

Meeting Minutes
September 9, 2013

Mayor Lewis opened the floor for a Public Hearing at 7:30pm. Board members present were Commissioners Harold Meacombs, Danny Alford, Cherrye Davis, Dale Bachmann, and J.W. McClenny. The hearing was held to solicit comments, ideas, and questions from the citizens of Middlesex on any potential project ideas covered by the Community Development Block Grant (CDBG) Program. Approximately fifteen guests attended.

Dennis Patton, Grant Writer with the Upper Coastal Council of Governments (COG) addressed the audience and explained the CDBG Program. He described the three (3) possible categories for the 2013 round of funding as follows:

- 2013 Small Business Entrepreneurial Development Program, which provides \$25,000 per low and moderate income job created by a private sector business in an expansion of its business up to \$250,000 maximum;
- 2013 Infrastructure Grant Program, which provides funding towards water and sewer improvements benefiting primarily low and moderate income residents;
- 2013 Contingency – Infrastructure Program, where de-obligated funds from other grant awards are used to improve water and sewer systems benefiting primarily low and moderate-income residents.

Mr. Patton emphasized that the CDBG guidelines and timetable for application deadlines have not been released at this time. Another important point Mr. Patton pointed out was any community receiving an award from CDBG would be obligated to follow certain state and federal regulations or set up plans, such as: Fair Housing Plan to promote fair housing, Language Access Plan to communicate with people who are English deficient, or provide access to public facilities for disabled persons, etc. Mr. Patton asked for questions or comments.

Commissioner Dale Bachmann commented everything was too premature and the town should back up and bring everyone on board, stating we had a lot of challenges and thought the town could look at this in three to four months. One of Bachmann's concerns was tax dollars paying administrative fees and engineering costs.

Mayor Lewis emphasized the public hearing and resolution was a planning step indicating the town has intent to apply for funds and that a second public hearing must be held before the town can apply.

Mr. Patton further explained that the Preliminary Engineering Report must accompany the grant application and that the cost is covered by grant funds, along with the COG'S fee for grant preparation and administration. Mr. Patton further explained that Middlesex is in a Tier 2 county, and depending on the grant guidelines and the projects that are in Tier 2 counties, the town would most likely be asked to provide a

5% match. Mayor Lewis explained that grant funds would be awarded to some of the towns that apply, and if Middlesex does not get the funds, some other towns will. Commissioner Bachmann added that he wants to make it clear that he is not opposed, but he wants to get public input. Mayor Lewis stated, "That is what this public hearing is for".

Commissioner Alford asked about the cost to the town. Mr. Patton explained that the COG will ask to be the administrator of the grant, if awarded, with the understanding that their fee will be reimbursed by the grant, so there will be no out of pocket costs to the town for their services.

Several citizens asked questions about how incomes were determined or verified and Mr. Patton explained that depending on the guidelines, a project area boundary would be identified and citizens within that project area could be interviewed door to door. He added that the annual median income for our area is based on 80% of the county's median annual income per household. Robert Johnson inquired about the Small Business Grant. Mr. Patton explained the Small Business Grant was a more difficult grant to be funded because a prospective business person interested in applying would have to be found and this often did not fit within the timetable of the grant. He added that the business would have to employ less than fifty people.

Mr. Patton added that state funding workshops will be held to review guidelines and that a total of twenty five million dollars will be funded for infrastructure projects in this round.

Mayor Lewis, Water and Sewer Commissioner Dale Bachmann, and Mike Myers, owner of Envirolink (the towns' water system ORC) have met and have a list of projects. One specific need is a generator for the lift stations at E. Hanes Avenue and Southern Seeds. Another is the serious infiltration into the sewer systems, which we cannot fix internally. Another high priority is possible pretreatment of sewer to reduce BOD's and TSS's (solids) in the sewer. The infiltration and the high BOD's and TSS's increase the town's wastewater treatment bill from Raleigh. The town will be looking at several opportunities.

Mayor Lewis closed the public hearing at 8:25pm, called the regularly scheduled meeting to order, and gave the invocation.

Mayor Lewis then read aloud Resolution R2013-1109, "Resolution Authorizing the Development and Filing of an Application for 2013 Community Development Block Grant-Infrastructure Funds". Commissioner Alford moved to adopt Resolution R2013-1109 as presented. Commissioner Davis seconded the motion and the resolution passed unanimously. The resolution is attached and are part of these minutes.

Mayor Lewis then opened the floor for the Public Comment Session. Robert Johnson, Brandie Holt, Stacey Meek, and Edna Mount spoke about various concerns. The public session was closed.

The August 9 and August 13, 2013 meeting minutes were unanimously approved in a motion by Commissioner Alford, which was seconded by Commissioner Bachmann.

Commissioner Meacombs requested to add Item (a) under New Business, discuss purchase of 800 mhz radio for the police department. Commissioner Bachmann requested to remove the closed session to discuss a personnel matter. Commissioner McClenny requested to add the closed session for a personnel matter back to the agenda. Commissioner Bachmann moved to approve the amended agenda. Commissioner Meacombs seconded, and the motion passed unanimously.

Clerk Lambert presented the August revenues, expenditures, accounts payable, bank and CD balances. Commissioner Meacombs moved to approve the August financials as presented. Commissioner McClenny seconded and the motion passed unanimously.

A state inspection of the town's lift stations revealed a grease problem. Commissioner Bachmann emphasized that no grease should ever be poured in sinks or drains and advised that grease education to consumers would be forthcoming.

In answer to questions about the library being open at night and Saturdays, Commissioner Davis reported that in the past when the library had night and Saturday hours, there was no attendance. Davis mentioned she would have a sign up list to see if there was enough interest to warrant opening extra hours.

Commissioner Bachmann moved to amend the Town Code of Ordinances, **Title 4, Chapter 1, Section 4-1-20 Meter reading; billing; collecting** to add: "In the event the town hall is closed on the 15th day of any month for any reason, payments will be accepted the following business day until 5:00pm with no penalty". Commissioner Bachmann reminded everyone that payments placed in the night drop after 5:00pm in this situation would not be processed until after the penalties were added. Commissioner Meacombs seconded the motion, which passed by a unanimous vote.

Commissioner Meacombs moved to confirm the telephone vote to purchase a used 8-foot flail mower from Finch Construction for \$1,500. Commissioner Bachmann seconded, and the motion passed unanimously.

There was a brief discussion regarding the rental of the town-owned building located at 10220 S. Nash Street. Commissioner McClenny and Mayor Lewis met with Melissa Schmidt-Rumaldo who is interested in opening a bakery. She has paid a \$250 deposit and must obtain liability insurance and any other permits/licenses required.

The town would need to complete some minor plumbing, install a hot water heater and a light in the back room. Commissioner Bachmann moved to give Commissioner McClenny and Mayor Lewis authority to lease the building to Ms. Rumaldo, provided she has all required documentation and the renovations by the town, which will run approximately \$1,000, are completed. If she is no longer interested, or does not have all required documentation, then they are authorized to move to the next candidate on the list. The motion was seconded by Commissioner Alford and carried unanimously.

Police Commissioner Harold Meacombs presented quotes from Motorola Solutions Inc. for three types of 800 mhz police radios. At the present time, the police officers cannot communicate with Nash County except through dispatch. Meacombs recommended the radio costing \$3,257.25, which has all digital programming and is ready to go. It will need no further programming with upcoming changes the beginning of next year. The programming will be at no cost and the cost includes a desktop charger. Commissioner Meacombs moved to purchase the 800mhz radio at a cost of \$3,257.25. His motion was seconded by Commissioner McClenny and carried unanimously.

Commissioner Bachmann moved to go into Closed Session under G.S.143-318.11(a)(5) to discuss a proposed contract and G.S.143-318.11(a)(6) to discuss a personnel matter. His motion was seconded by Commissioner Alford and carried unanimously.

Back in Open Session, and being no further business, Commissioner Meacombs moved to adjourn.

Jennifer Lambert, Clerk

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