

Meeting Minutes
December 9, 2013

Mayor Lewis called the regular meeting to order at 7:30pm and gave the invocation. Members present were Commissioners Harold Meacombs, Danny Alford, Cherrye Davis, and J.W. McClenny. Commissioner Bachmann was absent. Approximately twenty guests attended. Among the guests were Town Attorney Liz Fairman and the Honorable Representative Jeff Collins.

The November 11, 2013 meeting minutes were unanimously approved with a motion made by Commissioner McClenny and seconded by Commissioner Davis.

The agenda was approved unanimously in a motion by Commissioner Meacombs and seconded by Commissioner Alford.

Mayor Lewis opened the floor for the public comment session. Four citizens addressed the Board about various concerns. Mayor Lewis closed the public comment session.

Mayor Lewis introduced Russell Underwood, President of Charles R. Underwood, Inc., to present his findings for inspections of the town's eleven lift stations. It became apparent that the town's lift stations needed a third party evaluation. At the recommendation of Mike Meyer with Envirolink (the town's ORC), Mayor Lewis agreed to have Mr. Underwood evaluate the lift stations and present a report at no charge. Mr. Underwood's report revealed several of the town's lift stations were in serious need of attention. His conclusion was a lot of the problems were a result of the lack of needed maintenance, and lift stations 6, 7, and 8 need immediate attention, with lift station 8 being the worst. He recommended the town bring all lift stations back up to correct standards, and set up a preventive maintenance program. He added he is willing to train the town's personnel to rebuild pumps, perform maintenance, and help in any way he can.

Clerk Lambert reviewed the November financials. The report was unanimously approved in a motion made by Commissioner McClenny and seconded by Commissioner Davis.

New flooring was installed in the Police Department, completing the renovation project. New window blinds are needed. Chief Murray reported one full time officer remains on short term disability.

There was a battery theft from a generator at one of the lift stations. The old flow meter at the Mudcat Stadium pump was removed and a new piece of pipe was installed for the new meter. The new flow meter was installed December 2, 2013 and is being read daily. Calibration of the meter will be verified again next week. The Public Works shop was cleaned and painted. Free shelving from a medical office in was disassembled, and

reassembled here. The locks were changed on all gates and doors (Public Works, Police, and Town Hall).

Library patron data is being re-entered due to the computer software upgrade not transferring the old patron data. Unused computers from the town hall's recent hardware upgrade will be moved to the library when deemed safe to erase the hard drives.

Sidewalks are in the process of being power washed, which is making a substantial difference in appearance and hope to be finished by Saturday for Christmas~N~Middlesex. The event starts at 11:00 am, ends at 4:00 pm and the parade is at 2:00pm. Mayor Lewis encouraged the citizens to come out and enjoy the festivities.

With no further business to be handled by the current Board of Commissioners, Commissioner Meacombs moved to adjourn the meeting. Commissioner McClenny seconded and the motion unanimously passed.

The Honorable Jeff Collins, NC House Representative, District 25, was present to administer the oaths of office to Mayor Luther H. Lewis, Jr., Commissioner Ann Lewis, and Commissioner Harold Meacombs. He addressed the audience, adding that he had family ties to Middlesex and was honored to administer the oaths of office.

Mayor Lewis called the meeting of the new board to order at 8:05 pm. He then appointed department heads for the upcoming two years. Following is the list of new appointments by department as designated by Mayor Lewis:

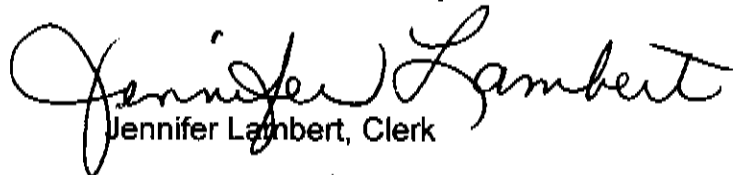
Water & Sewer	J.W. McClenny
Streets & Sidewalks	Danny Alford
Buildings & Cemetery	Ann Lewis
Sanitation	Harold Meacombs
Parks & Recreation	Cherrye Davis
Police Commission	Danny Alford
	Harold Meacombs
Check Co-signers	Luther H. Lewis, Jr.
	Ann Lewis
Library Board Representative	Cherrye Davis
Upper Coastal Representative	Harold Meacombs
Upper Coastal Rep-Alternate	Luther H. Lewis, Jr.
Personnel Director	Luther H. Lewis, Jr.
Mayor Pro-Tem	Harold Meacombs

Mayor Lewis announced that all newly elected officials are required to attend ethics training. Clerk Lambert added that Nash County usually organizes training after an election, usually held in March. She will contact the county at a later date.

Commissioner McClenny moved to go into Closed Session under G.S.143-318.11(a)(6) to discuss a personnel matter. Commissioner Alford seconded and the motion unanimously passed.

Back in Open Session, Mayor Lewis asked Mike Meyer with Envirolink for his recommendation regarding the report given to the Board by Russell Underwood's evaluation of the town's lift stations. Mike advised the town to address the most critical lift stations, 7 & 8, as the short term priority, and continue with the remaining lift stations as soon as feasible. Mayor Lewis asked the Board if they wished to move forward with a detailed quote from Mr. Underwood. Commission Alford moved to get a quote on 6, 7, & 8 lift station repairs. Commissioner McClenny seconded the motion and it passed unanimously.

Being no further business, Commissioner McClenny moved to adjourn.



Jennifer Lambert, Clerk

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