

May 10, 2010
Meeting Minutes

The Middlesex Governing Body met in regular session in the Conference Room of the Town Hall. Mayor Luther H. Lewis, Jr. called the meeting to order at 7:30p.m and gave the invocation. Members present were Commissioners Fred Hough, Luke Robinson, Dale Bachmann and J.W. McClenny. Commissioner Harold Meacombs was absent. Guests attending were Georgia Knight, Pauline Hinnant, Vennie Brock, and Police Officer Scott Pollard.

Mayor Lewis opened the floor for public comment. Georgia Hart addressed the Board regarding the water bill for her mother, Rosa McCoy. She did not understand why her mother's bill was so high and she also questioned the accuracy of the readings. Mayor Lewis explained that the bills increased September 1, 2009 adding accessibility fees of \$8.00 per month for water and \$15.00 per month. He asked Clerk Lambert to check the usage history and determine if the difference in the bills is due to the addition of the accessibility fees and call Mrs. Knight the next day.

Mrs. Pauline Hinnant also addressed the Board regarding her bill changing from month to month. Mayor Lewis explained that the town does not bill for gallons used less than 1,000 and every couple of months, the usage usually is 1,000 gallons higher for many customers. Mrs. Hinnant added that the town had already installed a new digital meter and she said she understood the billing process. Mayor Lewis added that the town may be looking at billing for every gallon in the coming months to clear some confusion.

The April 12th and 19th, 2010 minutes were approved in a motion by Commissioner Hough, seconded by Commissioner Robinson and carried unanimously.

Mayor Lewis requested that Item 6(a) bird roost problem on Planer Mill Road be deleted from the agenda until an agreement is reached with the property owner, Exum Lewis, about the payment of the bamboo clearing. Commissioner McClenny requested that Item 6(a) be replaced with discussion of roofing quotes for the town buildings on South Nash St. In a motion by Commissioner Bachmann, seconded by Commissioner Hough, the amended agenda was approved unanimously.

Clerk Lambert reviewed the April financial statements and Commissioner Bachmann requested that \$330 for the new finishing mower be moved to streets and sidewalks, adding that the finishing mower is not used for cutting at the wells. The Board was in agreement and Clerk Lambert stated she would transfer this. Commissioner McClenny approved the April financial statements with the

recommended change. His motion was seconded by Commissioner Robinson and the vote was unanimous.

In regard to the Town Administrator's report, Mayor Lewis advised that Peggy Bissette retired and Thursday, May 6, 2010, was her last day. He added that the design for the well house did not include some requested changes, and Engineer Michael Acquesta and his firm, O'Brien and Gere, are working on the corrected design.

Mayor Lewis noted there has been no further progress on the installation of the digital meters since the April meeting, but Commissioner Dale Bachmann and James Liles will start installing the meters tomorrow and added that the Wellness Park Project has been closed out.

Commissioner McClenny advised the Board that he had received two quotes, one from Dale Brown Roofing out of Rocky Mount and one from Baker Roofing out of Raleigh, for putting a new roof on the town hall and the two rental buildings currently occupied by The Next Level Unisex Salon and Angela's Closet. Both companies quoted metal and rubber roofing. The Board requested a third quote before any prices were disclosed. Asking if anyone knew of a third roofer, Commissioner Hough advised McClenny that Pearce Roofing out of Raleigh has been in the roofing business a long time and they are family owned and operated. Commissioner McClenny will obtain the third quote and present all three quotes at the June 14th meeting. Commissioner McClenny also added that Angela's Closet did not leak in the heavy rain we had the previous week. Commissioner Bachmann advised that Belinda Evans came by town hall and someone told her they saw someone in her business and it scared her. Bachmann advised Belinda that it was town staff and the roofers and we were getting roofing quotes. He recommended that we give the lessee a courtesy call in the future when entering their business. Commissioner McClenny added that he would talk with Belinda and Angie.

Commissioner Bachmann moved to approve the 2010 Water System Management Plan as presented. His motion was seconded by Commissioner Robinson and carried unanimously. Mayor Lewis added that the plan had already been approved by the state.

A copy of a Notice of Violation for a wastewater spill at the Selma Road lift station on 3/29/2010, along with the town's reply, was submitted for review. On that particular day, we had 4-5 inches of rainfall in a very short time, and the this station is the town's main station which handles all wastewater from all lift stations. The reply also noted that the town would continue to smoke test and

perform camera inspections to find areas of infiltration and have them repaired, along with building a berm around the station to avoid future overflows.

With the addition of Commissioner Dale Bachmann, replacing Commissioner Derek Bissette on the governing body, and the retirement of Town Administrator Peggy Bissette, the banking resolution and all signature cards must be updated. The Board voted in April to replace Commissioner Bissette with Commissioner Bachmann as a check signer. Commissioner Robinson moved to adopt The Heritage Bank Resolution authorizing Mayor Luther H. Lewis, Jr., Commissioner Dale Bachmann, Town Clerk Jennifer Lambert, and Shelly Woodruff, Administrative Assistant replacing Peggy Bissette, in all matters of deposits and miscellaneous banking transactions involving town funds and to update the signature cards to reflect this change. Commissioner McClenny seconded the motion which carried unanimously.

Commissioner Dale Bachmann advised that the initial policy was to pick up trash and recycle carts each time someone moves, but this is resulting in mix-ups, excessive work and very inefficient. He recommended that we change the policy and leave the trash and recycle bins permanently assigned to the address and added that we had not had a lost or stolen can to date. He added that this would solve the problem of trash being left in cans after someone moves because they would pull the cans curbside when the water is cut off. Mayor Lewis added that one can had been damaged by a car accident and the resident paid for a replacement can. Commissioner Bachmann moved to leave trash and recycle bins in place when anyone moves. The motion was seconded by Commissioner McClenny, which carried unanimously.

In a motion by Commissioner Robinson, seconded by Commissioner Bachmann, and carried unanimously, a special closed session meeting was scheduled for May 17th, 2010 at 7:30pm in the Conference Room at the town hall to complete employee evaluations, and hold a public hearing on June 14th, 2010 at 7:30pm in the Conference Room of the town hall for the proposed 2010-2011 budget. The regular scheduled town meeting will follow the public hearing. Commissioner Bachmann recommended that the capital expenditure for the building repairs be adjusted for the roofing cost only, and remove the cost of the carpet and tile. Mayor Lewis stated this would be finalized in a later meeting, along with other budget changes.

A notification received from the NCDOT Powell Bill Program advised that due to random audits performed, all municipalities must submit a new Powell Bill Map and certified street listing, which is due July 21, 2010. Mayor Lewis asked Clerk Lambert to get a quote from Michael Acquesta with O'Brien and Gere Engineers, and he will contact Herring and Sutton and Withers and Ravenel

Engineers. Commissioner Bachmann added that some municipalities use Green Engineering.

There was a discussion regarding the charge for a second meter installation and billing. Commissioner Bachmann recommended to set a flat fee instead of itemizing each individual part, equipment usage, and labor so the process is easier and more efficient. He also noted that we should not bill for the cost of the meter because it is owned by the town and everyone agreed. Commissioners Hough and McClenny added that they didn't think someone should be required to pay forever, citing someone may become unable to pay. Commissioner Hough also brought to the Board's attention that if a lot of citizens had a second meter installed for car washing, watering flowers, etc. that sewer revenues would decrease. The Board took a "try it and see" approach since many people may not be willing to pay \$200 to install, \$50 to remove, and pay the monthly access fee of \$8.00 plus usage. Commissioner Bachmann moved to amend the fee chart for a second meter placement to \$200 and bill the monthly applicable access fee and water usage; and, if terminated, there will be a \$50 fee. Also included in the motion— no water lines from an additional meter may go into a dwelling and these fees apply each and every time the second meter is put in or taken out. His motion was seconded by Commissioner McClenny which carried unanimously.

There was a brief discussion about the problems presented by the water and sewer lines at Bryant Mobile Home Park (formerly Morgan's Trailer Park), which were never signed over to the town, and two of the lines run under mobile homes. This mobile home park presents a special problem because each residence does not have a meter at the street as do all residences at Brock's Mobile Home Park and Luke Robinson's Mobile Home Park. Also, if there are leaks in the mobile home park, the town is losing revenue because the owner is not out any money for the leak. One possible solution recommended by Mayor Lewis and Commissioner Bachmann would be to install a two inch meter where the town's line goes into the park. This meter would be read each month and compared by office staff to the sum of all the tenant's usage to see how much, if any, water and revenue the town may or may not be losing, and we can go from there with regards to addressing the park owner, Ray and Susan Perry. Commissioner McClenny moved to install a two inch meter at Bryant Mobile Home Park and monitor usage for ninety days and review any water loss and then review and decide how this situation should be handled. His motion was seconded by Commissioner Bachmann and carried unanimously.

No action was taken on a Memorandum of Participation from the NC League of Municipalities for an Actuarial Study for Other Post Employment Benefits (OPEB) for health, dental, vision, hearing and other health-related benefits at a cost of \$1,286. Clerk Lambert advised she asked Town

Administrator Peggy Bisette last week about this study and in her opinion, it would be unnecessary because the town's policy is to pay health insurance for employees with thirty years of service until age 65, and we currently have no employees that would be anywhere near thirty years.

No action was taken on Nash County Arts Council's letter requesting a contribution.

An analysis of the revenues and expenditures for the community building indicates the town is losing money. After a brief discussion, Commissioner Bachmann, moved to adjust rates to \$100 for in town and \$150 for out of town for lease of the building, effective immediately, with the exception of current bookings and to leave the deposit at \$50. Commissioner Robinson seconded the motion and it carried unanimously.

Commissioner Robinson moved to go into Closed Session under G.S.143-318.11(a)(6) to discuss a personnel matter in the Utility Department. Mayor Lewis excused Clerk Lambert from the Closed Session.

Back in Open Session, Mayor Lewis reviewed the minutes for January 11, 2010 regarding the hiring of a part time person to install digital meters until the project is completed. Mayor Lewis pointed out that Danny Stallings was hired the prior week and was to report to work on Tuesday, May 11, 2010 without being brought before the Board for approval. Commissioner Bachmann said Stallings was not needed because he and James Liles could install the remainder of the meters and they would install meters every day until the project is completed.

With no further business, Commissioner Hough moved to adjourn.

Jennifer Lambert
Clerk

Mayor Luther H. Lewis, Jr.
Commissioners
Fred Hough
Luke Robinson
Dale Bachmann
J.W. McClenny