

**Middlesex Governing Body  
Meeting Agenda  
December 12, 2016 – 7:30pm  
10232 S. Nash Street**

1. Call the meeting to order and give the invocation.
2. Approve the November 2016 meeting minutes   **Pages 1 – 2**
3. Approve the agenda
4. Reports:
  - a. Clerk               **Pages 3 – 43**
  - b. Police Chief   **Pages 44 – 47**
  - c. Public Works Supervisor   **Page 48**
  - d. Library           **Page 49**
  - e. Mayor
  - f. Commissioners
5. Old Business:
  - a. Adopt Resolution designating Mayor Luther H. Lewis, Jr. as the town's agent to apply for FEMA assistance for Hurricane Matthew   **Page 50**
6. New Business:
  - a. Letter from Elizabeth Fairman, Town Attorney, announcing her retirement   **Page 51**

**ADDED TO AGENDA:**

- b. **Reappoint Mayor Lewis as representative to the Technical Advisory Committee (TAC) for the UCPRPO. Upper Coastal Plain Rural Planning Organization UCPRPO) to provide transportation planning for Nash, Edgecombe, Johnston and Wilson Counties**
7. Public Comment Session
8. Adjourn

Middlesex Governing Body Meeting Minutes  
December 12, 2016

Mayor Lewis called the regular meeting to order at 7:30 p.m. and gave the invocation. Members present were Danny Alford, Cherrye Davis, Ann Lewis, and J.W. McClenny. Commissioner Harold Meacombs was absent. Public Works Supervisor James Liles was also absent. Only four guests attended.

The November 2016 meeting minutes were unanimously approved as presented in a motion by Commissioner Lewis and seconded by Commissioner Davis.

Mayor Lewis requested to add to the agenda under New Business, Item b. Reappoint Mayor Lewis as representative to the Technical Advisory Committee (TAC) for the Upper Coastal Plain Rural Planning Organization (UCPRPO) to provide transportation planning for Nash, Edgecombe, Johnston and Wilson Counties. The amended meeting agenda was unanimously approved as presented in a motion by Commissioner McClenny and seconded by Commissioner Davis.

The Honorable Keith Stone, Nash County Sheriff was scheduled to attend and address the Town Board but was unable to attend. He will reschedule his visit.

Town Clerk Jennifer Lambert reviewed the November financials, which were unanimously approved as presented in a motion by Commissioner Alford and seconded by Commissioner Lewis.

Police Chief Dennis Murray thanked members of the Spring Hope and Bailey Police Departments, and the Nash County Sheriff's Office with their assistance with the Christmas parade and traffic control for Christmas-N-Middlesex. Mayor Lewis commented that the turnout was good, especially with the cold weather and thanked Cindy Ridgway for organizing the event. Commissioner Ann Lewis thanked everyone for coming out to the parade and showing their support.

At the request of a citizen at the November meeting, Mayor Lewis has been investigating the possibility of annexing a residence on Morris Street. According to Elizabeth Fairman, the town's attorney, it appears the town can annex individual properties on Morris Street, once a voluntary petition has been presented and the necessary voluntary annexation procedures are met. Mayor Lewis added he will send a letter to all Morris Street residents, who have been on the town's water and sewer system for many years, to see if they are interested in being annexed. If annexed, they would pay town tax, but would save money overall because they would pay in-town water and sewer rates. They have always paid outside (or double) rates. All annexation costs will be paid by the Morris Street residents, but the cost would be less if all the residents filed together at the same time. Mayor Lewis will give an update at the January meeting.

At the November meeting, Mayor Lewis advised the Board he attended FEMA meetings to investigate financial aid to recover extra costs related to Hurricane Matthew. He will be requesting reimbursement for labor costs involved with extra trees and yard debris, generator run time, and any other expenses to the town as a result of Hurricane Matthew. He requested the Board adopt a resolution designating him as the town's primary agent and Jennifer Lambert, secondary agent, to apply for FEMA assistance. Commissioner Davis moved to adopt the resolution as presented. The motion was seconded by Commissioner Lewis and the vote was unanimous.

In new business, a letter was given to the Board from Elizabeth Fairman, Town Attorney, announcing her retirement at the end of December. Fields and Cooper law partners Mike Gaynor and Mark Edwards, and their associate Trey Barnette, will continue to represent the town and meet any needs of the town. Mayor Lewis commented that Liz has represented the town for many years for as long as anyone remembers and she will be missed, but she is leaving the town in very capable hands.

Mayor Lewis advised that the Nash County Board of Commissioners just reappointed the towns of Spring Hope and Middlesex to appoint a representative to the Technical Advisory Committee (TAC) for the Upper Coastal Plain Rural Planning Organization (UCPRPO) to provide transportation planning for Nash, Edgecombe, Johnston and Wilson Counties. Mayor Lewis was appointed as the Middlesex representative in December 2014, and it is time to reappoint the representative. Mayor Lewis asked the Board to appoint someone, added that he is willing to continue to serve as representative. Commissioner McClenny moved to reappoint Mayor Lewis as representative to the Technical Advisory Committee (TAC) for the UCPRPO. The motion was seconded by Commissioner Alford and the vote was unanimous.

As an FYI, Mayor Lewis advised he continues to follow up on the sidewalk needed from Middlesex Manor to Middlesex Elementary School. This project is outside the town limits and is on a state system street and NC DOT officials are looking money in the upcoming session. He is also going a different route to try to get this project funded and completed as soon as possible.

Mayor Lewis informed the Board that the city limit sign on Selma Road has been moved to Stokes Road per Resolution R2016-1167 adopted October 14, 2016. The town also requested to lower the speed limit from 55mph to 35mph on Selma Road to Stokes Road. After NC DOT investigations, the speed limit was lowered to 45mph and DOT will erect the signs in the near future. After more houses are built on Selma Road, NC DOT indicated they would take a look at lowering the speed limit to 35mph.

Mayor Lewis opened the floor for the public comment session. Citizens Edna Mount and Becky Strickland addressed the Board about various topics of concern, and the session was closed.

With no further business, Commissioner Lewis moved to adjourn.  
Commissioner McClenny seconded and the motion passed unanimously.

  
Jennifer Lambert, Clerk

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

**Middlesex Governing Body  
Meeting Agenda  
November 14, 2016 – 7:30pm  
10232 S. Nash Street**

1. Call the meeting to order and give the invocation.
2. Approve the October 2016 meeting minutes   **Pages 1 – 5**
3. Approve the agenda
4. Reports:
  - a. Clerk               **Pages 6 – 43**
  - b. Police Chief   **Pages 44 – 47**
  - c. Public Works Supervisor   **Page 48**
  - d. Library           **Page 49**
  - e. Mayor
  - f. Commissioners
5. Old Business:
  - a. Reminder: Christmas~N~Middlesex Saturday, December 10, 2016, from 11:00 – 4:00pm, with the parade at 2:00pm (Vendors/food at new fire house 11636 W. Finch Avenue)
6. New Business:
7. Public Comment Session
8. Closed Session for personnel matters as allowed by G.S.143-318.11(a)(6)
9. Adjourn

Middlesex Governing Body Meeting Minutes  
November 14, 2016

Mayor Lewis called the regular meeting to order at 7:30 p.m. and gave the invocation. Members present were Danny Alford, Cherrye Davis, Ann Lewis, and J.W. McClenny were present. Commissioner Harold Meacombs was absent. Only 5 guests attended.

The October 2016 meeting minutes were unanimously approved as presented in a motion by Commissioner J.W. McClenny and seconded by Commissioner Ann Lewis.

The meeting agenda was unanimously approved as presented in a motion by Commissioner Danny Alford and seconded by Commissioner Cherrye Davis.

In the absence of Town Clerk Jennifer Lambert, Administrative Assistant Tammy Pittman reviewed the October financials, which were unanimously approved as presented in a motion by Commissioner Davis and seconded by Commissioner McClenny. Pittman informed the board she will be attending the New Clerks Academy in Durham sponsored by the UNC School of Government, January 18, 2017.

Public Works Supervisor James Liles briefed the board on the event of Hurricane Matthew. Commissioner Alford asked about the status of the cleanup efforts and James confirmed everything went well. The majority of trees and debris have been collected by the town and NCDOT.

Police Chief Dennis Murray reported that he has been in contact with the Spring Hope Police Department in reference to the Town of Middlesex Christmas Parade on Saturday, December 10<sup>th</sup>, 2016. Other agencies will be assisting the upcoming event.

Mayor Lewis reminded everyone of the Town of Middlesex Annual Christmas Parade on December 10, 2016, and all activities will be taking place at the new fire department located on West Finch Avenue. The parade will take the same route it has taken in the past. Police Chief Dennis Murray confirmed everything was in order and the street closures and his staff are up to date on the upcoming event.

Mayor Lewis commended the Public Works staff for their great performance during the cleanup of the debris following the aftermath of Hurricane Matthew. Also, he commended the NCDOT for the quick response to clean up the large debris. Mayor Lewis expressed he is working on the cleanup of a large tree at Alt. Hwy 264 and N. Oak Street. Mayor Lewis has attended two (2) FEMA meetings to apply for assistance for the generator run time, labor, and disposal fee. At this time, we are awaiting for a response from FEMA.

Commissioner McClenny expressed concern regarding a tree on Highway 231 (North Nash Street). A large section of the tree fell during the hurricane and the remainder of the tree appears to be in really bad shape. Mayor Lewis will investigate to see if the tree is in the right of way.

Mayor Lewis opened the floor for the public comment session. Only two guests addressed the Board and the session was closed.

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

Back in open session, Commissioner Lewis moved to enroll Public Works Worker Michael Fitzgerald in the Local Government Retirement System. If an employee works over 1,000 hours in a twelve month period they qualify for membership in the retirement system. Michael has worked almost 1,000 hours since he was hired May 02, 2016. Therefore, Michael is eligible for membership in the retirement system effective with pay period beginning November 3, 2016. Commissioner Lewis also moved to increase Michael's salary \$1.00 per hour effective November 3, 2016. Seventy cents (\$.70) of the increase will cover the six percent (6%) payroll deduction for his retirement contribution. Commissioner McClenny second the motions and the vote was unanimous.

With no further business, Commissioner McClenny moved to adjourn. Commissioner Lewis seconded and the motion passed unanimously.



Tammy Pittman,  
Administrative Assistant to Clerk

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