

Town of Macclesfield
Special Called Meeting 2:00 pm
Monday September 18, 2023

Mayor Pro Tem Paula Lewis called the meeting to order at 2:00 pm. Members in attendance were Mayor Pro Tem/Commissioner P Lewis, Commissioner Joyce Braxton, Commissioner Charles Lewis, Commissioner Jean Wooten-Jiles, Town Administrator Jennifer Stanely, Public Works Director Benjy Lassiter, Town Attorney Chris Edwards. Town resident Michael Speight was also in attendance. Commissioner Wooten-Jiles offered the invocation and all in attendance recited the pledge to the American flag.

Mrs. Stanley explained that the audit contract presented at the previous meeting was the same contract that the board had voted on and approved back in April. There were two additions which were simply notations of updates effective as of June 30, 2023. Other than that, the contracts were the same with no changes in cost or services. Commissioner P Lewis made a motion to accept the audit contract for FY 23. Commissioner Braxton seconded the motion and with none opposed the motion passed and the contract was accepted. According to the last contact with the auditors, Mrs. Stanley reported that the audits are still on schedule for October completion.

The next item is the tree trimming contract. Mr. Lassiter explained that the Xylem contract is more expensive than the Asplundh contract. He stated that Xylem stated it would take approximately a month to complete the needed work. On average the cost for Xylem will be approximately \$1500-\$2000 higher. Commissioner Braxton asked if this was for the complete project or just sections. Mr. Lassiter stated that the vegetation is so overgrown, it really requires the whole town to be completed. Commissioner P Lewis stated that she was told it would take three weeks to complete and could be here this week to assess. She also mentioned that Xylem recommends coming in yearly to take care of new growth so it doesn't return to this state of disrepair. When asked when they will start work if they assess this week, it was stated that they would be here the following week. Mr. Edwards asked how long it had been since the last maintenance had been completed on the vegetation at the power lines. It was stated that it had been approximately five (5) years. Mr. Lassiter recommended that budget wise, he recommends Asplundh due to cost. Commissioner Wooten-Jiles asked what the budget was for the tree trimming. It was explained that a quote is needed before Mrs. Stanley can accurately answer that. You don't tell a contractor what you have budgeted for a project when you are asking for a quote. Once the quote is in, Mrs. Stanley can look at the budget and see where it needs to come from. She explained that there are funds in Capital Improvement and Capital Outlay and in an emergency, funds can come from the Capital Management reserve accounts. Mr. Lassiter recommended the board make a decision today. Commissioner Braxton made a motion to go into a brief recess to allow Commissioner P Lewis to call the Xylem representative. Commissioner Wooten-Jiles seconded the motion and with none opposed the board took a brief recess for Commissioner P Lewis to make the call to the Xylem representative. When Commissioner P Lewis returned, Commissioner Wooten-Jiles made a motion to resume the meeting. Commissioner Braxton seconded the motion and with none opposed the motion carried and the meeting resumed. Commissioner P Lewis stated that she had to leave a voicemail and would have to wait for a return call.

Mrs. Stanley reported that Mr. Edwards has sent the legal description for the ATM lot and now we are waiting on the lease agreement from SECU. Mr. Edwards recommended Mrs. Stanley contact

SECU to confirm that we are waiting for their lease as he has reviewed a generic lease agreement from them but not one specific to this project. Mrs. Stanley will reach out to them this week.

The next item is the fall festival. Mrs. Stanley reported that there was an email received with a vendor application from Rollin Munchies with "Fee Waived" stamped across it. The board was reminded that they voted last month for all vendors to follow the fee schedule on the registration form. The board agreed to have the staff contact Rollin Munchies to make sure they know they will have to pay the vendor fee. There was also a flier shared/posted to the town facebook page that is a clear advertisement for Rollin Munchies. It was agreed that if the town advertises for one vendor, they need to advertise for all the vendors. Discussion began on access to the town facebook page. Town staff are willing to take over the facebook page. Mr. Lassiter mentioned that he was told that an elected official can't take a post down that is posted on the town page. Mr. Edwards stated he had not heard of such a thing. If false information is posted on the town page, it should be taken down. He also said that one vendor should not be promoted more than another.

Mr. Edwards stated that he has reviewed the Asplundh contract, and everything looks good. Mrs. Stanley stated that the Xylem contract appears to be the same contract with the only difference being the contractors' names and pricing. Mrs. Stanley stated that she could contact each commissioner once all the information is gathered and they could vote for which contractor to use. Commissioner Wooten-Jiles made a motion to table the tree trimming contract until all pricing information is received. Commissioner P Lewis seconded the motion and with none opposed the motion carried.

Commissioner P Lewis made a motion to enter into closed session. Commissioner Wooten-Jiles seconded the motion and with none opposed the board entered closed session. Mr. Speight stepped out of the meeting room.

Commissioner Braxton made a motion to return to open session. Commissioner P Lewis seconded the motion, with none opposed the motion carried and the board returned to open session.

Commissioner C Lewis asked if there was any information returned regarding the fire tax. It was discussed and Mrs. Stanley agreed to resend the information to Mr. Edwards since he does not recall receiving it. Mr. Edwards stated that there had been issues with his office computers earlier in the year.

Commissioner Braxton made a motion to adjourn the meeting. Commissioner P Lewis seconded the motion and with none opposed the meeting was adjourned at 3:08 pm.

**Town of Macclesfield
Phone Vote for Tree Trimming Contract
September 19, 2023**

Mr. Lassiter received the pricing from Xylem on Monday afternoon. Mrs. Stanley and Mrs. Etheridge contacted the Commissioners individually to update them on the pricing and to obtain their vote for which company to go with. The vote was three (3) to one (1) in favor of Xylem. Mrs. Stanley completed the contract for Xylem and returned it to Mr. Lassiter to present when he meets with the Xylem representative on Thursday, September 21, 2023.