

**TOWN OF MAXTON
BOARD OF COMMISSIONERS MEETING
July 20, 2021 7:00 p.m.
Minutes**

The Board of Commissioners of Maxton, North Carolina met in formal session in the meeting chambers of the Town of Maxton Town Hall located at 201 McCaskill Avenue Maxton, North Carolina at 7:00 p.m.

In attendance were: Mayor Paul G. Davis, Mayor Pro Tem Virgil Hutchinson, Commissioner Toni Bethea, Commissioner Elizabeth Gilmore, Commissioner Paul McDowell, and Commissioner Victor Womack.

Staff Present: Town Manager Angela Pitchford, Town Clerk Michael Cousar, Town Attorney Timothy Snead, Police Chief Na'Shayla Nelson, Public Works Director Preston McKenzie, and Wastewater Director Dennis Freeman.

Formal Session: Call Meeting to Order- Mayor Paul G. Davis

Invocation: Commissioner Womack

Approval of Consent Agenda

1. Minutes from Board Meeting of June 15, 2021
2. Minutes from Special Meeting of June 24, 2021
3. Tax Adjustments month of June 10 – July 14, 2021

Mayor Davis request a motion to approve the consent agenda. Commissioner McDowell made the motion and it was seconded by Commissioner Gilmore. The vote was unanimous and the motion carried.

Adopt the Proposed Agenda

Mayor Davis request a motion to adopt the Proposed Agenda. Commissioner Womack made the motion and it was seconded by Commissioner McDowell. The vote was unanimous and the motion carried.

Does any member have any known conflict of interest and appearances of conflict with respect to any matter coming before the board today? If so, please identify the conflict and refrain from any participation in the particular matter involved. NONE

OLD BUSINESS:

- a) **2020 -2021 Audit Preparation - Allow the Finance Director to make necessary amendments and adjustments to prepare final documentation for the Auditor to close FY 2020-2021.**

Mayor Davis request a motion to approve the actions for Finance Director to make necessary amendments and adjustments to prepare final documentation for the Auditor to closeout FY 2020-2021. Commissioner McDowell made the motion and it was seconded by Mayor Pro Tem Hutchinson. The vote was unanimous and the motion carried.

b) Town of Maxton New Website presentation - Mr. Joe White

Mr. Joe White with Tuff Digital Marketing in Pembroke, North Carolina, presented to the Mayor and Council the newly designed town website to be going online once final version is approved.

NEW BUSINESS:

a) Consider Zoning and Planning Board Recommendation for Proposed Text Amendments to Zoning Ordinance to Comply with N.C.G.S. Chapter 160D.

Mayor Davis request a motion to consider the Planning and Zoning Board proposal for the Text Amendments to the Zoning Ordinance to comply with the N.C.G.S Chapter 160D. Commissioner McDowell made the motion and it was seconded by Mayor Pro Tem Hutchinson. The vote was unanimous and the motion carried.

b) E-911 Communications Services Interlocal Agreement.

Mayor Davis request a motion to have the Town Manager make contact with the County Commissioner for our district to discuss E-911 Communication Services Interlock Agreement. Commissioner McDowell made the motion and it was seconded by Commissioner Womack. The vote was unanimous and the motion carried.

c) Set Filing Fee for November Elections.

Mayor Davis request a motion to leave Election Filing Fee unchanged for election. Commissioner Womack made the motion and it was seconded by Mayor Pro Tem Hutchinson. The vote was unanimous and the motion carried.

d) Economic Development Strategic Five Year Plan Committee Seat (1).

Mayor Davis request a motion to reappoint Mrs. Diane Dixon to the Economic Development Strategic Five (5) Year Plan Committee. Commissioner McDowell made the motion and it was seconded by Commissioner Gilmore. The vote was unanimous and the motion carried.

PUBLIC FORUM: Mayor Davis opened up the public forum and advised that there will be a limit of two minutes for speaking. Please state your full name, address, and phone number. The board and staff will not respond to individual comments or questions during the public forum. The appropriate staff member will follow up with all concerns as needed.

Robert Macy of 307 North Florence Street Maxton, NC (910) 844-188. Mr. Macy shared comments from calls made to the Towns' Dispatcher in July about illegal fireworks, spoke of concerns about dispatchers being entrusted with more responsibilities, thanked the Town for securing the gym, and asked for an update on the sale of the property at 307 North Florence Street in Maxton NC. He also spoke of new Maxton residents living on West Central Street and welcoming them.

Mrs. Diane Dixon of 402 North Patterson Street Maxton, NC (910) 217-5400: Mrs. Dixon said the Town needs its own dispatchers and that Lombard Street needs to be repaved.

REPORTS

Police Chief:

- Calls for service in June 2021 were 1248.
- Police Department (Department) is currently completing state mandated audits for grant and other programs.
- Department completed 250 hours of training in the month of June 2021. Two officers received General Certifications through Training and Standards.
- Department issued 106 citations.
- Department and ALE have injunction against Maxton business.
- Department has four patrol vehicles that are in need of replacement.
- Department sponsored recreation concession stand has raised \$1000.00 through sales and donations.
- Elizabeth City sent a letter thanking the Maxton Police Department for its law enforcement assistance.
- Chief Nelson ask resident to participate in the Towns' Neighborhood Watch Program.
- National Night Out will be Tuesday, August 3, 2021, from 5-8 p.m., at Beacham Park.

Town Manager:

- Healthier Together with UNC Health Southeastern will host a free Covid-19 vaccination clinic on Thursday,, July 29, 2021 at Gilbert Patterson Memorial Library located at 201 North Florence Street, Maxton from 12:00 noon through 3:00 p.m.

Mayor Davis request a motion to go into Closed Session. Commissioner McDowell made the motion and it was seconded by Commissioner Womack. The vote was unanimous and the motion carried.

Closed Session- Motion to go into closed session, pursuant to **NCGS 143-318.11(a) (6)** to discuss personnel issues and consult with Town Attorney. (1) Permitted Purposes. – A public body may hold a closed session and exclude the public only when a closed session is required. (1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, not considered a public record within the meaning of Chapter 132 of the General Statues.

Mayor Davis request a motion to close Closed Session. Commissioner McDowell made the motion and it was seconded by Commissioner Womack. The vote was unanimous and the motion carried.

Mayor Davis request a motion pay Officer Patrick Hunt \$18,173.43 back pay. Commissioner McDowell made the motion and it was seconded by Commissioner Womack. The vote was unanimous and the motion carried.

Mayor Davis request a motion to instruct Town Attorney Timothy Snead to deal with Town property located at 307 North Florence Street, Maxton, NC 28364. Commissioner Womack

made the motion and it was seconded by Commissioner McDowell. The vote was unanimous and the motion carried.

ADJOURN

Mayor Davis request a motion to adjourn the board meeting. Commissioner McDowell made the motion and it was seconded by Commissioner Gilmore. The vote was unanimous and the motion carried.



Mayor, Paul G. Davis



Town Clerk, Michael D. Cousar