



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

June 3, 2014

The Regular Council Meeting of the Chadbourn Town Council was held Tuesday, June 3, 2014 at 7:00 p.m., in the Council Meeting Room.

Members Present: Mayor Fax Rector; Mayor Pro Tem Donald Ray Bass; Councilmembers: Rashad Roberts, Brian Edwards, Edwin Roberts, and David Worley.

Members Absent: None

Others Present: Stevie Cox, Town Manager; Patricia Garrell, Town Clerk; Mike Foss, Public Works Director; Robert Mumblow, Interim Chief of Police; and Harold Pope, Town Attorney.

CALL TO ORDER AND ROLL CALL

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

INVOCATION

Councilmember Brian Edwards led the assembly in prayer.

PLEDGE OF ALLEGIANCE

Mayor Fax Rector led the assembly in the Pledge of Allegiance.

APPROVAL OF AGENDA

Mayor Rector asked Council to make a motion on the agenda.

Councilmember Bass made a motion to move two items for the Approval of Budget Amendments for the Street Department (Item 6 and 7) from the Consent Agenda to Action Agenda and add Hiring of Police Officer to the Agenda. The motion was seconded by Councilmember Worley. The motion carried with a unanimous vote of 5 -0.

Councilmember Edwards made a motion to approve the amended agenda with adding the above items to the Action Agenda. The motion was seconded by Councilmember Bass. The motion carried with a unanimous vote of 5 - 0.

Approval of Minutes of Town Council Meeting

1. Regular Minutes – May - 6, 2014
2. Budget Workshop – May 8, 2014
3. Budget Workshop – May 15, 2014

4. Closed Session Minutes – May 6, 2014

Councilmember Edwards made a motion to approve the minutes listed above, with the exception of item 4, Closed Session Minutes – May 6, 2014. The motion was seconded by Councilmember Edwin Roberts to approve the minutes. The motion carried with a unanimous vote of 5 - 0.

COMMENTS FROM THE MAYOR AND ANNOUNCEMENTS

Mayor Rector asked if Council or Staff had any comments or announcements.

Mr. Cox had the following announcements:

- Town Hall Day, June 5, 2014, Councilmember Edwin Roberts, Councilmember Rashad Roberts and himself would be attending.
- June 10, 2014, Elder Walk at 10 a.m., starting at the Chadbourn Civic Center.
- Fair Bluff Watermelon Festival in Fair Bluff was coming up soon and he would send an e-mail when the invitation is sent.
- There has been a request to use Town Hall for a drop off for school supplies; he would be sending a request to Council for approval.

Mr. Cox stated that he and Mr. Mumblow visited Mt. Olive to view their security system for their downtown area and are planning a visit to Carolina Beach as well. He, also, stated that as soon as the visit is completed, he would give his recommendation on a security system for Chadbourn.

Mayor Rector closed the announcements.

PUBLIC COMMENTS AND CITIZEN REQUEST

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 Rector opened the floor for Public Comments from the comment cards he received.

Priscilla McDuffie, Chadbourn, N.C.

- Ms. McDuffie stated she received a \$15,000 utility bill and that she was told the meter had been tampered with. Ms. McDuffie is asking why she has to pay a tampering fee and why she has to pay for a professional plumber when she has a water leak.

James Green, Chadbourn, N.C.

- Mr. Green stated that he has concerns with the open ditch beside his house and it is affecting his foundation. He is offering to pay for the materials, if the Town would provide the work.

Gary Antone, Chadbourn, N.C.

- Mr. Antone asked Council why he has to pay a reconnection fee when the water had not been turned off.

Mayor Rector closed the Public Comments.

CONSENT AGENDA

1. Acceptance of Russell Horne's Resignation from the Chadbourn Planning Board.

After much discussion by Council, Councilmember Edwards made a motion to approve item 1 (listed above) on the Consent Agenda. Councilmember Bass seconded the motion. The motion carried with a unanimous vote of 5 - 0.

ACTION AGENDA

- 1. Approval of Budget Amendment for the Street Department in the amount of \$74.25. (See below)**

Presented by: Mike Foss, Public Works Director

General Fund/ Street Department -- (no number given by Finance Officer)

Miscellaneous Expense	Acct # 10-5600-5700 increase by \$74.25
Fund Balance Appropriation	Acct # 10-3990-0000 increase by \$74.25

Mr. Foss stated that the request is for a budget amendment for lawn mower blades, which have already been purchased.

After much discussion by Council, Councilmember Rashad Roberts made a motion to approve the Budget Amendment in the amount of \$74.25 for lawn mower blades. Councilmember Edwards seconded the motion. The motion failed with a vote of 2 - 3. Councilmembers Worley, Bass and Edwin Roberts were a Nay.

- 2. Approval of Budget Amendment 13/14-15 for the Street Department in the amount of \$889 for the repairs of a lawn mower. (See Below)**

General Fund/ Street Department - BA 13/14-15

Drainage Construction/Maintenance	Acct # 10-5600-1600 increase by \$889.00
Fund Balance Appropriation	Acct # 10-3990-0000 increase by \$889.00

Mr. Foss stated that the request is for a budget amendment for a lawn mower repair and the work had already been completed.

After much discussion by Council, Councilmember Rashad Roberts made a motion to approve Budget Amendment 13/14-15 for the Street Department for repairs for a lawn mower. Councilmember Edwards seconded the motion. The motion carried with a unanimous vote of 5 - 0.

- 3. Vote on the Proposed Tax Increase for Fiscal Year 2014 - 2015.**

Presented by: Mayor Fax Rector

Mayor Rector stated that he was not requesting a tax increase, but to set the 2014 - 2015 tax rate.

After much discussion by Council, Councilmember Bass made a motion to leave the tax rate at \$0.62 per hundred (\$100) tax evaluations for 2014 - 2015 Fiscal Year. Councilmember Worley seconded the motion. The motion carried with a unanimous vote of 5 - 0.

- 4. Approval to call for a Public Hearing on the Proposed Fiscal Year 2014 - 2015 Budget.**

Presented by: Stevie Cox, Town Manager

Mr. Cox is requesting a Public Hearing on the Proposed Fiscal Year 2014 - 2015 Budget for June 19, 2014 at 7:00 p.m.

After much discussion by Council, Councilmember Rashad Roberts made a motion to approve the 2014 - 2015 Budget Public Hearing. Councilmember Worley seconded the motion. The motion carried with a unanimous vote of 5 - 0.

5. **Approval of Budget Amendment 13/14-14 for the Water Department in the amount of \$5,000. (See Below)**
Presented by: Mike Foss, Public Works Director

Water/Sewer/ Water Department - BA 13/14-14

Distribution System Maintenance	Acct # 30-8100-6000 increase by \$5,000.00
Fund Balance Appropriation	Acct # 30-3990-0000 increase by \$5,000.00

Mr. Foss stated that the Budget Amendment was for the extension of a water line on Crawford Street to connect three homes and the work had already been completed.

After much discussion by Council, Councilmember Edwards made a motion to approve Budget Amendment 13/14-14 for the Water Department. Councilmember Rashad Roberts seconded the motion. The motion carried with a vote of 4 - 1. Councilmember Edwin Roberts was a Nay.

6. **Approval of Budget Amendment 13/14-13 for the Sewer Department for a Sewer Jet Vacuum Truck Rental in the amount of \$945, total invoice of \$2,000. (See below)**
Presented by: Mike Foss, Public Works Director

Water/Sewer/ Sewer Department - BA 13/14-13

Distribution System Maintenance	Acct # 30-8290-6400 increase by \$945.00
Fund Balance Appropriation	Acct # 30-3990-0000 increase by \$945.00

Mr. Foss stated that he is requesting a Budget Amendment for the Sewer Department in the amount of \$945 for a Sewer Jet Vacuum Truck Rental, which has already been used.

After much discussion by Council, Councilmember Edwards made a motion to approve Budget Amendment 13/14-13 for the Street Department in the amount of \$945. Councilmember Rashad Roberts seconded the motion. The motion carried with a unanimous vote of 5 - 0.

7. **Approval of Budget Amendment 13-14-12 for the Water Department for the Removal of a Water Line at Chappin Street and North Wilkes Street in the amount of \$2,200. (See below)**
Presented by: Mike Foss, Public Works Director

Water/Sewer/ Sewer Department - BA 13/14-12

Distribution System Maintenance	Acct # 30-8100-6000 increase by \$2,200.00
Fund Balance Appropriation	Acct # 30-3990-0000 increase by \$2,200.00

Mr. Foss stated that he is requesting a Budget Amendment for the Water Department in the amount of \$2,200 to remove a water line at Chappin Street and North Wilkes Street, which has been completed.

After much discussion by Council, Councilmember Edwards made a motion to approve Budget Amendment 13/14-12 for the Water Department in the amount of \$2,200. Councilmember Edwin Roberts seconded the motion. The motion carried with a unanimous vote of 5 - 0.

8. **Approval to Advertise and Sell Surplus Police Vehicles.**
Presented by: Interim Police Chief Robert Mumblow

Interim Chief Mumblow stated that he would like to have Council's approval to sell the vehicles listed below.

- 2009 Ford Crown Vic (K-) - 55,000 miles - sell at \$8,000
- 2004 Ford Crown Vic - 142,000 miles - sell from \$1,000 to \$1,400
- 2003 Ford Crown Vic - 141,000 miles - sell from \$1,000 to \$1,400

- 1998 Ford Ambulance - 210,000 miles- sell from \$1,500 to \$2,000
- 1984 Chevy Truck – miles unknown – sell for \$500 or better

After much discussion by Council, Councilmember Edwards made a motion to approve the sale of the vehicles listed above. Councilmember Edwin Roberts seconded the motion. The motion carried with a unanimous vote of 5 - 0.

9. **Approval to Advertise and Sell all Unusable Utility Meters.**
Presented by: Mike Foss, Public Works Director

Mr. Foss stated that there is approximately 956 surplus utility meters that the Public Works Department has that he would like to sell.

After much discussion by Council, Councilmember Rashad Roberts made a motion to sell the unusable utility meters with Mr. Cox writing the Resolution for the meters. Councilmember Bass seconded the motion. The motion carried with a unanimous vote of 5 - 0.

10. **Approve Budget Amendment 14/13-16 for the Street Department's Seasonal Personnel.**
Presented by: Mike Foss, Public Works Director

Mr. Foss stated that he is requesting seasonal help for 2013-2014 to cut grass and do miscellaneous work from June 16, 2014 through June 30, 2014.

After much discussion by Council, Councilmember Rashad Roberts made a motion to approve the Budget Amendment for the Street Department's Seasonal Personnel for the 2013-2014 budget year. Councilmember Worley seconded the motion. The motion carried with a unanimous vote of 5 - 0.

11. **Request Council Review the First Draft of the Revised Personnel Policy Manual and Provide Comments.**
Presented by: Stevic Cox, Town Manager

Mr. Cox stated that he has e-mailed Council his first draft of the revised Personnel Policy Manual and is requesting Council to read and provide feedback to Staff.

No action taken by Council.

ADJOURNMENT

With no further business, Mayor Rector adjourned the meeting at 8:26 p.m.


Jay Rector, Mayor

Attest:


Patricia Garrell, Town Clerk

