

Town of Macclesfield
Regular Session Board Meeting
Including Budget Public Hearing
Monday, June 12, 2023
6:00 pm

The meeting was called to order by Mayor Emily Turner at 6:00 pm. Members in attendance were Mayor Turner, Mayor Pro-Tem/Commissioner Paula Lewis, Commissioner Joyce Braxton, Commissioner Charles Lewis, Commissioner Jean Wooten-Jiles, Town Administrator Jennifer Stanley, Public Works Director Benjy Lassiter, Former Mayor Trey Lewis, and “Moss Kids” Kyle Ceechi.

Mr. Trey Lewis gave the invocation and all in attendance recited the Pledge to the American Flag.

Mrs. Stanley asked the board to add three items to the agenda: Under Old Business – Road Closure Resolution; and Under New Business – Updated ARPA Project Ordinance and Children’s Little Free Library. Commissioner P Lewis made a motion to accept the agenda with the additions. The motion was seconded by Commissioner Wooten-Jiles and with none opposed, the motion carried.

Commissioner P Lewis made a motion to approve the minutes from May 8th, May 11th, and June 3rd. The motion was seconded by Commissioner Braxton and with none opposed the motion carried.

The Fiscal Year 2023/2024 Budget was presented and Commissioner Wooten-Jiles asked if there was enough budgeted for training since there was a class that will cost \$4500. Mrs. Stanley informed the board that she has applied for a scholarship for the class but if she is not awarded the scholarship, she will not take the class at this time. Commissioner P Lewis made a motion to accept the budget. The motion was seconded by Commissioner C Lewis and with none opposed, the motion carried.

There were no citizen’s concerns at this time.

Mrs. Stanley reported that the deadbolt had been installed at the Community Building and that all repairs are complete. There have been two rentals that had to be cancelled due to health issues with the renters’ family. Mrs. Stanley explained that when someone has to cancel and lets the town know ahead of time, they get a full refund. Mayor Turner asked about the cleaning of the Community Building and Mrs. Stanley reported that she would be cleaning in between rentals. Mayor Turner stated that she would help with the cleaning.

Mr. Lassiter gave an update regarding the Walk-Audit. He and Mrs. Stanley met with DOT this morning. The DOT Engineer brought information regarding specifications for designating a

bicycle lane and also looked at the areas in question. The bike lane work will need to be completed by a DOT Approved contractor using DOT specific "paint". The designated parking by the common area will also need to be completed by the approved contractor. The DOT Engineer will be sending a list of contractors to Mr. Lassiter via email. He also stated that the town would be able to use the Engineer from DOT to draw up specs for bid packets. It was suggested that the town look at the bicycle lane constructed in Rocky Mount by the Mill. Mr. Lassiter and Mrs. Stanley will go next week to look at that area. Mrs. Stanley will find out if this work can be paid for with Powell Bill moneys.

When the attorney reviewed the Asset Inventory Assessment Technical Services Agreements, there were three points that needed to be edited. McDavid agreed to get those updates complete and return back to the town for approval. This item was tabled until the updates are received.

Mrs. Stanley reported that donation letters have been mailed out to town residents as well as local businesses and so far the town has received approximately \$1300 in donations. Mayor Turner reported that she had spoken with Mr. Abrams regarding the contract sent over by Fun Fest Midways for use of the rides. She explained to him that the town could not afford to pay the \$1000 requested in the contract. Mr. Abrams gave his word to Mayor Turner that rather the town signed the contract or not, the rides would be at the event. He did ask the town to consider making a donation to Fun Fest Midways should the event be rained out. Commissioner C Lewis made a motion to not sign the contract. The motion was seconded by Commissioner Wooten-Jiles and with none opposed, the motion carried.

The fireworks for the celebration are confirmed. There have been four vendors to sign up for the event. Mrs. Stanley explained to the board that Sheriff Atkinson has agreed to pay for 4 officers to cover the event at no charge to the town. It was suggested that the town forward the event information and the vendor application to the Chamber to be added to their page for advertising.

Mr. Lassiter reported that he and Mrs. Stanley had a visit from Mr. Wooten regarding the town events and road closings for the events. DOT is requiring a resolution for the closing of the roads for the town events. Mrs. Stanley presented a resolution for board approval. Commissioner P Lewis made a motion to approve the resolution. The motion was seconded by Commissioner C Lewis and with none opposed the motion carried.

Mrs. Stanley stated that letters were sent to residents and local businesses for donations for the Prostate Cancer Bicycle ride. There have been some Gatorades, Protein water and Protein bars donated as well as \$70. The board asked Mrs. Stanley to order some of the pickle juice shots with the money donated and she agreed to do so on Tuesday. Mayor Turner stated that she has coolers to use to ice down the drinks and she is going to check with Piggly Wiggly in Pinetops to see if they will donate some fresh fruit. She asked for any volunteers to be there on the day of the event from 10 am until 2 pm. Mayor Turner also asked for the on-call person to help with ice for the coolers.

Mr. Lassiter is still waiting for someone from Electricities to return his call regarding the tree trimming in town.

Mrs. Stanley stated that the Southern Bank CD ending in 0799 was closed and transferred to NCCMT account ending in 1819 making that balance 393,521.17. The other Southern Bank CD matures the end of this month and will be closed out and transferred as well.

The town is still waiting for McDavid to bring the completed survey for the ATM site before we can proceed with that project.

The board agreed to allow Mr. Kyle Ceechi to go ahead and speak at this time. He thanked the board for the opportunity and explained that he and his wife are co-founders of Moss Kids, a local non-profit organization that helps to get "free libraries" to towns that are interested in them. They have old newspaper machines donated, remove the money mechanism, clean up and paint the machine and weight them down. They are set up wherever the participating town sees fit to have them. They stock the machines and check them periodically to restock. Commissioner Braxton made a motion to approve for one of the machines to be placed at the park. The motion was seconded by Commissioner C Lewis and with none opposed, the motion carried.

Mr. Lassiter began to give his presentation on the conference he attended in May. He began going over his power point presentation and passed around the class schedule for the board to review. His presentation was very informative but because of the length of it, the board asked for him to continue with the second half at the next meeting to which Mr. Lassiter agreed. During the presentation, it was mentioned that maybe the town could have a booth at town events to help inform citizens on the operational side of the water and wastewater treatment processes.

Mrs. Stanley reported that CPA Mr. James Overton had not sent the letter of engagement yet so that item would have to be tabled.

During the Budget Workshop the board discussed adding a convenience fee to any transactions completed with a debit or credit card. Commissioner C Lewis made a motion to approve the addition of a \$5 convenience fee to all credit or debit card transactions. The motion was seconded by Commissioner P Lewis and with none opposed, the motion carried.

The term of office for the mayor was brought up and the board wants to see the term for the mayor to be four (4) years like the commissioners' term is currently. Commissioner Wooten-Jiles made a motion to proceed with the process to get the term of office for the mayor changed from two (2) years to four (4) years. The motion was seconded by Commissioner C Lewis and with none opposed, the motion carried.

Mrs. Stanley reported to the board that the County Zoning Ordinance would need to be extensively gone over to make sure we do not adopt anything that doesn't pertain to the town. This will need to be done in special work sessions, a section at a time.

Discussion on the time for the board meetings began. Commissioner Braxton made a motion to move the board meetings back to 5:00 pm with any Closed Session meetings being held at 4:30 pm. The motion was seconded by Commissioner P Lewis and with none opposed the motion carried.

The question arose of the board receiving a Cost of Living Increase. Commissioner P Lewis made a motion to not give the board an increase. Commissioner Braxton seconded the motion and with none opposed, the motion carried.

Mr. Lassiter has requested to retake the C-Distribution certification class. Commissioner P Lewis made a motion to approve the taking of the class with the stipulation that is Mr. Lassiter does not pass the test again, he will be responsible for paying for the class the next time. Commissioner Braxton seconded the motion and with none opposed, the motion carried.

Mrs. Stanley reminded the board that if the scholarship for the Municipal and County Administration Class is not awarded to the town, she will not be taking the class. Commissioner P Lewis made a motion to approve the class if awarded the scholarship. Commissioner Braxton seconded the motion and with none opposed, the motion carried.

After Mrs. Stanley explained the updated ARPA Project Ordinance, Commissioner P Lewis made a motion to approve the ordinance. The motion was seconded by Commissioner C Lewis and with none opposed, the motion carried.

Mr. Lassiter had a couple more things to report. First, he has spoken with Wilson Energy and has asked why there are so many problems with the section of town that continues to have power issues, even when there are no storms. It will be after the new budget, but they will come and evaluate the area and see what they can determine to be the problem.

He also reported that he was approached by Mr. Robert Whitfield with Wade Joyner Homes. They are interested in building homes in town. When Mr. Lassiter told him that there were lots with old houses on them, he stated that they had no problem with demolition.

Mr. Lassiter stated that the BBQ House is up for sale. He and Mayor Turner had even mentioned the town possibly buying it to then sell to Dollar General. The owner is asking \$260,000 for the building, land, and equipment. If equipment is not needed she will sell that separately and the cost would be \$160,000 for the building and land.

Commissioner Wooten-Jiles asked that a sign be posted at the community building with emergency contact information. She also mentioned that Glenn Lamm has offered to donate the basketball goal that the town borrowed from her for the recent event. Mr. Lassiter stated that the rim was bent but he would look at it to see if it could be repaired or replaced. Commissioner Wooten-Jiles then mentioned that the Kwik Stop does not allow anyone to use the restroom there and asked if there may be a grant for the town to build a "rest stop" for people passing through.

Mayor Turner mentioned that the semi trailer had appeared back at the vape shop on Friday. The Sheriff's office was called to help the town take the right steps to getting it removed. When town staff arrived to work this morning, there was a very vulgar message on the voicemail from the owner of the trailer. Mr. Lassiter explained that he had played the message for Officer Sharpe and he agreed that it was very threatening. Mr. Lassiter called Attorney Edwards and Mr. Edwards will draft a letter banning the owner from all town properties once the town has the owner's legal name and mailing address.

Commissioner P Lewis made a motion to go into closed session. The motion was seconded by Commissioner Wooten-Jiles and with none opposed, the motion carried and the board entered closed session at 8:14 pm.

Commissioner P Lewis made a motion to return to open session. The motion was seconded by Commissioner Wooten-Jiles and with none opposed, the board returned to open session at 8:45 pm.

Commissioner P Lewis made a motion to reinstate the \$70 per week on-call pay with 2 hours each weekend day on call. Commissioner Braxton seconded the motion and with none opposed, the motion carried.

Commissioner P Lewis made a motion to allow Chevy Taylor to return to regular hours of 7 am – 4 pm as of June 20, 2023. The motion was seconded by Commissioner Wooten-Jiles and with none opposed, the motion carried.

Commissioner P Lewis made a motion to adjourn. The motion was seconded by Commissioner C Lewis and with none opposed the meeting adjourned at 8:50 pm.

Town of Macclesfield
Special Called Board Meeting
June 16, 2023
1:00 pm

The meeting was called to order at 12:45 pm by Mayor Pro Tem, Commissioner Paula Lewis. Members in attendance were Commissioner P Lewis, Commissioner Charles Lewis, Commissioner Joyce Braxton, Commissioner Jean Wooten-Jiles, and Town Administrator Jennifer Stanley. Commissioner C Lewis offered the invocation and all present recited the Pledge of Allegiance.

Commissioner C Lewis made a motion to approve the agenda. Commissioner J Braxton seconded the motion and with none opposed the motion carried.

Mrs. Stanley explained to the board that Attorney Edwards felt it would be in the best interest of the Town to go ahead and pay the Public Works guys the back pay for the error in their on-call pay. Commissioner C Lewis asked what the amount would be. Mrs. Stanley reported that the amount would be \$6326.25. Commissioner Braxton requested that in the future the board have a mini meeting before the regular meeting to have items on the agenda explained. Commissioner P Lewis made a motion to pay the on-call back pay to the Public Works staff to correct the payroll/policy error. Commissioner C Lewis seconded the motion and with none opposed, the motion carried.

Mrs. Stanley reported that NCLM representative Mr. Norwood came the day before to explain the new NCLM MAS program. This is a program that was developed by the League and is supposed to make the accounting simpler. The League will install, set up and train staff at no cost to the town. They will also pay the first three (3) years of annual fees. The board decided to table this until the July meeting.

Mrs. Stanley presented the letter of engagement for CPA James Overton. He will come in to help with end of year, bank reconciliations, and audit prep while training Mrs. Stanley on the process so she will be able to do it in the future. His rate is \$180 per hour and will only be here while needed. Commissioner P Lewis made a motion to accept the letter of engagement and allow Mr. Overton to come in and assist. Commissioner Braxton seconded the motion and with none opposed, the motion carried.

Mrs. Stanley reported that Mr. Bobby Harrell came to Town Hall to request a letter from the town giving the county permission to provide water service. There are both town and county water mains at the location. Commissioner C Lewis explained that the Town does not have an ETJ. This means the resident may choose which service provider they want. Mrs. Stanley will provide the letter to the resident.

Commissioner P Lewis made a motion to adjourn the meeting. Commissioner C Lewis seconded the motion and the meeting was adjourned at 1:05 pm.