

Middlesex Governing Body Meeting Minutes
December 14, 2015

Mayor Lewis called the regular meeting to order at 7:30 p.m. and gave the invocation. Members present were Commissioners Danny Alford, Cherrye Davis, Ann Lewis, and J.W. McClenny. Commissioner Harold Meacombs was absent. Officer Vennie Brock was present in Chief Dennis Murray's absence. Public Works Supervisor James Liles was present, along with four guests.

The November 9, 2015 minutes were approved unanimously in a motion by Commissioner McClenny, which was seconded by Commissioner Lewis.

The agenda for old business was unanimously approved as presented in a motion by Commissioner Alford and seconded by Commissioner Lewis.

John Anthony, Anthony & Tabb, PA, presented the 2014-2015 audited financial statements. Anthony stated Middlesex had a good year and made progress. For the previous two years, he had expressed concerns about the decreasing General Fund reserves not being replaced. He noted the town has corrected this and stopped drawing down the General Fund and increased the tax rate as needed. The financials have been approved by the Local Government Commission. Middlesex received a "clean opinion", and the financials are a fair representation of the financial condition of the town.

Anthony pointed out the following financial statement highlights:

- (1) Net cash and cash equivalents totaled 721,407, less restricted cash of \$199,441, which was a \$55,000 increase over last year
- (2) In the General Fund, cash and cash equivalents totaled nearly \$478,000, which is an increase of \$35,000 over last year
- (3) On the General Fund Income Statement, revenues were over expenditures \$30,475 Anthony commented that all departments operated within the budget, and the town did a good job setting and maintaining the budget and amending as needed
- (4) The Water and Sewer Fund repaid the General Fund \$50,000, which helped the General Fund, along with the property tax increase
- (5) Current assets in the Water and Sewer Fund totaling \$443,000 were up \$19,000 from the previous year and the fund is in solid financial condition.
- (6) The Water and Sewer Fund had a loss of \$8,620, which includes depreciation.
- (7) The Water and Sewer Fund shows a cash profit of \$159,000 before transfers

Middlesex Governing Body Meeting Minutes
December 14, 2015 (Continued)

- (8) The Water and Sewer Fund also stayed within budget
- (9) Only \$14 in uncollected motor vehicle taxes and the collection rate is 99.94%
- (10) \$11,791 in uncollected property taxes and the collection rate is 94.9%, which is below the state average, but is a fair rate

To summarize, Anthony advised the town's books and records were in very good shape and commended Jennifer Lambert. He added that he believes for a town the size of Middlesex, it is most efficient to have the county bill and collect the taxes. Mayor Lewis thanked John for his presentation.

The November financials were unanimously accepted as presented in a motion by Commissioner Lewis and seconded by Commissioner McClenny.

Mayor Lewis noted two more zoning permits were issued for new construction on Creech Road for homes in the Cedar Run Subdivision.

Mayor Lewis met with Russell Underwood, Charles R Underwood, Inc., whose firm has completed the majority of work on the critical needs list for lift station repairs. Mr. Underwood is finalizing the invoices to present for payment. Mayor Lewis said it appears the total will be approximately \$125,000. Mayor Lewis advised that we could borrow the entire amount, or use part of the acreage and impact reserve funds and borrow a lesser amount. The town has been approved for up to \$150,000 loan at 1.84% interest to be paid off before the end of five years. Mayor Lewis will finalize the figures and make a presentation possibly at the January meeting for the Board to review and make a decision.

Commissioner Lewis moved to recess the meeting to administer Oaths of Office to the newly elected officials. Clerk Lambert administered the Oaths of Office to Commissioners Danny Alford, Cherrye Davis, and J.W. McClenny.

Commissioner Davis moved to reconvene the meeting. Her motion was seconded by Commissioner Lewis and passed unanimously.

Mayor Lewis reviewed the current appointments list for each department head, Mayor Pro Tem, check co-signers, COG representatives, etc. Mayor Lewis advised that he would like to continue with the same appointments for the next two years, with no changes. No one had any objections. The appointments are as follows:

Middlesex Governing Body Meeting Minutes
December 14, 2015 (Continued)

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-signer	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

A letter from Waste Industries was reviewed announcing a 2.66% increase in the landfill gate per ton effective January 1, 2016. The current rate of \$56.99 will increase to \$58.52 per ton.

Clerk Lambert presented the following 2015-2016 Budget Amendment for approval:

<u>GENERAL FUND EXPENDITURES:</u>		<u>INCREASE</u>
<u>Sanitation:</u>		
10-580-7300	Purchases for Inventory	2,300.00
<i>**Order placed for 35 carts from Carolina Environmental (20 Garbage & 15 Recycle) \$55.50 each \$1942.50 + est. freight \$300</i>		
10-580-1700	Maintenance of Vehicles	2,000.00
<i>**Necessary trash truck repairs (Budgeted \$3,000 & only \$50 remaining)</i>		
<u>GENERAL FUND REVENUES:</u>		
10-390-0100	Gen Fund Balance Approp.	4,300.00
<u>GENERAL FUND EXPENDITURES:</u>		
<u>Police Dept.</u>		
10-510-5800	Shop with a Cop Program	1,825.00
<u>GENERAL FUND REVENUES:</u>		
10-371-1200	Shop with a Cop Program	1,825.00
<i>**Donations for Shop with a Cop Program to provide Christmas Gifts for needy children***</i>		

Middlesex Governing Body Meeting Minutes
December 14, 2015 (Continued)

The budget amendment was unanimously approved in a motion by Commissioner McClenny and seconded by Commissioner Alford.

Mayor Lewis advised the Board there have been a couple of people asking if the town is interested in buying back cemetery plots. Lewis expressed that in his opinion, if the Board decides to buy back plots, there should be a set price and pay the same rate for all plots purchased. He also noted that no money is allocated in the budget for this, so each time before a plot is purchased, a budget amendment would be necessary. He also stated he believes the town should not pay the current price charged by the town for a cemetery plot. Commissioner McClenny asked if other towns buy back lots, but no one knew. The matter was tabled.


Mayor Lewis opened the floor for Public Comment. No one addressed the Board and the session was closed.

Commissioner Lewis moved to go into Closed Session to discuss contracts as allowed by G.S.143-318.11(a)(5). The motion unanimously passed after a second by Commissioner Davis.

Back in Open Session, Commissioner Lewis moved to accept the Southern Nash Senior Center Agreement with Nash County. Commissioner Alford seconded and the motion passed unanimously. Nash County approached Middlesex and Bailey in June of this year requesting to construct a senior center on the Bailey-Middlesex Park property. Bailey must now accept the agreement. The next step is a Ground Lease Agreement.

Commissioner McClenny moved to give permission to Nelson & Davis, DBA Southern Nash Dental to sublease the town's medical facility to a doctor for a medical office and if anything changes to advise the town. McClenny's motion was seconded by Commissioner Alford and passed unanimously.

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


Jennifer Lambert, Clerk

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