

Meeting Minutes
April 9, 2012

Mayor Lewis called the regularly scheduled meeting to order at 7:30 pm. Members present were Commissioners Harold Meacombs, Danny Alford, Cherrye Davis, Dale Bachmann and J.W. McClenny. The only guest was Vennie Brock.

Mayor Lewis opened the floor for Public Comment. There were no comments and the session was closed.

The March minutes were approved unanimously in a motion by Commissioner McClenny and seconded by Commissioner Meacombs.

A 2011-2012 budget amendment was added to the agenda as item (i) under New Business. The amended agenda was unanimously approved in a motion by Commissioner Bachmann and seconded by Commissioner Alford.

Clerk Lambert reviewed the March Financial Statements and they were unanimously approved in a motion by Commissioner McClenny and seconded by Commissioner Bachmann.

Commissioner Bachmann conveyed to Police Chief Dennis Murray that it is very helpful when the officers follow up with a return call when he reports a problem and he thanked Chief Murray.

In addition to normal tasks, the Utility Department has been installing taps at Pencco, Inc. Mayor Lewis reported that adding the rail spur is in progress and the office building has been placed on site. The sewer tap is complete and the water tap should be finished next week and the project is on target for May 1.

Four additional businesses have shown interest in Middlesex and have spoken with Mayor Lewis and Commissioner Bachmann.

Due to termite damage discovered at the Old Powell Clinic building, Commissioner Bachmann moved to approve the Whitco Exterminating quote of \$1,420 to treat the building and an annual retreatment warranty at a cost of \$140 per year. Mayor Lewis will check to see that the annual retreatment costs include treatment if a problem is detected, and is not just for an annual inspection and report back to the Board. The motion was seconded by Commissioner McClenny and carried unanimously.

Mayor Lewis requested the Board to amend the Personnel Policy **Section 7: Definitions** as follows:

ADD:

e) Reserve Police employee: A police officer hired on an on-call, as-needed basis, with no guaranteed hours. This class of employee is paid at an hourly rate for the hours worked. Uniforms and shoes are provided by the town, but there are no other benefits.

AND renumber all the remaining definitions;

DELETE:

j) Volunteer employee: An employee who is in an unpaid position, e.g. a reserve police officer, with no benefits.

ADD:

j) Auxiliary police employee: An employee who is in an unpaid position with no benefits, but is covered by workers compensation insurance.

The request to amend the definitions in the Personnel Policy was passed unanimously in a motion by Commissioner Bachmann and seconded by Commissioner Davis.

Oral resignations of Officer Brian Boswell and Office Assistant Nancy Batchelor were accepted in a motion by Commissioner Alford and seconded by Commissioner McClenny and passed unanimously.

Clerk Lambert requested approval to write off 2001 taxes totaling \$814.94. These taxes are over ten (10) years and must be written off per G.S.105-378a. The Board unanimously approved the request in a motion by Commissioner McClenny and seconded by Commissioner Bachmann.

Uncollectible utility accounts totaling \$920.76 were approved to be written off to bad debts in a motion by Commissioner Bachmann, seconded by Commissioner Davis and carried unanimously. Clerk Lambert pointed out that the bad debt amount written off last year was \$1,702.50, which is \$700 less this year, and is mostly due to increasing the customer deposit to \$200.

DFB Development/Creech Farms Subdivision on Selma Road has the old manual read meters and the developer installed half of the meter base. They also have no backflow prevention device. Therefore, new digital meters and new bases must be installed as these lots are sold and the cost to the town is \$400 per lot at this time. Commissioner Alford moved to increase the meter fee for DFB/Creech Farms Subdivision to \$400 per lot. His motion was seconded by Commissioner Meacombs and passed unanimously.

Nash, Edgecombe, and Wilson Counties have proposed to develop a Regional Hazard Mitigation Plan to replace the Nash County Multi-jurisdictional Plan now in place. This will eliminate each county and municipality having to develop and adopt a plan. Commissioner McClenny moved to adopt Resolution

R2012-1081 designating Luther H. Lewis, Jr. as primary agent, and Jennifer Lambert as secondary agent, authorized to execute and file applications for federal and state assistance for the town. Commissioner Bachmann seconded the motion and it carried unanimously.

Commissioner Bachmann requested the Board to amend **Section 4-2-15** of the Sewer System Ordinance. Town personnel are continuously being called to go to a customer's house to investigate a sewer backup and 9 out of 10 times, the problem is in the customer's line. Bachmann suggested that the customer should first call a plumber to investigate. If the plumber finds the problem is at the town's cleanout, then the town would be contacted. After a brief discussion, Commissioner Alford moved to amend the second sentence of the section to read, **"The town personnel will check and clean obstructions at the town's cleanout plug in the streets right of way only after a plumber has determined the problem is with the town's cleanout or line."**

Clerk Lambert presented the \$85,580 pay off amount for the USDA Sewer Rehabilitation Loan as requested by Commissioner Bachmann. This payoff is after the annual payment of \$11,952 drafted on 4-22-2012. After a brief discussion, Mayor Lewis commented that he will call USDA with more questions. The matter was tabled.

In a motion by Commissioner Meacombs and seconded by Commissioner Alford, the Board unanimously approved the dual appointment of Jennifer Lambert as Finance Officer and Tax Collector for 2012-2013. Dual appointments must be approved each year by the Board and the Local Government Commission.

Commissioner McClenny moved to approve the following 2011-2012 Budget Amendment:

<u>WATER FUND EXPENDITURES:</u>		<u>INCREASE</u>
30-810-3300	Departmental Supplies	5,000.00
<u>WATER FUND REVENUES:</u>		
30-375-9800	Water Contingency Apropr.	5,000.00

The motion was seconded by Commissioner Meacombs and passed unanimously.

Commissioner Meacombs moved to go into Closed Session under G.S.143-318.11(a)(6) to review a personnel matter and under G.S.143-318.11(a)(5) to negotiate a contract.

Back in Open Session, the Board agreed to hold a public hearing on May 14, 2012 at 7:30pm prior to the regularly scheduled meeting to hear questions regarding the lease of the former Powell Memorial Clinic building to Crystal Finnegan for the purpose of providing dental care.

Commissioner Bachmann moved to fill the part time town utility position and hire Angelo Cameron at a pay rate of \$10.00 per hour, not to exceed twenty four (24) hours in a work week to be effective with pay period beginning Friday, April 13, 2012. The motion was seconded by Commissioner Davis and passed unanimously.

After reviewing Chief Murray's letter proposing to add a fifth police officer back to the Police Department, and after a rather lengthy discussion, the Board agreed to include Chief Murray's request for in the 2012-2013 budget to see how these figures will affect the budget. The matter will be discussed further at a later date. Chief Murray also presented the Board with the cost of psychological exams and drug screening costs totaling \$384 for each Auxiliary Officer, and he is requesting the Board to add two Auxiliary Officers to assist with traffic checks and special events. Also, Commissioner Bachmann reminded to include Angelo Cameron, the new part time Utility Worker just hired.

With no input received from Raleigh for sewer treatment rates, and with the addition of Pencco, the Board agreed to look at the budget with no increases in water and sewer rates at this time. Acreage and impact fees, cemetery fees, community building fees, and all other miscellaneous town fees will remain the same. The 2012-2013 budget will be on the May 14, 2012 agenda.

Commissioner Bachmann announced that he and Mayor Lewis will attend a presentation of an award for the town's water quality and the Water System Management Plan at a Rural Water Conference banquet in Greensboro on May 16, 2012.

With no further business, Commissioner Meacombs moved to adjourn.

Jennifer Lambert
Town Clerk

Mayor Lu Harvey Lewis, Jr.
Commissioners
Harold Meacombs
Danny Alford
Cherrye Davis
Dale Bachmann
J.W. McClenny