

Meeting Minutes
July 9, 2012

Mayor Lewis opened the meeting at 7:30pm and gave the invocation. Members present were Commissioners Harold Meacombs, Danny Alford, Cherrye Davis, Dale Bachmann and J.W. McClenny. The guest list is attached and is part of these minutes.

Mayor Lewis opened the floor for Public Comment. Brandie Holt, resident at 11474 Village Square Drive, advised the Board that she paid \$598.61 in town taxes and as a taxpayer she requested that town ordinances, zoning permits, etc. be scanned and placed on the town's website. She commented that most people work during normal business hours and cannot get to the town hall to get needed information. She also asked why the June minutes were not available on the town's website. Her son also asked for better playground equipment at the park.

Robert Johnson asked the Board why the police department is not able to receive non-emergency calls, stating that sometimes they cannot get in touch with the officer on duty. He also expressed concerns regarding the quality of the water, adding they had received several notices regarding the water, and stated that citizens get second grade service. Lastly, he stated that the taxpayers get no services and complained about the appearance of the parks, cemetery, and the "Welcome to Middlesex" signs.

Mayor Lewis thanked Mrs. Holt and Mr. Johnson for their comments and assured them he would reply to their concerns. Being no further public comments, he closed the session.

The June meeting minutes were unanimously approved in a motion by Commissioner Alford and seconded by Commissioner McClenny.

Commissioner Bachmann requested to add a Closed Session to the agenda to discuss a personnel matter. The amended agenda was approved unanimously in a motion by Commissioner Bachmann and seconded by Commissioner McClenny.

Clerk Lambert reviewed the June financial statements. The General Fund's loss of \$48,837.61 for the 2011-2012 fiscal year included \$25,000 in Powell Bill Expenditures. Net gains in the Water Fund of \$13,233.35, and \$17,723.51 in the Sewer Fund total \$30,956.86. These figures will be adjusted by CPA entries for depreciation and other closing entries. The financials were approved unanimously in a motion by Commissioner Bachmann and seconded by Commissioner McClenny.

Chief Murray advised the Board that Spring Hope's speed trailer was in use and he should be able to borrow it sometime this week. Mayor Lewis asked Murray to check for possible grants to buy a speed trailer.

Commissioner Bachmann commented that water and sewer line repairs were complete on Jones Street and ready to tie in to the town lines.

Commissioner Davis and McClenny will research donating old unused computer monitors stored in the library.

Mayor Lewis mentioned that Middlesex Family Dental is very pleased with their first thirty days and they are now open to the public three days a week.

Commissioner Bachmann urged the Board to address a serious problem in the Sanitation Department. He emphasized that he did not want to increase sanitation rates, but recent problems with mop strings and mopheads in the sewer pumps was getting very expensive. These problems were detected at the East Hanes and Whitehouse Road lift stations and cost about \$500 each to repair, not including labor costs. He commented that it appears the mops are being flushed down toilets.

Clerk Lambert presented the Board with a list of delinquent taxpayers adhering to a signed payment schedule as requested by the Board at the June meeting. Also presented was a list of delinquent taxpayers with no correct address or contact information available, which according to the School of Government cannot be released from the levy until they are ten years old. The last list requested by the Board is a list of delinquent taxpayers where current contact information is on file, but all collection efforts yield broken promises of payment time and time again, or the taxpayer will not commit to a monthly payment arrangement. After a brief discussion, Commissioner Bachmann recommended that the entire list be sent to Town Attorney Liz Fairman for collection or possible foreclosure. He added that more than enough time and manpower has been spent on trying to collect these taxes. The Board requested that Clerk Lambert send the list to Attorney Fairman and asked for the estimated cost of sending collection letters to each taxpayer. Clerk Lambert confirmed she would have the information at the August meeting.

After a brief review of the part time and full time employee definitions in the personnel policy, everyone agreed that the definitions were sufficient. Mayor Lewis referred to NC and US Department of Labor information, which states that it is entirely up to each agency/employer to establish their own criteria as to how many hours an employee works a day or week or any other factors that make an employee part time versus full time. Department of Labor guidelines further state that the Fair Labor Standards Act (FLSA) does not define full time employment or part time employment. However, if wage or wage benefits are

involved, then the employer must clearly spell out in their personnel policy what it takes to be a full time employee versus a part time employee.

ARTICLE VI. EMPLOYEE BENEFITS, Section 1. Eligibility in the town's personnel policy was reviewed and the following sentence was added for clarification: "All part time employees working more than 1,000 hours a year must contribute and be a member of the Local Government Retirement System". Commissioner Alford moved to amend the personnel policy as stated above. Commissioner Bachmann seconded and the motion passed unanimously.

Commissioner Bachmann moved to go into Closed Session under G.S.143-318.11(a)(5) to discuss a personnel matter.

Back in Open Session, Commissioner Meacombs moved to change Utility Supervisor Dale Bachmann to full time exempt at a salary of \$480 per week effective in the next pay period. His motion was seconded by Commissioner Alford and carried unanimously.

Being no further business, Commissioner Meacombs moved to adjourn.

Jennifer Lambert
Town Clerk

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