

**TOWN OF MAXTON
BOARD OF COMMISSIONERS MEETING
February 16, 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: Interim Town Manager Angela Pitchford, Attorney Timothy Snead, Town Clerk Michael Cousar, Police Chief Na'Shayla Nelson, Public Works Director Preston McKenzie, Wastewater Director Dennis Freeman, and Utility Clerk Rosemary Wilkerson.

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

Invocation: Commissioner Womack

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

Adoption of Proposed Agenda

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

Approval of Consent Agenda

1. Minutes from Board meeting of January 19, 2021
2. Tax Adjustments month of January 13, 2021 – February 9, 2021
3. Tax Advertisement List 2020

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

Recognition:

1. Maxton Police Department – Received Accreditation from NC Justice Academy.
2. United States Census Bureau 2020 Recognition to Town of Maxton.

Old Business: NONE

New Business:

- a) Budget Amendment for Public Works Director salary increase of \$10,000.

Mayor Davis requested a motion to approve budget amendment of \$10,000 to increase Public Works Director salary. Mayor Pro Tem Virgil Hutchinson made the motion and it was seconded by Commissioner Womack. The vote was unanimous and the motion carried.

b) S Preston Douglas & Associates Contract to Audit Accounts FY 2021.

Mayor Davis requested a motion to approve S Preston Douglas & Associates Contract. Commissioner Womack made the motion and it was seconded by Commissioner Bethea. The vote was unanimous and the motion carried.

c) Maxton Chamber of Commerce Lease.

Mayor Davis requested a motion to approve Maxton Chamber of Commerce Lease. Commissioner McDowell made the motion and it was seconded by Commissioner Womack. The vote was unanimous and the motion carried.

d) Approval to move forward with Redflex Project.

Mayor Davis requested a motion to approve moving forward with the Redflex Project. Mayor Pro Tem Virgil Hutchinson made the motion and it was seconded by Commissioner Gilmore. The vote was unanimous and the motion carried.

e) Animal Control Budget moved from Public Works to Police Department.

Mayor Davis requested a motion to approve Police Department taking over animal control and reclassify a part-time police position for animal control. Commissioner Gilmore made the motion and it was seconded by Commissioner Bethea. The vote was unanimous and the motion carried.

f) Municipal Record Retention and Disposition Schedule.

Mayor Davis requested a motion to approve Municipal Record Retention and Disposition Schedule. Commissioner McDowell made the motion and it was seconded by Commissioner Womack. 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. **No one spoke at the Public Forum.**

REPORTS

Police Chief:

- Calls for service for January 2020 were 462 verses 1,231 calls for January 2021.
- Police Officers participated in approximately 100 hours of training on legal updates, in-service, and cyber security. Department-wide driver's training hosted by NCLM was rescheduled for February 25, 2021.
- Validation of all 2020 reports to State Bureau of Investigation is completed.
- Police Department has started the process of transitioning from analog radios to digital.
- NCLM- awaiting vest grant reimbursement.
- Two (2) Governor's Crime Grants pending:

- 1) 2018 Equipment Grant for \$24,500 to acquire shotguns, ammunition, and surveillance equipment.
 - 2) 2021 Equipment Grant for \$24,500 to acquire updated body cameras and cloud storage.
- Briefed the Council on the circulation of possible counterfeit stimulus checks in Robeson County.

Town Manager:

- Thanked Chief Nelson for being instrumental in helping carry out her additional duties.
- Introduced the new Public Works Director Preston McKenzie.
- Museum and Freight building air conditioners have been damaged and copper wiring has been stolen. Working to report this to the insurance company to get them replaced.
- Work has begun on damage caused by leaks at the museum's back door and working in coordination with Mayor Davis and Mr. Sullivan on remedying the mildew build-up within the museum.
- Working on the Recreation Office flooring as they are holding moisture and has caused some items to be damaged.
- Public Works duty turn-over between Mr. Preston McKenzie and Mr. Dennis Freeman is going very well.
- The Town and Chief Nelson are working on code enforcement and implementing a Littering Policy to prevent the increased littering and dumping seen within the Town.
- Preparing to advertise the delinquent March tax list and continuing to work on tax agreements with town residents, Debt Set-off tax accounts, and Utility tax accounts.
- Working to get signage put up at the recycling bend area to specify what can and cannot be put in the recycling bend.
- Accessing quotes to repair the meeting chamber and conference room ceilings in the Town Hall.
- Interviews for the Job Study with David Hill will begin February 22 through February 24, 2021.

Mayor:

Mayor Davis requested a motion for Special Meeting in the chambers of the Town of Maxton Town Hall located at 201 McCaskill Avenue Maxton, North Carolina at 5:00 p.m. on February 22, 2021, to review Town Manager applicants. Commissioner McDowell made the motion and it was seconded by Commissioner Gilmore. The vote was unanimous and the motion carried.

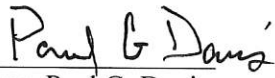
- The Mayor informed Council about the upcoming Budget Retreat in March 2021. The Council choose March 18, 2021, as the date for the Budget Retreat.

- The Mayor spoke about the upcoming Lumber River COG (LRCOG) Advance agenda and information packet received by the Council members' and asked them to try and participant if possible as this year's Advance program will be held totally virtual on February 26, 2021.

Commissioner McDowell mentioned that February 17, 2021, is (Pass Wednesday) and to give up something in prayer to our community in this pandemic.

ADJOURN

Mayor Davis request to motion to adjourn the board meeting. Commissioner McDowell made the motion and it was seconded by Mayor Pro Tem Virgil Hutchinson. The vote was unanimous and the motion carried.



Mayor, Paul G. Davis



Town Clerk, Michael D. Cousar