



# Minutes

## Board of Commissioners Regular Meeting

7 p.m. March 10, 2025

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

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

Staff: Planning and Economic Development Manager Shannan Campbell, Administrative Services Director Jen Della Valle, Assistant Town Manager and Community Services Director Matt Efird, Police Chief Duane Hampton, Town Attorney Bob Hornik, Town Clerk and Human Resources Technician Sarah Kimrey, Communications Specialist JC Leser-McMinn, Town Manager Eric Peterson, Human Resources Manager Haley Thore and Police Maj. Jason Winn

### Opening of the meeting

Mayor Mark Bell called the meeting to order at 7 p.m.

#### 1. Public charge

Bell did not read the public charge.

#### 2. Audience comments not related to the printed agenda

There were none.

#### 3. Agenda changes and approval

Motion: Commissioner Kathleen Ferguson moved to approve the agenda as presented. Commissioner Evelyn Lloyd seconded.

Vote: 5-0.

#### 4. Presentations

- A. Introduction of recently hired police corporals Bradley Solomon and Ian Cantrell and public reaffirmation of their oaths of office

Cpl. Bradley Solomon was absent. Police Maj. Jason Winn introduced Cpl. Ian Cantrell, who joined the Hillsborough Police Department from the Durham County Sheriff's Office. Winn noted that Cantrell had six years of experience as a canine officer and was able to keep his canine partner when leaving Durham County. The mayor administered the oath of office to Cantrell.

#### 5. Appointments

- A. Parks and Recreation Board – Reappointment of Wendy Kuhn for a term expiring April 1, 2028  
B. Parks and Recreation Board – Appointment of Todd Cayton for a term expiring March 11, 2028  
C. Tree Board – Appointment of Matthew Archibald for a term expiring March 11, 2028  
D. Historic District Commission – Appointment of William Warren for a term expiring March 31, 2028  
E. Historic District Commission – Reappointment of Hannah Peele for a term expiring March 31, 2028

Motion: Ferguson moved to approve all appointments. Commissioner Matt Hughes seconded.  
Vote: 5-0.

**6. Items for decision – consent agenda**

- A. Minutes
  - Regular meeting Feb. 10, 2025
  - Work session Feb. 24, 2025
- B. Miscellaneous budget amendments and transfers
- C. Waterstone South master plan unit numbers shift
- D. Resolution Supporting Hillsborough’s Immigrant Communities

Motion: Ferguson moved to approve all items on the consent agenda. Commissioner Robb English seconded.  
Vote: 5-0. Nays: None.

**7. Items for decision - regular agenda**

- A. Police Department update and 2024 summary

Winn presented an update on the Police Department's activities in 2024. The police major reported 12,155 events, including 5,529 dispatch calls and 6,626 self-initiated activities. He highlighted that the high number of self-initiated activities demonstrated officers' proactive engagement with the community.

Winn discussed crime trends, noting that while some crime rates had leveled off, homicides remained a concern. He explained that many homicides appeared to be crimes of opportunity or involved individuals from outside Hillsborough.

The presentation included information on arrest data, showing that 54% of arrestees did not live within Hillsborough’s town limits. Winn also detailed the department's internal accountability processes, including use of force reviews and a personnel early warning system, which alerts the internal accountability manager regarding patterns of behavior that may be of concern.

Winn reported on staffing levels, recruitment efforts and retention strategies. He introduced the department's new social worker, Yazmin Washington, and discussed the implementation of new technologies, such as improved laptops for detectives and updated body cameras.

Commissioners asked questions and provided feedback throughout the presentation. Topics discussed included domestic violence prevention, gun violence concerns and strategies for improving community policing efforts.

The presentation concluded with an overview of community engagement activities and future priorities, including expanding the department’s community service efforts and conducting an employee satisfaction survey.

- B. Repeal of 45 mph speed limit on U.S. 70 (Cornelius Street)

Assistant Town Manager and Community Services Director Matt Efird presented a proposal to repeal an ordinance from 1980 that requested increasing the speed limit on U.S. 70 in Hillsborough to 45 miles per hour. The default speed limit in town is 35 mph. Efird said the North Carolina Department of Transportation had reviewed the request and supports reducing the speed limit to 35 mph within the town’s limits.

NCDOT is expected to process the request and install new signage by this fall. Efird said the state would provide temporary signage to highlight the new speed limit.

Motion: Ferguson moved to repeal the 45 mph speed limit and institute a 35 mph speed limit in its place. Commissioner Meaghun Darab seconded.  
Vote: 5-0.

- C. Continued discussion of potential America 250th anniversary celebrations  
Planning and Economic Development Manager Shannan Campbell presented potential event ideas for celebrating America's 250th anniversary of Independence Day in 2026, including a morning event on the historic courthouse lawn or an evening event at River Park featuring a drone light show.

Commissioners discussed various aspects of the proposed celebrations, including:

- Preference for avoiding extreme daytime heat.
- Partnership opportunities with Orange County and the town's tourism board and tourism development authority.
- Concerns about setting expectations for future Independence Day celebrations.
- The need for additional staff time or a contracted event manager.
- Ideas for community involvement and additional activities throughout the celebration period.

Commissioners expressed interest in seeking public input on celebration ideas. They also discussed the design and use of commemorative banners throughout the year. The board requested more information from staff regarding funding and partnerships.

- D. Hot topics for work session March 24, 2025  
Topics for this month's work session include:
- Recognizing retiring Police Chief Duane Hampton
  - A presentation from the Orange County Tax Assessor's Office on the property revaluation process.

## **8. Updates**

- A. Board members  
Board members gave updates on the committees and boards on which they serve.
- B. Town manager  
There were no additional updates.
- C. Staff (written reports in agenda packet)  
There were no additional updates.

Motion: Ferguson moved to go into closed session. Hughes seconded.  
Vote: 5-0.

## **9. Closed session**

- A. Closed session as authorized by North Carolina General Statute Section 143-318.11(a)(3) to consult with the town attorney in order to preserve the attorney-client privilege

Motion: Ferguson moved to return to closed session. Lloyd seconded.  
Vote: 5-0.

## **10. Adjournment**

The mayor adjourned the meeting at 9:02 p.m.

Respectfully submitted,

Sarah Kimrey  
Town Clerk  
Staff support to the Board of Commissioners

DRAFT

FY 2024-2025

## TOWN OF HILLSBOROUGH

## BUDGET CHANGES REPORT

DATES: 03/10/2025 TO 03/10/2025

	<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	10-00-9990-5300-000 CONTINGENCY						
Contingency	To cover Ford Police Hybrid Vehicle training	46071	03/10/2025	EBRADFORD	450,000.00	-349.00	77,372.35
Fleet	10-30-5550-5300-080 TRAINING/CONF./CONV.						
	To cover Ford Police Hybrid Vehicle training	46070	03/10/2025	EBRADFORD	8,000.00	349.00	8,349.00
WSF	30-80-3900-3900-000 FUND BALANCE APPROPRIATED						
Fund Bal.	To cover aquatic weed control invoice.	46067	03/10/2025	JFernandez	406,244.00	1,385.00	3,178,263.96
Admin of	30-80-7200-5300-570 MISCELLANEOUS						
Enterprise	To re-appropriate lapsed WWTP master plan fi	46075	03/10/2025	EBRADFORD	165,000.00	-42,900.00	122,100.00
WFER	30-80-8130-5300-152 AQUATIC WEED CONTROL						
	To cover aquatic weed control invoice.	46066	03/10/2025	JFernandez	4,500.00	1,385.00	5,885.00
Water	30-80-8140-5300-158 MAINTENANCE - EQUIPMENT						
Dist.	To cover NC811 call center invoice.	46068	03/10/2025	JFernandez	21,000.00	-1,100.00	22,015.00
Water	30-80-8140-5300-457 C.S./NC ONE CALL CENTER						
Dist.	To cover NC811 call center invoice.	46069	03/10/2025	JFernandez	3,000.00	1,100.00	4,100.00
WW	30-80-8200-5300-154 MAINTENANCE - GROUNDS						
Collect.	To cover tree removal services at sewer outfall	46077	03/10/2025	JFernandez	35,000.00	7,000.00	39,000.00
WW	30-80-8200-5300-322 SUPPLIES - LIFT STATION PUMPS						
Collect.	To cover tree removal services at sewer outfall	46076	03/10/2025	JFernandez	40,000.00	-7,000.00	49,872.00
WWTP	30-80-8220-5300-441 C.S./ENGINEERING						
	To re-appropriate lapsed WWTP master plan fi	46074	03/10/2025	EBRADFORD	0.00	42,900.00	81,157.00
Storm-	35-30-5900-5300-165 MAINTENANCE - INFRASTRUCTURE						
water	To purchase hand tools	46072	03/10/2025	EBRADFORD	184,000.00	-1,000.00	183,000.00
Storm-	35-30-5900-5300-330 SUPPLIES - DEPARTMENTAL						
water	To purchase hand tools	46073	03/10/2025	EBRADFORD	500.00	1,000.00	1,500.00
						<u>2,770.00</u>	

APPROVED: 5/0

DATE: 3/10/25

VERIFIED: Janet Kimrey



## RESOLUTION

### Supporting Hillsborough's Immigrant Communities

**WHEREAS**, the Town of Hillsborough recognizes and appreciates the important role that immigrants play in the vibrancy of Hillsborough's community, diversity and prosperity; and

**WHEREAS**, Hillsborough's community continually upholds the values of diversity, equity and inclusion as key pillars to the success of our community and our larger democracy; and

**WHEREAS**, Hillsborough prides itself as being a community that welcomes all individuals who live, work and play within the town; and

**WHEREAS**, an important culture of collaboration and cooperation exists between the Hillsborough Police Department and immigrant communities that upholds the safety and well-being of all residents; and

**WHEREAS**, access to municipal services and engagement for all our town's residents, regardless of one's immigration status, is essential for the operations of our town in promoting public safety, fostering economic vitality and uplifting the diversity of our community; and

**WHEREAS**, undocumented immigrants contribute greatly to North Carolina's community, including the payment of various forms of taxes, without receiving access to basic safety net programs; and

**WHEREAS**, the North Carolina General Assembly has passed House Bill 10 (Session Law 2024-55) to require cooperation of sheriff's offices with United States Immigration and Customs Enforcement (ICE), which will erode trust between our immigrant communities and undermine public safety;

**NOW, THEREFORE**, be it resolved by the Hillsborough Board of Commissioners that the Town of Hillsborough:

- Commits to continuing to foster a welcoming environment for all immigrants living, working and contributing to our town, regardless of immigration status.
- Continues to support ways for all residents to access municipal services, including law enforcement protection.
- Empowers the Hillsborough Police Department to continue to engage with our immigrant communities to build upon existing trust and cooperation.
- Directs the Hillsborough Police Department to continue supporting the benefits provided through the U visa petition (Form I-918) process for victims of certain crimes to remain in the United States during investigations.
- Supports passage of federal legislation to provide a pathway to citizenship for undocumented residents, including those who are protected by Deferred Action for Childhood Arrivals. These people are also called dreamers.

Approved this 10th day of March in the year 2025.



*Mark Bell*

Mark Bell, Mayor  
Town of Hillsborough



## ORDINANCE

### Repealing Request for 45 Mile Per Hour Speed Limit on U.S. 70 (Cornelius Street) in Town Limits

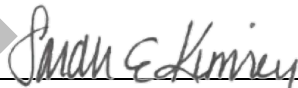
The Hillsborough Board of Commissioners ordains:

- Section 1.** The Ordinance adopted by the Town of Hillsborough Board of Commissioners on April 14, 1980 requesting that the speed limit on U.S. 70 (Cornelius Street) be set at 45 miles per hour in town limits is hereby repealed.
- Section 2.** The Board of Commissioners hereby requests that NCDOT Ordinances 1034555 and 1034556 are likewise repealed and the speed limit on U.S. 70 (Cornelius Street) within town limits be set at 35 miles per hour pursuant to N.C.G.S. §20-141.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 10th day of March in the year 2025.

Ayes: 5  
Noes: 0  
Absent or excused: 0



  
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Sarah E. Kimrey, Town Clerk