

Board of Commissioners Meeting
Work Session - 7:00 PM

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

Staff Present: Interim Manager Tatum, Town Clerk Roberson, Accounting Clerk Tyndall, Police Chief McDowell, Public Works Director Green and Town Attorney Jessica Hunt.

Mayor Lillie A. McKoy called the June 12, 2007 work session of the Town of Maxton Board of Commissioner to order at 7:00 p.m.

Invocation was given by Mayor Pro Tem McLaurin

WORK SESSION

1. Christmas Decorations for Side Streets - The Board previously expressed interest having additional Christmas decorations for the side streets nearest to the Central Downtown corridor. Christmas decorations are on sale through July 31, 2007. In addition to the reduced price per item, in many cases, one free item is given. Three books are submitted to facilitate the selection process. Ms. Tatum stated that most of Council seems to want the same type that we have and currently they are on sale. It was the consensus of the Board to purchase Christmas decorations like the ones that we have.

2. Rescue Squad Building – Request for Additional Funds - The Maxton Rescue Squad is requesting that an additional \$700 to \$1400 to install remote capability at all doors. The original scope called for a manual control which requires manual opening and closing. Koonce, Nobles and Associates is requesting a change order of approximately \$2,000 to install two handicap parking spaces. When the scope was reduced, the spaces were omitted. However, the state building code and USDA require that these spaces be provided as part of the ADA requirements. Ms. Tatum stated that confirmation from the State has been received that they will pave the driveway.

3. Utility Billing - A landlord can not be forced to pay an outstanding utility bill left by a tenant if the account is generated in the name of the tenant, nor can the town refuse service to that location if a new tenant attempts to generate services. Most accounts left unpaid are tenant accounts. To avoid this situation, many jurisdictions are requiring that all tenant accounts be generated by and in the name of the owner or that joint signatures of the owner and landlord be secured on the application for service. Service can be withheld from the specific location and the instances of unpaid accounts are greatly reduced. Many towns are requesting owners to co-sign. Mayor Pro Tem McLaurin suggested that we consider going up on the deposit instead of requiring the landlord to

sign. We are currently looking for ordinances and asking other towns to provide samples. Our attorney has been asked to secure an ordinance for your review. Ms. Tatum stated that if one cannot be found that she can write one.

4. Small Town Main Street – Application and Resolution - The application is due by June 30, 2007. This grant will provide the technical assistance needed to development a downtown revitalization strategy and implementation plan. A support team will work with the town over a twelve month period. After the initial twelve month period, it may be necessary for the town to fund additional activities toward this effort. Ms. Tatum asked commissioners to write the priorities on the application. She stated that Maxton is a step ahead because we already have a Downtown Tax District.

5. Real Property Purchase - Old CP&L Building - In conversations with Mr. Sam McGirt, Ms. Tatum learned that he has received an offer to purchase the Old CP&L Building at \$20,000. The purchaser is willing to close by the 15th. An earnest deposit of \$500.00 was placed. When the Patterson Building was renovated, the parking requirements were met with a lease on the parking lot of the Old CP&L Building. At this juncture, if the Town does not bid on the property, we will not be in compliance with these requirements. Ms. Tatum discussed this issue with Jeff Britt, Robeson County Building Inspector, who indicated that we will need to acquire land to meet the parking requirement. There will be no immediate repercussions, but if challenged, we would no longer comply with the parking requirements in the North Carolina Building Inspections Code. It is to our benefit, even if we close the year with a fund balance to accommodate this purchase to secure this property. Ms. Tatum informed the Board that they previously voted on this item, but it may be too late to purchase. She will speak with the real estate company on the status of the building to date.

6. Set Date for Audit Review and Approval – 2005-2006 Fiscal Year -The Board has set a budget hearing and approval date to closeout the 2006-2007 fiscal year and approve the 2007-2008 budget for June 27, 2007. John Masters is requesting that the 2005-2006 audit review and approval be scheduled for the same date. Mr. Masters has requested that the audit review be placed first on the agenda. It was the consensus of the Board that Mr. Masters present the 2006-2007 audit review on June 27, 2007 at 11:00 a.m.

7. Robeson County Board of Elections Administration Agreement - In an attempt to create a uniform agreement to provide election services to local municipalities, the Board of Elections has revamped the agreement. It basically outlines the Board of Election's conditions under which the service will be provided and what the municipality is responsible for providing to the Board of Elections in order to provide these services. A copy of the agreement is attached for your review.

8. Recreation Committee Applicants - Two people are requesting to be placed on the Recreation Committee; Grace McRae and Barbara Campbell. Both live inside the city limits.

9. Laurinburg-Maxton Airport Commission Board Appointment - The Board of Commissioners is charged with appointing three Airport Commission members. The term of one of the seats has expired requiring an appointment. Seven individuals have applied for this position; Robert Bridges, Willis B. Sullivan, Diane Watson, Albert W. Morris, Larry S. Graham and Robert M. Henderson. All except Larry S. Graham live inside the city limits. Ms. Tatum stated that an application from George Zeigler, Jr. has been added to the list.

10. Laurinburg-Maxton Airport Commission – Approval of 2006-2007 Budget Amendments & 2007-2008 Budget - The Laurinburg-Maxton Airport Commission is presenting 2006-2007 budget amendments and the 2007-2008 budget for approval. Paul Davis will be present to explain the line items and answer any questions you may have.

11. Maxton Museum – Request to Build an Addition - The museum is required to gain approval of the Board of Commissioners prior to making any structural changes to the museum building. A sketch is submitted for your approval. The addition as reflected in the sketch meets current zoning requirements. One of the conditions of the museum receiving the Doares collection is that a suitable exhibit area be created. It is felt that the addition would satisfy any display capability concerns. The library board will hire an architect to work with them.

12. House and Senate Bills Affecting Maxton – Commissioner’s Input Needed
House Bill 1587 – Please contact your legislators to say no to this bill. It is in the finance committee now and has a chance of getting approved. This bill would place significant road blocks and restrictions on any local government that wants to provide communication services-including cable, telephone, electronic voice, data, audio or video transmission and internet access-to its citizens. Laurinburg has already taken advantage of its ability to provide high speed service. With this bill, another source of local government income would be lost.

Senate Bill 1358 - Please contact your legislators to say yes to this bill. This bill is the Street Gang Prevention Act. It will address the critical gang problem with enhanced penalties, grant monies, and other provisions. This bill is similar to, but not identical to House Bill 274-Street Gang Prevention Act. Both bills work to the benefit of our community.

House Bill 871 and Senate Bill 556 – (Non Residential Building/Structure Code) - Please contact your legislators to say yes to these bills. These bills will allow cities to adopt and enforce ordinances regarding non-residential buildings within city limits and ETJ areas that fail to meet minimum standards of maintenance, sanitation, and safety established by the governing body.

Senate Bill 1492 - Please contact your legislators to say no to this bill. It place exorbitant fees on Solid Waste Landfills, with separate fees for Industrial and Construction Waste and Tires. It also adds approximately \$2.50 per ton to municipal solid waste landfill charges. This bill would add the cost of landfill permits, to the cost of construction, have

a negative impact on industries seeking to relocate to our area, add to the economic burden of our citizens and ultimately increase the amount of illegal waste being placed on our roadsides, which increases the town's costs.

AGENDA

Regular Meeting – June 12, 2007
Welcome by Mayor Lillie McKoy
7:30 P.M

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

Staff Present: Interim Manager Tatum, Town Clerk Roberson, Accounting Clerk Tyndall, Police Chief McDowell, Public Works Director Green and Town Attorney Jessica Hunt.

Call to Order – Mayor Lillie McKoy called the regular session of the June 12, 2007 to order at 7:30 p.m. Commissioner Patsy Hamer gave the invocation.

Consent Agenda

1. Minutes:

2007 Board Retreat – April 26-28, 2007

Regular Meeting – May 8, 2007

Special Meetings – May 15, 2007 and May 22, 2007

2. May Tax Adjustments

Mayor Pro Tem McLaurin motioned approval of the Consent Agenda. Seconded by Commissioner Dean and carried.

Special Presentation - Introduction of New Staff Member

Leonard Green – Mr. Greene comes to our staff from the City of Lumberton. Prior to going to Lumberton, he worked with the Town of Red Springs for 27 years. Mr. Green holds a Grade IV (Highest Grade Attainable) in Waste Water, a Lab Certificate in Waste Water, a Grade II in Collections and Distribution, and a C Well designation in Water.

Old Business

Maxton Concerned Citizens – James McEachin spoke on behalf of the Maxton Concerned Citizens. He stated that citizens asked what more can be done to hire Katrina Tatum as the Town Manager. In response, the citizens circulated a petition. The petition has been hand signed many by citizens. Mr. McEachin read the petition and presented it to Mayor McKoy.

NCSTEP – Mr. McEachin as chairman of our NCSTEP Program thanked Commissioners Dean and Hamer for attending the joint meeting on June 7, 2007. He

stated that he understood that other Board members had previous engagements and he looks forward to meeting with the rest of the Board. The Board members who were unable to attend gave their apologies. Mayor McKoy thanked the Board and the citizens for their support in her time of sorrow.

New Business

- 1. Christmas Decorations for Side Streets** - Commissioner Dean motioned approval to order Christmas decorations for the side streets that are the same designs that we currently have. Seconded by Commissioner McLean and carried.
- 2. Rescue Squad Building – Request for Additional Funds** – Commissioner Oxendine motioned to approve the request for additional funds for the Rescue Squad Building. Seconded by Mayor Pro Tem McLaurin and carried.
- 3. Small Town Main Street – Application and Resolution** – Commissioner McLean motioned to approve Submission of the Application and Resolution for Small Town Main Street. Seconded by Commissioner Dean and carried.
- 4. Real Property Purchase - Old CP&L Building** – This item was discussed in Work Session. Board and staff will wait for feedback.
- 5. Set Date for Audit Review and Approval – 2005-2006 Fiscal Year** – The date for the second budget meeting has already been set for June 19, 2007 at 11:00 a.m. and the Budget Hearing has been set for June 27, 2007 at 11:00 a.m. It was the consensus of the Board that the 2006-07 audit review and amendments be held that day also.
- 6. Robeson County Board of Elections Administration Agreement** – Mayor Pro Tem McLaurin motioned to approve the Robeson County Board of Elections Agreement. Seconded by Commissioner Dean and carried.
- 7. Recreation Committee Appointments** – Commissioner Dean motioned to appoint Gracie McRae and Barbara Campbell to the Recreation Committee. Seconded by Commissioner Hamer and carried.
- 8. Laurinburg-Maxton Airport Commission (LMAC) Board Appointment** – Commissioner Oxendine motioned to appoint Robert M. Henderson to the LMAC Board. Commissioner Hamer seconded. The vote was: two for: Commissioners Hamer and Oxendine; three against: Mayor Pro Tem McLaurin, Commissioners McLean and Dean. Commissioner Dean motioned to appoint Albert W. Morris to the LMAC Board. Commissioner McLean seconded. The vote was: two for: Commissioners McLean and Dean; two against: Commissioners Hamer and Oxendine; one abstained: Mayor Pro Tem McLaurin. Mayor Pro Tem McLaurin motioned to appoint George Zeigler, Jr. to the LMAC Board. The motion died, due to lack of a second. Mayor McKoy declared a tie on the floor and voted to appoint Albert W. Morris to the LMAC Board.
- 9. Laurinburg-Maxton Airport Commission – Approval of 2006-2007 Budget Amendments & 2007-2008 Budget** – Paul Davis, Interim Director of the Laurinburg-Maxton Airport was present to ask for approval of the 2006-2007 Budget Amendments and to ask for approval of the 2007-2008 Budget. Mr. Davis stated that Board members Joe Clark, Robert Henderson and Gladys Dean were present. Also present was Joanne Gentry, Administrative Assistant at the airport. Mr. Davis reported that it is necessary to amend the 2006-2007 budget because the total amount of expenditures was increased by \$200,000. He reported that the Fiscal Year 2007-2008 Budget includes a 10% increase

for water and sewer services and it also includes a 2% cost of living increase for the Laurinburg-Maxton Airport employees, \$30,000 was budgeted for a used backhoe and \$3,000 for a computer. He stated that it was a good year and there were some stumbles, for example the sludge problem. Mayor Pro Tem McLaurin asked if Laurinburg had approved the budget/amendments. Mr. Davis replied, yes. Commissioner Dean motioned approval of the 2006-2007 Budget Amendments and the 2007-2008 Budget. Seconded by Commissioner McLean and carried.

10. Maxton Museum – Request to Build an Addition – Mayor Pro Tem McLaurin motioned to approve the Maxton Museum’s request to build an addition. Seconded by Commissioner McLean and carried.

Reports

1. Commissioner’s Reports – There were no Commissioner reports.

2. Manager’s Report

A. NC STEP - NC Step has had several meetings in preparation for the Annual July 4, 2007 NC STEP celebration. A full session of the NC STEP committees was held June 7, 2007. The Security, Youth, Infrastructure and Senior Citizen Committees were not represented. Mrs. Morrison (Education), Cynthia Johnson (Housing), James McDougald (Business) gave progress reports. Commissioners Dean and Hamer were present. The Mayor, James McEachin, and I attended the Building Entrepreneurial Communities workshop in Greenville on May 17, 2007 and the Mayor, Vivian Morrison, Minnie Miller, James McEachin and I attended the NC STEP Training Session in Raleigh. The training focused on community and economic Development and Building a Sustainable Economic Base.

B. MEETING WITH NC STATE UNIVERSITY

Ms. Tatum, Mayor McKoy and the American Products Group met with North Carolina State University concerning economic development and town needs relative to housing. The university is prepared to assist us by designing a shared housing facility once we have identified a property, helping the town determine whether a building is structurally sound, designing a neighborhood park (in phases); the acquisition phase and other developmental phases.

C. URGENT REPAIR PROGRAM

Staff is in the process of taking applications for the Urgent Repair Program. We have twelve or thirteen new applicants plus some previous applicants. The highest points go to the senior citizens, handicapped individuals and single families with five or more family members. Mayor Pro Tem McLaurin asked about individuals in trailers who were denied in the last Urgent Repair Program. Ms. Tatum stated that their application should be updated.

D. INDUSTRY AND COMMUNITY DEVELOPMENT

Ms. Tatum reported that she met with Leon Martin, Executive Director of the South Eastern Development Corporation May 24, 2007 concerning an RBOG (Rural Business Opportunity Grant). The RBOG program promotes sustainable economic development in rural communities with exceptional needs through provision of training and technical assistance for business development, entrepreneurs, and economic development officials

and to assist with economic development planning. According to the USDA website, no local match is required. Ms. Tatum reported that we may be able to get a planner under this grant.

E. BUDGET

Ms. Tatum reported that there were issues in the budget report. The report is included in the packet for review.

F. FREIGHT BUILDING

The Attorney released the RFP for the Freight Building Restaurant Building May 30, 2007. The RFP was issued on June 1, 2007. Commissioner Hamer asked how many had been received so far. Ms. Tatum replied that they were recently released and we don't have any as of yet.

G. ZONING ORDINANCE

Department of Commerce was expected to complete the new Zoning Ordinance by May 1, 2007. The meeting scheduled for May 14, 2007 has been canceled by the Department of Commerce because of the complexity of dealing with our ordinance. They expect to complete the draft document sometime in the fall. They expect to meet to discuss the draft in September. We were also informed that the original request omitted the updates that occurred after August 2004. Staff is in the process of pulling all applicable zoning ordinances.

H. RESCUE BUILDING

The final inspection was performed on the Rescue Building. The USDA engineer, Irma McPherson (USDA), Tommy McVicker, the general contractor and the major mechanical system engineers were present. All items on the attached list were repaired except Items 1 and 6 (#1 is awaiting a part on order, (#6 was repaired improperly and must be repair again). Additional items cited were; (1) Trim all insulation showing on the exterior (2) Caulk around the bottom of the exhaust vent on the right side of the bldg. (3) Install the kitchen serving door. (4) Install hardware to allow easier handling and manipulation at the kitchen door. (5) Replace damaged tiles in the utility room that were damaged by leak at the Air Conditioning unit when drainage tube was not connected and in the open area, just outside the kitchen. (6) Caulk around the casing at the front door, left side. The USDA engineer was very pleased with the building. The contractor was scheduled to put the lettering on the building at a cost of \$800.00, but has offered to give the town \$1,000 to order what ever lettering we would like. Ms. Tatum reported that item #1 that has the part on order and item #6 that was repaired improperly should be done by now. The NC Dept. of Transportation has agreed to pave the driveway.

I. 2005-2006 AUDIT REPORT

John Masters has completed the 2005-2006 audit report. The Local Government Commission has completed its review and is requiring 5 adjustments within the report and two corrective action plans. The first corrective action was for the town to provide stewardship in the area of finance, specifically citing the state of accounting records. As previously mentioned, we have made numerous changes that will reflect much better accounting methods.

J. The 2007 NCDOT Bicycle and Pedestrian Planning Grant Initiative

The results of the 2007 NCDOT Bicycle and Pedestrian Planning Grant Initiative were received after last month's board meeting and we were denied. The selection committee identified four strong areas and eleven areas requiring improvement. Basically, the

application was not as clear as it could have been in several areas. Since one of the weak areas involves greater evidence of local support, I suggest that the Board and NC STEP meetings involve discussions about Bicycle and Pedestrian needs in order to develop a more detailed scope and plan upon reapplication.

K. Public Works Equipment: Street Sweeper/Sewer Vac/Boom Truck/Floor Buffer

The Town's street sweeper is on its last leg and will require replacement within a year. A purchase of this nature would be a capital purchase. Staff is in the process of pricing used and new sweepers. The Sewer Vac and the Boom Truck will need replacement within the next few years. In keeping with our efforts to keep our buildings in good order, we would like to purchase a Floor Buffer. A price of \$960 has been received. However, we are still looking at other vendors.

L. Maxton's Drinking Water

North Carolina Rural Water Association issued a certificate to the Town of Maxton in recognition that our drinking water came in 2nd place for the "Best Water in North Carolina." The Annual Drink Water Quality Report was issued to our citizens for 2006, reflecting that no significant test findings were received during the year.

3. Police Report – Chief McDowell presented the "Activity Log Event" report to the Board. It was printed too late for the packet because of computer problems. He reported that the department is looking into creating a "Crime Stopper's Program". Currently there are three applicants for police officer positions. He stated that the department is dealing with summer crime and firearms. Commissioner Oxendine inquired about having officers go by the library two or three times a week. Ms. Middleton asked some people who were in there to leave and they vandalized the library. Mayor McKoy asked about the security of our citizens names. Citizens don't call in and report incidents because they don't feel secure. Chief McDowell stated that as part of the reason for starting the Crime Stopper's Program. Commissioner Dean asked about the status on the death of the dogs. Chief McDowell stated that an analysis has come back, but we have yet to receive anything indicating intoxins.

4. Public Works Reports – Mr. Green reported that he is still getting his feet wet. He has met with the employees, inventoried the equipment and trying to keep down complaints. Mr. Green stated that his keeping down complaints has to do with attitude. He has earned the employees respect and they have earned his respect. He stated that he is glad to be in Maxton. Ms. Tatum thanked Mr. Green for coming on board.

Announcements

- 1. 2nd Annual 4th of July Celebration** – June 30, 2007 from 4:00pm – 9:30pm
- 2. NC STEP Leadership Meeting** – Next meeting is scheduled for July 5, 2007.
- 3. The Vonta Leach Foundation** is sponsoring a mixer on June 29, 2007 at the Southeastern Agricultural Building (Farmers Market) on Hwy 74, to raise money for the smaller, more economically distressed towns in Robeson County. Pleasure will perform "old school" music and a silent auction of NFL memorabilia will occur. Adults pay \$50, children \$10. The money will also be used to conduct a summer camp, The Vonta Leach Football Camp, on June 30, 2007 for children 9-18/male and female. The cost of the

camp will be \$40, some scholarships available. Twelve NFL players will be present at the mixer and will conduct the camp.

4. North Carolina Black Elected Municipal Officials - Commissioner McLean asked about the conference for Black Elected Officials. Mayor McKoy stated that she has received a packet on that event.

Public Forum

- 1. Catherine Carter 402 Courtland Street:** - Ms. Carter reported that the Arbor Day Celebration was held on May 16, 2007. Mayor McKoy, Mayor Pro Tem McLaurin, Ms. Tatum and members of the Tree Committee were in attendance. Colonel Slinger who represents this area as a forester was present with his praises for Maxton. She talked about Maxton as a Tree City. She also reported that the Master Gardeners who live in Maxton; Flora Morton, Jean Ceasar and Lounetta Cain coordinated a tree planting on a cold day in March. Ms. Carter closed by saying, “we have beautiful trees here in Maxton”.
- 2. Vivian Morrison** – Mrs. Morrison reported that she is the chairperson of the 2nd Annual NS STEP Celebration that will be held at Beacham Park on Saturday, June 30, 2007 from 4:00 p.m. – 9:30 p.m. She stated that there will be games, food, entertainment and an elegant program followed by a beautiful fireworks’ show. The vendor fee is \$50.00, transportation will be provided for our senior citizens and local merchants/businesses have consented to donating prizes. Mrs. Morrison invited all to come out and celebrate Maxton.
- 3. Diane Dixon** – 844-5453 – Mrs. Dixon expressed concern about the privilege license form that was received by Total Care business. Ms. Tatum replied that businesses will be assessed their fees based on cash receipts. Lumberton and Fairmont have cash receipts and other towns are looking into it. Mayor McKoy asked Mrs. Dixon to meet with Ms. Tatum for further explanation.
- 4. Joe Clark** – Mr. Clark stated that he has been operating in Maxton all his life and he has never seen a form like the one that he got from the Town this year. He stated that he talked to several merchants and they have never gotten these forms. He went on to say that the Town of Maxton voted on this, but he did not see it on the computer. Mayor McKoy directed Mr. Clark to meet with Ms. Tatum.
- 5. Jane Hersch** – Ms. Hersch stated that it is very nice to have someone weed eat her parkway. She asked that they please don’t do it at 6:00 a.m. in the morning. Ms. Tatum apologized for the time of day, saying that the men are trying to beat the heat of the day.

Closed Session – Manager’s Position

Mayor Pro Tem McLaurin motioned to enter into Closed Session pursuant to General Statute 143.318.11(a)(6). Seconded by Commissioner McLean and carried. The purpose of this Closed Session was to discuss a personnel issue – the manager’s position.

Discussion. Commissioner McLean motioned to come out of Closed Session and return to open session. Seconded by Commissioner Oxendine and carried.

Open Session

Commissioner McLean motioned to hire Katrina Tatum as Town Manager effective immediately as of tonight and salary to be discussed later. Seconded by Mayor Pro Tem McLaurin. The vote was three for: Mayor Pro Tem McLaurin, Commissioner McLean and Commissioner Dean; two oppose: Commissioner Oxendine and Commissioner Hamer.

Adjournment

Mayor McKoy entertained the motion to adjourn at 9:10 p.m. Mayor Pro Tem McLaurin motioned to adjourn. Seconded by Commissioner Dean and carried.

Mayor Lillie A. McKoy

Town Clerk Jacqueline Roberson, CMC