

August 9, 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. and gave the invocation. Members present were Commissioner Harold Meacombs, Fred Hough, Luke Robinson, Dale Bachmann and J.W. McClenny. Police Chief Charles Ferrell and Samuel Cabrera, part time police officer applicant, were also present.

Mayor Lewis opened the floor for the public comment session and there were no questions or comments.

Commissioner Robinson moved to approve the July minutes as presented. His motion was seconded by Commissioner Bachmann and carried unanimously.

Commissioner McClenny requested to add Item c. under New Business, discuss internet service provider for the town hall. The agenda was approved, including the requested addition, in a motion by Commissioner McClenny, seconded by Commissioner Robinson and carried unanimously.

Derek Hawke, Nash County Engineer/Utilities Director, presented the Corbett Contracting bid of \$71,262.80 for the water line to the Middlesex Corporate Park, which has been reviewed and approved by USDA, and recommended by Stocks Engineering. The base bid was \$64,048.00 for a 6" water line, but an 8" line will be installed. USDA will only fund a 6" line, but Mr. Hawke advised that the cost difference of \$7,214.80 will be paid by Nash County. Mr. Hawke asked the Board to approve the plans and specifications, approve the budget presented, and award the alternate bid for the construction contract. He also explained the time frame would be a forty five (45) day construction period. The road has been paved up to where the medical facility will be located and the remainder of the road is gravel. NC DOT has approved the road and the final layers of asphalt will be applied when the medical facility is built. Commissioner Robinson moved to award the alternate bid of \$71,262.80 to Corbett Contracting to install the 8" water line to the Middlesex Corporate Park. His motion was seconded by Commissioner McClenny and carried unanimously. The construction plans were approved unanimously in a motion by Commissioner Meacombs and seconded by Commissioner Robinson. The project budget totaling \$88,200 was approved unanimously in a motion by Commissioner Bachmann and seconded by Commissioner McClenny.

Clerk Lambert reviewed the July financial statement, stating that expenditures totaling \$122,479.84 were unusually high, compared to \$64,292.25 in total revenues, due to Logics Software annual support, various annual dues, CPA services, property, liability, and worker's comp insurance payments, and that it was necessary to close and deposit a \$65,000 General Fund CD. She also advised that 2010 property taxes and business privilege licenses were billed and we are beginning to see revenues from these sources. The financial statements were unanimously approved in a motion by Commissioner Hough and seconded by Commissioner Robinson.

Chief Ferrell reported the loss of use of part time officer Joel Shattuck. He is not available to work because he is temporarily assisting the Town of Bailey fill a vacancy because one of their officers suffered a stroke.

Commissioner Bachmann reported that the generators were working properly and did their job during the two recent heavy rains, but we still have infiltration because the pumps were back to normal within two hours after a high water alarm.

Commissioner Hough asked that Mayor Lewis contact someone again about the rotten railroad ties on South Nash Street.

Mayor Lewis reported that after investigating the ditch problems reported at the July meeting, the ditches were deep and wide enough and did not need digging. They only need a side cutter to clear small trees and brush.

Mayor Lewis and Commissioner Hough will meet next week and review a list of streets to pave with Powell Bill funds, so he could proceed to gather quotes.

Commissioner McClenny reviewed bids from four companies: Dale Brown Roofing, Baker Roofing, Hamlin Roofing, and Centrimark, for roofing the town hall and the other adjoining town owned buildings. Centrimark, who just completed roofing Devil Dog Manufacturing in Zebulon, recommended that we leave the existing roof, while Dale Brown recommended to remove the old roof and start with a new smooth surface. After review of all the quotes with various thicknesses of material, insulation, gutters, and warranties, the general consensus was to meet with Dale Brown Roofing, the lowest bid, and discuss these items. Mayor Lewis also added we need proof of insurance coverage. Commissioner Bachmann moved to proceed with Dale Brown Roofing after the warranty is verified, any up charge for replacing decking boards is determined, and revisit the 60 mil versus 45 mil roofing thickness, take a telephone poll of the Board members, and proceed if the majority agree with any cost adjustments. Commissioner Hough seconded the motion and it carried unanimously.

Mayor Lewis advised the Board that flyers distributed door to door this week will advise citizens that extra trash carts will be \$10 each. The residential rate of \$12.75 covers one green trash cart and the business rate of \$20.50 covers two green trash carts and the \$10 will be charged for all extra carts. Customers can get as many recycle cans as they want with no extra charge. Mayor Lewis also added that he would like for the Board to begin thinking about changing the sanitation rate structure, adding that almost everyone has gone to a flat rate plus a price per can for all customers. Commissioner Meacombs added that we are going to have to go up on the rate sometime soon anyway. Everyone wanted to give this some more thought.

Clerk Lambert presented the following 2010-2011 Budget Amendment for approval:

<u>WATER OPERATIONS:</u>		<u>INCREASE</u>	<u>DECREASE</u>
EXPENDITURES:			
30-810-5700	Miscellaneous	100.00	
30-810-5300	Dues & Subscriptions		100.00

This amendment covers the refund issued to Derek Bissette for overpayment of installation of a 2nd water meter as approved by the Board on July 13, 2010

GENERAL FUND:

NON-DEPARTMENTAL EXPENSE:

10-660-0500	FICA-Employers	400.00
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FUND BALANCE APPROP:

10-390-0100	Gen Fund Bal Approp.	400.00
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This amendment covers the town's share of FICA for James Liles billed to the town by Municipal Insurance Trust

The budget amendment was approved unanimously in a motion by Commissioner Meacombs and seconded by Commissioner Robinson.

Commissioner McClenny moved to purchase a Konica Bizhub 360 Digital Copier from Venture Business Systems for the town hall at a cost of \$4500 plus tax. This unit was a lease unit with a low copy count, and the current copier in the town hall will be moved to the Police Department. Clerk Lambert added that the current copier had over 500,000 copies and was a used unit when it was purchased in March 2005. Commissioner Bachmann seconded the motion and it carried unanimously.

Commissioner McClenny requested that the town hall change internet service providers because of poor service received in June, and added that we should check with Centurylink. McClenny assisted with trying to get the internet running after a three day down time. Chris Tripp, with CT Technology, who handles the town's hardware maintenance, and Shelly Woodruff, Administrative Assistant, worked until 8:00 pm one evening waiting for a support call that was not answered. Mayor Lewis will check on the costs, if any, to switch to Centurylink, and also check on a package deal for all the town's internet service.

Commissioner Robinson moved to go into Closed Session under G.S.143-318.11(a)(6) to interview a part time police officer. Commissioner Meacombs seconded and the motion carried unanimously.

Back in Open Session, Commissioner Meacombs moved to hire Samuel Cabrera at the current part time pay rate subject to the results of the drug screening and psychological tests. Commissioner McClenny seconded and the motion carried unanimously.

Commissioner Hough moved to go back into Closed Session under G.S.143-318.11(a)(6) to discuss a personnel matter in the Utility Department. Commissioner Robinson seconded and it carried unanimously.

Back in Open Session, and with no further business, Commissioner McClenny moved to adjourn.

Jennifer Lambert
Clerk

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