

**TOWN OF MAXTON  
BOARD OF COMMISSIONERS  
Reconvening Budget Workshop  
April 27, 2021 10:00 a.m.**

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 10:00 a.m.

Attendees: Mayor Paul Davis, Mayor Pro Tem Hutchinson, Commissioner Toni Bethea (not present), Commissioner Elizabeth Gilmore, Commissioner Paul McDowell, and Commissioner Victor Womack.

Staff: Town Manager Angela Pitchford, Finance Director Myra Tyndall, Town Clerk Michael Cousar, Police Chief Na' Shayla Nelson, Public Works Director Preston McKenzie, and Water and Wastewater Director Dennis Freeman.

**BUDGET WORKSHOP** **Call to Order-** Mayor Paul Davis

**Invocation-** Commissioner Gilmore

**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**

Commissioner Bethea arrived to Meeting at 10:05 a.m.

**Adoption of Proposed Agenda**

Mayor Davis requested a motion to adopt the proposed agenda. Mayor Pro Tem Hutchinson made the motion and it was seconded by Commissioner Gilmore. The vote was unanimous and the motion carried.

**Discussion**

Mayor Davis opened the Budget Workshop discussions, then turn the meeting over to the Finance Director Ms. Myra Tyndall to present her pay increase recommendations.

Ms. Tyndall expanded on her pay increases she prepared in comparison to Mr. David Hill's Pay Classification Job Study. She presented a spreadsheet on the town's current employee salaries and a pay schedule recommendation for the Board of Commissioners to present to Mr. Hill to allow him to complete the town's Pay Classification and Job Study conducted in March 2021.

Commissioner Gilmore said a lot of the town employees' salaries were still under the \$15.00 an hour that she and the Board of Commissioners (BOC) were seeking for employees and asked if

there were job description for all the town's jobs. Town Manager Ms. Angela Pitchford stated that the town does have job descriptions for every job.

Commissioner Womack asked would salaries reach the \$15.00 an hour range with the inclusion of Cost of Living Adjustment (COLA). Ms. Tyndall said that with the inclusion of the 2021 yearly COLA increase that salaries would be in that \$15.00 an hour range.

Mayor Davis asked why we are giving a pay raise and COLA raise. Commissioner McDowell stated it was because every employee was not receiving a raise.

Commissioner Womack asked would a 3% COLA raise be sustainable for the budget. Ms. Tyndall said she could work up the cost for both a 2% and a 3% COLA increase.

Ms. Tyndall ask the Board of Commissioner if they wanted to hire two full-time employees which would cost ninety thousand dollars (90K) or four part-time employees which would cost fifty-seven thousand dollars (57k).

Public Works Director Preston McKenzie stated he needed two full-time employees and Water and Wastewater Director Dennis Freeman said he needed one full-time employee.

Commissioner McDowell recommended two full-time employees for Public Works Department.

Town Manager Angela Pitchford stated the town needed vehicles to transport its employees and that she needs guidance from the Board on how much to pay new hires.

Commissioner McDowell asked how many vehicles are need. Public Works Director Preston McKenzie stated that two vehicles are needed.

Commissioner Gilmore proposed two full-time employees to give the Public Works Department a total off eight full-time employees.

Board of Commissioners recommended hiring two full-time employees for Public Works.

Ms. Tyndall said she would add one new police officer position giving the Police Department a total of eight police officers and the two full-time Pubic Works employees.

Town Manager Angela Pitchford recommended moving one part-time Water and Wastewater employee to the Public Works staff along with hiring two full-time for Public Works employees.

Mayor Pro Tem Hutchinson departs meeting at 11:05.

Board of Commissioners recommended starting Labor I pay at \$13.26, Labor II at \$13.92, and Wastewater Labor I at \$14.61.

Chief Nelson spoke of the differences amongst town employees and police officers ask it pertains to raises for gaining certifications.


Mayor Davis requested a motion to move forward with the Finance Directors pay recommendations with corrections on part-time and full-time employees. Commissioner McDowell made the motion and it was seconded by Commissioner Womack. The vote was unanimous and the motion carried.

Mayor Davis recommended another budget workshop meeting at a time the Finance Director can put together the Board of Commissioners recommendations and schedule the meeting.

**ADJOURN**

Mayor Davis requested a motion to adjourn the meeting, Commissioner McDowell made the motion and it was seconded by Commissioner Womack. The vote was unanimous and the motion carried.

  
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Paul Davis, Mayor

  
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Michael D. Cousar, MBA