

Board of Commissioners Meeting
Work Session - 6:30 PM

Present: Mayor Gladys Dean, Mayor Pro Tem Emmett Morton, Commissioners: Vivian B. Morrison, Sallie McLean, Ray Oxendine and James McClanathan

Absent: None

Staff Present: Town Manager Tatum, Town Clerk Roberson, Finance Director Tyndall, Water/Wastewater Supt. Combs, Police Chief McDowell and Town Attorney Jessica Locklear

Also present: Rescue Squad – John Deese

Mayor Gladys Dean declared a quorum present, gave the welcome and called the February 12, 2008 work session of the Town of Maxton Board of Commissioner to order at 6:30 p.m.

Invocation was given by Commissioner Oxendine.

WORK SESSION

1. Something New at Abigail's II – (1) Lease (2) Discussion

(1) Town Manager Tatum informed that Board that a corrected lease is before them. Mayor Dean has asked that the Freight Building Restaurant lease agreement be submitted to the current board. The lease has been signed by the owner and reflects the terms approved in the RFP.

(2) Commissioner Oxendine has requested that this be placed on the agenda for discussion. Commissioner Oxendine asked Town Manager Tatum if there was any discussion about the bar and that was one of the things the people in Maxton voted for.. Ms. Tatum stated that it was not required in the RFP and there are quite a bit of requirements and expense in opening a bar. She also stated there is a renewal on the lease in three years. Commissioner McClanathan said that he felt this restaurant was set up for failure without liquor by the drink and a menu that draws. He went on to say that he doesn't see the restaurant drawing people from other counties. Town Manager Tatum stated that people have come from other counties. Ms. Tatum also said that she gets direction from the Board. Commissioner Morrison stated that the food is good and that she has been to restaurants that don't sell beer and wine but they survive; she will probably have to do more PR work. Commissioner McLean stated that it is too soon to tell and that we have to be positive about businesses that come to Town.

2. Rescue Squad – Discussion

Commissioner Oxendine has requested that this item be placed on the agenda for discussion. Commissioner Oxendine stated that we need to look at several things. 1) The parking lot. It is not safe and an eyesore. The original plans call for a set of steps inside the building to get in the attic for storage. 2) The original plans call for signage outside of the building in big letters spelling Maxton Rescue Squad. 3) Maxton EMS – there needs to be a radio antenna

installed on the Rescue Bldg. 4) There is not telephone in the building. 5) State and County mandates that service and internet is installed.

Town Manager Tatum replied. 1) Parking lot/steps – A list of things that were left out was bought to the previous Board. They were asked if they wanted to borrow money to replace the items on the list and they said no. 2) Sign – The contractor returned the money so that the John Deese and the members of the squad could design their own sign. 3) That was among the list of things that were taken out. 4) Antenna – Staff is working on locating to a higher source, on top of the water tower as soon as it can be done. 5) Internet – The internet is in the phone service. John talked to Embarq and they want additional work done. John Deese who was in the audience replied, that they are talking about running of lines to the building. Commissioner Oxendine asked John Deese if he had anything to add and that he (Commissioner Oxendine) knows of the steps and drains. John Deese stated that Eric (Pearson) said that the Town will build the steps. Town Manager Tatum stated that she still does not have a key. John Deese stated that the contractor said he gave Ms. Tatum a key. He said he will give Ms. Tatum a key. She asked John if he was working on a contract with someone to do the billing. John Deese replied, “Yes”. Commissioner Oxendine asked again about the antenna and the steps. Town Manager Tatum stated that staff is working on the tower, John Deese will have to apply for the license and a work order can be done for the steps. Mayor Dean asked about the drains. Commissioner McClanathan stated that the drains cannot be done after the building is done. Mayor Dean asked how that can be worked out now. Town Manager Tatum replied that the trucks can be washed outside. Town Manager Tatum also stated that the handicap spaces will be done.

3. New Water Tower

Commissioner Oxendine has requested that this item be placed on the agenda for discussion. A history of the tank’s operation has been provided to assist you with any concerns.

New Water Tower History of Operation:

This is to provide further clarity about the new water tower and its history of use and non use. Apparently, the altitude valve has been mal-functioning since the tower was brought on line. An altitude valve controls the level of a tank. The town’s Altitude value is a two way flow valve which controls the high water level in reservoirs without the need for floats or other devices. It is a non-throttling valve that remains fully open until the shut off point is reached. This valve closes at a high water level, and opens for return flow when the pressure at the valve inlet is less than the reservoir pressure. The altitude valve will remain open while the tank is not full and it will close when the tanks reaches its maximum level. The opening and closing of the Town’s valve requires no external power source (electric, pneumatic, or man power), it is done automatically, by way of a telemetry radio signal. The telemetry device was hit by lightening at one point sometime around the first part of 2003 and remained off line for nine months. Once it was put back on line, it never worked properly. This tower has remained off line for approximately four plus years, until Larry Combs and I started discussions with Hobbs, Upchurch and Associates and getting estimates to correct the problem about one year ago. Since that time, Hobbs, Upchurch and Associates have assigned two different engineers to assist us in this effort. The first engineer resigned soon after the assignment and therefore made no progress, (Joe McGoogan), the second engineer, Mark Lacey, has been working to get the town in compliance with Chlorination and De-chlorination environmental requirements. With a contractor now under contract to proceed

with this project, Mr. Lacey can give full attention to the water tower issue. We thought this was the best way to handle it because otherwise, we would have to man the tower with three shifts of workers to handle every action manually and estimate reservoir levels, which is virtually impossible, because one can't stand at ground level and estimate levels from 112-140 feet high. Mark Lacey is expected to meet with staff on February 11, 2008.

Mr. Combs stated it will cost about \$20,000 to get the system up to where it should be. We have two wells again, for a while we only had one well. He stated that he has to give Ms. Tatum the estimates. Town Manager Tatum stated that the Town used LMA and she asked why we were using them. She stated that we tried to get the \$400,000. We are discussing this with Mark Lacey of Hobbs, Upchurch. The old well has been retested and it is clear. Commissioner Oxendine stated that his only concern is getting the system working stating, "Whatever needs to be done, just work on it and get it done". Mr. Combs stated that it works on and off, maybe work 30/45 days and then stop again. Commissioner McClanathan asked who designed the system. Town Manager Tatum replied that Hobbs, Upchurch and Associates designed the system. Commissioner McClanathan stated that usually when you design a system, you get it up and see that it works. Town Manager Tatum stated that we talked with the lawyer and there was a one year timeline and a one year warranty. Mr. Combs responded that there were changes in ORCs and changes in managers.

4. Tree Committee Appointments

Patricia Johnson, Flora M. Morton and Cal Humbert have applied for appointment to the tree committee.

5. Downtown Sign Ordinance

The Board of Commissioners previously approved sign guidelines for use as a sign ordinance. These guidelines were never reduced to ordinance form. Staff suggests that this document be reviewed by the current board. Staff will be working on an enforceable ordinance to include any portions of the guidelines the board would like to see applied. The Board was asked to provide comments to staff.

Town Manager Tatum stated that the NC STEP Committee has asked that we look into downtown signage. Mayor Pro Tem Morton recalled that when a business moves that it must also move the signage.

6. Town Flag

A Town Flag was previously designed by Ms. Annie Hicks-Hager. When presented to the standing board for approval, it was tabled. Mayor Dean has asked that it be reconsidered. Please review this design and provide comments. Staff is recommending that instead of the building being the focus of the flag, the board consider using the town seal. Mayor Dean has also suggested that the board may want to revisit the town's logo, "A Good Place to Live."

7. Downtown Revitalization Study

Commissioner McClanathan has asked that the Maxton Downtown Revitalization Study be revisited by the current board. This study was never reduced to an enforceable ordinance. Mayor Dean has also suggested that the Historic Society review the document for any updates that may be needed. In the interim staff will be working on a Historic Downtown Zoning Ordinance. The original which is more legible is located in Town Manager Tatum's office for review, since we do not have a color copier. Commissioner McClanathan stated that he understands we can't force people to use the colors now, but that we need to do something to maintain some standards in the downtown district.

8. Conditional Use Permit - #07-04 – Eva Thompson

Your packet includes a memorandum of explanation for the Conditional Use Permit request submitted by Eva Thompson to conduct a church at 103 Croom Road. As indicated by the memorandum, the Planning and Zoning Board recommends approval of this permit pending satisfaction of the parking requirement. Staff measured and this request will meet the parking requirements.

9. Progress Energy – Town Hall Lighting

In completing the assessment of the Downtown Enhancement Phase II project, Progress Energy noticed that the pole lighting around town hall is dated. The new lights being used by them are sixteen feet tall. The pole lights in place now are only twelve feet tall. They are recommending that Progress Energy install two sixteen foot poles on each side of Town Hall and eliminate one pole on each side. This will make provide consistency with the installations that will be made under the new project. They also recommend that spotlights be placed in the island in front of the building to highlight the building. Staff will find out the cost of the 16 feet poles.

10. Response to the Local Government Commission

Your packet includes a letter drafted in response to the 2006-2007 audit review letter sent by the Local Government Commission. Most of the concerns in their letter have been or are currently addressed by staff. Their letter is also attached.

11. Speed Limit Change – Scotland Forest

Mr. Mark Pacenza requested that the speed limit on McCormick Drive be reduced from 35 miles per hour to 20 miles per hour. He is concerned about his children and believes that the close quarters of this community call for a lower limit. He was asked to get signatures of at least 75% of all residents to effect this change. He has complied and received an eight-three (83%) percent response. The petition signed by the residents is filed with the Clerk. Mayor Morton asked if that portion can be changed without changing all. Town Manager Tatum said that can be done. Commissioner McClanathan said that he has no real objection and that the whole loop should be changed. Mayor Pro Tem Morton agreed to look into possibly changing the whole neighborhood. Commissioner McClanathan suggested that all are changed. Town Manager Tatum stated that we are expected a similar request on Elm Street.

12. Water Deposit Increase

Staff is requesting an increase in water deposit fees. The current fee of \$100.00 seldom covers the two month span of use prior to water cut off. Two minimum bills run \$109.64. Most delinquent water bills run in excess of \$80. Staff is requesting an increase to \$150.00 to reduce delinquencies when applying the deposit to delinquent accounts. The following actual delinquent account balances demonstrates the town’s vulnerability when delinquencies occur:

	Actual Charges
October 30, 2007 Utility Bill	\$82.46
October 30, 2007 – Penalty	\$8.25
November 27, 2007 - Non Payment Fee	\$50.00
November 29, 2007 Utility Bill	\$142.49
November Late Fee Charge	\$14.25
Meter Tampering Charge-Restarted by Customer	\$250.00

Total	\$547.45
Deposit	(\$100.00)
Balance Outstanding	\$447.45

As you see, the deposit of \$100.00 doesn't begin to defray the delinquent account balance.

13. Resolution Update – Safety Manual

The Safety Manual was previously approved by the Commission standing at the time of submission. According to the Department of Labor, the manual was excellent, with the exception of the resolution. It was left unsigned by the standing board. They have indicated that the manual does not need to be approved by the current board, just the resolution, which is submitted for your approval.

14. St. George United Methodist Church – Resource Center Rental

St. George United Methodist Church is requesting that the board consider a reduction in rent for their use of the Resource Center. St. George United Methodist Church has been renting the Resource Center at \$175.00 per day for two days per month usage. Their church was condemned for safety reasons in conjunction with structural defects. In light of the outstanding services provided by this church to the community at large, they are asking that the board consider reducing the rent to place it more in line with their financial capability. Commissioner Oxendine wanted to know when the church started using the building and did it come before the Board. Town Manager Tatum said they started in November and it did not come before the Board because we have rental agreements.

15. Resource Center Rental

The previous board changed the requirements of the Resource Center Rental as follows:

1. Rent of single office - \$205
2. Rent of Double Office – Adjusted in return for Four County Community Services writing grant proposals for the town - \$275.00
3. Single Rental of the two large areas to include kitchen - \$175.00 with a \$150.00 deposit.

Mayor Dean is also concerned that the use of the lobby by those renting on a monthly basis needs to be redefined. Please review the attached lease terms for possible revision.

16. Harvest of Timber – 20 Acre Tract – Landfill Site

Mr. Brian K. Maynor has offered to pay the town \$5,600 to harvest timber in the swamp area of our existing landfill site. The Mayor has asked that staff obtain other bids for your consideration. Mr. Maynor's bid is submitted for your review. Commissioner McClanathan asked if Mr. Maynor came to us or did we contact him. Town Manager Tatum stated that he did come to us and she asked him to look at ours. We have a landfill that we are outgrowing. She also said that we had a visit from Environment Management who suggested we look into using some new land. Commissioner McClanathan said that we should look into getting

three sealed bids. Town Manager Tatum stated that she will contact Commissioner McClanathan and Mayor Dean.

Mayor Pro Tem Morton revisited the issue on the parking lot at the Rescue Squad Building. Commissioner McClanathan suggested that we get some new bids.

AGENDA
Regular Meeting
7:50 P.M.

Welcome - Mayor Gladys Dean

Mayor Gladys Dean declared a quorum present and called the February 12, 2008 regular session of the Town of Maxton Board of Commissioner to order at 7:50 p.m.

Present: Mayor Gladys Dean, Mayor Pro Tem Emmett Morton, Commissioners: Vivian B. Morrison, Sallie McLean, Ray Oxendine and James McClanathan

Absent: None

Staff Present: Town Manager Tatum, Town Clerk Roberson, Finance Director Tyndall, Water/Wastewater Supt. Combs, Police Chief McDowell and Town Attorney Jessica Locklear

Also present: Rescue Squad – John Deese

Invocation was given by Commissioner Oxendine.

APPROVAL OF THE PROPOSED AGENDA – Commissioner Oxendine motioned approval of the proposed agenda. Mayor Pro Tem Morton seconded. Discussion. Mayor Pro Tem Morton motioned to add retreat to New Business as item #9. Commissioner Oxendine seconded. The vote was unanimous.

CONSENT AGENDA

1. Minutes:

Regular Meeting: January 8, 2008

Special Meeting: January 15, 2008

2. Tax Adjustments – January and February, 2008

Mayor Pro Tem Morton motioned to approve the Consent Agenda. Commissioner Oxendine seconded. The vote was unanimous.

PRESENTATIONS

1. Lillie A. McKoy – Women Making a Powerful Difference – The Chlorox Company, Pine Sol Brand Cleaners Division. Mayor Dean made the presentation to Former Mayor Lillie A. McKoy.

INTRODUCTION OF NEW STAFF - None

PUBLIC HEARING

1. Conditional Use Permit - #07-04 – Eva Thompson

The public hearing was opened. Ms. Thompson was not present. No one wished to speak. The public hearing was closed.

OLD BUSINESS

1. Lease Agreement – Something New at Abigail’s II

The lease has been signed. Discussion. No action was taken.

NEW BUSINESS

1. Conditional Use Permit - #07-04 – Eva Thompson

Mayor Pro Tem Morton motioned approval of CUP #07- 04 Eva Thompson. Commissioner McLean seconded. The vote: Favor – 4 - Mayor Pro Tem Morton, Commissioner McLean, Commissioner Morrison and Commissioner McClanathan. Against – 1 - Commissioner Oxendine.

2. Progress Energy – Town Hall Lighting

Commissioner McClanathan motioned to table Progress Energy – Town Hall Lighting for cost factor to include the four lights or just their recommendation to replace with 16 feet lights. Afterward this item will be bought back to the Board. Mayor Pro Tem Morton seconded. The vote: Favor – 4 Mayor Pro Tem Morton, Commissioner McClanathan, Commissioner Morrison and Commissioner Oxendine. Against – 1 - Commissioner McLean.

3. Tree Committee Member Appointments

Commissioner McLean motioned approval of the appointment of Patricia Johnson, Flora M. Morton and Cal Humbert to the Tree Committee. Commissioner McClanathan seconded. The vote was unanimous.

4. Response to the Local Government Commission

Mayor Pro Tem Morton motioned approval of the Response to the Local Government Commission. Commissioner McLean seconded. Discussion – Commissioner McClanathan stated that we have to put every bit of energy into collection of taxes as a major priority. Town Manager Tatum stated that Maxton did not have a committee to enforce the collection of taxes and that she feels that the changes implemented will have some effect because the old system did not separate actual taxes from fees, etc. The vote was unanimous.

5. Speed Limit Change – Scotland Forest

Commissioner McClanathan motioned that the request for Speed Limit Change – Scotland Forest be modified to canvas all of the neighborhood streets and to achieve the 75% by requestion. Commissioner Oxendine seconded. The vote was unanimous.

6. Water Deposit Increase

Commissioner Oxendine motioned approval of increasing the water deposit from \$100 to \$150. Commissioner McClanathan seconded. The vote: Favor – 4 - Mayor Pro Tem Morton,

Commissioner McClanathan, Commissioner Morrison and Commissioner Oxendine. Against
- 1 - Commissioner McLean.

7. Resolution Update – Safety Manual

RESOLUTION #2008-02-01
SAFEY MANUAL

WHEREAS, the Mayor and Board of Commissioners of the Town of Maxton recognize that the prevention of accidental losses affecting employees, property, and the public will enhance the operating efficiency of the town’s municipal management; and

WHEREAS, a pro-active loss control posture requires that sound loss prevention measures are a primary consideration and take precedence over expediency in all operations.

NOW, THEREFORE, BE IT RESOLVED that the Town of Maxton will endeavor to provide a work environment free of recognized hazards through the establishment and implementation of loss control policies and procedures, and their subsequent amendments and additions, designed to provide protection to town employees, public and private property and members of the public.

BE IT FURTHER RESOLVED that the Town of Maxton will support compliance with all Federal and State safety regulations; provide and require the use of personal protective equipment by all employees; and insure that all employees are advised of and understand their loss control responsibilities in the performance of their work.

SIGNED, SEALED AND ADOPTED BY the Town of Maxton Board of Commissioners this 12th, day of February, 2008.

Gladys M. Dean, Mayor

Emmett Morton, Mayor Pro Tem

Vivian Brown-Morrison, Commissioner

Sallie McLean, Commissioner

Ray Oxendine, Commissioner

James McClanathan, Commissioner

ATTEST:

Jacqueline Roberson, Town Clerk

Commissioner McClanathan motioned approval of Resolution Update – Safety Manual. Mayor Pro Tem Morton seconded. The vote was unanimous.

8. St. George United Methodist Church – Resource Center Rental

Rev. Robert Fairley, Pastor of St. George was present to speak to the Board. He stated that the church is 141 years old. Commissioner Oxendine asked him about the anticipated time of use or the Resource Center. Rev. Fairley stated that St. George has been condemned and is not safe for use. They are torn between tearing down the old church to build a new one or rehabilitation of the existing structure. He stated that it may be from 1 year to 1½ years.

Betty Hasty has discussed having an engineer to look into savaging the church under historic preservation. Commissioner McClanathan said that he is against tearing the church down, but he doesn't think the Resource Center should be leased on an on-going basis because this will use up all the time in the building. He added that he does not think that this is what the building was designed for. Town Manager Tatum stated that we have two offices that are rented on a permanent basis and no one has leased the center for the church hours. Mayor Dean said that we have guidelines approved by the Board and Ms. Tatum abided by those guidelines. Commissioner McLean said that she was here when the Board talked about having the Resource Center and that it was designed to help the family, which is what the church is about. Rev. Fairley stated that this is an emergency, a temporary solution. Commissioner Morrison stated that she is a member of St. George Church and looking at renovation. She feels we should accommodate or do something to make it easier. Attorney Locklear discussed the conflict of interest concerning Commissioner Morrison. Attorney Locklear stated that even though St. George Church pays \$175.00 a Sunday here and a Sunday there, then it is a financial gain on the Town and a financial gain on the she feels it would be best if Commissioner Morrison did not vote. Mayor Pro Tem Morton motioned that St. George United Methodist Church be able to use the Resource Center at no cost for six months, that they look into finding a more permanent place and that the issue be revisited in six months. The vote: Favor – 2 - Mayor Pro Tem Morton and Commissioner McLean. Against – 2 - Commissioner Oxendine and Commissioner McClanathan. Commissioner Morrison abstained. Mayor Dean voted in favor of the motion. The motion carried.

9. Addition to the Agenda – Item #9

Tentative dates – March 14th - 15th and April 4th – 5th. Mayor Pro Tem Morton will attempt to get Wallace Lodge as the first choice and the Laurinburg-Maxton Airport as the second choice. A facilitator has been contacted and we will get with him with the possible dates. Town Manager Tatum asked that if a facilitator is going to be used, will the facilitator meet with staff for planning and guidelines. Mayor Dean said that we will get together on that.

REPORTS

1. Commissioner's Reports

A. Mayor Pro Tem Morton stated that the food at Abigail's II is good. Commissioner McLean agreed. Commissioner Oxendine wanted comments on the LGC letter of February 5, 2008 and the Smart Start. Town Manager Tatum stated that we replied in August with their request. We corrected most of those and revamped our financial systems. Things were picked up in 2003 that were never addressed. These items were brought to the Board. In 2005-2006 all of these things existed. In 2006-2007 you will still have issues in your books. She added that the bond amount for the Finance Director has been corrected.

Commissioner Oxendine asked that an effort be made to make sure that the cemeteries are clean on certain days (Holidays). Trash is bad on the By-pass and on Rockingham Road toward the railroad. He asked about an ordinance for old burned houses. Town Manager Tatum replied that the fire was ruled suspicious and the county has to release the dwelling in those situations. They have since released the house and we can go ahead and burn the dwelling down and the owner will have to do the clean up.

2. Manager's Report

A. NC STEP – The Leadership Team meeting was held February 7, 2008.

This meeting was well attended and accomplishments and goals were highlighted. The Housing Committee will be conducting surveys Saturday, February 9, 2008 from 8:00am to 10:00am. We are trying to put together a portfolio to present to BRAC. The Education Committee Chairman and the Town Manager are preparing documents to request that the County Grant Writer complete an application for 21st Century Funds.

B. OSHA – OSHA has completed a consultation of the Police Department and Town Hall buildings. There were minor safety issues requiring correction and an update needed in the Safety Manual. Staff is in the process of making corrective repairs and or changes and we hope to report compliance with the concerns prior to corrective action dates stipulated in the review.

C. URGENT REPAIR PROGRAM

2008 URP Application – This application was not approved by the North Carolina Housing Finance Agency.

2007 URP Program - Contracts have been awarded for the first eight houses in the joint program. Two properties have to be re-bid. Work is either in progress or scheduled for these houses.

D. CDBG – The compliance issues are still being addressed. The environmental review document was submitted to DCA. Some citizens have called wanting to know when the work will begin. We informed them that the entire project is a thirty-month process.

E. Chlorox Company, Pine Sol Brand Cleaners Division has awarded a certificate to one of our citizens, former Mayor Ms. Lillie A. McKoy in recognition of her civic commitment which inspires Women Making a Powerful Difference in her local communities.

F. Finance Director Myra Tyndall has been working on a Budget Preparation Manual. They have been distributed.

G. Water Bills – Several residents have notified us that they have not received water bills for this month. Our documentation shows that the bills were sent out.

3. Police Report

Police Chief McDowell reported that the December 2007 Activity Log, the 2007 Annual Activity Log and the January 2008 Activity Log are included in the packets along with other monthly reports. Due to experiencing computer problems the department had to purchase a new server. The Crime Stoppers program has been set up. Chairperson is Wayne Morris, Vice-Chairperson is Helen Darton and the Secretary is Helen McPhatter. The drug bust netted about twelve arrests so far out of about twenty. The PALS Program will have a Talent Show at Townsend Middle School on Saturday, February 16th from 7:00 – 9:00 p.m. There is no entrance fee. Town Manager Tatum stated that as we make these arrests, we have asked judges to extend the maximum amount of time.

4. Water and Wastewater Report

Town Manager Tatum stated that Larry Combs had to leave. She reported that small towns are expected to meet Small Town Well Head Protection. Funds of \$20,000 have been saved.

ANNOUNCEMENTS

- 1. The Robeson County Committee of 100** will have an Annual Dinner Meeting Thursday, February 21, 2008.
- 2. The North Carolina Department of Transportation** will hold a Public Meeting of the State Transportation Improvement Program (STIP) February 19, 2008 at the Richmond Community College Cole Auditorium, 1042 West Hamlet Avenue in Hamlet.
- 3. The State Employees Credit Union Local Government Branch** will be conducting two workshops on February 20, 2008 in the Commissioner's Chambers; Basic Budgeting (10:00am-11:00am) and Preparing Financially for Your Future (1:00pm-2:00pm)
- 4. The Robeson County Municipal Association February** meeting will be hosted by the City of Lumberton. The time and place are to be announced.

PUBLIC FORUM

- 1. Victor Womack, Sr. 713 McCaskill Avenue – 1. Chamber of Commerce Building**
– He was asked to approach the Town about the condition of the Chamber Building because the Town is rumored to be the landlord. Some issues are the bathroom, lighting and the heating/air. Town Manager Tatum stated to Mr. Womack that we maintain our buildings and you have but to ask. **2. Sidewalk Maintenance and Right of Ways.** He stated that in many places residents are responsible for the maintenance of the property that adjoins their property located next to roadways in front of their houses. Town Manager Tatum stated that we maintain our right of ways and we would hate to pass that on to the citizens. She also stated that Rockingham Road is a state road and we clean it.
- 2. James McEachin** – On behalf of NC STEP, he would like to thank Mayor Dean, Commissioner McClanathan and Commissioner Morrison for attending the February meeting. The next monthly meeting will be held on March 6th at 7:00 p.m.

CLOSED SESSION

Mayor Pro Tem Morton moved that the Board of Commissioners for the Town of Maxton go into Closed Session to discuss personnel, pursuant to NCGS Sections 160A – 168 and 143 – 318.11(a)(1) & (6). Commissioner McClanathan seconded. The vote was unanimous. Town Clerk Roberson attended the beginning of the Closed Session. Discussion. Afterward Town Clerk Roberson was excused and Attorney Jessica Locklear took the minutes. Mayor Pro Tem Morton motioned to go out of Closed Session and return to open session. Commissioner Oxendine seconded. The vote was unanimous.

ADJOURNMENT

Mayor Dean entertained the motion to adjourn. Commissioner McLean motioned to adjourn. Commissioner Morrison seconded. The vote was unanimous. Mayor Pro Tem Morton and Commissioner McClanathan excused themselves at about 10:10 p.m. Attorney Jessica Locklear left at 10:15 p.m. Meeting adjourned at 10:30 p.m.

Mayor Gladys Dean

Town Clerk Jacqueline Roberson, CMC