

Middlesex Governing Body Meeting Minutes  
May 9, 2016

Mayor Lewis called the regular meeting to order at 7:30 p.m. and gave the invocation. Members present were Commissioners Harold Meacombs, Danny Alford, Cherrye Davis, Ann Lewis, and J.W. McClenny. Approximately seven guests attended.

Clerk Lambert requested everyone to correct two dates in the April 11 minutes: the meeting date for deciding the swimming pool rates should read "May 9", not "May 11"; and a budget workshop was scheduled for "May 9", not "May 11". With the correction, the April 2016 minutes were approved unanimously in a motion by Commissioner Lewis, which was seconded by Commissioner Davis.

Mayor Lewis requested to add to the following to the agenda: Old Business (a) Review a technical correction to the Updated Nash County Comprehensive Transportation Plan (CTP) and approve the Resolution of adoption; (b) discuss swimming pool fees; (c) Discuss rental building (formerly the bakery). And add under New Business (b) Approve writing off utility debts over one year old. The amended meeting agenda was unanimously approved in a motion by Commissioner McClenny and seconded by Commissioner Meacombs.

Clerk Lambert presented the April 2016 financials. The financials were unanimously approved in a motion by Commissioner Alford and seconded by Commissioner McClenny.

Mayor Lewis advised that in addition to three permits written for new homes in April in Southwinds Subdivision, he is aware of four more permits for new homes in Cedar Run Subdivision to be issued in May.

Mayor Lewis read a proposed technical correction to the 2011 Nash County Comprehensive Transportation Plan (CTP). The 2011 plan indicated there were two existing pedestrian facilities (sidewalks) in locations where they were non-existent. The proposed CTP Project Update recommends modifying the wording from "Existing" to "Recommended" for these pedestrian facilities.

The following Resolution, R2016-1158, was presented to adopt the updated Comprehensive Transportation Plan for Nash County. The Resolution was adopted unanimously in a motion by Commissioner Meacombs and seconded by Commissioner Davis.

**R2016-1158**

RESOLUTION ADOPTING A  
COMPREHENSIVE TRANSPORTATION PLAN  
FOR NASH COUNTY, NORTH CAROLINA

The following resolution was offered by Commissioner Meacombs, seconded by Commissioner Davis and, upon being put to a vote, was carried unanimously on the 9<sup>th</sup> day of May, 2016.

WHEREAS, Town of Middlesex, Upper Coastal Plain Rural Planning Organization, and the Transportation Planning Branch, North Carolina Department of Transportation, have actively worked to update the Comprehensive Transportation Plan for Nash County, North Carolina; and

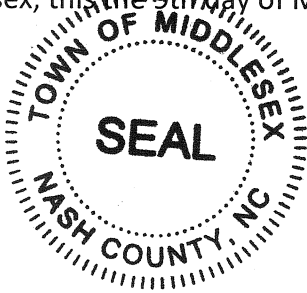
WHEREAS, the County and the Department of Transportation are directed by North Carolina General Statutes 136-66.2 to reach agreement for a transportation system that will serve present and anticipated volumes of traffic in the County; and

WHEREAS, it is recognized that the proper movement of traffic within and through Nash County is a highly desirable element of the comprehensive plan for the orderly growth and development of the County; and

WHEREAS, after full study of the plan and providing an opportunity for public comments, the Town Commissioners feel it to be in the best interests of the County to adopt the updated plan pursuant to General Statutes 136-66.2;

NOW THEREFORE, BE IT RESOLVED: That the Town of Middlesex Board of Commissioners hereby adopts the Nash County Comprehensive Transportation Plan dated March 7, 2016 that is within its planning jurisdiction. This plan should be approved and adopted as a guide in the development of the transportation system in Nash County and the same is hereby recommended to the North Carolina Department of Transportation for its subsequent adoption:

I, Jennifer Lambert, Clerk of the Town of Middlesex, North Carolina, hereby certify that the above is a true and correct copy of the excerpts from the minutes of the Town of Middlesex Board of Commissioners meeting. WITNESS my hand and the official seal of the Town of Middlesex, this ~~the 9th~~ day of May, 2016.



ATTEST (Seal)

*Jennifer Lambert*  
Clerk of the Town of Middlesex

After a brief discussion regarding swimming pool fees, everyone agreed the town should try a daily rate or day pass, and also give a price break to in-town citizens versus out-of-town residents. The Board agreed on the following rates:

Daily Pass -----	\$4 per person (new this year)
Unlimited Season Family Pass-----	\$200 in town residents (reduced \$50)
Unlimited Season Family Pass-----	\$250 out of town residents (no change)
Ten Visit Pass-----	\$35 (was \$40 last year)

The Free Will Baptist Children's Home is very interested because they will have to travel to another swimming pool much further away if they cannot continue their summer program at the pool as they did in previous year. The Board agreed to increase the fee for the Children's Home Summer Program \$50 per month, which will be \$550 per month, or \$1,650 for the season. These pool rates were unanimously adopted in a motion by Commissioner Meacombs and seconded by Commissioner Davis.

The first request to lease the town's rental building at 10220 S. Nash Street (formerly the bakery) was received from a couple wanting to open a fitness center/gym. Due to family circumstances, they will not be able to open until July 1, 2016. They stated they had no problem paying the \$250 deposit now to hold the building. Commissioner Meacombs moved to lease the building to Clark Allen for a fitness center for \$250 per month rent and \$250 building deposit. Commissioner Alford seconded and the motion passed unanimously.

Mayor Lewis advised the Board that we have two zero-turn mowers, one that is really old, worn out and lot of hours, and a five-foot finishing mower. The oldest zero turn mower needs replacing. The finishing mower, which goes behind the Massey Ferguson tractor, cannot be used for cutting the cemetery. Ditches and right of ways are mowed with the Massey Ferguson tractor and the flail mower. Mayor Lewis has looked at a rotary cutter for the tractor, a four-wheel drive mower for attaching the finishing mower, and is also looking at a new Kubota zero turn for about \$5,500 for cemetery. He recommends including the funds in the 2016-2017 budget for another mower and use the old zero turn mower until it quits. He will continue to check on mowers and discuss during budget workshops.

Clerk Lambert requested Board approval to write off \$1,951.37 in bad debts, which are utility accounts over one year old. The auditor recommends these be written off each year. All debts that meet Debt Setoff Program Regulations have been filed with the program and may be still be collected. Commissioner Alford moved to write off utility debts totaling \$1,951.37 as presented by the clerk. Commissioner Lewis seconded and the motion passed unanimously.

Mayor Lewis opened the floor for the public comment session. Two citizens addressed the Board about various concerns, and the session was closed.

In the interest of time, Mayor Lewis requested to move the 2016-2017 Budget discussions before the Closed Sessions. The Closed Sessions will most likely be lengthy and some guests may choose to leave after the budget discussions. The Board agreed.

The 2016-2017 draft budget does not include any requests, salary increases, or capital items. At this time, there are several unknowns, one of the largest being health insurance premiums. Mayor Lewis reiterated that this draft will change significantly as we began to receive more information. The figures are as we knew them to be last week when this budget was prepared. The General Fund totaling \$677,606 uses no fund balance. Mayor Lewis noted there are no election costs for next year, and the Administration and Zoning Department salaries are less than last year because he is now part time. He requested Chief Murray arrange a meeting with Police Commissioners Alford and Meacombs, and him, to discuss his budget requests and have answers at the next budget meeting. He also asked Commissioners Davis and Lewis to meet and discuss any needs for repairs for the library or other public buildings. Powell Bill amounts to \$52,000 of the General Fund budget, of which \$50,000 is for paving.

The Sanitation Department budget is the largest variable at this time. The Board must decide if we will put a new bed on the trash truck we have, purchase a used truck, contract with Waste Industries for trash and recycle pickup, or contract with Envirolink to take over some parts or all of the Public Works. The Board will continue to discuss and weigh all options. Once quotes are received from Waste Industries and Envirolink, the

Town can review and negotiate these. The board will then decide the best direction for the town.

The Water Fund is balanced at \$157,300 using no Fund Balance. The Sewer Fund Budget totaling \$364,425 needs \$19,515 to balance in this draft budget. In the Sewer Budget we included at 2% increase for the current Envirolink contract, which is what it normally runs. The water tower contract budget figure was increased according to the CPI posted in March 2016.

Mayor Lewis advised that salaries would be reviewed in Closed Session. Updated retirement contribution rates have not been received. He asked each Commissioner to review each department and make notes and questions in their budget materials before the next meeting.

Commissioner Meacombs moved to hold a Budget Workshop on Monday, May 23, 2016 at 7:30 pm in the Conference Room at the Town Hall. Commissioner McClenny seconded and the vote was unanimous.

Commissioner Davis moved to go into Closed Session for the following discussions:


- a. Allowed by G.S.143-318.11(a) (6) for personnel matters
- b. Allowed by G.S.143-318.11(a) (3) attorney-client privilege
- c. Allowed by G.S.143-318.11(a) (5) to review and discuss a contract.

Commissioner McClenny seconded and the motion passed unanimously.

Back in Open Session, Commissioner Lewis moved to rescind the motion from the April 29, 2016 meeting to hire Christopher Tyndall as a Seasonal Utility Worker. The motion was seconded by Commissioner Davis and passed unanimously.

Commissioner Meacombs moved to place an ad for a Full Time Public Works Worker with a salary range of \$10-\$13 per hour depending on experience. The motion was seconded by Commissioner McClenny and passed unanimously.

With no further business, Commissioner McClenny moved to adjourn. Commissioner Lewis seconded and the motion passed unanimously.



Jennifer Lambert, Clerk

Mayor Luther H. Lewis, Jr.  
Commissioners  
Harold Meacombs  
Danny Alford  
Cherrye Davis  
Ann Lewis  
J.W. McClenny