



Minutes
Town of Chadbourn, North Carolina
Chadbourn Council Regular Meeting

October 7, 2014

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

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

Members Absent:

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

CALL TO ORDER AND ROLL CALL

Mayor Pro Tem Bass called the meeting to order at 7:00 p.m. Linda Gaddy, Deputy Town Clerk, took roll call.

INVOCATION

Councilmember Brian Edwards led the assembly in prayer.

PLEDGE OF ALLEGIANCE

Mayor Pro Tem Bass led the assembly in the Pledge of Allegiance.

SELECTION OF NEW MEMBERS TO TOWN COUNCIL

Selection of a New Mayor to Town Council.

Councilmember Worley made a motion to nominate Mayor Pro Tem Donald Ray Bass as Mayor. The motion was seconded by Councilmember Edwards. The motion carried with a vote of 4-0.

Selection of a New Councilmember to Town Council.

Councilmember Rashad Roberts made a motion to nominate James Green as the new Councilmember with a term to end in 2015. The motion was seconded by Councilmember Edwards. The motion carried with a vote of 3-2. Councilmembers Rashad Roberts and Brian Edwards was a yea. Councilmember Edwin Roberts was a yes, because he did not vote. Councilmember David Worley and Mayor Pro Tem Donald Ray Bass was a nay.

PRESENTATION OF AWARDS AND GIFTS

Mr. Harold Fipps, with Woodmen of the World Chapter 130, presented two (2) American Flags for the Town of Chadbourne to Mayor Pro Tem Donald Ray Bass and Chief Robert Mumblow. One Flag was for the Chadbourne Town Hall and the other flag was for the Election Annex and Public Works Buildings.

Rep. Kenneth Waddell, NC House of Representatives, presented Fax Rector's name plate, a framed picture of Fax Rector and a Proclamation of Appreciation for retiring Mayor Fax Rector to his wife and family.. His son, Chris Rector, added his father's picture to the wall of Mayors in the Council Chambers.

Rep. Kenneth Waddell, North Carolina House of Representatives, presented Town Manager Steve Cox his name plate and a Proclamation of Appreciation for being the Town of Chadbourne's Manger for the past seven years. Mr. Waddell stated that Mr. Cox would be moving to Capital Heights, Maryland to continue his career.

(Clerks notes: The Proclamations will be attached to these minutes and therefore would be part of the minutes)

APPROVAL OF AGENDA

Mayor Pro Tem Bass asked Council to make a motion on the agenda.

Councilmember Edwards made a motion to approve the Agenda. The motion was seconded by Councilmember Worley. The motion carried with a vote of 4 – 0.

APPROVAL OF MINUTES OF TOWN COUNCIL MEETINGS

1. Regular Meeting Minutes – September 2, 2014
2. Closed Session Meeting Minutes – September 2, 2014

After much discussion by Council, a motion was made by Councilmember Edwards to approve the minutes items 1 thru 2 listed above as one and APPROVE the Minutes. Councilmember Worley seconded the motion. The motion carried with a vote of 4 – 0.

COMMENTS FROM THE MAYOR AND ANNOUNCEMENTS

Mayor Pro Tem Bass asked if Management or Council had any announcements.

- Mr. Cox thanked Town Council for the allowing him to serve as Town Manager for the past seven years.

Ms. Garrell stated that she had a couple of announcements:

- On October 16th, Chief Bob Mumblow will be attending a grant workshop.
- Ms. Garrell requested Council consider holding a work session in October.
- November 11th is Veterans Day and Councilmember Edwards is planning a ceremony and he may be contacting other Councilmembers for assistance.
- November 1st, daylight saving time ends.

Mayor Pro Tem Bass 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 Pro Tem Bass opened the floor for Public Comments from the comment cards he received.

No Comments from the Public.

Mayor Pro Tem Bass closed the Public Comments.

SELECTION OF A NEW MAYOR PRO TEM

1. Nomination and Selection of a Mayor Pro Tem.

Presented by: Stevie Cox, Town Manager

Mr. Cox stated that a new Mayor Pro Tem had to be selected, because Mayor Pro Tem Bass had been selected as the new Mayor.

After discussion by Council, Councilmember Edwin Roberts made a motion to select Councilmember Rashad Roberts as Mayor Pro Tem. Councilmember Edwards seconded the motion. The motion carried with a vote of 4 – 0.

CONSENT AGENDA

1. Approval of the Release of Taxes for Alice Faye Campbell for a mobile home that was sold.
2. Approval of the change of the November Council Meeting from November 4, 2014 to November 6, 2014 because of Election Day.

After much discussion by Council, a motion was made by Councilmember Edwards to approve the Consent Agenda Items 1 – 2. Councilmember Worley seconded the motion. The motion carried with a vote of 4 – 0.

ACTION AGENDA

1. Approval of the Surveillance Cameras for the Police Department.

Presented by: Stevie Cox, Town Manager; Bob Mumblow, Chief of Police and Larry Blumenfeld with Access Control Consultants

Chief Mumblow stated that he and Manager Cox had visited the towns of Wrightsville Beach and Mt. Olive. Chief Mumblow gave a brief presentation for Council's review and stated that he had asked Mr. Blumenfeld to be present at the meeting to explain what the cameras would cover and the related costs..

Mr. Blumenfeld gave an overview of the surveillance cameras and some of the related costs. After the presentation, Councilmember Worley requested that Council be given an all-inclusive proposal before any action is taken on the surveillance cameras by Council.

After much discussion by Council, Councilmember Rashad Roberts made a motion to table the surveillance cameras until the total cost could be presented. Councilmember Worley seconded the motion. The motion carried with a vote of 4 – 0.

2. Approval of Budget Amendment 14/15-09 for Repairs to the old Town Hall.

Presented by: Patricia Garrell, Finance Officer

Ms. Garrell stated that the funds are needed to repair the old Town Hall in the amount of \$20,000. The funds would be used mostly for the roof and to remove rotten wood from the leaks. She, also, stated that more funds would be needed to finish the repairs at a later date, after estimates were gathered.

**AMENDING ORDINANCE B/A 14/15-09
WATER/SEWER DEPARTMENT**

Maintenance & Repairs-Building	Acct # 30-8100-1500 increase by \$20,000.00
Water/Sewer, Fund Balance	Acct # 30-3990-0000 increase by \$20,000.00

END OF BUDGET AMENDMENT 14/15-09

After much discussion by Council, Councilmember Edwin Roberts made a motion to approve Budget Amendment 14/15-09 in the amount of \$20,000. Councilmember Rashad Roberts seconded the motion. The motion carried with a vote of 4 – 0.

**3. Approval of New Authorized Signatures.
Presented by: Stevie Cox, Town Manager**

Mr. Cox stated that new authorized signatures needed to be voted on for the Town accounts and other documents for the Town.

After much discussion by Council, Councilmember Brian Edwards made a motion to add Rashad Roberts as an authorized signature. Councilmember Rashad Roberts seconded the motion. The motion carried with a vote of 4 – 0.

**4. Review and First Reading of the New Personnel Policy Manual.
Presented by: Stevie Cox, Town Manager and Councilmember Rashad Roberts**

Mr. Cox stated that he and Councilmember Rashad Roberts reviewed the New Personnel Policy Manual and requested that Council consider this as the first reading of the Revised Personnel Policy Manual and move forward with the adoption of the Policy Manual at the November 2014 Town Council Meeting.

After much discussion by Council, Councilmember Worley made a motion to table the New Personnel Policy Manual until the November 2014 Council meeting for further discussion and review. Councilmember Edwin Roberts seconded the motion. The motion carried with a vote of 4 – 0.

**5. Approval for Budget Amendment 15/14-10 for the Trade-In of a Public Works Department Utility 4-Wheeler for a John Deere Tractor.
Presented by: Patricia Garrell, Finance Officer**

Ms. Garrell stated that Staff is requesting to trade the Town's Kubota 4-Wheeler in on the purchase of a John Deere Tractor. Below are the details of the request:

John Deere 5065E Tractor Purchase

- \$28,553.61 – Cost
- \$ 9,500.00 – Trade In for Kubota
- \$10,000.00 – Storm-water funds (will leave balance of \$6,531.72)
- \$ 3,920.86 – Budget Amendment out of Sewer Department
- \$ 5,132.75 – Funds of sold meters (still will have to do a BA) – (total amount of BA \$9,053.61, out of sewer)
- \$28,553.61 – Payment in full-no financing (does not include sales tax)

**AMENDING ORDINANCE B/A 14/15-10
GENERAL FUND/POLICE DEPARTMENT**

Capital Outlay (Purchase Tractor)	Acct # 30-8290-7400 increase by \$9,053.61
Water/Sewer, Fund Balance	Acct # 30-3990-0000 increase by \$9,053.61

END OF BUDGET AMENDMENT 14/15-10

After much discussion by Council, Councilmember Rashad Roberts made a motion to approve Budget Amendment 14/15-10 in the amount of \$9,053.61 and the \$10,000 from the Storm-Water fund. Councilmember Worley seconded the motion. The motion carried with a vote of 4 – 0.

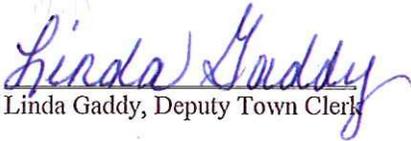
6. Approval to Install No Parking, Standing or Stopping Signs.

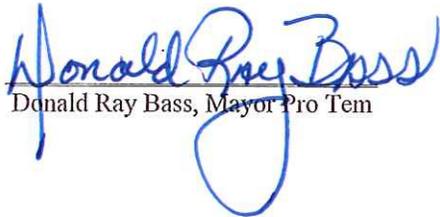
After much discussion by Council, Councilmember Edwards made a motion to approve the installation of No Parking, Standing or Stopping Signs on Clark Street, West Institute Street, Smith Street and Wilson Street. Councilmember Worley seconded the motion. The motion carried with a vote of 4 – 0.

ADJOURNMENT

With no further business, Mayor Pro Tem Bass adjourned the meeting at 8:36 p.m.

Attest:



Linda Gaddy, Deputy Town Clerk


Donald Ray Bass, Mayor Pro Tem

