

September 13, 2004

The Middlesex Governing Body met in regular session on September 13, 2004, in the Conference Room of the Town Hall. Members present were Mayor Pro Tem Larry Daniel, Commissioners Basco Lewis, Luke Robinson, Fred Hough and Harold Meacombs. Mayor Pro Tem Daniel called the meeting to order at 7:30 p.m., gave the invocation, and welcomed guests Tom Barnes, Cherrye Davis, Henry Manning, Helen Manning, Vennie Brock, and David Joenk, Joan Joenk and Hannah Joenk.

Commissioner Hough moved to accept the minutes of the August 9th, 2004 regular meeting as correct. Commissioner Robinson seconded the motion and it carried unanimously.

The Clerk read a thank-you note from Major Anita Massey, U.S. Army National Guard, for contributions made from the town, town businesses and area individuals for donations of "care packages" sent to our soldiers serving in Iraq.

Commissioner Basco Lewis moved to accept the August Financial Statements as correct. Commissioner Robinson seconded the motion and it carried unanimously.

Utility Director Jeff Waddell has been out on vacation and will return Wednesday, September 15, 2004. Mayor Daniel stated that after all the completed work on the sewer rehab, it is evident that we still have problems according to the meter readings to Zebulon after a large rain.

Police Chief Ferrell advised the Board that the Training and Standards Division has added 24 more hours of mandated training each year. Chief Ferrell is registered for 3 days in November to obtain his instructor's certificate for mandated training areas for which he is not already instructor-certified. He will then be able to give the training himself.

Chief Ferrell requested approval to apply for a Governors Highway Safety Program 100% grant for \$12,230 (no match). This grant would purchase a trailer with a generator, lighting, cones, etc. to be used for traffic checks and during emergencies. Commissioner Meacombs moved to apply for the grant. Commissioner Lewis seconded the motion and it carried unanimously.

Chief Ferrell awarded Miss Hannah Joenk with a Certificate of Appreciation for her help in recognizing and investigating a suspicious vehicle which turned out to be a stolen car involved in 2 ATM robberies in Wilson County and 4 in Johnston County.

Commissioner Lewis advised that Bennie Lewis checked the Library and it needs a 12,000 BTU air conditioner and the wood frame needs replacing. No action was taken.

A Public Hearing was set for October 11<sup>th</sup>, 2004 at 7:30 p.m. to review the proposed Hazard Mitigation Plan and the Flood Damage Prevention Ordinance which must be adopted prior to November 3<sup>rd</sup> in order to receive any FEMA funds in the future.

Jamie Jernigan did not respond to the letter from Liz Fairman regarding his default on the lease agreement. Our attorney advises us to go ahead and enter the building, clean and make any necessary repairs and lease it as soon as possible. The matter was tabled until we get a total on all past due rent, damages and cleaning costs.

Mayor Daniel presented his proposed recommendations to the Salary Study, Pay Classification and Organizational Chart completed by the MAPS group. He recommended we add a Town Administrator reporting directly to the Town Board which would also serve as the Zoning Administrator, with all department heads, the janitorial and librarian reporting to the Town Administrator. He also recommended we hire a Utility Worker Trainee, which would train to become certified with water and wastewater to assist Jeff Waddell. Mayor Daniel requested each Commissioner to give their recommendations for the organizational chart and the salary study. A workshop was scheduled for September 27, 2004 at 7:30 p.m. in the Conference Room at the Town Hall to review all recommendations. Susan Ennis of the MAPS Group will be present to answer any questions.

Commissioner Lewis moved to adopt Action Audit's Adelphia Cable Television Community Needs Assessment Report dated August 27, 2004 documenting cable related needs of the Town of Middlesex. Commissioner Meacombs seconded the motion and it carried unanimously.

After some discussion regarding complaints about the Cameron's junkyards, Police Chief Ferrell stated he will take some pictures. Commissioner Meacombs moved to send a letter advising that if no documented progress is made in clean-up efforts by the October 11, 2004 meeting, we will pursue legal action. Commissioner Lewis seconded and the motion carried unanimously.

Commissioner Meacombs moved to change Peggy Bissette's status on the town's group health insurance from retired to active, adding life, dental and vision for the purpose of saving the town \$20 per month in premium. Commissioner Robinson seconded the motion and it carried unanimously. This was done because the retiree's health insurance premium is \$51 per month more than a regular employee effective July 1, 2004. Partial coverage is not allowed so life, dental, and vision must be added, but even with the extra coverages added there still is a net savings of \$20 per month.

Mutual Insurance Trust is offering voluntary permanent guarantee-issue life insurance for employees and elected officials and spouses. This plan is endorsed by the League of Municipalities and is payroll deducted. The Board agreed that we could schedule a meeting to have MIT to see if there was any interest in the plan.

Commissioner Robinson moved to adjust the following sewer adjustments and his motion was seconded by Commissioner Meacombs and it carried unanimously:

- (1) Carroll Ferrell from \$84.00 to \$60.00
- (2) Penny Biggs from \$540.00 to \$60.00
- (3) Nash-Rocky Mount Schools from \$1752.00 to \$612.00
- (4) Marjorie Yates from \$156.00 to \$84.00
- (5) Stacy Overman from \$60.00 to \$36.00

Mr. Tom Barnes addressed the Board to give insight into what a Town Administrator could do for a town. He presented the Board with a copy of General Statute 160A-148 which states the duties and powers of a town manager according to the State of North Carolina. Mr. Barnes added that it was up to the discretion of the Board as to the duties they assign as they apply to the Town of Middlesex.

After some discussion about the best way to spend the remaining grant funds for the sewer rehab project and the continuing infiltration problem, Commissioner Meacombs moved to include the repair of diagnosed smoke tested or TV'd areas on private property using Rural Center grant funds. In the same motion, he moved that by the October 11<sup>th</sup> meeting, if town personnel could determine which specific areas have the most infiltration by using daily pump and meter readings at all lift stations, to have these identified areas TV'd if we had not already done so. Commission Robinson seconded the motion and it carried unanimously.

In a separate motion, Commissioner Meacombs moved that if a company can come in, identify the infiltration problem for \$10,000 or less that the town should get two bids and proceed with the lowest bidder. Commissioner Robinson seconded and the motion carried unanimously.

Being no further business, Commissioner Robinson moved to adjourn.

Jennifer Lambert  
Clerk

Mayor Pro Tem Larry Daniel  
Commissioners  
Harold Meacombs  
Fred Hough  
Luke Robinson  
Basco Lewis