

Board of Commissioners Meeting
Work Session - 7:00 PM

Present: Mayor Lillie A. McKoy; Commissioners: Dean, McLean, Morton, Oxendine and Mayor Pro Tem McLaurin

Absent: None

Staff Present: Town Manager Tatum, Town Clerk Roberson, Finance Clerk Tyndall and Town Attorney Jessica Locklear. Also present was UNCP-Public Administration Intern Amanda King.

Mayor Lillie A. McKoy called the November 13, 2007 work session of the Town of Maxton Board of Commissioner to order at 7:00 p.m.

Invocation was given by Commissioner McLean.

WORK SESSION

1. Capacity Building Grant Application

The Capacity Building Grant (CB) is intended to assist local non-profits in partnership with their local governments in developing appropriate and competitive projects using state CDBG funds of other grant categories. Non-profits must have a 501-C-3 designation to participate. Also, the non-profit must have been in operation for three or more years with a functioning board and organizational structure.

Applicants submitting CB applications must certify that a future CDBG application will be submitted within twenty-four (24) months of the grant award and that any project developed and funded as a result of the CB grant will primarily benefit low and moderate-income people. CB funds cannot be used for any on-going activities of the non-profit. Instead, CB funds are targeted to new endeavors that will take the non-profit in a new direction. For example, a non-profit whose primary goal in the past has been economic development may want to expand its activities into housing. Another non-profit whose primary goal has been building single-family homes may want to diversify by adding the production of multi-unit housing. We are asking the non profit to train and gain knowledge into the area of handicapped housing, which would also service senior citizens. The non-profit and Town Manager Tatum plan to work together on a grant to build a handicap housing facility. Gayle Fernandez has agreed to be trained. This will also involved at some point, a joint venture with a developer. We are hopeful the Weaver-Cooke-Kirkland will join our team at the appropriate time.

Appropriate capacity building activities may include but are not limited to the following: developing and/or enhancing a non-profit's ability to plan and develop future projects through training and/or the hiring of a project developer/manager to manage new activities; training to increase the capacity of current staff inexperienced in new activities; supplement the salary of existing personnel to undertake eligible CDBG programs or projects. The maximum award

for a capacity building grant is \$75,000. There is no minimum amount. There is no local match. The applicant local government and the non-profit sub-recipient must meet with DCA Program Development staff prior to submitting the application.

2. CDBG Program Manual

The CDBG Program Manual for the FY 07 CDBG Program has been developed for approval. The documents in the manual have been summarized for review and understanding. We are asking that you approve the attached resolution adopting the entire manual. A complete copy of the Manual will be available for citizen and DCA review. All items included are prepared according to DCA guidelines and state requirements.

The following provides a brief summary for you of the **required** items contained within the Manual.

- (1) **Fair Housing Plan:** The Plan's purpose is to ensure that fair housing is available to all citizens of Maxton and that discrimination does not occur. The activities scheduled in the Plan will be undertaken to affirmatively further fair housing in the Town.
- (2) **Equal Employment and Procurement Plan:** The Plan ensures that the Town of Maxton maintains a policy that provides equal employment opportunities for all persons regardless of race, color, religion, sex, national origin, handicap, age, political affiliation, or any other merit factor, except where religion, sex, national origin, or age are bona fide occupation qualifications for employment. Through this document, Katrina Tatum, Town Manager is designated to assist in the implementation of the Plan and will serve as the Equal Employment and Procurement Officer for the Town.
- (3) **Local Economic Benefit for Low and Very Low Income Persons Plan:** The Plan requires contractors to submit, as applicable, a Local Economic Benefit for Low and Very Low Income Persons Plan. It also requires that the Town of Maxton will develop a listing of jobs, supplies and contracts likely to be used during the course of the project. The Plan also states that Katrina Tatum, Town Manager, will serve as Equal Opportunity Officer to coordinate the implementation of the Plan.
- (4) **Section 504 Compliance Officer/Grievance Procedure:** The Procedure states that the Town will not discriminate against persons with handicaps or disabilities in the CDBG Program or general government services. The Plan states that citizens may file Section 504 grievances at any time during the program and that the Board of Commissioners designates Katrina Tatum, Town Manager, as Section 504 Compliance Officer for the process. Grievances would come to Katrina Tatum, Town Manager, 201 McCaskill Avenue, Maxton, NC 28364-1827, and the Board of Commissioners must respond to all grievances within ten (10) days of receipt of the comments. If any individual, family or entity should have a grievance concerning any action prohibited under Section 504, they would schedule a meeting with the Compliance Officer. Deadlines for responses are contained in the Plan.
- (5) **Citizen Participation Plan:** The Plan ensures that citizens will be provided adequate opportunity for meaningful involvement on a continuing basis and for participation in planning, implementing, and assessing the Town of Maxton's

CDBG Program. The Plan contains sections such as Objectives of the Plan, Citizen Involvement, Citizen Access to Records, Timely Information and Submission of Views and Proposals, Response to Proposals and Complaints, and a Citizen Participation Plan Certification.

- (6) **Residential Anti-Displacement and Relocation Assistance Plan:** The Plan requires the replacement and providing of relocation assistance to anyone living in an eligible dwelling which is demolished or converted to use other than low/moderate income housing. The Plan includes explanation of One-for-One Replacement Unit Requirement and Relocation Assistance.
- (7) **Optional Coverage Relocation Plan:** The Plan makes occupants of dwellings that agree to voluntary demolition of the dwelling they occupy eligible for relocation benefits.
- (8) **Code of Conduct/Hatch Act Policy/Section 519:** The Policy itself is a conflict of interest policy that explicitly spells out what Town officials and employees cannot do and be involved in during the course of the project. In addition, the policy prohibits the use of excess force.
- (9) **Acquisition Guidelines:** The Guidelines detail the objectives of the real property acquisition practices of the Town. The Guidelines state that it is the Town's intent to only acquire property in the approved project area to meet the aims and objectives of the CDBG program.
- (10) **Relocation Guidelines:** The Guidelines detail the objectives of the relocation practices of the Town. The Guidelines state that it is the intent of the Town to only relocate occupants whose dwelling is unfit for human habitation and beyond the scope of rehabilitation.
- (11) **Demolition and Clearance Guidelines:** The Guidelines detail the objectives of the demolition and clearance practices of the Town. The Guidelines state that the intent of the Town is to rehabilitate substandard privately owned dwellings whenever feasible. However, when housing conditions are dilapidated and the cost of rehabilitation is economically unfeasible, the CDBG program will acquire, demolish, and clear the structures.
- (12) **Rehabilitation Guidelines:** The Guidelines detail the objective of the rehabilitation practices of the Town. The Guidelines state that the intent of the Town is to rehabilitate private property in a cost-effective manner in the approved project area whenever feasible to meet the plans and to achieve the aim of the CDBG project. Attached for information purposes is the Rehabilitation Financial Design.
- (13) **Public Facilities Guidelines:** The Guidelines detail the objectives of the public facility improvement practices of the Town. The Guidelines state that the Town will undertake public facility improvements whenever feasible, in accordance with the approved application.
- (14) **Complaint Procedure:** The Procedure has all comments being sent to Katrina Tatum, Town Manager, 201 McCaskill Avenue, Maxton, NC 28364-1827. The deadlines for responses and periods are included in the Procedure.
- (15) **Contracts Officer Designation:** The Designation states that the Board of Commissioners designates Katrina Tatum, Town Manager as Contracts Officer for the CDBG Program. The Contracts Officer will have the authority to execute contracts pertaining to acquisition, clearance, relocation, rehabilitation, public

- facilities and administration within the limitations of the approved Grant Application and Local, State and Federal Procurement Procedures.
- (16) **Labor Standards Officer Designation:** The Designation states that the Board of Commissioners designates Katrina Tatum, Town Manager as the Labor Standards Officer for the CDBG Program with the authority to enforce compliance of labor standards on all jobs requiring labor standards provisions.
 - (17) **Verification Officer Designation:** The Designation states that the Board of Commissioners designates Katrina Tatum, Town Manager as the Verification Officer for the CDBG Program with the responsibility to verify the eligibility of all contractors and subcontractors participating on jobs funded in full or in part with Community Development funds.
 - (18) **Just Compensation Officer Designation:** The Designation states that the Board of Commissioners designates Katrina Tatum, Town Manager as the Just Compensation Officer for the CDBG Program, and through this service would have the authority to certify just compensation of private property acquisition within the limitations of the approved Grant Application and State and Federal Acquisition Procedures.
 - (19) **Financial Management Procedure:** The Procedure will meet the Town of Maxton's requirement to maintain a financial accounting system for the CDBG Program. The Procedure meets all various Federal guidelines for financial management of Federally-assisted activities. All of the requirements needed are contained within the Procedure.

3. Clean Water Partners' Infrastructure Planning and Supplemental Grants

The state allocated \$100 million to the Rural Center to work with municipalities throughout the state who are having infrastructure issues. The Rural Center is making these grants available on a fast track basis which does not allow a lot of time to prepare.

Hobbs, Upchurch and Associates agreed to work with us in this effort. Both grants require a 50/50 match, which must be confirmed upon grant approval. That gives the municipality time to apply for other funds that may qualify as match. Letters of intent to apply for both these grants are due by November 30, 2007. The deadline for application submission is December 17, 2007. Since Council will not have another meeting prior to this deadline, we must request permission to apply now. As you know, the town has severe needs in the areas of water, sewer and storm drainage infrastructure. Our grant for 3.19 million in I & I improvements may also be disapproved. In which case, we will probably need to apply for this money as an alternative. If our consultant is unable to secure match money for either grant, the town will not accept the grant award.

The planning grants may be used for Preliminary engineering reports, environmental assessments, capital improvement plans, comprehensive land-use plans that provide for water-quality protection, grant application development (for supplement grants), water/sewer rate studies, multi-jurisdictional training sessions for local leaders on capital improvements plans, financing, or management. The eligible costs include grant administration (5% of project cost), professional services as many be related to the production of the document to be delivered under this grant and document development costs associated with printing/binding the document.

The supplemental grants are for construction costs associated with water line repair, upgrade, or extensions to areas in critical need for water supply due to a contaminated water supply source, costs associated with water or wastewater treatment facility construction, upgrade or expansion, construction costs associated with sewer line repair, upgrade, or extension to areas with failing septic systems, and other similar projects. Eligible costs consists of construction administration, construction inspection, legal fees, land acquisition, grant administration, not to exceed 5% of the project cost, engineering costs (which include activities such as inspection and construction admin) will be held to the USDA or EPA fee curve, depending on the funding partner.

4. Building Reuse and Restoration Grants Program

The NC Step Business Development Committee has expressed a desire to work with the downtown businesses in an effort to lease up buildings and make much needed upgrades. To this end, they have asked for the board's approval to apply for the Building Reuse and Restoration grant money. Although, we are required to provide a match for this program, we plan to negotiate that match in the form of a donation from the business itself.

This program will assist the town in redesigning storefront buildings, factories, or vacant buildings that have been vacant for at least 6 months in an effort to put these buildings on line for business occupancy. Restored, renovated, and equipped, they can once again become thriving centers of commerce, creating jobs and adding much-needed tax base for our town. There are two types of grants. Predevelopment grants of \$25,000 help cover the cost of an initial study or other activity necessary to secure commitments from a business or investors and Development grants of up to \$400,000. These grants are awarded to projects ready for renovation and must be matched by at least an equal amount of private and public funds. Awards are limited to local governments in rural counties or the most economically distressed urban areas, with priority given to towns with fewer than 5,000 people.

Applications will be accepted through December 17, 2007, with a February 2008 award date and through February 22, 2008, with an April 2008 award date. The project's economic impact on the community will be given strong consideration.

5. Community Innovation Investments and Economic Development Grants

These grants will enable communities to jump-start innovative economic development projects or to expand projects that have shown a return on investment and have the potential for further job growth. The private investment must be at least 20% with a maximum grant amount of \$75,000 available. Some of the initiatives that are eligible include natural resource-based strategies, arts-based economic development projects, tourism, recreation and innovative uses of technology to encourage economic activity. Projects identified through community planning efforts or that link to other economic development and community building initiatives and that place an emphasis on the involvement and growth of local businesses and entrepreneurs will be given priority. As with the other grants listed above I am asking the board for approval to apply for these grants if we are able to find viable projects. The applications are due by December 17, 2007.

6. Board and Committee Appointments

A. Board of Adjustments and Appeals – Four seats are either vacant or expired and require reappointment. Larry Graham, the Robeson County representative and Jane Hersch, in-town representative are requesting reappointment and have submitted the required application. No applications have been received for the other two seats, which are in-town representatives. Board recommendation and appointment is required.

B. Library Board – Four seats are either vacant or expired. Betty Hasty and Tim Van Hooser will be moving outside of the city limits. The Library Board recommends Marjorie Sharpe and Wayne Morris for reappointment and Jane Hersch for one of the vacant positions. All individuals recommended have completed an application.

C. The ABC Board – One position is vacant and one position has expired. Marjorie Sharpe has applied to fill the vacant position and Aggie Deese has applied for reappointment.

D. Tree Committee – One seat is expired at this time. Marjorie Sharpe has submitted an application requesting reappointment. In addition, Willis Sullivan has submitted an application for consideration of appointment to this committee.

E. Recreation Committee – Two new people have applied to serve on this committee and Brenda Wright, Wayne Morris and Ruby Gilchrist are applying for reappointment. The two new applicants are Sheila Pipkin and Niakeya Jones.

F. Planning and Zoning Board – One position is vacant for Scotland County and one in-town position has expired. Eddie Darton has applied for reappointment and Rachel Thompson has also applied to fill this position. Ruthie McDowell has applied for the Scotland County position.

7. Media Violence Resolution

The National League of Cities is very concerned about media violence and how it affects our children. They have asked the town to develop a program to educate our community and adopt a resolution confirming our commitment to this cause. Please see the attached documents for more in-depth information about this concern.

8. Taser Policy

The town has purchased two taser guns and officers have already been trained in their use. The town is required, for staff guidance, liability and accountability purposes to develop a taser policy if it intends to use tasers in the execution of policing activities. Tasers are electrical incapacitation devices, which are considered "less lethal" or "non-lethal" weapons. They are designed to incapacitate dangerous, resistive suspects from a safe distance away. We hope to have a lot of success with this device. It is anticipated that it will reduce the necessity for deadly force, allowing our officers to safely diffuse violent situations. It is also anticipated that this device will significantly reduce injuries to officers, as well as suspects. Another advantage is that it can serve as a deterrent to adverse behavior.

Displaying this device may be enough in some situations to gain compliance with the law. Since these devices can be used from a distance, it will also be advantageous in situations where the officer would normally have to chase a suspect on foot. It can also be used to incapacitate individuals who are demonstrating a danger to themselves.

AGENDA

Regular Meeting

Welcome by Mayor Lillie McKoy

Mayor Lillie A. McKoy called the November 13, 2007 regular session of the Town of Maxton Board of Commissioner to order at 7:30 p.m.

Present: Mayor Lillie A. McKoy; Commissioners: Dean, McLean, Morton, Oxendine and Mayor Pro Tem McLaurin.

Absent: None

Staff Present: Town Manager Tatum, Town Clerk Roberson, Finance Clerk Tyndall, Police Chief McDowell and Town Attorney Jessica Locklear.

Also present was UNCP=Public Administration Intern Amanda King.

Invocation was given by Commissioner Morton.

ANNOUNCEMENT

Mayor McKoy announced that she received notice today Maxton was awarded a \$2.5 million I & I grant. She thanked the Town Board for their support.

CONSENT AGENDA

1. Minutes:

Regular Meeting: October 9, 2007

Tax Adjustments: September 2007 – November 2007

Commissioner McLean motioned to approve the Consent Agenda as presented. Mayor Pro Tem McLaurin seconded. The vote was unanimous.

SPECIAL PRESENTATIONS: Morgan Rich – NCLM Youth Summit Report

Mayor McKoy stated that Morgan Rich, the grandson of Ruby and Tommie Gilchrist was one of several youth to attend the youth summit hosted by the North Carolina League of Municipalities at their 2007 Annual Conference held in Fayetteville, NC at the Crown Expo. Morgan reported that he attends Red Springs High School and that on October 13, 2007 he attended a workshop entitled “Better Together: A Youth Summit on Diversity, Tolerance and Acceptance.” Teens from across North Carolina came together to meet new friends and explore the many aspects of diversity in the state. One of their goals as future leaders of the state was to determine how to spread tolerance and acceptance in their communities. Derrick Drakeford, who did the program is a motivational speaker, a business owner, artist and a poet. Mr. Drakeford believes in the phrase “carpe diem”, which is Latin for “seize the day”. Morgan stated he learned the meaning of diversity. It is a group of people who are different that come together. We should open our minds to explore diversity, and understand how we are better together. Taking advantage of each day of life can maximize our potential for success and life fulfillment. If you want something out of life, you should go for it. The

summit included lunch, activities, t-shirt, live hip hop entertainment and door prizes. Morgan thanked the PALS Program and the Town of Maxton for sponsoring him and the other youth. It is an experience that he will never forget.

INTRODUCTION OF NEW STAFF

1. **Charles Watson** – Animal Control Officer: Mr. Watson stated that he has lived in Maxton all of his 23 years of life. He is a volunteer fireman of nine years and volunteer rescue squad member for five years.
2. **Amanda King** – UNCP Public Administration Intern: Ms. King stated that she is from Wilmington, North Carolina. She is attending University of North Carolina Pembroke and is in her fourth year of college. She thanked Ms. Tatum for allowing her to intern this semester and she hopes one day to be like her.

OLD BUSINESS – No old business.

NEW BUSINESS

Ms. Tatum stated that the School Report by Eric Sanders, Principal at Townsend Middle School has been rescheduled for the December meeting to to an obligation at the Central Office. Mayor Pro Tem McLaurin asked that we support Townsend Middle School. They will be playing in the championships on Thursday night at 6:00 p.m. John Masters will give the 2006-2007 Audit Report later on the agenda because he is teaching a class at the college.

1. Capacity Building Grant Application – Mayor Pro Tem McLaurin motioned approval of the Capacity Building Grant Application. Commissioner Oxendine seconded. The vote was unanimous.

2. 2006-2007 Audit Report - John Masters, CPA, S Preston Douglas was available to present the tentative draft of the Town of Maxton's Financial Statements for the Fiscal Year Ended June 30, 2007. He stated that he has been back with the Town for three consecutive years. The audit has not been approved by LGC. He stated that the Cash and Investments have shown substantial improvement; Capital Assets are down because we have made some infrastructure improvements; Structured Debt was coming down until last year; Fund Balance is now over \$800,000 which is good; Undesignated Portion of Fund Balance is good and we are three times over our minimum requirement of \$170,000.; the revaluation had an effect on our current year Ad Valorem Taxes as with other Towns; we are earning more Interest Income; positive increase in our Sales Tax Revenues; Utility Franchise Tax is up; decrease is taking place in Powell Bill funding; Water and Sewer fees is up a little and Sanitation Revenues are holding.

Mr. Masters stated that we are the first audit report presented by his firm for year 2006-2007. It is now required that the finance officer be bonded for \$50,000. He reported that the tax collection rate is lower than we would like. We can only go up with that collection rate. The Town of Maxton's rate is 81% and the state collection rate is in the mid 90 percentile. Ms. Tatum stated that the tax collection rate has gone down. Everything was lumped into the collection rate line item. Commissioner Morton asked about the collection of motor vehicle tax. Mr. Masters stated that many counties collect motor vehicle taxes for their municipalities. Robeson County and Scotland County collects for the Town of Maxton. Becky Maynor who was contracted to straighten out the Town's finances worked well in

helping the Town's audit and books. She is also assisting in training Myra Tyndall to take over the finance officer position. Mayor McKoy asked if there were any questions. There were none. She thanked Mr. Masters for his presentation.

3. CDBG Program Manual – Mayor Pro Tem McLaurin motioned approval of the CDBG Program Manual. Commissioner McLean seconded. The vote was unanimous.

4. Clean Water Partners' Infrastructure Planning and Supplemental Grants - Commissioner McLean motioned approval of the Clean Water Partners' Infrastructure Planning and Supplemental Grants. Commissioner Morton seconded. The vote was unanimous.

5. Building Reuse and Restoration Grants Program – Commissioner Dean motioned approval of the Building Reuse and Restoration Grants Program. Commissioner McLean seconded. The vote was unanimous.

6. Community Innovation Investments and Economic Development Grants – Commissioner McLean motioned approval of the Community Innovation Investments and Economic Development Grants. Commissioner Morton seconded. The vote was unanimous.

7. Board and Committee Appointments

1. Board of Adjustments and Appeals Reappointments for Larry Graham and Jane Hersch are being considered. Board Recommendations are asked for the remaining positions. Commissioner Oxendine motioned to the reappointment of *Larry Graham and Jane Hersch* to the Board of Appeals. Commissioner McLean seconded. The vote was unanimous.

2. Library Board Reappointments for Marjorie Sharpe and Wayne Morris are being considered. Jane Hersch is under consideration for appointment. Commissioner Dean motioned to reappoint *Marjorie Sharpe and Wayne Morris* to the Library Board. Commissioner Morton seconded. The vote was unanimous. Commissioner Oxendine motioned to appoint *Jane Hersch* to the Library Board. Commissioner McLean seconded. The vote was unanimous.

3. ABC Board Reappointment for Aggie Deese is being considered. Marjorie Sharpe is being considered for the vacant position. Mayor McKoy entertained a motion to add Minnie Miller to the list for consideration of the vacant position. Commissioner McLean motioned to add Minnie Miller to the list for the vacant position. Commissioner Dean seconded. The vote was unanimous. Commissioner Morton motioned to reappoint *Aggie Deese* to the ABC Board. Commissioner Oxendine seconded. The vote was unanimous. Mayor McKoy asked for the vote of Marjorie Sharpe to the ABC Board. Commissioner Oxendine motioned to appoint Marjorie Sharpe to the ABC Board. Commissioner Morton seconded. The vote was two (2) for Marjorie Sharpe – Commissioner Oxendine and Commissioner Morton. Mayor McKoy asked for the vote to appoint Minnie Miller to the ABC Board. The vote was three (3) for Minnie Miller – Mayor Pro Tem McLaurin, Commissioner Dean and Commissioner McLean. Mayor McKoy stated that *Minnie Miller* has been appointed to the ABC Board to fill the vacant position.

4. Tree Committee Reappointment of Marjorie Sharpe is being considered.

Appointment of Willis Sullivan is being considered. Commissioner Oxendine motioned reappointment of **Marjorie Sharpe** to the Tree Committee. Mayor Pro Tem McLaurin seconded. The vote was unanimous. Mayor Pro Tem McLaurin motioned appointment of *Willis Sullivan* to the Tree Committee. Commissioner Morton seconded. The vote was unanimous.

5. Recreation Commission Reappointments of Brenda Wright, Wayne Morris and Ruby Gilchrist are being considered. Appointments of Sheila Pipkin and Niakeya Jones are being considered. Lillie Johnson is also being considered for reappointment. Mayor Pro Tem McLaurin motioned the reappointment of *Brenda Wright, Wayne Morris and Ruby Gilchrist* to the Recreation Commission. Commissioner McLean seconded. The vote was unanimous. Commissioner McLean motioned the reappointment of *Lillie Johnson and the appointments of Shelia Pipkin and Niakeya Jones* to the Recreation Commission. Commissioner Morton seconded. The vote was unanimous.

6. Planning and Zoning Board Reappointment of Eddie Darton is being considered and Rachel Thompson is being considered for the same position (in-town). Appointment of Ruthie McDowell is being considered for Scotland County representative. Mayor Pro Tem McLaurin motioned to reappoint Eddie Darton to the Planning and Zoning Board. The motioned died due to lack of a second. Commissioner Morton motioned appointment of *Rachel Thompson* to the Planning and Zoning Board. Commissioner Oxendine seconded. The vote was 4 for and 1 against. Favor – Commissioner Oxendine, Commissioner Morton, Commissioner Dean and Commissioner McLean. Oppose – Mayor Pro Tem McLaurin. Commissioner Morton motioned the appointment of *Ruthie McDowell* to the Planning and Zoning Board as the Scotland County representative. Mayor Pro Tem McLaurin seconded. The vote was unanimous.

8. Media Violence Resolution 2007-11-01 - Commissioner McLean motioned approval the Media Violence Resolution 2007-11-01. Commissioner Dean seconded. The vote was unanimous.

9. Taser Policy – Commissioner Dean motioned approval of the Taser Policy. Commissioner Morton seconded. The vote was unanimous.

REPORTS

1. Commissioner's Reports

A. Commissioner Oxendine suggested that we look into handicap accessibility of the sidewalks near Lumbee Bank. Commissioner Oxendine stated that during the last campaign, we did not have the situation about the signs. He stated that the landowner had given him permission to place the sign. Ms. Tatum responded that she was acting on a memo not the place the signs in the right of ways. She stated that she called and was told that the memo was not currently being enforced. Commissioner Oxendine's sign had already been removed. Commissioner Oxendine stated that if a sign is being taken up by a Town employee, he would like to be contacted. Commissioner Oxendine stated that the Gilbert Patterson Library

is having their annual membership drive. He asked that Board members and citizens consider becoming members. Commissioner Oxendine asked about the status of the Freight Building. Ms. Tatum responded that the Abigail's 2 is getting things prepared and they hope to open by the end of the month barring any incidents of delay.

B. Commissioner Dean expressed appreciation to those who supported and attended the 2007 Collard Festival. Participation was larger and there were many positive comments. Commissioner Oxendine congratulated Commissioner Dean on the outstanding job. Commissioner Dean asked the Board to draft a policy that defines the role of Town employees during municipal elections.

C. Commissioner Morton stated that he was unable to attend the Collard Festival due to a wedding. People commended to him that the event was outstanding.

D. Commissioner Oxendine asked about the landscaping around the Rescue Building. Ms. Tatum responded that as a measure of water conservation the Governor has asked us not to water lawns. He asked if there would be any other paving at the Rescue Building. Ms. Tatum replied that was bought before the Board and they voted not to pave it. Commissioner Morton stated that we really need to figure a way to pave the area at the Rescue Building.

E. Mayor McKoy congratulated Commissioner Dean prays that has as much success that she has had as Mayor of the Town of Maxton. Mayor McKoy stated that there are some issues that she wished to address and untruths that she wished to clear up for the record. One untruth that put her life and the life of her family in danger was that she is an informant for the Maxton Police. She said that she is not and has never been an informant for the police. Another untruth is that her house is included in the \$1,000,000 CDBG Grant. Mayor McKoy stated that the concentrated area of that grant is Graham Street and Hooper Street, not Wilmington Street and to include her house would be a conflict of interest. Mayor McKoy thanked the Town and the citizens for all of their support. Mayor McKoy closed by saying, "I never been in an election like this before and I have been on the Board for 16 years". Commissioner Dean responded by asking Mayor McKoy if she was stating that the information came from her. Mayor McKoy stated that she did not know where it came from. Commissioner Dean responded that she had not heard of this information until tonight.

2. Manager's Report

A. NC STEP – No Leadership Team meeting was held this month. Brenda Wright, James McEachin, Vivian Morrison, Katrina Tatum and Mayor McKoy attended the Rural Center, North Carolina Rural Leaders Lighting the Way Forward conference held, October 24th and 25th. This conference was required for the Mayor and me in order for Maxton to be eligible to receive assistance from the Rural Center under the states 100 million allocation for infrastructure.

B. OSHA – The OSHA mediator agreed to reduce the town's fines liability to \$400.

C. URGENT REPAIR PROGRAM

Ten write-ups have been bid out for the Maxton/Fairmont Urgent Repair Program. The bid opening date is November 13, 2007.

D. Yearbook Request - Mayor McKoy and I purchased the ad in the South Robeson Yearbook as requested by Joseph McEachin during last month's board meeting.

E. CDBG – The Administrative and Engineering RFP's were issued on the 6th. The bid opening date is scheduled for November 20, 2007, at 5:00pm. The first site visit and implementation meeting will take place November 15, 2007 at 10:00 am.

F. Robeson County Commissioner Luther W. Herndon recently passed. Commissioner Herndon was well respected throughout the county and will be sorely missed. I would like to ask that we honor him with moment of silence.

G. Inflow/Infiltration Grant - On today, we were notified by Senator Weinstein and the Clean Water Management Trust Fund (CWMTF) that the Town of Maxton was the recipient of a \$2,523,683 grant from CWMTF. The grant combined with a supplemental grant from North Carolina Rural Center of \$435,300 and \$60,387 in local funds will be give us an estimated project cost of \$3, 019, 370. Ms. Tatum stated that the grant was tabled for us, but through contacts that she and Mayor McKoy made, the grant got approved.

3. Police Report

A. Police Chief McDowell gave the police report. The Activity Log Event Summary (Cumulative Totals) for the month of October 2007 and the October Monthly Gun report is included in the packets. He reported that Charles Watson, the part-time Animal Control Officer was introduced earlier in the meeting. He stated that the department is working on several grants to bring before the Board. They are an overtime grant, equipment grant, gang prevention grant and a Safe Kids grant. Chief McDowell spoke with the Golden Knights. They presented a nice picture to the Town of Maxton and have asked to be a part of the Collard Festival next year. Commissioner Dean asked Chief McDowell is money is available for gang prevention grants. Chief McDowell informed her that is one of the grants that he mentioned to bring before the Board.

ANNOUNCEMENTS

- 1.** The Town of Maxton will host the November 29, 2007 Robeson County Municipal Association meeting. BRAC officials will give an overview of current efforts and Abigail's 2 will catering the meal.
- 2.** NC STEP Leadership Team Meeting – December 6, 2007 at 7:00 pm.
- 3.** Mayor Lillie McKoy, Commissioner Oxendine, Town Manager Tatum and Chief McDowell attended the Scotland County Veterans Council Veterans Day Ceremony on November 12, 2007 at 11:00 at the Laurinburg Maxton Air Base.
- 4.** Mike McIntyre's Community Meeting will be held at the Southeastern Community College on Monday, November 19, 2007 at 11:00 am. The I-74 Corridor Initiative will be the topic of discussion.
- 5.** The Rural Center is hosting a Rural Water and Wastewater Project workshop called "Getting to Success with Your Consulting Engineer." The only open date left is November 14th – Kenansville.
- 6.** The Town of Maxton has been asked to host a regional meeting for the NC STEP Program on November 27, 2007 from 10:00 am to 3:00 pm. Lunch will be served by Abigail's 2. Details are pending further notification by the Rural Center staff.
- 7.** All local government officials are invited to the 7th Annual Banquet of the New Era Association at the Brunswick Waccamaw Association Building on November 17, 2007 at 6:00pm.
- 8.** The Town of Maxton Christmas Parade will be held on Saturday, December 8, 2007 at 10:00 a.m. Participation in the parade is free. Booth space may be purchased as follows, food - \$35, crafts - \$30, and food/crafts - \$40. Specific criteria for food must be followed. The Town Office is current accepting call-ins for entries between the hours of 9:00 a.m. and

4:00 p.m. Floats, bands, marching groups, trucks, etc. are allowed. Horses are not allowed in the parade. Line-up will start at Townsend Middle School at 8:15 a.m. Commissioner Oxendine suggested that the floats are closer together. Last year there was maybe fifty yards between that floats.

PUBLIC FORUM – No One Wished to Speak

CLOSED SESSION – No Closed Session

Adjournment

Mayor McKoy entertained the motion to adjourn. Commissioner Morton motioned to adjourn. Commissioner Oxendine seconded. The vote was unanimous. Meeting adjourned at 8:45 p.m.

Mayor Lillie A. McKoy

Town Clerk Jacqueline Roberson, CMC