**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 McCaskill 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 Chief Tammy Deese, Tax Collector Angela Pitchford, and Finance Director Myra Tyndall.

**Absent:**

Town Attorney Nick Sojka

**FORMAL SESSION**

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

The invocation was given by Mayor Pro Tem Virgil Hutchinson.

**Adoption of Proposed Agenda**

Mayor Morton requested a motion to adopt the proposed agenda. Commissioner McDougald moved that the Board approve the proposed agenda, Commissioner McDowell seconded the motion, and the motion was unanimously approved.

**Approval of Consent Agenda**

1. Minutes from Board Meeting June 20, 2017
2. Tax adjustments

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

**RECOGNIZATIONS**

**Employee of the month**

None

**Schools**

No speaker was present.

**PUBLIC FORUM**

* **Lillye Dumas Wells**- A resident at 720 W. Cottingham Street expressed concerns of the Brooklyn Community residents. One of the concerns was the road being closed at Malloy Street at the end of the dirt road. Ms. Dumas has been advised that is not a town owned road. It is privately owned and the owners are allowed to close the road. Another concern is the timing of the signals and arms being placed at the Malloy Street Crossing. Town Manager Bordeaux advised Ms. Dumas that she will be following up with CSX to get more details on when this project will begin.

Mayor Morton closed the public forum after no others came forward.

**OLD BUSINESS**

1. **Adjustment to 2017-2018 Budget for contingency and training**

Mayor Morton requested a motion to Adjustment to 2017-2018 Budget for contingency and training. Commissioner McDougald made the motion, Commissioner Gilmore second the motion. The vote was unanimous, the motion was carried to adjust the 2017-2018 budget.

1. **2016-2017 Audit Preparation -Allow the Finance Director to make necessary amendments and adjustments to prepare final documentation Auditor**

Mayor Morton requested a motion to allow the Finance Director to make necessary amendments and adjustments to prepare final documentation for the Auditor. Commissioner McDowell made the motion, Commissioner McDougald second the motion. The vote was unanimously approved for the finance director to make necessary amendments and adjustments to prepare final documentation for the Fiscal Year 2016-2017 Audit.

1. **Resolution Asset Inventory Assessment (AIA)**

Manager Bordeaux mentioned that in the meeting last month the Board approved the contract for the AIA Project Grant in the amount of $ 112,000.00 to perform wastewater inventory with $ 96,000.00 of

$ 208,000.00 to perform water asset inventory. Commissioner McDougald asked would the fire hydrants be covered by the grant. Mike Apke with McGill and Associates explained that the fire hydrants, valves, manholes, and lift stations will included. Mayor Morton requested a motion for approval of the Asset Inventory Assessment Resolution. Commissioner McDougald made the motion, Commissioner McDowell second the motion. The vote was unanimous approving the Asset Inventory Assessment Resolution.

**RESOLUTION # 06-20-2017**

May 17, 2001

Honorable Dean L. Spinks, Mayor

City of Trinity

Post Office Box 50

Trinity, North Carolina 27370

**SUBJECT:** Approval – City of Trinity

Phase 1A and Phase 1B Sewer System Improvements

Amendment No. 1 to the Preliminary Engineering Report

(Dated March 16, 1999)

Project No. E-SRG-C-01-0115

Dear Mayor Spinks:

The Construction Grants and Loans Section has completed its review of the City of Trinity’s Preliminary Engineering Report. The project consists of 165 linear feet of 16-inch diameter gravity sewer, 4,715 linear feet of 12-inch diameter gravity sewer, 23,285 linear feet of 8-inch diameter gravity sewer, 4,725 linear feet of 8-inch diameter force main, 4,565 linear feet of 4-inch force main, and a 139-gallon per minute pump station with a standby power generator. The 8-inch force main, all of which is “dry”, and sewer services, beyond the road’s right-of-way, are not eligible for grant funding. The total estimated project cost is $3,175,000 and a State Clean Water Bond Grant up to the amount of $3,000,000 will fund the grant’s eligible portion of the project.

The subject, City of Trinity’s Preliminary Engineering Report, is hereby approved.

If you have any questions concerning this matter, please contact Mr. Larry Horton, P. E. of our staff at (919) 715-6225.

Sincerely,

John R. Blower, P. E., Chief

Construction Grants & Loans Section

KLH/dr

cc: Alan Thornton, City of Trinity

Randy McNeill, P. E., Davis-Martin-Powell

Winston-Salem Regional Office - DWQ

Amy Simes, P. E.

Daniel Blaisdell, P. E.

DMU/FEU/SRG

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**RESOLUTION BY THE BOARD OF COMMISSIONERS**

**FOR THE TOWN OF MAXTON**

**WHEREAS,** the North Carolina General Statutes Chapter 159G has created Asset Inventory and Assessment grants to assist eligible units of the Town of Maxton government with meeting their water infrastructure needs, and

**WHEREAS,** the North Carolina Department of Environmental Quality has offered a State Reserve Grant in the amount of $112,000.00 to perform wastewater asset inventory and assessment work, and a State Reserve Grant in the amount of $96,000.00 to perform water asset inventory and assessment work, and

**WHEREAS,** the Town of Maxton intends to perform said project in accordance with the agreed scope of work.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF MAXTON:**

That the Town of Maxton does hereby accept the State Reserve Grant offers of $112,000.00 and $96,000.00.

That the Town of Maxton does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Emmett Morton, Mayor, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such applications or the projects; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 20th day of June, 2017 in Maxton, North Carolina.

Attested:

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Jacqueline Johnson, Town Clerk Emmett Morton, Maxton

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Date:

1. **Approve Agreement for Engineering Services with McGill Associates AIA Grant**

Mike Apke briefly discussed the AIA project will provide updated mapping of the water lines, fire hydrants, manholes, and wastewater treatment system inventory. Mayor Morton requested a motion to approve the agreement for Engineering Services with McGill Associates AIA Grant. Mayor Morton asked will the Town be able to view the information through GIS. Mr. Apke stated that once the project is complete you will be able to locate it all. Mayor Pro Tem Hutchinson made the motion, Commissioner Gilmore second the motion. The vote was unanimously approving McGill Associates the A&I for the Engineering Service for the AIA Grant.

**NEW BUSINESS**

1. **FEMA REFUND**

Town Manager Bordeaux shared information on the FEMA refund received and expenditures in categories She discussed the need to replace the town vehicles. Manager Bordeaux will research for grants and bring forward the information to the Board

The specific categories were the following:

1. Debris pick-up, equipment and landfill. Total $126,113.30

Purchased 2 new weed eater and gear head @ $843.16 = Balance $125,270.00

1. Generators due to power outage at lift stations, labor and contract services for wastewater repaired down poles : Total $37,108.7

Lift Station #7 -$ 6,685.00 Lift Station # 10 - $ 6275.00 = Total Paid Out $19,910.00

Lift Station #2 -$ 6450.00 Tree Removed - $ 500.00 Balance= $17,198.70

1. Water damage upstairs conference room, manager’s office, finance office, table and administration area, ceiling in down stairs BOC conference room. Total:$ 22,274.58

Quote for repairs inside building: $10,800.4

Upstairs Conference room table refurbished: $**953.28 Balance= $21,321.30**

Outside Clock dome repaired: $ 8,950.23

1. **LMAC-Willis Sullivan FY 2017-2018 Budget**

Mayor Morton requested a motion to approve the FY 2017-2018 Laurinburg/Maxton Airport Commission Budget Commissioner McDougald made the motion, Commissioner McDowell second the motion. The vote was unanimous and the motion was approved.

1. **LMAC-Willis Sullivan – Sell 1.72 Acres of Land**

Mayor Morton requested a motion to approve a Resolution to sell 1.72 acres of land that the City of Laurinburg and the Town of Maxton jointly owns to William J Martin. Commissioner McDougald made the motion, Commissioner McDowell second the motion, and the motion was unanimously approved.

**REPORTS**

**Town Manager**

Town Manager Bordeaux shared information on several issues and projects throughout the town.

* **Clean Up and Trash**

During the week of June 5th Tax Collector Pitchford, Public Works Director Freeman, and Manager Bordeaux assessed properties and have sent out letters to fifty properties that were considered the biggest nuisances in the town. The Town will continue to evaluate properties and send out letters to the appropriate owners and renters of specific Town of Maxton Ordinance violations.

* **CDBG for the Water loss project**

Metcom began the project on May 12th at Steed Circle on Hwy 130. As of last week, the lines have been installed to Lane Street and Carolina Street. Projections are that Hwy 130 will be completed by the end of June. The next area will be Steed Circle. The residents of the affected area will be sent a letter sharing with them what to expect.

Metcom is expected to hire Section 3 residents. Metcom has posted job announcements in flyers and in the local newspapers. All are encourage to apply.

* **Robeson County Transportation Plan**

Dennis Freeman Public Works Director and Manager Bordeaux met with NC DOT representatives and other Town Managers in Robeson County to begin the Comprehensive Transportation Plan for Robeson County. This will be an ongoing project.

* **Power Bill for Non-State Maintained Roads**

Finance Director Tyndall and Manager Bordeaux attended the Powell Bill meeting in Raleigh NC. The Town will submit our request at the designed timelines to ensure the Town receives funds to resurface Town owned roads.

**Commissioners Report**

Commissioner Gilmore briefly discussed the Town taking partnership with the Robeson County Health Department for a $3,000 grant for the walking trail at the Beachum Park.

Mayor Pro-Tem Hutchinson briefly discussed meeting at the LRCOG, board member Jim Perry discussed ground water levels will begin to be monitored. Received information for abuse of the elderly to help assist the family members.

**Mayor**

Mayor Morton reminded the residents and visitors that Maxton will celebrate Independence Day on July 1st beginning at 4:00 p.m. at Beachum Park with the fireworks show beginning at dusk. Mayor Morton also commended the employees of the public works department for doing a good job cleaning up the town.

Commissioner Gilmore asked if the recreation donations would come through the town, Mayor Morton stated yes.

Mayor Morton entertained a motion to adjourn. Mayor Pro Tem Hutchinson made the motion to adjourn. Commissioner Gilmore second the motion, the motion was unanimously approved.

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Emmett Morton, Mayor Jacqueline M Johnson, Town Clerk