

**TOWN OF MAXTON
BOARD OF COMMISSIONERS TOWN MEETING
January 18, 2022 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 (absent), Commissioner Elizabeth Gilmore, Commissioner Paul McDowell, and Commissioner Victor Womack.

Staff Present: Town Manager Angela Pitchford, Town Attorney Timothy Snead, Town Clerk Michael Cousar, Accounts Payable Tech Jasmin Mason, Interim Police Chief William Davis, Public Works Director Preston McKenzie, and Water and Wastewater Director Dennis Freeman.

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

Approval of Consent Agenda

1. Minutes from Board Meeting of December 21, 2021.
2. Tax Adjustments from December 2021 through January 10, 2022.

Mayor Davis request a motion to approve Consent Agenda. Commissioner Gilmore made the motion and it was seconded by Commissioner McDowell. The vote was unanimous and the motion carried.

Adopt the Proposed Agenda

Mayor Davis request 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.

OLD BUSINESS

- a) Discuss Sale of Florence Street Property.

Commissioner Gilmore made a motion to reject bids and re-advertise sale of property. Motion dies for lack of second. Commissioner Womack made the motion to except highest bid of \$7,000.00 for Florence Street property and it was seconded by Commissioner McDowell. The vote was unanimous and the motion carried.

NEW BUSINESS

- a) Update on Town of Maxton 2021 Financial Statements Audit – John Masters.

Mr. John Masters informed the Board and staff that he would be late for the meeting. The Mayor will call on Mr. Master upon his arrival.

b) Approve Budget Amendment \$1,100.00 for Recreation Committee Donations.

Mayor Davis request a motion to approve budget amendment of \$1,100.00 for Recreation Committee donations. Commissioner Womack made the motion and it was seconded by Mayor Pro Tem Hutchinson. The vote was unanimous and the motion carried.

c) Adopt NC Department of Natural and Cultural Resources Program Records Schedule.

Mayor Davis request a motion to adopt NC Department of Natural and Cultural Resources Program Records Schedule. Commissioner McDowell made the motion and it was seconded by Mayor Pro Tem Hutchinson. The vote was unanimous and the motion carried.

d) Adopt NC Department of Natural and Cultural Resources General Records Schedule.

Mayor Davis request a motion to adopt NC Department of Natural and Cultural Resources General Records Schedule. Commissioner McDowell made the motion and it was seconded by Commissioner Gilmore. The vote was unanimous and 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.

Ms. Diane Dixon, 402 N Patterson Street Maxton, 910-844-5453. Ms. Dixon spoke about the Beautification Committee hiring Mr. Monroe Graham to paint a store front business with a picture that would resonate with all people. Mrs. Gilmore, the Chairman of the Beatification Committee presented Mr. Graham with a Certificate of Appreciation signed by the Mayor.

Mrs. Elizabeth Gilmore, 598 NC Hwy 71 N. Maxton, 910-844-3112. Mrs. Gilmore representing the Beautification Committee read the winners of the Beautification Committee's 2021 Christmas tree decorating contest and read their Certificate of Appreciation signed by the Mayor. 1st place Mr. Randolph McRae, 2nd place Mrs. Tiffany Hill, and 3rd place Mrs. Victoria Hill. Winners received \$75.00 for 1st place, \$50.00 for 2nd place and \$25.00 for 3rd place.

Ms. Aggie Deese, 106 Smith Street Maxton, 910-785-2665. Ms. Deese requested feedback on her work order for 403A Central Street Maxton, NC 28364.

Mr. John Masters briefed the Board of Commissioners on the Towns' 2021 Financial Statements Audit Report. The Towns' Audit Report was submitted on December 1, 2021. The Town experienced 21 year highs in its General Fund balance and Year-end Cash with fixed assets of 7 million dollars and structure debt of \$700,000.00. Mr. Masters stated the Town of Maxton had no negative performance indicators.

REPORTS

Manager:

Manager reported on grant projects that have been awarded and those in progress. The Town applied for the CDBG-NR housing grant and are awaiting the official notification. Town received a grant for NCORR for \$325,000.00 to hire a new Finance Director and other personnel necessities. Town received a federal grant for the American Rescue Plan (ARP) for \$375,000.00, but have not moved forward with expending those funds. A future meeting to discuss ARP funds must be scheduled. The Town has a FEMA grant to replace storm drains on Brooklyn Street and are waiting on two (2) resident easement agreements to utilize grant to start the Kincaid Project down Brooklyn Street. There are other recovery fund grants available from the state that the Town will be pursuing.

Utility issues with last month bills are due to software problems. Residents have called about double billing, but that is not the case. For outstanding bills not paid by January 25, 2022, there will be a nonpayment fee and on January 26, 2022, the Town will resume disconnection on unpaid utility services.

All 2021 personal and property taxes are delinquent. A second notice will be going out this week. Interest on taxes will accrue monthly until the bill is paid in full.

The Debt Set-off program from the North Carolina Department of Revenue is in place to collect delinquent water bills and property taxes over \$50.00. Debt Set-off will affect resident's income tax refunds and North Carolina Lottery wins.

Town is working on different project: Learning Academy building needs more repairs to be completed. Two quotes have been received on the Patterson building, but we must wait to meet with the Historic Society to let the Town know what work can and cannot be done on the Patterson building.

Tree City Organization sent a letter asking the Town to apply to Tree City has long as the Town meets the core standards for the 2021 calendar year. There are two vacant seats on the Tree Board. We are asking for volunteers to keep that board running, so we can continue to apply for Tree City.

Town Manager Angela Pitchford introduced The Towns' new Interim Police Chief William Davis.

Police Chief:

Interim Chief Davis introduced himself and spoke of his past leadership experience in public service, then commenced his monthly police report.

Calls for service are down by 12.6% for December 2021 at 1,234 calls verses 1,413 for December 2020.

December citation stats are up 225% at seventy-five calls for December 2021 verses 24 citation calls in December 2020.

Yearly citation stats for 2021 were 610 verses 138 for 2020.

Criminal summons and subpoenas were down 73% with 29 for December 2021 and 108 for December 2020.

Commissioners:

Mayor spoke of acquiring a digital sign for the Town to put information out. He contacted Atlantic Sign Media who will come and provide consulting and quotes for the digital sign along with four (4) town signs. He said with the Board of Commissioners authorization that he will turn the matter over to the Town Manager and Clerk to proceed with acquiring the signs.

CLOSED SESSION

Closed session G.S. 143-318.11(a) (6)-to discuss personnel issues only and consult with Town Attorney.

Pursuant to North Carolina General Statute 143-318.11. Closed sessions. (a) Permitted Purposes.

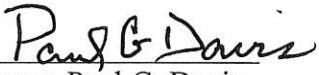
(3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

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

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

ADJOURN

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



Mayor, Paul G. Davis



Town Clerk, Michael D. Cousar