

Middlesex Governing Body Meeting Minutes
July 10, 2017

Mayor Lewis called the meeting to order at 7:30pm and gave the invocation. Members present were Commissioners J.W. McClenny, Cherrye Davis, Danny Alford, and Harold Meacombs. Commissioner Ann Lewis was absent. Police Chief Otto Hayes and Public Works Supervisor James Liles was present, along with Joe Burnette with the ***Spring Hope Enterprise***. There were approximately four other guests.

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

The meeting agenda was changed to add a public comment session, which was omitted on the original agenda. The amended agenda was approved unanimously in a motion by Commissioner Davis and seconded by Commissioner Alford.

Town Clerk Jennifer Lambert reviewed the June financials, which were unanimously approved as presented in a motion by Commissioner Meacombs and seconded by Commissioner McClenny. Lambert advised we are still receiving June invoices for expenditures to be posted back to June.

Interim Police Chief Otto Hayes stated the new speed limit driver awareness sign has been moved to another location.

The Board continued discussions regarding Braswell Library's proposal to take over the town library. Mayor Lewis, Commissioners Davis, and Commissioner Lewis met with representatives from Braswell Library last month. The submitted proposal and budget were included in the meeting materials for review. Mayor Lewis reviewed the budget proposal, which totaled \$31,058 compared to the town's \$30,615 budget. Nash County contributes \$14,000 of the \$30,615, with the town providing the remainder. Commissioner Davis stated how commendable it was that the town has supported the library all these years. If the town does not go with the Braswell proposal, the town would have to pay for upgrading the server and the town could no longer be part of the statewide Cardinal System. After a brief discussion, everyone agreed that it would be a good move for the town to accept Braswell's proposal, but everyone also felt the town should have a representative on the Braswell Board. The matter was tabled until the August meeting to allow Mayor Lewis time to discuss a Middlesex representative with Braswell.

The Board continued discussion on two website redesign proposals, both for \$2,500, and both will result in a completely new website. Both can easily be edited by town personnel.

The proposal from Mark Cone, owner of Gold Valley Web Works, contains special features such as the ability for mobile access by iphone, and the ability for town personnel to place notifications on Facebook for citizens. Web hosting currently costing \$14.95 per month is included in the cost. Mr. Cone requests one-third up front. There will be a \$500 recurring annual charge for monthly security updates and backups. Any extra work above the design and setup after the website has been completed will cost \$50 per hour. Clerk Lambert stated Mr. Cone requested half of the price up front. Commissioner Meacombs moved to accept the website proposal from Mark Cone. Commissioner McClenny seconded and the vote unanimous.

Mayor Lewis instructed Clerk Lambert to split the website redesign three ways between contracted services for Administration, Water, and Sewer and to wait until near the end of the budget to see if an amendment is needed.

Mike Gaynor, who replaced Elizabeth Fairman as the town's attorney at Fields & Cooper, has joined another law firm in Rocky Mount. Trey Barnette, who will be handling the town's account, came by and talked with Mayor Lewis a couple of weeks ago. Mayor Lewis stated that he had met with Trey Barnette and heard good things. Commissioner Meacombs stated we could continue with Fields and Cooper and see how the relationship works out, and everyone agreed and no action was taken.

The town received an offer and acceptance on June 22, 2017, for the state grant applied for back in September 2016, Wastewater Asset Inventory and Assessment in the amount of \$150,000. The town must reply with 45 days of receipt. The Board must adopt a resolution accepting the grant offer and return with the signed acceptance. A 1.5% grant fee of \$2,250 is due now, which is included in the budget. A 5% match is required and will be in the form of in-kind engineering work completed by Envirolink. Envirolink will work with the town and the grant can be used for cameraing of sewer lines, identifying valves, and locating town sewer lines. Further discussions regarding this project and paying the fee will be discussed at a reconvened meeting which will be scheduled at the end of this meeting. Commissioner Meacombs moved to adopt Resolution R2017-1181 to accept the Wastewater Asset Inventory and Assessment in the amount of \$150,000. Commissioner Alford seconded and the vote was unanimous.

The NC League of Municipalities will present for adoption at its July 27, 2017 meeting some technical changes to the Interlocal agreements for the Property & Liability Insurance (IRFFNC), Worker's Comp Insurance (NCIRMA), and MIT insurance (dental, vision, life, & STD). These changes are not material in nature and are only to conform the language in the Services and Sponsorship Agreement in place. Changes are noted in the meeting materials (letters from NCLM) for review. No action is required at this time. The town will be notified of any action within thirty (30) days of its adoption.

Mayor Lewis opened the floor for public comment. No one had a comment or question and the session was closed.

Commissioner Meacombs moved to go into Closed Session as allowed by G.S.143-318.11(a)(6) to discuss personnel matters. Commissioner Davis seconded and the vote was unanimous.

Back in Open Session, Commissioner Meacombs moved to recess the meeting and reconvene on Tuesday, July 18, 2017 at 7:30pm to continue ongoing discussions for some of the agenda items and to continue the Closed Session to allow the Board to interview the applicant recommended for the Full Time Police Chief's position.

Gloria Vinson, Administrative Financial Asst.

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