

September 12, 2005

The Middlesex Governing Body held its regular scheduled meeting in the Conference Room at the town hall. Mayor Lewis called the meeting to order at 7:30 p.m. and gave the invocation. Members present were Commissioners Basco Lewis, Derek Bissette, Luke Robinson, and Harold Meacombs. Commissioner Fred Hough was absent. Guests were Deonia Eatmon, Hattie Thomas, Vennie Brock, Timothy Kapp, Stephanie Creech with Wilson Daily Times, and Ken Murchison with the Spring Hope Enterprise.

Mayor Lewis asked if anyone had anything to add to the agenda. Ms. Deonia Eatmon and Ms. Hattie Thomas wanted to meet the Mayor and asked the Board address their problem of standing water in the yards on South Elm Street. Mayor Lewis introduced himself and asked Town Administrator Gordon Joyner if he and Jeff would look at the situation and recommend a solution to the Board at the next meeting. Mayor Lewis thanked the ladies for their presence.

Commissioner Meacombs moved to approve the agenda. His motion was seconded by Commissioner Robinson which carried unanimously.

Commissioner Robinson moved to approve the minutes of the previous meeting. Commissioner Meacombs seconded the motion which carried unanimously.

Commissioner Meacombs moved to accept the August Financial Statements as presented by the Clerk. His motion was seconded by Commissioner Robinson and carried unanimously.

Chief Ferrell stated that he has been training new officers and reported that the dog complaints have been reduced. All but one of the dogs reported have been caught and he continues to work with Nash County Animal Control. Commissioner Meacombs asked if the brown dog along South Nash was one of the dogs caught and Ferrell advised that he was not. Animal Control recommended to Ferrell to draft an ordinance to address citizens letting dogs out of traps and include a penalty clause. Mayor Lewis asked that Ferrell present a draft ordinance to Administrator Joyner for consideration at the next meeting.

Ferrell advised the Board that he had received clearance from Training and Standards Division for Stephen Brubaker. Mayor Lewis asked Chief Ferrell to get any needed paperwork for Brubaker to Administrator Joyner and the town office.

Administrator Joyner presented a schematic for an Emergency Recall System, a roster with names and phone numbers of contacts, and requested the Board to add this schematic and roster to the town's Hazard Mitigation Plan. The Board was in total agreement.

Police Officer Timothy Kapp presented a request to the Board to start a K-9 unit. Kapp stated that he has the cage and all supplies for his personal K-9 "Maggie" and he would use the 2001 Crown Victoria for K-9 duty patrol. The car could still be used by other officers for patrol. Kapp also advised the Board that he was coordinating with Joe Whittington (resident on Buck Deans Rd) to get the proper IRS paperwork for drug seizures. Commissioner Meacombs moved to approve the use of the K-9 in the police department. Commissioner Robinson seconded and the motion carried unanimously.

After a brief discussion regarding transfer of unused sick leave from other agencies for new hires, Mayor Lewis requested Administrator Joyner to draft an amendment to the personnel policy for review at the October meeting. It was noted by Joyner that Timothy Kapp would be the only employee affected.

Bids for the sidewalk repair needed on West Hanes Avenue were not received in time for presentation. As requested by Mayor Lewis, Administrator Joyner has checked all sidewalks in town in need of repair, prioritized according to need, and will work to get quotes for presentation at the next meeting. Also, Mayor Lewis asked to add another pine tree on W. Hanes to the list to get quotes for removal.

Joyner presented quotes for fencing the backwash pit at Well #4 on West Finch Avenue as recommended by Mike Dare with the NC Division of Water Quality. Commissioner Lewis stated he thought the Board approved the fencing about two years ago, but the fencing was not done because it was brought to the attention of the Board by former Mayor Bissette that some grading work must be completed before fencing. Mayor Lewis requested the Clerk to check the minutes regarding any action previously taken regarding installation of the fencing or grade work and report findings to Administrator Joyner prior to the next meeting.. The Board requested the quotes to fence the entire area including the well house to be presented at the next meeting, along with recommendations regarding any grading work that needs to be done.

Quotes to repair the roof at the park restroom facilities have not been received and will be presented at the next meeting.

Commissioner Lewis moved to accept the appointments to the Safety Committee as recommended by Administrator Joyner and to update the town's Safety Policy Manual to reflect this. Commissioner Robinson seconded the motion and it carried unanimously.

Administrator Joyner reviewed those sections of the existing ordinances which address the issue of office(s) responsible for the enforcement of zoning and minimum housing standards.

He pointed out that in Title 7, Planning and Regulation of Development, Article B, various sections, by reference or designation, assign those duties to the Town Clerk.

If it is the intent of the Board that these duties be assigned to the newly created officer of the Town Administrator, Joyner recommended that the Ordinances be amended to reflect this intent.

Referring to the Town's Minimum Housing Standards Ordinance, Joyner said sections of this Ordinance call for the Board to appoint a "hearing officer" to enforce the provisions of this, and the above referenced Ordinance, on an annual basis.

If it is the intent of the Board that the Town Administrator be permanently assigned these duties, Joyner recommended that provisions calling for annual appointments be deleted.

Commissioner Bissette moved to amend the Ordinances as recommended. Commissioner Robinson seconded the motion which carried unanimously.

Commissioner Robinson moved to adopt a Resolution requesting the services of the N.C. Division of Community Assistance for the preparation of a Land Use Plan. Commissioner Meacombs seconded the motion and it carried unanimously. Mayor Lewis added that this would be the first step in updating the town's zoning ordinances. Commissioner Meacombs inquired if this service was free of charge. Mayor Lewis stated that the only cost would be the travel expenses.

Commissioner Robinson moved to approve the following sewer adjustments:

- (1) Lora Powell from \$96.00 to \$48.00
- (2) Salvador Cervantes from \$156.00 to \$84.00
- (3) Dorothy Kent from \$96.00 to \$24.00
- (4) Meeks Grocery & Recreation from \$660.00 to \$36.00

Commissioner Lewis seconded the motion and it carried unanimously.

Mayor Lewis updated the Board on some of the meetings he has attended over the last few weeks. He met with the Zebulon Public Works management and visited the wastewater treatment plant. Mayor Lewis sent a letter to Zebulon Mayor Robert Matheny requesting a meeting with him, his staff, Mayor Lewis, and Administrator Joyner to discuss adding some homes to the Middlesex sewer system. Mayor Lewis also advised the Board that he and Administrator Joyner had met with Michael Acquesta regarding how to utilize the remaining grant funds. We will be completing additional smoke testing and manhole renovations in the coming weeks.

Being no further business, Commissioner Robinson moved to adjourn the meeting.

Jennifer Lambert
Town Clerk

Mayor Luther H. Lewis, Jr.
Commissioners
Harold Meacombs
Luke Robinson
Derek Bissette
Basco Lewis