillsborough Board of Commissioners does hereby accept the American Rescue Plan (ARP) offer of \$100,000.

The Town of Hillsborough, North Carolina does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

Town Manager Eric J. Peterson and successors so titled, is hereby authorized and directed to furnish such information as the appropriate state agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure..

Approved this 8th day of May of the year 2023.



A handwritten signature in black ink, appearing to read "Jenn Weaver".

Jenn Weaver, Mayor
Town of Hillsborough

Attestation:

A handwritten signature in black ink, appearing to read "Sarah Kimrey".

Sarah Kimrey, Town Clerk



RESOLUTION

In Support of the Constitutional Right to Reproductive Health Care

WHEREAS, access to a full range of reproductive care options, including safe and legal abortion, is a fundamental human right; and

WHEREAS, following the U.S. Supreme Court's decision to overturn *Roe v. Wade* in the case *Dobbs v. Jackson Women's Health Organization*, both houses of the North Carolina General Assembly passed Senate Bill 20 — Care for Women, Children and Families Act on a party line vote to severely limit the rights of women and their bodily autonomy by reducing legally allowed abortions from 20 to 12 weeks and reducing access to medication abortion to 10 weeks; and

WHEREAS, Senate Bill 20 also imposes new barriers to the provision of care that are not medically necessary, such as additional in-person appointments and new clinic practices; and

WHEREAS, creating barriers to reproductive health care, including abortions, will make it harder for the most vulnerable to access health care, which medical professionals say will lead to preventable deaths; and

WHEREAS, despite that the majority of North Carolinians support access to safe, legal abortion and despite the legislature's bill filing rules, Senate Bill 20 was released with little notice and no transparency, with the bill crafted by legislative leadership behind closed doors and with no opportunity for public comment;

NOW, THEREFORE BE IT RESOLVED that the Hillsborough Board of Commissioners supports the right for all to access the full spectrum of reproductive health care, including abortion care; and

BE IT FURTHER RESOLVED that the town board commends Senator Graig Meyer and Representative Renée Price for their votes against Senate Bill 20; supports Governor Roy Cooper's decision to veto the bill; and encourages members of the General Assembly to uphold the governor's veto when a vote to override occurs; and

BE IT FURTHER RESOLVED that the town board urges our elected officials at the North Carolina General Assembly to prioritize the health care needs of residents — not further banning of abortion — and additionally urges the General Assembly to increase investment in access to health care and affordable birth control, including emergency contraception, and to the provision of comprehensive age-appropriate sex education; and

BE IT FURTHER RESOLVED that the town board urges residents to speak out against these egregious attacks on bodily autonomy and make their views known to members of the North Carolina General Assembly.

Approved this 8th day of May in the year 2023.



A handwritten signature in black ink, appearing to read "Jenn Weaver".

Jenn Weaver, Mayor
Town of Hillsborough

Regular (Non-Law Enforcement) Positions						
Salary Grade	Minimum	Midpoint	Maximum	FLSA Status	Class Code	Classification
1	34,205	44,467	54,728			
2	35,915	46,690	57,465	N	201	ADMINISTRATIVE SUPPORT SPECIALIST
2	35,915	46,690	57,465	N	202	METER SERVICES TECHNICIAN
2	35,915	46,690	57,465	N	205	CUSTOMER SERVICE REPRESENTATIVE
3	37,711	49,024	60,338	N	302	EQUIPMENT OPERATOR I
3	37,711	49,024	60,338	N	303	UTILITY MAINTENANCE TECHNICIAN I
4	39,597	51,476	63,355	N	401	SENIOR CUSTOMER SERVICE REPRESENTATIVE
4	39,597	51,476	63,355	N	402	UTILITY MAINTENANCE TECHNICIAN II
4	39,597	51,476	63,355	N	403	WASTEWATER PLANT OPERATOR I
4	39,597	51,476	63,355	N	404	WATER PLANT OPERATOR I
5	41,576	54,049	66,522	N	502	EQUIPMENT OPERATOR II
5	41,576	54,049	66,522	N	503	SENIOR ADMINISTRATIVE SUPPORT SPECIALIST
5	41,576	54,049	66,522	N	504	UTILITY MAINTENANCE TECHNICIAN III
5	41,576	54,049	66,522	N	505	WASTEWATER PLANT OPERATOR II
5	41,576	54,049	66,522	N	506	WATER PLANT OPERATOR II
6	43,655	56,752	69,848	N	605	ACCOUNTS PAYABLE TECHNICIAN
6	43,655	56,752	69,848	N	601	PLANNING TECHNICIAN
6	43,655	56,752	69,848	N	602	PLANT MAINTENANCE MECHANIC I
6	43,655	56,752	69,848	N	604	UTILITY SYSTEMS MECHANIC I
	43,655	56,752	69,848	N	605	EQUIPMENT OPERATOR III
7	45,838	59,589	73,341	N	706	ACCOUNTING TECHNICIAN
7	45,838	59,589	73,341	N	701	CREW LEADER
7	45,838	59,589	73,341	N	702	PLANT MAINTENANCE MECHANIC II
7	45,838	59,589	73,341	N	703	UTILITY SYSTEMS MECHANIC II
7	45,838	59,589	73,341	N	704	WASTEWATER PLANT OPERATOR III
7	45,838	59,589	73,341	N	705	WATER PLANT OPERATOR III
8	48,130	62,569	77,008	N	801	FLEET MECHANIC
8	48,130	62,569	77,008	N	802	PLANT MAINTENANCE MECHANIC III
8	48,130	62,569	77,008	N	803	UTILITY SYSTEMS MECHANIC III
9	50,536	65,697	80,858	E	901	BILLING & CUSTOMER SERVICE SUPERVISOR
9	50,536	65,697	80,858	N	902	METER SERVICES SUPERVISOR
9	50,536	65,697	80,858	N	903	UTILITIES INSPECTOR
9	50,536	65,697	80,858	E	904	PUBLIC WORKS SUPERVISOR
10	53,063	68,982	84,901	N	1001	BACKFLOW/FOG SPECIALIST
10	53,063	68,982	84,901	N	1002	CHIEF WASTEWATER PLANT OPERATOR
10	53,063	68,982	84,901	N	1003	COMMUNICATIONS SPECIALIST
10	53,063	68,982	84,901	N	1004	FACILITIES COORDINATOR
10	53,063	68,982	84,901	N	1005	OPERATOR IN RESPONSIBLE CHARGE
11	55,716	72,431	89,146	E	1101	PLANNER
12	58,502	76,053	93,604	E	1201	BUDGET & MANAGEMENT ANALYST
12	58,502	76,053	93,604	E	1202	FINANCIAL ANALYST
12	58,502	76,053	93,604	E	1203	FLEET MAINTENANCE SUPERVISOR
12	58,502	76,053	93,604	E	1204	HUMAN RESOURCES ANALYST
12	58,502	76,053	93,604	E	1205	MANAGEMENT ANALYST
12	58,502	76,053	93,604	N	1206	STORMWATER PROGRAM COORDINATOR
12	58,502	76,053	93,604	N	1207	WASTEWATER LABORATORY SUPERVISOR

12	58,502	76,053	93,604	N	1208	SENIOR COMMUNICATIONS SPECIALIST
13	61,427	79,856	98,284	E	1301	CIVIL ENGINEERING TECHNICAN
13	61,427	79,856	98,284	E	1302	SENIOR PLANNER
13	61,427	79,856	98,284	E	1303	UTILITY MAINTENANCE SUPERVISOR
13	61,427	79,856	98,284	E	1304	UTILITY SYSTEM SUPERVISOR
14	64,499	83,848	103,198	E	1401	TOWN CLERK/HUMAN RESOURCES TECHNICIAN
15	67,724	88,041	108,358	E	1501	SAFETY & RISK MANAGER
16	71,110	92,443	113,776	E	1601	WATER PLANT SUPERINTENDENT
17	74,665	97,065	119,465	E	1701	PUBLIC WORKS MANAGER
17	74,665	97,065	119,465	E	1702	STORMWATER & ENVIRONMENTAL SERVICES MANAGER
17	74,665	97,065	119,465	E	1703	UTILITY SYSTEM SUPERINTENDENT
18	78,399	101,918	125,438	E	1802	COMMUNICATIONS MANAGER
19	82,319	107,014	131,710	E	1901	INFORMATION TECHNOLOGY MANAGER
20	86,434	112,365	138,295	E	2001	BUDGET DIRECTOR
20	86,434	112,365	138,295	E	2002	ENVIRONMENTAL ENGINEERING SUPERVISOR
20	86,434	112,365	138,295	E	2003	HUMAN RESOURCES MANAGER
20	86,434	112,365	138,295	E	2004	PLANNING & ECONOMIC DEVELOPMENT MANAGER
20	86,434	112,365	138,295	E	2005	PUBLIC SPACE & SUSTAINABILITY MANAGER
20	86,434	112,365	138,295	E	2006	DEPUTY UTILITIES DIRECTOR - WATER TREATMENT
21	90,756	117,983	145,210			
22	95,294	123,882	152,470			
23	100,059	130,076	160,094			
24	105,062	136,580	168,099	E	2401	ADMINISTRATIVE SERVICES DIRECTOR
24	105,062	136,580	168,099	E	2402	ASSISTANT TOWN MANAGER/COMMUNITY SERVICES DIRECTOR
24	105,062	136,580	168,099	E	2403	FINANCE DIRECTOR
25	110,315	143,409	176,504	E	2501	UTILITIES DIRECTOR

Sworn Law Enforcement Officer Positions

Salary	FLSA			Classification		
Grade	Minimum	Midpoint	Maximum	Status	Class Code	
100	45,138	58,679	72,220	N	100	POLICE OFFICER TRAINEE
102	51,912	67,485	83,059	N	102	POLICE OFFICER/POLICE OFFICER FIRST CLASS
201	54,508	70,860	87,212	N	203	SENIOR POLICE OFFICER
202	57,233	74,403	91,573	N	204	POLICE CORPORAL
303	59,619	77,505	95,390	N	304	MASTER POLICE OFFICER
402	65,730	85,449	105,168	N	405	POLICE SERGEANT
502	72,467	94,207	115,947	E	507	POLICE LIEUTENANT
601	83,700	108,809	133,919	E	606	POLICE MAJOR
701	105,062	136,580	168,099	E	707	CHIEF OF POLICE