

MINUTES OF THE MEETING OF
THE TOWN BOARD OF COMMISSIONERS
TOWN OF WILLIAMSTON, NC

May 16, 2016

The Board of Commissioners of the Town of Williamston met in special called meeting session on Monday, May 16, 2016 at 5:30 p.m. in the Assembly Room at Town Hall.

PRESENT Mayor: Joyce Whichard-Brown
Commissioners: Mayor Pro Tem Al Chesson, Jerry Knox, Ronell Rodgers, William Coffield, Ronell Rodgers and Junious J. Horton
Town Administrator: Eric Pearson
Town Clerk: Christina Craft
Finance Officer: Linda Harrison
Public Works Director: Kerry Spivey
Recreation Director: Allen Overby
Police Chief: Travis Cowan
Fire Chief: James B. Peele, III

CALL TO ORDER AND INVOCATION

The Mayor called the meeting to order and welcomed everyone. Commissioner Horton led the pledge of allegiance. Commissioner Knox offered the invocation.

OLD BUSINESS

Consideration of Engineering Agreement with Rivers & Associates

The Town Administrator reported that, per the Board's instruction and the Town Attorney's recommendation, Bill Pollock was contacted to review the proposed Skewarkee Drainage Project engineering agreement. Mr. Pollock is in the process of developing talking points of concerns with the agreement. The Town Administrator recommends postponing this item until the June 6, 2016 meeting. *It was moved by Commissioner Chesson, seconded by Commissioner Coffield and unanimously passed to table discussion on the Amendment to Engineering Agreement Annexation Area A until the June 6, 2016 meeting.*

Appointment to Martin County Regional Water and Sewer Authority (MCRWASA)

The Town Administrator reported that the Board will need to appoint someone to serve on the MCRWASA Board as his last day on staff will be June 6, 2016. He noted that the replacement did not have to be a staff member.

It was moved by Commissioner Horton, seconded by Commissioner Chesson and unanimously passed to table the nomination to the June 6, 2016 Board meeting.

Appointment to Mid-East TACC Board

The Town Administrator reported that the Board will need to choose a replacement as he will vacate his membership on the Mid-East TACC Board as of June 6, 2016. He recommends the board appoint Jamie Heath, Planner and Zoning. Her director, Brent Kanipe, has been consulted and supports this recommendation.

It was moved by Commissioner Chesson, seconded by Commissioner Knox and unanimously passed to approve the appointment of Jamie Heath to the Mid-East TACC Board.

Appointment to Highway 17 Commission Committee and to the Martin County Comprehensive Transportation Board

Town Administrator reported that the he serves on both of these Boards. The Mayor has offered to replace him on both boards.

It was moved by Commissioner Chesson, seconded by Commissioner Knox and unanimously passed to approve the appointment of Mayor Joyce Whichard-Brown to the Highway 17 Commission Committee and to the Martin County Comprehensive Transportation Board.

Fiscal 2017 Budget Development

The Town Administrator reported that the changes in response to directives of the Board at the may 2, 2016 Budget Work Session have been made to the draft budget. The changes to revenue include the removal of the Police Department renovation and the air conditioning at the Gaylord Perry Park. Changes in the expenditures include:

- Parks & Recreation Roof Repair – added \$20,000
- Parks & Recreation Professional Services – Mechanical Engineer for A/C – added \$2,500
- Parks & Recreation Capital – Removal of Air Conditioning – reduced by \$23,692
- Police Department Professional Services – Engineering for PD Renovation - \$12,080 added
- Police Department Capital- Removal of PD Renovations – reduced \$1,080,000
- Public Buildings Repairs - PD - \$5,000 added
- Public Buildings Repairs - Administration - \$10,000 added
- Administration Travel and Training for Board – added \$1,000
- Boys & Girls Club - %5,000 added
- Martin Memorial Library - \$1,800 reduced
- Debt Payment PD Renovations – reduced \$41,232
- Debt Payment Parks & Recreation Air Conditioner – reduced \$6,374

Changes to the Capital Improvement Plan include:

- Police renovations moved to 2017-2018
- Parks & Recreation Air Conditioning moved to 2017-2018

Storm Water Fees are included as \$1.25 residential, \$3.88 small commercial, \$3.13 large commercial, and \$1.88 institutional. The proposed water rates are \$18.75 base fee and \$8/thousand gallons for in town customers and \$27 base fee and \$10/thousand gallons for all out of town customers. The proposed sewer rates are \$23 base fee/\$6 per thousand gallons for in town customers and \$46 base fee/\$12 per thousand gallons for all out of town customers.

He reported that several quotes for health insurance have been obtained. One of the quotes has an increase in the out of pocket employee costs. He requested Board permission to move forward in changing health insurance.

The Storm Water Fund has been added to the budget for tracking purposes in anticipation that the Storm Water Fund will be approved by the Board.

A public hearing will need to be called to approve the 2016-2017 Budget and another public hearing as required in the creation of a Storm Water Enterprise Fund.

It was moved by Commissioner Horton, seconded by Commissioner Chesson and unanimously passed to advertise a Public Hearing for the 2016-2017 Budget at the June 6, 2016 Board meeting and to advertise a Public Hearing to Discuss Creation of a Storm Water Enterprise Fund.

Parkdale Mills

Parkdale Mills requested a Cost of Services Study (CSS). The Town offered to pay half of the cost of the study if the study was done by the NC School of Government. PDM agreed to have the Town pay half but wishes to use their own consultant. The consensus of the Board was to let PDM do their own study and the town will review the results. It is uncertain at this time if PDM will agree. The Board requested that

the Town Administrator contact Parkdale Mills and arrange a meeting with PDM management, the Mayor, and a board member.

CLOSED SESSION

It was moved by Commissioner Chesson, seconded by Commissioner Horton and passed to go out of regular session into closed session to address a Personnel Issue per N.C.G.S. 143-318.11 (a) (6).

It was moved by Commissioner Horton to go out of closed session and into regular session. The motion was seconded by Commissioner Coffield and passed.

ADJOURNMENT

With no further business, the Mayor declared the meeting adjourned at 7:48 p.m.

Submitted By:

Approved By:

Christina Craft, Town Clerk

Joyce Whichard-Brown, Mayor