

June 14, 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 7:30 p.m. Members present were Commissioner Harold Meacombs, Fred Hough, Luke Robinson, Dale Bachmann and J.W. McClenny. Sergeant Dennis Murray represented the Police Department. Guests were Lynda Carpenter, Winona Walker, and Vennie Brock.

Mayor Lewis opened the public hearing for the 2010-2011 proposed budget. There were no comments from the public and the hearing was closed.

The public comment session was also opened and closed with no comment or questions from the public.

Patsy King McGhee, Nash County Economic Development Director, gave a brief presentation on the \$77,000 water line project for the Middlesex Corporate Park. Nash County assisted the town in applying for a \$75,000 Rural Building Enterprise Grant (RBEG) for the project, but USDA awarded only \$50,000. McGhee presented two maps of the area, one showing the entire corporate park, and one enlarged to show the 8" water line and two fire hydrants. The entire tract is 536 acres, 250 owned by Nash County, 69 owned by Nash Health Care Systems, and 217 acres owned by private citizens. Phase 1 of the project includes a clinic and doctors offices which is scheduled to open in the spring of 2011. The road name is Middlesex Corporate Parkway. The 8" line was required, even though it will be connected to the town's 6" line and the park will have septic at this time because it is not financially feasible to connect to the town's sewer, but can be added at a later date.

Ms. McGhee advised the Board that the \$50,000 would be reimbursed by USDA directly to the town upon USDA approval of the invoice. The Memorandum of Understanding (MOU) between Nash County and Middlesex states the \$27,000 extra project cost above the grant amount would be paid by Nash County. The project is not expected to go over the total \$77,000, but she did point out, however, if the cost exceeds the \$27,000, an agreement between Nash Health Care Systems and Nash County states that the county will be responsible for any project cost overruns and that agreement supersedes the MOU with the town. She also assured the Board that she would be here to help for the duration of the project. Commissioner Hough moved to adopt the Memorandum of Understanding between Middlesex and Nash County. His motion was seconded by Commissioner Meacombs and it carried unanimously.

Mrs. McGhee then introduced Garland Burnette, USDA representative, to give details regarding the grant. Mr. Burnette explained that due to the amount of grant funds available and the number of applicants, only \$50,000 was awarded and not the entire \$75,000 as requested. He also explained the purpose of RBEG is to create economic development and job creation. He stated that the project should be completed within six months from bidding to closeout and that he will remain in close contact with Patsy for required paperwork and reporting requirements. Patsy assured she would forward progress reports to Mayor Lewis for review and approval. Mr. Burnette assured the Board that there are no matching requirements for the grant. Patsy and Mr. Burnette assured that no town funds would be expended up front and that funds would be received either by USDA or Nash County to pay invoices provided they have correct documentation.

In a motion by Commissioner Hough, seconded by Commissioner Robinson, and carried unanimously, Resolution R2010-1052 was adopted authorizing Mayor Lewis to complete all documents related to the project.

Mayor Lewis and the Board thanked both Patsy and Mr. Burnette for the their efforts on behalf of the Middlesex Corporate Park, and they excused themselves from the meeting.

Commissioner Robinson moved to approve the May meeting minutes as correct. His motion was seconded by Commissioner McClenny and carried unanimously.

Mayor Lewis requested to add a second Closed Session under G.S.143-318.11(a)(6) to discuss a police personnel matter. The amended agenda was approved in a motion by Commissioner Bachmann, seconded by Commissioner McClenny and carried unanimously.

Commissioner Bachmann moved to approve the May Financial Statements as presented. Commissioner Robinson seconded the motion and it carried unanimously.

Sergeant Murray advised the Board the police department is running well with the exception of car problems. The 1995 Caprice has problems with the outer tire rod ends and is in need of repair. The Dodge Charger has been at Leith in Wendell for about two weeks and has a recurring problem with the video surveillance camera system, which was fixed under warranty a sort while back, but still has problems, and now Leith is trying to charge to fix the same problem. The town had a one year free warranty, and purchased an additional two year warranty. Leith is trying to charge \$387 to repair, but they say the \$387 will be

waived if we purchase an additional third and fourth year warranty for \$385 or \$410 for a fifth year warranty. After a brief discussion, the general consensus of the Board was to purchase the additional third, fourth, and fifth year for \$410 if Chief Ferrell and Sgt. Murray could not get the repairs completed at no charge, because the original problem was covered and within the warranty period. Mayor Lewis said he would call Leith and speak with someone about this matter.

Complaints of loud music throughout town over the prior weekend were discussed. When investigated, the music could not be heard or pinpointed. Vennie Brock said the noise was coming from the red mobile home on the corner of Selma Road and Pamlico Street.

Commissioner Bachmann reported that the Utility Department had repaired several water leaks and that the majority of digital meters had been installed for Book 1 (meter reading route 1), with the exception of some problem meters that need special attention. He also advised that he is using community service workers for free labor and they are working out very well.

Mayor Lewis updated the Board regarding the \$1200-\$1500 per year savings by changing the cell phones from Sprint to Verizon Wireless. He also added that the employee medical insurance has been transferred from the League (MIT) HealthPlus Plan to Blue Cross/Blue Shield at a \$13,500 savings over the equivalent Med 500 League Plan. A Medical Reimbursement Plan will be set up, which is legally required to reimburse employees for any expenses of the current HealthPlus Plan. The amount of \$5,000 was initially discussed, but once the document for the plan is received, the details will be finalized. He stated that all these changes would be spelled out in the Budget Ordinance to be adopted at a special meeting to be scheduled (last item on agenda).

Mayor Lewis also advised the Board that he and Clerk Lambert had worked on the salary breakdown by percentage for the budget and made a few changes to get a more accurate picture. Herman Ellis's salary was changed to 60% charged to streets and sidewalks and we have told by NCDOT Powell Bill personnel that as long as we have proper documentation, we can pay this 60% from Powell Bill funds. Also, the town has cut out four hours of overtime (callback pay) every weekend to check lift stations. A meeting with state officials revealed this is not necessary.

All quotes for the roofing for the town's buildings on S. Nash Street have not been received by Commissioner McClenny and Mayor Lewis asked that this be tabled until the next meeting.

Clerk Lambert presented a list of the unpaid property taxes over ten years old (Year 1999), which must be written off according to the General Statutes.

Commissioner McClenny moved to write off the 1999 unpaid taxes totaling \$389.74. His motion was seconded by Commissioner Robinson and carried unanimously.

Clerk Lambert also requested a motion to write off uncollectible utility accounts over one year old, as recommended by the town's CPA and auditor. Commissioner McClenny asked the circumstances and Lambert explained that these people moved and we have no forwarding addresses, but added that we have turned these accounts over to the state debt setoff program and may collect these accounts. Commissioner Robinson moved to write off to bad debts the three accounts over one year old totaling \$186.63. Commissioner Bachmann seconded the motion and it carried unanimously.

Budget Amendments for 2009-2010 were presented by Clerk Lambert (as an FYI) where some line items were moved within the same departments and did not require Board approval. Commissioner Bachmann moved to approve the following budget amendment to correct an earlier amendment which was not rounded properly, which did require Board approval:

		INCREASE
GENERAL FUND:		
<i>Expenditures:</i>		
10-530-6001	Contribution to Fire Dept.	1.36
<i>Fund Balance:</i>		
10-390-0100	General Fund Balance Approp	1.36
SEWER FUND:		
<i>Expenditures:</i>		
30-800-4500	Contracted Services	1.66
<i>Fund Balance:</i>		
30-375-9800	Sewer Contingency Approp.	1.66

Commissioner McClenny seconded Bachmann's motion and it carried unanimously.

Clerk Lambert presented the City of Raleigh's increase in Nutrient Reduction Fees for new sewer connections, which increases from \$377 to \$612 for a residential connection effective 7/1/2010. Also presented was a proposed 9% increase in the wastewater treatment fees for 2010-2011, which was just received Friday after several calls and emails. The Raleigh bill for April calculated at the proposed increase indicates an approximate increase of \$425 per month or \$5,100 per year. Since the town is having problems with communication from Raleigh, and Dale Crisp, their Public Works Director retired, Mayor Lewis commented that he would call Michael Acquesta, the town's engineer (because he knows the Raleigh staff) and set up a meeting between

Raleigh officials with him and Commissioner Bachmann.

Also presented was a proposed increase effective July 1, 2010 from Waste Industries from \$51.28 per ton to \$52.81 per ton at the Wilson transfer station. This could mean approximately \$35-\$40 increase per month or \$420-\$480 annually.

Mayor Lewis advised the Board that at some point in the near future, due to all the increases, we will have to look at increasing our rates, even though no one is in favor of increasing rates. He added that the town cannot keep absorbing the increases.

Clerk Lambert advised the Board that this is the first year she has not been able to set aside CD reserves for the sewer debt service payment due May 2011. Lambert added with only \$52,000 in the bank in the water and sewer fund, scheduled opening of CD's for reserves could not be met, and stated that this situation is unnerving. Mayor Lewis explained that repair of many sewer pump problems, which had accumulated over a long period of time, were expensive. Dale Bachmann completed these repairs over the past three months versus paying a contractor as was done in the past. Mayor Lewis added that hopefully we would be able to see a difference with all the changes and cost cutting measures implemented over the past few months.

With increasing need for translation services for police department matters, Commissioner Meacombs moved to hire Connie Brown an independent contractor at a rate of \$35 per hour for translation services. His motion was seconded by Commissioner Robinson and carried unanimously.

Mayor Lewis requested Board approval to apply for a COPS grant for another full time police officer, noting that last Friday was the application deadline and Chief Ferrell had already sent in the paperwork. The grant would cover the officer's salary and benefits for three years and the town would be obligated for one additional year. Commissioner Bachmann moved to approve the application for the COPS grant. 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 police personnel matter and to discuss employee evaluations. Commissioner McClenny seconded and it carried unanimously.

Back in Open Session, the last item on the agenda was to schedule a special meeting to adopt the Budget Ordinance, approve the 2010-2011 Budget, and approve any last minute 2009-2010 Budget Amendments before the June 30 year end. Commissioner McClenny move to hold a special meeting for these

purposes on Tuesday, June 29th, 2010 at 8:30 a.m. in the Conference Room at the town hall. The motion was seconded by Commissioner Robinson and carried unanimously.

With no further business, Commissioner Robinson moved to adjourn.

Jennifer Lambert
Clerk

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