

**TOWN OF MAXTON
BOARD OF COMMISSIONERS MEETING
November 17, 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, and Commissioner Victor Womack.

Staff Present: Town Manager Roosevelt Henegan, Attorney Timothy Snead, Town Clerk Jacqueline Johnson and Michael Cousar, Tax Collector Angela Pitchford, Police Chief Na'Shayla Nelson, Public Works 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 Womack. The vote was unanimous and the motion carried.

Approval of Consent Agenda

1. Minutes from Board meeting October 20, 2020
2. Tax Adjustments month of October 14 – November 10, 2020

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

Public Hearing

Maxton Board of Commissioners consideration and final approval on Conditional Use Permit # 08-27-2020: Winona Bullard Oxendine requests approval of a Conditional Use Permit to open and operate a Therapy Center for Speech Services at 425 South Austin Street listed as Tax # 330801022 in the (RSFD) Residential Single Family Dwelling Zoning District in the Town of Maxton, NC.

Mayor Davis requested a motion to open Public Hearing. Commissioner Womack made the motion and it was seconded by Commissioner Gilmore. The vote was unanimous and the motion carried.

Mrs. Winona Bullard Oxendine asked the Board of Commissioners to approve her Conditional Use Permit so she can open and operate a Therapy Center for Speech Services within the town of Maxton. Mrs. Oxendine gave a brief overview of her work experience and the patients she had worked with.

Mr. Vidal Bullard stated the building Mrs. Winona Bullard Oxendine wants to operate out of has always been in service to children for years and would be a great service to the Town of Maxton.

Mayor Davis requested a motion to close Public Hearing. Commissioner McDowell made the motion and it was seconded by Commissioner Gilmore. The vote was unanimous and the motion carried.

Old Business: None

Commissioner Womack made a motion to amend the agenda to add a Section 5 Grievance File to the Maxton Personnel Policy and amend Chief salary to be looked at in six months or less and it was seconded by Mayor Pro Tem Hutchinson. The vote was unanimous and the motion carried.

Mayor Davis advised the Clerk to notate in the Official Minutes that the motion to amend the agenda was approved at the objection of the Town Attorney.

New Business:

a) Board consideration and recommendation from Planning Zoning Committee for approval of the Conditional Use Permit to open and operate the Therapy Center for Speech Services. The Mayor requested a motion to approve the Conditional Use Permit for Mrs. Winona Bullard Oxendine. Commissioner McDowell made the motion and it was seconded by Commissioner Bethea. The vote was unanimous and the motion carried.

b) Title VI Implementation Plan
Title VI Implementation Plan was tabled until next meeting.

c) Approval of Water and Water Waste Treatment Plant (WWTP) Grant Applications/Resolution
The Mayor requested a motion to approve the WWTP Grant Applications/Resolution. Commissioner Womack made the motion and it was seconded by Commissioner McDowell. The vote was unanimous and the motion carried.

d) Amend Budget for Police Lieutenant Salary
The Mayor requested a motion to Amend Budget by \$19,465.29 for Police Lieutenant Salary. Commissioner McDowell made the motion and it was seconded by Commissioner Bethea. The vote was unanimous and the motion carried.

e) Consideration to revoke Business License Registration of Nuisance Business
Consideration to revoke Business License Registration of Nuisance Business was tabled until next meeting.

Mayor Davis cautioned the Board of Commissioners be for they take their vote that they may be continuing the amended agenda in violation of the policy.

f) Add a Section 5 Grievance File to the Maxton Personnel Policy
The Mayor requested a motion to add a Section 5 Grievance File to the Maxton Personnel Policy. Commissioner Womack made the motion and it was seconded by Commissioner McDowell. The vote was unanimous and the motion carried.

g) Amend Chief Salary to be looked at in six months or less.
The Mayor requested a motion to Amend Budget by \$2,975.00 to increase Chief salary. Commissioner Womack made the motion and it was seconded by Commissioner Bethea. The vote was unanimous and the motion carried.

Mayor Davis advised the Clerk to notate in the Official Minutes that the Board is in violation of the normal practices that should be followed and asked the attorney to look into the matter and give the Board the proper advice.

Commissioner Womack advised the Clerk to notate in the Official Minutes that the Mayor feels the Board of Commissioners are in violation.

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

Town Manager:

- Town Manager spoke briefly about the finalization of the Town's Asset Management Plans. He introduced David Honeycutt of McGill and Associates who worked on the Town's Asset Management Plans. Mr. Honeycutt stated the Asset Management Plans for both the Town's Water and Sewer are finalized and that the Board of Commissioners need to adopt the Resolution for both plans.

Commissioner McDowell made the motion to adopt the Resolutions for the Water and Waste Water Asset Management Plans and it was seconded by Commissioner Bethea. The vote was unanimous and the motion carried.

Police Chief:

- Calls for service for October 2020 were up at 861 calls compared to 524 calls for October 2019.
- Chief Nelson stated that the Maxton Police Department is working with Alcohol Law Enforcement (ALE). She introduced Mrs. Rebecca Dean who works with ALE. Mrs. Dean stated that she and her group work throughout the state giving recommendation to town's on dilapidated homes and those suing property owners, while working closely with their attorneys on these issues.
- Maxton Police Department is officially added to the State Bureau of Investigation (SBI) website.
- Officers participated in approximately 160 hours of combined training in the month of October 2020.
- The Police Department continues renovation on the interior and exterior of Police Station.

Mayor:

- Read the Certificate of Appreciation presented to the Town of Maxton by the Lumber River Council of Governments (LRCOG) Chairman Rufus R. Duckworth III.

COMMENTS

Commissioners:

Commissioner Womack apologized to the Board of Commissioners for adding items E and F to the agenda after the regular agenda was voted on and approved.

Commissioner Gilmore spoke about the Initiative of the Virtual Employment in helping the residents of the Town of Maxton find employment.

Manager:

Mr. Henegan informed the Board of Commissioners that Mr. Grady Hunt from the Department of Transportation (DOT) will be at the Town Hall on Thursday, December 3, 2020 at 3:00 p.m. to talk about transportation issues within the Town of Maxton.


Closed Session- Motion to go into closed session, pursuant to **NCGS 143-318.11(a) (6)** to discuss personnel issues 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 Statutes.

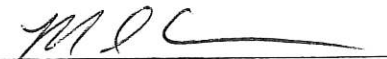
Mayor Davis request a motion to go into Closed Session. Mayor Pro Tem Hutchinson made the motion and it was seconded by Commissioner McDowell. The vote was unanimous and the motion carried.

Mayor Davis request a motion to close Closed Session. Commissioner Womack made the motion and it was seconded by Commissioner McDowell. The vote was unanimous and the motion carried.

ADJOURN

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


Mayor, Paul G. Davis


Town Clerk, Michael D. Cousar