**TOWN OF MAXTON, NORTH CAROLINA**

**BOARD OF COMMISSIONERS MEETING**

**August 18, 2020 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, Commissioner Victor Womack, Town Manager Roosevelt Henegan, Finance Myra Tyndall , Attorney Timothy Snead, Town Clerk Jacqueline Johnson, Tax-collector Angela Pitchford, Police Chief Nelson, Dennis Freeman and Public Works Director, and Utility Clerk Rosemary Wilkerson.

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

**Invocation**- Commissioner Elizabeth 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.**

**Adoption of Proposed Agenda**

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

**Approval of Consent Agenda**

1. Minutes from Board meeting of July 21, 2020
2. Tax Adjustments-June 9, 2020 Thru August 12, 2020

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

**Old Business**

1. Amendment to Budget for $12,455.00 for Police Department to allocate money from the forfeiture money account.

Mayor Davis requested a motion to amend budget for $12,455.00 to allocate the forfeiture money to the police department, Commissioner Gilmore made the motion, it was seconded by Commissioner McDowell, and the vote was unanimous. The motion carried.

**New Business**

1. Adopt the Codvid-19 agreement payment plan.

 Mayor Davis requested a motion to adopt the COVID-19 agreement payment plan, Mayor Pro Tem Hutchinson made the motion, it was seconded by Commissioner McDowell, and the vote was unanimous. The motion carried.

1. Resolution to Adopt Regional Hazard Mitigation Plan for: Bladen, Columbus, Robeson.

Mayor Davis requested a motion to adopt the Regional Hazard Mitigation plan, Commissioner McDowell made the motion, it was seconded by Commissioner Gilmore, and the vote was unanimous. The motion carried.

1. **Planning and Zoning 2 seats (1) Applicant.**

Mayor Davis requested a motion to approve the said (1) applicant James McDougald for the Planning and Zoning Board , Commissioner Womack made the motion, it was seconded by Commissioner McDowell, and the vote was unanimous. The motion carried.

 **e) CDBG Housing Committee (3) Applicants.**

Mayor Davis requested a motion to approve the said (3) applicants Katina Brayboy, Aggie Deese, Diane Dixon to the CDBG housing committee, Commissioner Womack made the motion, it was seconded by Commissioner Gilmore, and the vote was unanimous. The motion carried.

**Public Forum (2 MINUTES ONLY)** NOTE: Please state your full legal name, address, and phone number the board & staff will not respond to individual comments or questions during the public forum. The appropriate staff member will follow up if needed.

Geraldine McLaurin of 305 McLaughlin Street, briefed the board on the quick response from the police department when her house alarm was activated, she also commended Chief Nelson and the police department on a job well done.

Willis Sullivan 309 N Patterson Street, mention that he wanted to thank the person for moving the trash cans from in front of the police department to the back of the building.

Jamie Smith of 13167 Hwy 130 briefly mention that on Saturday August 22, 2020 a community event will be held at Beachum park, The event will offer food, clothes, school supplies, hot meals along with fellowship, music from 11:00 am to 2:00 pm. Jamie also mention that plenty of item will be available and asking for as much help she can get to assist with packing food bags. Lastly this will be a drive thru event.

**REPORTS**

**Town Manager**

Mr. Henegan briefly mentioned that Dennis and the public works are working on the streets and ditches, and that early vote this year will start on October 15, 2020 to be held at the Gilbert Patterson library. He also mention the importance of every citizen to complete the census. The finance director job has been filled by Debra Hamilton. Applications has been reviewed and interviews for the Town Clerk position will begin in the upcoming weeks, Town Clerk Johnson will be retiring at the end of the year.

**COMMENTS**

**Commissioners**

Commissioner McDowell mention that he appreciate public works director Dennis with the town issues that need attention, also there will be food given away at the freight building to the public.

Commissioner Gilmore thanked the citizens for research on the food drive for the town of Maxton. Also she commend Dennis public works director on a great improvement with the cleanup of the town. Lastly, the committees of the town are being filled.

Commissioner Womack mention he would like to see improvement on ideas for the town to start planning events, the vacant building throughout town and the houses that has no up keep and is it any way the homes can be reported to the health department to get involved.

**Chief**

* Police Chief Nelson mention that the police department will start using the car fax reporting system

**Criminal Investigations**

Car Fax reporting: No Cost investigative tools that allows the police department to query vehicle and license plate information. Also provides an electronic means for citizens to purchase accident reports once they are approved.

* **Administration**
	+ Employee Evaluations completed.
	+ SOP submitted for review.
	+ DLA federal audit completed.
	+ Training and Recruitment:
		- *Education*:
			* Liberty University
				+ Department has submitted an MOU for review which provides enhanced discounts for first responders to include communications officers (dispatch) and allows other town departments to receive a discount towards their educational goals.
		- *Professional Training*:
			* Investigator Training
			* DCI Training:
				+ 100% (communications/dispatch)
		- *NIMS Training*:
			* 100% completion (communications/dispatch)
			* 60% completion (officers)
	+ **Community Policing**:
		- Operation Juice Box. Maxton Police is the first agency in North Carolina to participate in this nationwide program that allows police officers to build relationships with youth.
		- Maxton Police Community Food Bank fed approximately 300 additional families since previous town council meeting.
* **Uniform Field Operations**
	+ Total Calls for Service:
		- 484 for 2020 vs 449 for 2019

**Mayor**

Mayor Davis commend Chief Nelson on the good report for the police department.

**Closed Session-** G.S. 143-318.11(a) (5)To discuss terms of a lease contract of real property 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 go into closed session. Commissioner McDowell made the motion, it was seconded by Commissioner Gilmore, and the vote was unanimous. The motion was carried. Mayor Pro Tem Hutchinson recuse himself from the closed session.

Mayor Davis request a motion to come out of closed session. Commissioner Womack made the motion, it was seconded by Commissioner Gilmore, and the vote was unanimous. The motion was carried.

Mayor Davis request a motion for the board to approve no rent due for the lease of the Freight Building until the lease is renewed. Commissioner McDowell made the motion, it was seconded by Commissioner Bethea, and the vote was unanimous. The motion was carried.

**ADJOURN**

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

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Mayor, Paul G. Davis Town Clerk, Jacqueline M. Johnson