August 15, 2017

**MINUTES OF TOWN OF MAXTON, NORTH CAROLINA**

**BOARD OF COMMISSIONERS**

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 MacAskill Avenue Maxton, North Carolina at 7:00 p.m.

**ATTENDANCE**

**Present:**

Mayor Emmett “Chip” Morton, Mayor Pro Tem Virgil Hutchinson, Commissioner Elizabeth Gilmore, Commissioner James McDougald, Commissioner Paul McDowell, Town Manager Kate Bordeaux, Town Clerk Jacqueline Johnson, Town Police Captain Jamie Oxendine.

**FORMAL SESSION**

Mayor Morton called the meeting to order, welcomed everyone, and the matters below were addressed.

The invocation was given by Commissioner Gilmore.

**Adoption of Proposed Agenda**

Mayor Morton requested a motion to adopt the proposed agenda. Commissioner McDougal moved that the Board approve the proposed agenda, Mayor Pro Tem Hutchinson seconded the motion, and the motion was unanimously approved.

**Approval of Consent Agenda**

1. Minutes from Board Meeting July 18, 2017
2. Tax adjustments

Mayor Morton requested a motion to approve the consent agenda. Mayor Pro Tem Hutchinson moved that the Board approve the proposed agenda, Commissioner Gilmore seconded motion, and the motion was unanimously approved.

**RECOGNIZATIONS**

**Employee of the month**

None

**Schools**

No speaker was present.

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**PUBLIC FORUM**

No speaker was present

**OLD BUSINESS**

1. Land-field Closure

Mayor Pro Tem Hutchinson discussed the land field closure which has not been used for several years due to the capacity of the land field. He further stated that the land filed has not been property closed. Hutchinson mentioned he met with the state and was give the criteria on properly closing the land field. On July 25, 2017 he also met with Anderson Engineer and the proper paper work was submitted to the state to get final approval to closing the land field. He discussed that he envisions the continual use of the land field to dispose leaf and limbs throughout the town with the goal of at least twice a year the debris can be grinded up into mulch and used by the Town to do landscaping around town and for the citizens to use as well.

**NEW BUSINESS**

1. **Police Department Standard Operating Procedure Committee.**

Town Manager Bordeaux discussed that after reviewing several Town policies, the Police Department Standard Operating Procedure needs to be updated with several federal laws and to be incompliance for insurance purposes. During this process, Manager Bordeaux also ask two of the Commissioner to be involved as a committee to view and make any changes as needed to bring the Police Department SOP up to date. Mayor Morton chose Mayor Pro Tem Hutchinson and Commissioner McDowell to serve on the committee to review the revised policy. The final draft will be presented to the Board for recommendation by the November BOC meeting for final Board approval.

1. **FEMA Hazard Mitigation Plan Letter to County Manager Harris.**

Town Manager Bordeaux briefly discussed the FEMA Hazard Mitigation Plan and the funds that will be available to Robeson County and towns affected by Hurricane Matthew. County Manager Harris advised that a letter from the Town of Maxton be sent to his office to request funds appropriate for Maxton. A copy of the letter was provided to the Board.

**Purchase lawnmower for the Public Works Department.**

Town Manager Bordeaux discussed the need of two new lawnmowers as the three mowers that the Town currently uses is repaired weekly. The lowest quote to service and repair the mowers is estimated at $10,800. Public Works Director Dennis Freeman provided four quotes. The lowest responsible quote was Dillion Tractor to purchase two mowers for $19,390.50. Town Manager Bordeaux stated the Powell Bill funds can be used for 25% of the cost of equipment.

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Mayor Morton requested a motion to approve the purchase of (2) lawnmowers from Case III from Dillion Tractor. Commissioner McDougal moved that the Board approve the purchase, Commissioner McDowell seconded motion, and the motion was unanimously approved.

**REPORTS**

**Town Manager**

Town Manager Bordeaux briefed the Board on Finance Director Myra Tyndall’s recent final retirement. Mr. Caleb Tannenbaum was introduced as the new finance officer. He is a graduate of UNC at Greensboro.

Town Manager Bordeaux also shared information on several projects throughout the Town.

**Maxton Dialysis**

* First treatment began August 14 and they treated 9 total patients on the first day.
* Currently, there is a 39 patient waiting list, which the Dialysis Center hopes to be admitted by the first week of September.
* 13 total staffing employees at this location.
* Dr. Johnathan Nestor is the Medical Director for this location.

**CDBG for the water loss project**

* Metcom is proceeding according to schedule.
* August 10 water samples were collected
* August 14th tie in Correll Streets.
* Next will proceed with Cottingham, Kincaid, and Lane Street.
* Interview for 2nd crew to ensure completion by December.
* Finally, payout #2 went to the state for reimbursement

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**Mayor**

Mayor Morton spoke about how successful the Maxton National Night Out event hosted by the Maxton Police Department was. He stated there was good food, plenty of citizen, music, entertainment, and games, Also the Maxton Commissioners, Police Department and other Town Employee helped out to make the night a great event. He stated that both adults and children attended, which shows how inclusive the Town is.

* Mayor Morton commended the employees on doing a great job keeping the

Town clean.

**Commissioners**

Commissioner McDougald

* He met with the 60 plus senior group and discussed activities to have in the Town for the seniors.
* The County is offering a 5% discount off property taxes paid before December 31, 2017. Commissioner McDougald asked will Maxton be able to give a discount on early pay of taxes.
* The Indian Housing has placed the foundation for the house on Patterson Street and they have received two applicants.
* Two people have sold land at reduce cost for more houses.
* Nine applications have been given out to citizens that are interested in housing. The Housing Authority will view the applications for qualification of the applicants for young people for affordable housing and there is help with working with credit.

**Adjourn:**

Mayor Morton request a motion to adjourn. Commissioner McDougald moved that the Board adjourn the meeting, Commissioner Gilmore seconded the motion, and the motion was unanimously approved.

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 Emmett Morton, Mayor Jacqueline Johnson, Town Clerk