



**Minutes  
Town of Chadbourn, North Carolina  
Chadbourn Council Regular Meeting**

**December 6, 2011**

The regular scheduled meeting of the Chadbourn Town Council was held Tuesday, December 6, 2011, at 7:00 p.m., in the Council Meeting Room.

**Members Present:** Mayor, Kenneth Waddell; Mayor Pro Tem, Fax Rector; Councilmembers: Rashad Roberts, Brian Edwards, Donald Ray Bass, Phillip Honeycutt and Edwin Roberts

**Members Absent:** None

**Others Present:** Stevie Cox, Town Manager; Patricia Garrell, Town Clerk; Steven Shaw, Police Chief; Michael Foss, Public Works Director; Harold Pope, Town Attorney

**CALL TO ORDER AND ROLL CALL**

Mayor Waddell called the meeting to order at 7:00 p.m. Patricia Garrell, Town Clerk took roll call.

**INVOCATION**

Councilmember Rashad Roberts.

**PLEDGE OF ALLEGIANCE**

Mayor Waddell led the assembly in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Councilmember Rashad Roberts made a motion to approve the Agenda. The motion was seconded by Councilmember Bass to approve the Agenda. The motion carried with a unanimous vote of 5 - 0.

**Approval of Minutes of Town Council Meetings**

1. Regular Meeting Minutes – November 1, 2011
2. Closed Meeting Minutes – November 1, 2011
3. Special Called Meeting – November 15, 2011
4. Closed Meeting Minutes – November 22, 2011

Councilmember Roberts made a motion to approve the minutes listed above. The motion was seconded by Councilmember Bass. The motion carried with a unanimous vote of 5 - 0.

## Presentation of Service Award

Mayor Kenneth Waddell recognized outgoing Councilmember Donald Ray Bass for his service on Town Council from December 2007 to December 2011. Councilmember Donald Ray Bass was presented with a Proclamation and a plaque.

## ORGANIZATIONAL MEETING

1. **Certification of Election Results – Patricia Garrell, Town Clerk**
2. **Oath of Office – Mayor**                      **Sworn in by: Judge Jack Hooks**
  - Mayor Kenneth Waddell
3. **Oath of Office – Town Council**      **Sworn in by: Judge Jack Hooks**
  - Councilmember Fax Rector
  - Councilmember Brian Edwards
  - Councilmember Edwin Roberts

After the newly elected members were sworn in, Councilmember Bass stepped down from Council and newly elected Councilmember Edwin Roberts took his seat.

## 4. Election of Mayor Pro-Tem

Councilmember Edwards nominated Fax Rector for the title of Mayor Pro Tempore for December 2011 through December 2015. Mayor Waddell called for a vote. The motion passed with a vote of 4-0.

## PUBLIC HEARING

### Close-Out Public Hearing for the 2008 Community Development Block Grant Funding.

**No public comments.**

Mayor Waddell closed the Public Hearing on the close-out for the 2008 Community Development Block Grant at 7:18 p.m.

## CITIZEN REQUEST/COMMENTS

*Anyone seeking to speak under Public Comments must complete a comment card and submit it to the Town Clerk prior to the start of the Town Council Meeting. When you come up to speak, you will need to state your name, address, what organization that you represent and your topic of concern.*

Mayor Waddell opened the floor to public comments and asked to limit the time to three minutes per person.

No public comments.

Mayor Waddell closed citizen's comments at 7:20 p.m.

## Consent Agenda

*All items listed below are considered to be routine and will be enacted by one introduction/motion/second/roll call vote. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered separately.*

1. **Budget Amendment BA-11/12-10 for the Administration Vacation Buyback.**

2. **Budget Amendment BA-11/12-11 for the Powell Bill Department Vacation Buyback.**
3. **Budget Amendment BA-11/12-12 for the Water and Sewer Department Vacation Buyback.**
4. **Budget Amendment BA-11/12-14 for the Police Department Unemployment Benefits.**
5. **Budget Amendment for the Smith Street Sewer Repair Project up to \$17,000.**

Councilmember Edwards made a motion to approve all the Consent Agenda items listed above. The motion was seconded by Councilmember Rashad Roberts. The motion carried with a unanimous vote of 5 - 0.

(Clerk's Note: A copy of the Consent Agenda items are hereby attached and therefore made a part of these minutes)

## ACTION AGENDA

**1. Presentation of the Fiscal Year 2010 – 2011 Audit.**

Presented by: Wade Green with S. Preston Douglas & Associates, LLP

Mr. Green presented the audit for fiscal year 2010-2011 with charts for expenditures and revenues.

Mayor Waddell thanked Mr. Green for presenting the audit and stated that if Council had other questions, they could contact his office.

**2. Budget Amendment BA-11/12-13 for the Street Department**

Presented by: Public Works Director Michael Foss

After discussion by Council, a motion was made by Councilmember Edwards to approve BA-11/12-13 for the Street Department for cutting limbs and trees. Councilmember Rashad Roberts seconded the motion. The motion passed with a vote of 4-1. Councilmember Edwin Roberts opposed.

**3. Budget Amendment BA 11/12-15 for a Donation of Funds to Assist a Needy Family for Christmas.**

Presented by Police Chief Steven Shaw

Police Chief Steven Shaw is requesting that the Town Council donate \$300 to assist with this community service project to provide Christmas for a needy family.

After discussion by Council, a motion was made by Councilmember Rector to approve Budget Amendment BA 11/12-15 for a donation to assist a needy family for Christmas. Councilmember Honeycutt seconded the motion. The motion passed with a unanimous vote of 5-0.

**4. Refund of Utility Deposits.**

Presented by: Councilmember Edwin Roberts

Councilmember Edwin Roberts asked Council to consider refunding all utility deposits after accounts are in good standing for at least 24 months.

After discussion by Council, no motion was made to refund utility deposits.

No action was taken by Council.

Mayor Waddell asked Town Manager Stevie Cox if he had any announcements.

Town Manager Cox stated he wanted everyone to remember the 70<sup>th</sup> anniversary of the bombing of Pearl Harbor on December 7<sup>th</sup>.

Town Manager Cox stated that the Town Hall office would be closed December 23<sup>rd</sup>, 26<sup>th</sup> and 27<sup>th</sup> for Christmas. The Town Hall would also be closed January 2<sup>nd</sup> for New Year's Day.

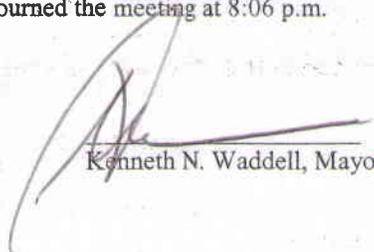
Town Manager Cox stated staff would be having their Christmas Party on December 8<sup>th</sup> from 11:30 a.m. to 1:00 p.m., and the office would be closed during the party.

With no other business, Mayor Waddell stated there was no updates on the Possible Litigation – General Statutes 143-318-11(a) (3), so there was no need for a Closed Session.

### Adjournment

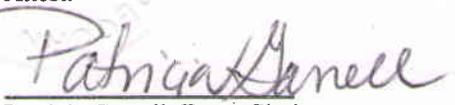
Councilmember Rashad Roberts made a motion to close the Council Meeting. Councilmember Edwards seconded the motion.

With no further business, Mayor Waddell adjourned the meeting at 8:06 p.m.



Kenneth N. Waddell, Mayor

Attest:



Patricia Garrell, Town Clerk