

Regular Meeting – July 18, 2017

The Fairmont Board of Commissioners held their regular meeting on Tuesday, July 18, 2017 at 6:00 p.m. in the Town Hall Council Chambers with Mayor Charles Townsend presiding. Commissioners present were Monte McCallum, J.J. McCree, Terry Evans, Cassandra Gaddy, Charles Kemp and Felecia McLean-Kesler. Staff present included Town Manager Katrina Tatum, Town Clerk Jenny Larson, Finance Director Linda Vause, Town Attorney Robert Price, Public Works Director Ronnie Seals, and Police Chief Jon Edwards. Others in attendance included Scott Bigelow, Chalmus Hood, Stephen Anderson, Seth Thompson, Johnathan Fields and several citizens.

Call to Order and Invocation

Mayor Townsend called the meeting to order and gave the invocation.

Public Hearing - Project Cloth

Commissioner Evans made a motion to go into public hearing at 6:02 p.m. for the purpose of discussing Project Cloth. Commissioner McLean-Kesler seconded the motion and it passed unanimously.

Town Manager Katrina Tatum explained that the town and Robeson County are working together to provide incentives to Project Cloth, a company that plans to invest \$700,000 in equipment, machinery and building, as well as create 44 jobs with an hourly wage of \$12.00. The project qualifies for a Level I Economic Development Grant, where 50% of the property taxes will be refunded to them over a three-year period as an incentive. Ms. Tatum stated that approval of the grant would have to be approved by the board. Mayor Townsend asked for a motion to add approval of the Project Cloth incentive package under new business. Commissioner Evans made the motion, seconded by Commissioner Kemp, which passed unanimously.

Commissioner Evans made a motion to come out of public hearing at 6:04 p.m. Commissioner Gaddy seconded the motion and it passed unanimously.

Approval of Agenda

Commissioner McLean-Kesler made a motion to approve the agenda. Commissioner Kemp seconded the motion and it passed unanimously.

Public Comment Period/Citizens Appearance

Chalmus Hood, Driveway hole caused by Duke Energy trucks

Mr. Chalmus Hood, of 1006 East White Pond Road, complained about the Duke Energy trucks parking in his driveway while they work on repairing power lines. He showed the board pictures of the hole the trucks have caused in his driveway. Ms. Tatum said she would contact the town's representative with Duke Energy and inform them of the issue.

Consent Agenda

Upon motion by Commissioner Evans and seconded by Commissioner McLean-Kesler it was unanimously voted to adopt the following consent agenda items:

- a. Approval of Minutes – Regular Meeting, June 20, 2017, and Special Meetings, June 28, 2017 and June 29, 2017.

Unfinished Business

Job Fair report

Commissioner Kemp stated that 10 people attended the M.J. Soffe job fair held on Wednesday, June 28. Two people were hired and two more are being interviewed. The next job fair will be Sanderson Farms on Wednesday, August 2 from 10:00 a.m. to 12:00 noon in the courtroom.

A Prestage Foods job fair date in September will be announced at the August meeting.

Bike/Pedestrian Plan adoption

Ms. Tatum announced that the Bicycle and Pedestrian Plan has been approved by the NCDOT. The Town Board of Commissioners needs to adopt the finalized plan. The plan includes suggestions for curb cuts, signage, sidewalks and encourages walking and bicycling. Commissioner Evans made a motion to adopt the Fairmont Bicycle and Pedestrian Plan. Commissioner McLean-Kesler seconded the motion and it passed unanimously. The detailed plan is available for viewing at the Town Hall and on the town's website.

New Business

Adopt Resolution 17-06 – Authorizing the Advertisement of an Offer to Purchase Certain Property, 501 Iona Street, Parcel# 300503006.

Ms. Tatum reported the town has received a bid for the Mercer House located at 501 Iona Street from Mr. Larry Campbell. Mr. Campbell has bid \$8,000 for the property and submitted a bid deposit of \$2,000. Commissioner McCallum stated that Mr. Campbell would like to remodel the house into a bed and breakfast inn. Commissioner Evans made a motion to adopt Resolution 17-04, Authorizing the Advertisement of an Offer to Purchase Certain Property. Commissioner McCallum seconded the motion and it passed unanimously. A signed copy of the resolution is hereby incorporated by reference and made a part of these minutes.

Dilapidated houses demolition prioritization and debris removal.

Ms. Tatum explained that there are four properties that the debris needs to be removed, a carryover from last fiscal year's demolitions. The neighboring residents are happy the houses are down but want to see the lots cleared of debris. Commissioner Kemp presented a sealed bid for the debris removal for the four lots. He encouraged other board members to present sealed bids as well with final approval being given to the lowest responsible bidder.

Exit 10 discussion.

Ms. Tatum announced the two lots near Exit 10 on I-95 were approved to be annexed into the town limits by the North Carolina General Assembly on June 29, 2017 with an effective annexation date of June 30, 2017. Mr. Stephen Anderson came to Ms. Tatum and Commissioner McCallum a year ago with the proposal to annex the lots which amount to 322 acres. The land presents a golden opportunity for the town and county to develop Exit 10 with a truck stop, restaurants and hotels. Mr. Anderson has talked to several trucks stops and motels that have shown an interest in the exit, as well as potential funding sources in New York and California. The project scope is \$30 to \$50 million in excavation and construction over several years.

Light Manufacturing zoning discussion re planning board meeting

Ms. Tatum explained that there is interest in a warehouse that is currently zoned central/general business for use as a sewing plant. The use "Light Manufacturing" needs to be added to zoning definitions before it can be used for that purpose. The Planning Board met on Tuesday, July 11 and unanimously approved the addition of "Light Manufacturing" to the central and general business zones excluding the downtown Historic District. A public hearing must be advertised and held before the board can approve the change. The earliest date available for the public hearing is Tuesday, August 1.

Light Manufacturing is defined as manufacturing where all processing, fabricating, assembly, or disassembly of items takes places wholly within an enclosed building, where the work has only very slight potential to produce noise, dust, glare, odors, or vibrations beyond the property lines on which the business is located, with end products targeted toward consumers rather than businesses. Typical items for processing, fabricating, assembly, or disassembly include, but are not limited to, apparel, home accessories, food, drapes, clothing accessories, bedspreads, decorations, artificial plants, jewelry, instruments, computers, and electronic devices. Excluded from this definition would be processing and packaging of alcoholic beverages, chemical manufacturing, stone-work or concrete product manufacturing, fabrication of metal products, manufacturing of agricultural, construction, or mining machinery, motor vehicle manufacturing, lumber milling, ship or boat construction, and permanent concrete/batch plants.

Project Cloth incentives approval

Commissioner Kemp made a motion to approve the Project Cloth incentive package of a Level I Economic Development Grant, where 50% of the property taxes will be refunded to them over a three-year period. Commissioner Evans seconded the motion and it passed unanimously.

Department Head Input

Police Department

Police Chief Jon Edwards introduced Fairmont’s newest police officers, Johnathan Fields and Seth Thompson. He added that he is only one officer away from being fully staffed.

Public Works Department

Public Works Director Ronnie Seals stated that work on the sewer line rehabilitation project will begin in the next two weeks.

Mayor/Commissioner Input

The board is excited about the prospect of new businesses coming to town, the potential of Exit 10, the vision established by the bicycle and pedestrian plan and the diligence of the police chief in getting the police department fully staffed. They thanked the citizens for coming to see how town government works for them.

Manager’s Input

Town Manager Katrina Tatum welcomed the town’s newest police officers. She announced that she would be back to work on August 1.

Announcements

Saturday, July 22 - Celebrate Lumber River Day, 9:00 a.m. to 2:00p.m., Lumber River State Park.

Thursday, August 3 - Back to School Celebration, 7:00 a.m. to 7:00 p.m., Southeastern Agricultural Center, Lumberton, NC.

Tuesday, August 15 - NCDMV Driver’s License Unit, 9:00 a.m. to 4:00 p.m., Town Hall Courtroom.

Tuesday, August 15 - Regular Town Board meeting, 6:00 p.m., Town Hall Council Chambers.

Friday, August 25 - Fairmont High School Football vs. Ashley, 7:00 p.m. HOME.

Monday, August 28 - First Day of School.

Adjournment

There being no further business, the meeting was adjourned at 6:47 p.m.

Jennifer H. Larson, NCCMC
Town Clerk

Special Meeting – August 1, 2017

The Fairmont Board of Commissioners held a special meeting on Tuesday, August 1, 2017 at 6:00 p.m. in the Town Hall Council Chambers with Mayor Charles Townsend presiding. Commissioners present were J.J. McCree, Charles Kemp, Monte McCallum, Terry Evans and Felecia McLean-Kesler. Commissioner Cassandra Gaddy was absent. Staff present included Town Manager Katrina Tatum and Town Clerk Jenny Larson.

Mayor Townsend called the meeting to order and gave the invocation.

Public Hearing – Adding “Light Manufacturing” to Central and General Business Districts

Commissioner McLean-Kesler made a motion to go into Public Hearing to discuss adding “Light Manufacturing” to the Central and General Business Districts at 6:02 p.m. Commissioner Evans seconded the motion and it passed unanimously. There was no one present to speak during the public hearing so Commissioner Evans made a motion to come out of Public Hearing at 6:02 p.m. Commissioner McLean-Kesler seconded the motion and it passed unanimously.

Ordinance 17-175- Amending the Fairmont Code of Ordinances by Amending Chapter 154 Zoning, Sections 154.137, 154.138, 154.142 and 154.175

Commissioner Evans made a motion to adopt Ordinance 17-175- Amending the Fairmont Code of Ordinances by Amending Chapter 154 Zoning, Sections 154.137, 154.138, 154.142 and 154.175. Commissioner McCallum seconded the motion and it passed unanimously. A signed copy of the ordinance is hereby incorporated by reference and made a part of these minutes.

There being no further business, a motion was made and seconded to adjourn the meeting at 6:03 p.m.

Jennifer H. Larson, NCCMC
Town Clerk

Regular Meeting – August 15, 2017

The Fairmont Board of Commissioners held their regular meeting on Tuesday, August 15, 2017 at 6:00 p.m. in the Town Hall Council Chambers with Mayor Charles Townsend presiding. Commissioners present were Monte McCallum, J.J. McCree, Terry Evans, Cassandra Gaddy, Charles Kemp and Felecia McLean-Kesler. Staff present included Town Manager Katrina Tatum, Town Clerk Jenny Larson, Finance Director Linda Vause, Town Attorney Robert Price, Public Works Director Ronnie Seals, and Police Chief Jon Edwards. Others in attendance included Bob Shiles, Brandon Stone, Jane Powell, Rod Heasley, William Kirkland, George Hogan and several citizens.

Call to Order and Invocation

Mayor Townsend called the meeting to order and gave the invocation.

Approval of Agenda

Commissioner Evans made a motion to approve the agenda. Commissioner Gaddy seconded the motion and it passed unanimously.

Commissioner Evans asked to add discussion of speaker system for the council chambers under new business as Item C. Commissioner McLean-Kesler asked to add Make-A-Smile Foundation under new business as Item D. Commissioner Evans made the motion to amend the agenda, Commissioner McCallum seconded the motion and it passed unanimously.

Public Comment Period/Citizens Appearance

Jane Powell – Programs for Youth and Senior Citizens

Miss Jane Powell came before the board to encourage them to have more programs for the youth and senior citizens of Fairmont.

Consent Agenda

Upon motion by Commissioner McLean-Kesler and seconded by Commissioner McCallum it was unanimously voted to adopt the following consent agenda items:

- a. Approval of Minutes – Regular Meeting, June 18, 2017, and Special Meeting, August 1, 2017.

Unfinished Business

Job Fair report

Commissioner Kemp stated that 89 people signed in to the Sanderson Farms job fair held on Wednesday, August 2, 2017 and 78 people were seen by the Sanderson Farms human resources official. He reported that 48 individuals were qualified for employment but has not received the

exact figure on the number hired. Commissioner McCallum complained that the employers are not bringing job applications with them. Commissioner Kemp made a motion to schedule three more job fairs with Amedisys on August 23, Pepsi Ventures on September 20 and N.C. Career Work Center in Lumberton representing 25 employers on October 4. The first two fairs will be held in the Town Hall courtroom from 10 a.m. to noon. The third fair will be held at the town's Heritage Center from 10 a.m. to 1 p.m. Commissioner McCree seconded the motion and it passed with a vote of 4 to 3 as follows:

For: Commissioners Kemp, McCree, Gaddy and Mayor Townsend

Against: Commissioners McCallum, Evans and McLean-Kesler

Commissioner McCallum suggested Town Manager Katrina Tatum handle the scheduling of all future job fairs.

Adopt Resolution 17-07 – Accepting Bid and Authorizing Sale of Real Property, 501 Iona Street, Parcel# 300503006

Ms. Tatum reported that no other bids were received for the Mercer House located at 501 Iona Street. Mr. Larry Campbell has bid \$8,000 for the property and submitted a bid deposit of \$2,000. Commissioner Gaddy made a motion to adopt Resolution 17-07 – Accepting Bid and Authorizing Sale of Real Property, 501 Iona Street, Parcel# 300503006. Commissioner McLean-Kesler seconded the motion and it passed unanimously. A signed copy of the resolution is hereby incorporated by reference and made a part of these minutes.

Dilapidated houses demolition prioritization and debris removal.

Ms. Tatum explained that there are four properties that need debris removed, a carryover from last fiscal year's demolitions. The town conducted a sealed bid opening of demolition proposals on August 10, 2017 at 9:00 a.m. for Code Enforcement. Five companies responded to the request for proposals to clear the four sites taken down last fiscal year. The bids ranged from \$11,000 to \$15,500. The responding companies were Jim's Backhoe, HG & Ricky (Locklear Brothers), Floyd Brothers Construction, Inc., Frank Horne Construction, Inc. and Country Boy Trucking. Jim's Backhoe was the lowest bidder. The results are as follows:

COMPANY NAME	BID PROPOSAL
Jim's Backhoe	\$11,000
HG & Ricky (Locklear Brothers)	\$11,500
Floyd Brothers Construction, Inc.	\$11,700
Frank Horne Construction, Inc.	\$12,500
Country Boy Trucking	\$15,500

Commissioner Kemp made a motion to accept the low bid of \$11,000 submitted by Jim's Backhoe for debris removal. Commissioner McLean-Kesler seconded the motion and it passed unanimously. Ms. Tatum will instruct the work to start no later than August 18, 2017.

Exit 10 discussion.

Commissioner McCallum has talked to foreign investors from Dubai who might be interested in financing the water and sewer infrastructure for Exit 10 development. Ms. Tatum wants to pursue state grants for infrastructure first before looking at private investors, who generally want to be paid back. Commissioner Kemp introduced retired Brig. Gen. William C. Kirkland and retired Command Sgt. Maj. George Hogan, principals in the company Alb3 Consulting, Research & Management LLC. Mr. Kirkland informed the board they have been studying the exit for the past 27 months, and that they could build a truck stop with between 1,500 and 2,000 parking spaces, making it the “No. 1” truck stop in the world. Mr. Kirkland proposed a 150,000 to 200,000 square-foot truck stop that will include such amenities as an onsite physician, chiropractor, optometrist and dentist, a food drive-through designed to accommodate tractor-trailer rigs, a barber shop and nail salon, availability of state Department of Transportation physicals for drivers, a drivers’ lounge that includes a theater, religious services, three restaurants, and a hotel that includes a restaurant. Other plans include many diesel pumps, a 50-space recreational vehicle park, in-house security, a 25-acre solar farm, and a helipad. The commissioners agreed to meet with Kirkland in closed session within the next few days to hear more specific details about the possible economic development of Exit 10.

New Business

Ordinance 17-176 – Declaring a Road Closure for the Fairmont Farmers Festival Parade.

The NCDOT requires a town to adopt an ordinance whenever it is going to close a state highway for a parade or festival. Commissioner McCallum made a motion to adopt Ordinance 17-176 – Closing Main Street for Fairmont Farmers Festival on Saturday, October 21, 2017. Commissioner Evans seconded the motion and it passed unanimously. A signed copy of this ordinance is hereby incorporate by reference and made a part of these minutes.

EMS discussion – Brandon Stone and Rod Heasley

Mr. Rod Heasley and Mr. Brandon Stone gave an update on the reorganization of the South Robeson Rescue Unit, now known as the Fairmont Area EMS and Rescue Inc. The rescue unit now has a new board of directors, a new identity, a new mission statement, new bylaws and gives compensation to emergency medical technicians, advanced EMTs and paramedics. The squad has grown from six members to 34 members since March.

Sound System for Council Chambers

Ms. Tatum informed the board that she plans to purchase a \$3,100 sound system for the council chambers. Currently it is difficult for the audience to hear the board members speak over the sound of the heating and air conditioner unit. The board agreed to the purchase of the system.

Make-A-Smile Foundation

Commissioner McLean-Kesler informed the board that the Make-A-Smile Foundation plans to renovate the Calvin Haggins and Rudolph Currie parks in October. The foundation is made up of correction and detention industry volunteers from across the country who raise money, volunteer their time and talent to help others by restoring and building playgrounds. They are currently looking for help from local churches for places to house and feed the volunteers.

Manager's Input

Town Manager Katrina Tatum gave the following report to the board:

Duke Energy Lighting Upgrades – Contracts have been signed to facilitate the indoor lighting project for the Fire Hall, Town Hall, and the Heritage Center buildings.

Project Cloth – Project Cloth is underway with renovations almost complete. The county is attempting to resubmit the request for state assistance.

Sewer System Rehab Project – Phase II– CDBG No. 14-I-2657. Construction on the sewer rehabilitation project is underway. To date, the initial cleaning and closed circuit television (CCTV) inspection of the sewer mains is complete, and replacement of the 15-inch sewer outfall along Powell Street has begun. We are currently working with CDBG-I staff to determine eligibility of a change order that would delete several line segments that were found to be in reasonably good condition, and add work from bid alternate #2 (complete replacement of the line on West Thompson Street). The change order will result in a net increase in the project cost, but is still well within the current construction budget.

New Building (Previously slated for Family Dollar) – One new prospective tenant was forwarded to the owner for consideration.

FEMA Update – Cemetery Drainage Improvements - Design for the proposed drainage improvements is complete, and the project is currently being reviewed by NCDOT for approval. The project will be advertised for bids as soon as all approvals are received.

Bridge Project - FEMA denied the town's request for bridge replacement for the Floyd and Mitchell Streets bridges. Engineer Ed Wetherill is working on a submission that will be used to contest the findings.

Closeout and Final payment requests have been sent in for Streets, Water/Waste Water, Debris Emergency, Debris Alternative measures, and Facilities. We expect to receive additional federal funds shortly.

Highway Commercial Zoning – The Planning and Zoning Board met on August 8, 2017, with four staff members and two board members in attendance. The purpose of the meeting was to begin work on the Highway Commercial Zoning District. There was a general discussion and sample ordinances were distributed. Hard copies of the sample ordinances will be sent to those who were not in attendance.

Announcements

Tuesday, August 22 - Rabies Clinic, 6:30 p.m., Fairmont Fire Hall.

Monday, August 28 - First Day of School.

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Friday, September 1 - Fairmont High School Football vs. Ashley, 7:00 p.m. HOME.

Monday, September 4 - Town Offices and Schools closed in observance of Labor Day.

Tuesday, September 12 - NCDMV Driver's License Unit, 9:00 a.m. to 4:00 p.m., Town Hall Courtroom.

Friday, September 15 - Fairmont High School Football vs. West Columbus, 7:00 p.m. HOME.

Tuesday, September 19 - Regular Town Board meeting, 6:00 p.m., Town Hall Council Chambers.

Wednesday, September 27 - Half Day of School, students released at 11:30 a.m.

Friday, September 29 - Fairmont High School Football vs. Whiteville, 7:00 p.m. HOME.

Adjournment

There being no further business, the meeting was adjourned at 7:58 p.m.

Jennifer H. Larson, NCCMC
Town Clerk

Special Meeting – August 18, 2017

The Fairmont Board of Commissioners held a special meeting on Friday, August 18, 2017 at 6:00 p.m. in the Fairmont-South Robeson Heritage Center with Mayor Charles Townsend presiding. Mayor Townsend, Commissioners McCree, McCallum, Kemp, and Evans along with Town Manager Katrina Tatum, County Commissioner Berlester Campbell, William Kirkland, George Hogan, Kimberly Pope, Tim Pope, Steve Anderson and Brian Anderson were in attendance.

Call to Order and Invocation

Mayor Townsend called the meeting to order and gave the invocation.

Executive/Closed Session

Commissioner Kemp made a motion to go into closed session at 6:00 p.m. to prevent the disclosure of information that is deemed privileged or confidential as determined under General Statute 143-318.10(e) and to discuss economic development as permitted under General Statute 143-318.11(a)(1,4). Commissioner Evans seconded the motion and it passed unanimously.

Mayor Townsend, Commissioners McCree, McCallum, Kemp, and Evans along with Town Manager Katrina Tatum, County Commissioner Berlester Campbell, William Kirkland, George Hogan, Kimberly Pope, Tim Pope, Steve Anderson and Brian Anderson were in attendance during closed session.

Exit 10 Development

The ALB3 team gave an overview of the company's organizational chart and operational plan. There was a thorough review of what the company proposes for the development of Exit 10 and future expansion plans. The meeting closed after a period of questions and answers.

Commissioner Evans made a motion to come out of closed session at 8:04 p.m. Commissioner McCallum seconded the motion and it passed unanimously.

Adjournment

There being no further business, the meeting was adjourned at 8:04 p.m.

Jennifer H. Larson, NCCMC
Town Clerk

Regular Meeting – September 19, 2017

The Fairmont Board of Commissioners held their regular meeting on Tuesday, September 19, 2017 at 6:00 p.m. in the Town Hall Council Chambers with Mayor Charles Townsend presiding. Commissioners present were Monte McCallum, J.J. McCree, Terry Evans, Charles Kemp and Felecia McLean-Kesler. Commissioner Cassandra Gaddy was absent. Staff present included Town Manager Katrina Tatum, Town Clerk Jenny Larson, Finance Director Linda Vause, Town Attorney Robert Price, Public Works Director Ronnie Seals, and Police Chief Jon Edwards. Others in attendance included Bob Shiles, Winona Gause, Kelly Johnson, William Kirkland, George Hogan and several citizens.

Call to Order and Invocation

Mayor Townsend called the meeting to order and gave the invocation.

Approval of Agenda

Town Manager Katrina Tatum asked the board to add personnel to closed session. Commissioner Evans made a motion to approve the amended agenda. Commissioner McLean-Kesler seconded the motion and it passed unanimously.

Public Comment Period/Citizens Appearance

There was no public comment this month.

Consent Agenda

Upon motion by Commissioner Evans and seconded by Commissioner McLean-Kesler it was unanimously voted to adopt the following consent agenda items:

- a. Approval of Minutes –Regular Meeting, August 15, 2017, and Special Meeting, August 18, 2017.

Committee Reports

Fairmont Chamber of Commerce

Chamber President Kelly Johnson gave an update on the Farmers Festival and golf tournament. The SFC Matthew McClintock Memorial Golf Tournament will be held on Friday, October 20 with an opening ceremony at 10:00 a.m. featuring a Special Forces parachute jump, with the tournament starting at 12:00 noon. There will be a Grand Marshal dinner at the golf course that night at 6:00 p.m. This year's Grand Marshal is museum curator Lib Haywood. Mr. Johnson also showed off this year's orange festival t-shirts which are for sale at First Bank and the Water Department.

Fairmont Economic Development Committee

Chairman Winona Gause had no report this month and the need to appoint two new members is on the agenda under new business.

Unfinished Business

Job Fair report

Commissioner Kemp stated that 10 people attended the Amedisys job fair held on Wednesday, August 23, 2017 and 5 people, 2 from Fairmont, were hired. Commissioner Kemp announced the Pepsi Ventures job fair will be Friday September 22 from 10 a.m. to noon in the courtroom and the N.C. Works Career Center job fair, representing 20-25 employers, will be October 4 from 10 a.m. to 1 p.m. in the Heritage Center.

Code Enforcement status report.

Ms. Tatum explained that the debris from four dilapidated properties has been removed by Jim's Backhoe and the work has been paid for. There may be enough money in the budget to remove one more house but Ms. Tatum would like to focus on overgrown lots in the short term.

Exit 10 status report.

Ms. Tatum stated she is working with the planning board to develop a Highway Commercial Conditional Use zone, which is used for mega sites like the proposed truck stop.

Mr. William C. Kirkland gave an update on Exit 10. He has contracted with Mr. Steve Anderson to work on funding, investors and negotiating land purchase. He assured the board he would put Fairmont and its citizens first from a business perspective.

New Business

Adopt Resolution 17-08 – Wastewater AIA Project

Ms. Tatum asked the board to adopt resolution 17-08, so the town can apply for funds under the Wastewater AIA Project to update the town's sewer asset management plan. Commissioner Evans made a motion to adopt Resolution 17-08 – Wastewater AIA Project. Commissioner McCallum seconded the motion and it passed unanimously. A signed copy of the resolution is hereby incorporated by reference and made a part of these minutes.

Fairmont ABC Board appointment.

Ms. Cynthia Dudley, whose term expires this month, has expressed interest in being reappointed to the Fairmont ABC Board. If reappointed by the board, she will serve a three year term expiring September 2020. Commissioner Evans nominated Kim Johnson. Mayor Townsend asked for a vote on the two nominations:

Kim Johnson:	Commissioner Evans
Cynthia Dudley:	Commissioners McLean-Kesler, McCallum, McCree and Kemp

Ms. Cynthia Dudley was reappointed to the Fairmont ABC Board with a three-year term expiring September 2020.

Fairmont FEDC appointments

Ms. Winona Gause, FEDC Chairman, has announced that Lynettah Hunt and Gradd Floyd have resigned from the Fairmont Economic Development Committee. The town board needs to appoint two people to replace them. Their appointments to the FEDC were set to expire this month. Nedward Gaddy's term on the FEDC is also up for reappointment. All three appointments will have a two-year term expiring September 2019. Commissioner Evans nominated Kim Johnson and Commissioner McCallum nominated Demetrius Hill. With no other nominations, the board voted unanimously to appoint Nedward Gaddy, Kim Johnson and Demetrius Hill to the Fairmont Economic Development Committee for a two-year term expiring September 2019.

Employees – Extra Holidays and Birthdays off.

Last fiscal year, the board agreed to give employees additional days off during Easter, Thanksgiving and Christmas. The extra days were appreciated by the employees. If the board would like to do that again this year, the dates would be November 22, December 28, December 29, 2017 and April 2, 2018. It should also be determined whether this should be a permanent change or a year to year decision.

Last year the board also agreed to give employees their birthday off (or a day of their choice depending on schedules for no more than 8 hours). The employees appreciated this and would like it to continue. The board needs to determine whether this should be a permanent change or a year to year decision.

Commissioner McLean-Kesler made a motion to permanently approve the additional days off for town employees. Commissioner Evans seconded the motion and it passed unanimously.

Manager's Input

Town Manager Katrina Tatum gave the following report to the board:

Duke Energy Lighting Upgrades – The Heritage Center, the Fire Hall and the Town Hall buildings are completed. Please step into the town offices to see how bright things look with the new lighting. Keep in mind that it is brighter, but less expensive. We should see a marked reduction in our electric bills shortly. Plans are being made to upgrade the lights at Public Works and the library.

Code Enforcement – Jim's Backhoe has completed the four properties that were bid out. In order to show equal consideration to all citizens living with dilapidated properties in their communities, the Board of Commissioners will now have to prioritize the target properties going into the next fiscal year.

The Musingwear Building – The new owner, Zach Schwarz and his father (not his brother as initially thought) have contacted me with their new contact information. He and his father are in the commercial leasing business. They buy buildings and up fit them tailoring to specific commercial businesses. They typically do not sell the buildings they buy. However, they are willing to consider a sale on the Musingwear Building for the right price. I sent him the contact information for the gentleman who expressed interest in the building in July.

Project Cloth – Project Cloth is underway with renovations almost complete. Unfortunately, the county was not successful in obtaining any funds for this project. The application was submitted twice to no avail.

Asset Inventory Grant Application (AIA)-NCDEQ – The Lumber River Council of Governments in partnership with LKC Engineering is preparing a grant application on behalf of the town to update our Asset Management Plan for Waste Water. A resolution authorizing the application is submitted for consideration this month.

Sewer System Rehab Project – Phase II– CDBG No. 14-I-2657. Construction on the sewer rehabilitation project is still underway.

CDBG Disaster Recovery Grant – Robeson County – Initially, the County was to receive \$69,000,000 in recovery funds; that figure has since been reduced to \$44,000,000. The Town of Fairmont initially submitted a request for \$3,466,500 which included housing rehabilitation, replacement, elevation and reconstruction and infrastructure needs. All towns were requested to reduce their infrastructure requests. Fairmont was limited to \$500,000. The entire amount was requested to make improvements at the Fairmont Regional Waste Water Treatment Plant. Thirty-three (33) houses in Fairmont were submitted for replacement, rehabilitation, elevation, or reconstruction. The County will take the lead on this grant and will hire a consultant to administer the grant and bid out any work identified in the grant.

New Building (Previously slated for Family Dollar) – The owner has not contacted me with a status on this property since three prospects were forwarded to him.

FEMA Update – Only one project is open right now; the cemetery project. Design for the proposed drainage improvements is complete, and the project is currently being reviewed by NCDOT for approval. NCDOT has completed the initial review and asked for some design changes. Their request for changes will be passed along to LKC Engineering for revisions and resubmission. However, as previously stated, the project will be advertised for bids as soon as all approvals are received from NCDOT.

FEMA denied the town's request for bridge replacement for the Floyd and Mitchell Streets bridges. Engineer Ed Wetherill is still working on a submission that will be used to contest the findings. I expect a letter detailing the basis for appeal from Mr. Wetherill sometime on September 14, 2017.

Closeout and Final payment requests have been sent in for Streets, Water/Waste Water, Debris Emergency, Debris Alternative measures, Emergency Measures (Cemetery), and Facilities. Only one project remains; the Fairmont Cemetery Project (long term mitigation).

House Bill 184 – Utility Bill – This bill was entitled “AN ACT AUTHORIZING THE TOWNS OF BOLTON, FAIRMONT, LA GRANGE, PEMBROKE, PROCTORVILLE, ROWLAND, AND ST. PAULS TO BILL AND COLLECT SEWER SERVICE FEES AND STORMWATER UTILITY FEES AS PROPERTY TAXES.” It was ratified and became law on June 22, 2017. Next month I will be submitting an ordinance complete with an appeals process to allow us to collect sewer charges on taxes under this law.

Highway Commercial Zoning – The Planning and Zoning Board met on September 12, 2017 with two staff members present, one representative from ALB3 and three Planning Board members. In light of recent events concerning ALB3, the Planning Board was asked to review information regarding a Highway Commercial Conditional Use Zoning District for the Exit 10 properties. That designation allows us to work more closely with the developer on the entire project. It also works better for a mega site type of development.

Executive/Closed Session – Personnel and Economic Development GS 143-318.11(a)(1,4,6)

Commissioner McLean-Kesler made a motion to go into closed session at 6:38 p.m. to prevent the disclosure of information that is deemed privileged or confidential as determined under General Statute 143-318.10(e) and to discuss personnel and economic development as permitted under General Statute 143-318.11(a)(1,4,6). Commissioner Evans seconded the motion and it passed unanimously.

Mayor Townsend, Commissioners McCree, McCallum, McLean-Kesler, Kemp, and Evans along with Rob Price, Katrina Tatum, Jon Edwards and Jenny Larson were in attendance during closed session.

Commissioner Kemp made a motion to come out of closed session at 6:45 p.m. Commissioner Evans seconded the motion and it passed unanimously. Mayor Townsend announced that information was shared and no action was taken.

Announcements

Wednesday, September 27 - Half Day of School, students released at 11:30 a.m.

Friday, September 29 - Fairmont High School Football vs. Whiteville, 7:00 p.m. HOME.

Saturday, September 30 - Baltimore Baptist Church Fall Festival, 8:00 a.m. to 12:00 noon.

Sunday, October 1 - Shriner Chicken ‘N Fixin’s Plate Sale, 11:00 a.m. to 2:00 p.m., Fairmont Fire Hall.

Tuesday, October 10 - NCDMV, 9:00 a.m. to 4:00 p.m., Courtroom.

Page 6 – Regular Meeting, September 19, 2017

Saturday, October 14 - Fairmont Farmers Festival Scholarship Pageant, 3:00 p.m., Rosenwald Elementary.

Tuesday, October 17 - Regular Town Board meeting, 6:00 p.m., Town Hall Council Chambers.

Friday, October 20 - Chamber of Commerce 2nd annual SFC Matthew McClintock Memorial Golf Tournament, 12:00 noon.

Friday, October 20 - Fairmont High School Football vs. Red Springs, 7:00 p.m. HOMECOMING.

Saturday, October 21 - 31st annual Fairmont Farmers Festival, Parade at 10:00 a.m. followed by food/craft vendors and performance by the Holiday Band in the park at 12 noon.

Adjournment

There being no further business, the meeting was adjourned at 6:45 p.m.

Jennifer H. Larson, NCCMC
Town Clerk

Regular Meeting – October 17, 2017

The Fairmont Board of Commissioners held their regular meeting on Tuesday, October 17, 2017 at 6:00 p.m. in the Town Hall Council Chambers with Mayor Charles Townsend presiding. Commissioners present were Cassandra Gaddy, Monte McCallum, J.J. McCree, Terry Evans, Charles Kemp and Felecia McLean-Kesler. Staff present included Town Manager Katrina Tatum, Town Clerk Jenny Larson, Finance Director Linda Vause, Town Attorney Robert Price, Public Works Director Ronnie Seals, and Police Chief Jon Edwards. Others in attendance included Scott Bigelow, Winona Gause, Kelly Johnson, the 2017-2018 Farmers Festival Queens and several citizens.

Call to Order and Invocation

Mayor Townsend called the meeting to order and gave the invocation.

Mayor's Presentation

Introduction of the 2017-2018 Fairmont Farmers Festival Queens

Mayor Townsend introduced the 2017-2018 Fairmont Farmers Festival Queens. They are Miss Caitlin Nance, Teen Miss Ivey Cox, Junior Miss Briana Deal, Tiny Miss Alexis Lowry, Little Miss Jaylyn Johnson, Mini Miss Kailee Evans, Wee Miss Eideen Johnson, Ambassador Makaylie Jacobs and Royal Ambassador Taylor Britt.

Approval of Agenda

Commissioner Evans made a motion to approve the amended agenda. Commissioner Gaddy seconded the motion and it passed unanimously.

Public Comment Period/Citizens Appearance

There was no public comment this month.

Consent Agenda

Upon motion by Commissioner Evans and seconded by Commissioner Gaddy it was unanimously voted to adopt the following consent agenda items:

- a. Approval of Minutes –Regular Meeting, September 19, 2017.

Committee Reports

Fairmont Chamber of Commerce

Chamber President and Farmers Festival Chairman Kelly Johnson gave an update on the Farmers Festival and golf tournament. The SFC Matthew McClintock Memorial Golf Tournament will be held on Friday, October 20 with an opening ceremony at 10:00 a.m. featuring a Special Forces parachute jump, with the tournament starting at 12:00 noon. There will be a Grand Marshal dinner at the golf course that night at 6:00 p.m. This year's Grand Marshal is museum curator Lib Haywood. Saturday's event lineup includes the hundred unit parade at 10:00 a.m. featuring Miss North Carolina Victoria Huggins, afternoon entertainment by the Holiday Band and a dance at the Heritage Center at 8:00 p.m. featuring members of the Carolina Breakers. Mayor Townsend thanked Mr. Johnson for his efforts as festival chairman. Mr. Johnson has been chairman of the festival for the past three years and announced that this is his last year.

Mayor Townsend informed the board that the Fairmont Chamber has asked the town to give a \$100 sponsorship for the golf tournament. Commissioner McLean-Kesler made a motion to give \$300 to the Fairmont Chamber SFC Matthew McClintock Memorial Golf Tournament. Commissioner Gaddy seconded the motion and it passed unanimously.

Fairmont Economic Development Committee

Chairman Winona Gause reported that the FEDC will meet with Mark Ziegler on Monday, October 30 at 6:00 p.m. She stated that new appointee Kim Johnson could not accept her appointment to the FEDC due to scheduling conflicts. She advised the board to make sure any future nominees are aware of the FEDC's meeting schedule, which is the Wednesday before the town board meeting at 6:00 p.m. in the Town Hall council chambers.

Unfinished Business

Job Fair report

The Pepsi Bottling Ventures job fair held on September 22, 2017 had 178 attendees with 27 from Fairmont. The NC Works Career Center job fair held on October 4, 2017 had 90 attendees with 28 from Fairmont. From May 2016 to October 2017 there have been 12 job fairs with a total attendance of 909, of which 289 (31%) attended from Fairmont.

New Business

Adopt Ordinance 17-177 – Declaring a road closure for the Fairmont Holiday on Main Twilight Christmas Parade.

The NCDOT requires a town to adopt an ordinance whenever it is going to close a state highway for a parade or festival. Commissioner Gaddy made a motion to adopt Ordinance 17-177 – declaring a road closure for the Fairmont Holiday on Main Twilight Christmas Parade. Commissioner Evans seconded the motion and it passed unanimously. A signed copy of this ordinance is hereby incorporate by reference and made a part of these minutes.

Fairmont Rescue Squad funding request.

Mr. Rod Heasley, Chairman of the Board of Directors for the Fairmont Area EMS & Rescue, came before the board to present a request for funds. Mr. Heasley reported that Fairmont Area EMS & Rescue has the second largest rescue area in the state of North Carolina with 180 square miles. In 2016, they responded to 2,977 calls for an average of 248 calls a month and the calls for 2017 are tracking even higher. They have responded to 104 EMS calls in the city limits since February. Town Manager Katrina Tatum stated the town used to give a gas allocation to South Robeson Rescue Unit but it was discontinued due to abuse. In 2007-2008, the town budgeted \$3,000 in gas and they used \$7,712 and in 2008-2009, the town budgeted \$5,000 in gas and SRRU used \$14,323. Mr. Heasley reassured the board that Fairmont Area EMS & Rescue is a new organization with new people. He is requesting the board to budget a \$5,000 annual donation (not gas) to the rescue squad. Their biggest expenses consist of payroll, gas and maintenance of building and equipment. Ms. Tatum said she would review the current year budget to see if there are any spare funds available to give the rescue squad now and will include the \$5,000 request in the planning for next year's budget.

Commissioner's Input

Commissioner McLean-Kesler thanked the town, county and all the businesses that gave donations to the Make A Smile project which refurbished the Calvin Haggins and Rudolph Currie parks.

Commissioner Kemp thanked Angie Lovin for all she does for her family, the town and the Farmers Festival Pageant.

Manager's Input

Town Manager Katrina Tatum gave the following report to the board:

1. Duke Energy Lighting Upgrades –The work on the Public Works building is complete. We should be showing a considerable savings in the by the end of the fiscal year.
2. Code Enforcement – Four of the properties have been cleaned up.
3. Operation Turkey – The United Way informed the town that 200-250 plates will be served on November 23, 2017, Thanksgiving Day.
4. The Munsingwear Building –No change since last report
5. Project Cloth – Project Cloth is underway with renovations almost complete. Project Cloth owners are hiring and are in great need of seamstresses. To help during the transition period, a low interest loan has been recommended.

6. Asset Inventory Grant Application (AIA)-NCDEQ – The Lumber River Council of Governments, in partnership with LKC Engineering, prepared a grant application on behalf of the town to update our Asset Management Plan for Waste Water. The resolution was approved by the board at the October board meeting and the application was submitted to NCDEQ.

7. Sewer System Rehab Project – Phase II– CDBG No. 14-I-2657

Frank Horne Construction (FHC) is finished with the installation of line S-1. The majority of the CCTV inspections are complete, but the subcontractors will need to return to complete several sections that were missed. LKC is continuing to coordinate with FHC to determine the number of point repairs needed for the CIPP installation, and will provide a recommendation after reviewing the information provided. Some point repairs have been completed and the other lines as depicted in the plans have been started.

Change Order #1 was approved by the Town and CDBG-I, and will add the dig and replace alternative for the sewer main on West Thompson Street, and delete several lines included in the project that were still in good condition. The change order increased the current project price by \$38,775.00, but the total cost remains within the available construction budget from the grant.

8. CDBG Disaster Recovery Grant – Robeson County – Initially, the County was to receive \$69,000,000 in recovery funds; that figure has since been reduced to \$44,000,000. The Town of Fairmont initially submitted a request for \$3,466,500 which included housing rehabilitation, replacement, elevation and reconstruction and infrastructure needs. All towns were requested to reduce their infrastructure requests. Fairmont was limited to \$500,000. The entire amount was requested to make improvements at the Fairmont Regional Waste Water Treatment Plant. Thirty-four (34) houses in Fairmont were submitted for replacement, rehabilitation, elevation, or reconstruction. The County will take the lead on this grant and will hire a consultant to administer the grant and bid out any work identified in the grant.
9. New Building (Previously slated for Family Dollar) –The building is now listed with Century 21 Real Estate.
10. FEMA Update – Only one project is open right now; the cemetery project.

Cemetery Drainage Improvements

Design for the proposed drainage improvements is complete, and the project is currently being reviewed by NCDOT for approval. NCDOT has completed the initial review and asked for some design changes. LKC Engineering has resubmitted new design changes requested by NCDOT. The project will be advertised for bids as soon as the final approvals are received from NCDOT.

Bridge Project

Engineer Ed Wetherill submitted the research work and justification for bridge replacement at Floyd and Mitchell Streets on September 14th basing the appeal on the 50/50 rule. They demonstrated that the damage to the bridges caused by Hurricane Matthew would cost the town more than 50% of what it would cost to replace the bridges. Now we wait because due to low funding in the Disaster Relief Fund as the result of the recent large disasters, federal payments for all Categories of Public Assistance as well as the Hazard Mitigation Grant Program are frozen until further notice. Until the Federal Government increases the amount of Disaster Relief Funds, it is uncertain whether any of the projects that hadn't been funded under Hurricane Matthew will be funded.

Closeout Requests

Although closeout and final payment requests have been sent in to the State for Streets, Water/Waste Water, Debris Emergency, Debris Alternative measures, Emergency Measures (Cemetery), and Facilities; the State is unable to locate the approval documents for Water/Waste Water, Debris Emergency, and Debris Alternative Measures. The manager located the files missing at the state level and resubmitted them. We are still waiting on the State to let us know what is missing from the other projects

11. Highway Commercial Zoning – The Planning and Zoning Board will not meet to discuss the zoning at Exit 10 until the development plan is finalized.
12. Audit Report 2016-2017 – the audit report is complete and has been approved by the state. It is under review by the finance director and the manager and will be presented to the board in either November or December.

Announcements

Friday, October 20 - Chamber of Commerce 2nd annual SFC Matthew McClintock Memorial Golf Tournament, 12:00 noon.

Friday, October 20 - Fairmont High School Football vs. Red Springs, 7:00 p.m. HOMECOMING.

Saturday, October 21 - 31st annual Fairmont Farmers Festival, Parade at 10:00 a.m. followed by food/craft vendors and performance by the Holiday Band in the park at 12 noon.

Friday, October 27 – Teacher Workday, no school.

Tuesday, October 31 - Halloween Trick or Treat hours, 6:00 to 8:30 p.m. Mayor Townsend will be handing out candy on the front porch of Town Hall. Dr. Electrode will be handing out candy at the Border Belt Museum from 6:00 to 8:30 p.m.

Friday, November 3– Fairmont High School Football vs. South Robeson, 7:00 p.m., Senior Night.

Saturday, November 4 - Bethesda United Methodist Church Annual Bazaar & BBQ Plate Sale, 10:00 a.m. to 1:00 p.m. Plates are \$7.00 and will be sold starting at 11:00 a.m.

Tuesday, November 7 - Election Day, Fire Hall, 6:30 a.m. to 7:30 p.m.

Friday, November 10 – Town offices and schools closed in observance of Veterans Day.

Tuesday, November 14 - NCDMV, 9:00 a.m. to 4:00 p.m., Town Hall courtroom.

Tuesday, November 21 - Regular Town Board meeting, 6:00 p.m., Council Chambers.

Adjournment

There being no further business, the meeting was adjourned at 6:55 p.m.

Jennifer H. Larson, NCCMC
Town Clerk

Regular Meeting – November 21, 2017

The Fairmont Board of Commissioners held their regular meeting on Tuesday, November 21, 2017 at 6:00 p.m. in the Town Hall Council Chambers with Mayor Charles Townsend presiding. Commissioners present were Cassandra Gaddy, Monte McCallum, J.J. McCree, Terry Evans, Charles Kemp and Felecia McLean-Kesler. Staff present included Town Manager Katrina Tatum, Town Clerk Jenny Larson, Finance Director Linda Vause, Town Attorney Robert Price, Public Works Director Ronnie Seals, and Police Chief Jon Edwards. Others in attendance included John Masters, Stephen Parker, Scott Bigelow, LaShawna Baker, Melody Wilson and several citizens.

Call to Order and Invocation

Mayor Townsend called the meeting to order and gave the invocation.

Public Hearing – Project HAC

Commissioner McLean-Kesler made a motion to go into Public Hearing at 6:01 p.m. It was seconded by Commissioner Evans and passed unanimously.

Town Manager Katrina Tatum explained that Project HAC is an existing business located within the city limits. Over the next year, they intend to expand by adding additional equipment, creating 10 jobs, with an average wage of \$12.50 during Phase I and are anticipating a total investment of \$5,000,000. Staff is proposing a Level II 75% grant economic development personal property tax incentive for three years from 2018 to 2020. The proposal is intended to incentivize, or encourage this business to expand within the Town of Fairmont as opposed to another location. There will be no Town incentives after the third year. The total value of the incentive package is \$69,259. Robeson County has approved a four year tax incentive package.

Commissioner Evans made a motion to come out of Public Hearing at 6:04 p.m. It was seconded by Commissioner McCallum and passed unanimously.

Commissioner Kemp made a motion to approve the tax incentives for Project HAC. Commissioner Evans seconded the motion and it passed unanimously.

Audit Report for FY 2016-2017 presented by John Masters, S. Preston Douglas and Associates

Mr. John Masters, of S. Preston Douglas and Associates, presented Fairmont's 2016-2017 audit report. Mr. Masters commended the town for being disciplined and showing improvement. There were no findings or violations in this year's audit. The town's unassigned fund balance is 23.5% and the town's tax collection rate is 93%. Mr. Masters stated the state revenues as well as the town's garbage, water and sewer revenue are static and payroll costs are down slightly. The town's structured debt has also decreased. Mr. Masters advised the board to consider increasing water and sewer fees to cover maintenance expenses. In this year's audit, there was a net operating loss of \$170,811 in the water/sewer fund. Commissioner Evans made a motion to approve the FY 2016-2017 Audit Report. Commissioner McCallum seconded the motion and it passed unanimously.

Approval of Agenda

Commissioner Evans made a motion to approve the agenda. Commissioner McLean-Kesler seconded the motion and it passed unanimously.

Public Comment Period/Citizens Appearance

Melody Wilson – Stop the Violence Program

Ms. Melody Wilson, COO, of the Stop the Violence Program, came before the board on behalf of CEO LaShawna Baker. The STVP is a newly formed non-profit organization whose efforts are focused on the lessening and eradication of various types of violence within the Fairmont Community. They spread awareness to promote prevention, act as a support system for families affected by violence and serve as a liaison between the community and law enforcement. The Stop the Violence Program has nine initiatives: STVP Annual Memorial Program, STVP Prayer Walk, STVP Back 2 School Program, Adopt-A-Family for Christmas, Women’s and Men’s Memorial Basketball Tournament, Spring Donor’s Banquet, STVP Spring Youth Field Trip, STVP Educational Scholarship Fund, and STVP Fairmont Youth Center. The STVP is interested in purchasing the old post office building, located at 105 S. Main Street. The youth center will provide mentoring, violence awareness, college prep, resume and interviewing prep, tutoring, counseling and other after school and summer activities.

Chalmus Hood, 1006A East White Pond Road

Mr. Hood thanked Town Manager Katrina Tatum for assisting him with the problem he had voting on election day. Mr. Hood has been inside the city limits for years but was told he could not vote on election day due to addressing issues.

Consent Agenda

Upon motion by Commissioner Evans and seconded by Commissioner McLean-Kesler it was unanimously voted to adopt the following consent agenda items:

- a. Approval of Minutes –Regular Meeting, October 17, 2017.

Unfinished Business

Fairmont Area EMS and Rescue – Commissioner McCallum

Commissioner McCallum had some questions for Mr. Rod Heasley about the rescue squad’s board of directors but Mr. Heasley was out of town and could not attend tonight’s meeting. Commissioner McCallum made a motion to table Fairmont Area EMS and Rescue until Mr. Heasley can be present. Commissioner Evans seconded the motion and it passed unanimously.

New Business

Equipment Procurement for Public Works.

Ms. Tatum informed the board that the town recently purchased a used grapple truck to pick up furniture. Public Works also solicited bids to purchase a new backhoe and tractor. These pieces of equipment will be financed through either a USDA grant/loan or bank loan. The town received four bids on the tractor and three bids on the backhoe. After meeting with Public Works Director Ronnie Seals and Mechanic Alan Leggett, the bid for a Case Tractor from Clinton Truck and Tractor was chosen for the quoted price of \$45,750 and the bid for a Caterpillar Backhoe from Gregory Poole Equipment was chosen for the quoted price of \$112,358.

Ms. Tatum asked the board to approve the equipment procurement process as part of the application for financing. Commissioner Evans made a motion to approve the equipment procurement process for a new tractor and backhoe. Commissioner Gaddy seconded the motion and it passed unanimously.

Fairmont Economic Development Committee appointments.

Ms. Tatum announced that another FEDC member has resigned since the last board meeting. She feels the board needs to have a serious discussion about the future of the committee. She suggested the commissioners come by her office individually to discuss it. Commissioner Evans thinks it is a leadership issue. No other action was taken.

Donation request – Juwan Addison

Ms. Tatum reported that Mr. Juwan Addison is seeking a donation to help him attend a basketball clinic that could help him join a professional team. Ms. Tatum recommended finding out what the unmet portion of the \$2,500 total is before giving a donation. No action was taken.

Youth Center – Commissioner Kemp.

Commissioner Kemp has spoken with the owner of the old post office about using it as a youth center and feels the owner is willing to work with the town. He was impressed by Ms. Wilson's presentation and agrees that now is the time for a youth center in Fairmont.

Department Head Input

Public Works Director Ronnie Seals stated that Frank Horne Construction is working on the sewer line project on Martin Luther King Jr. Drive. They are waiting for state approval to start working on the sewer line on Thompson Street. It will be spring before the streets where the work is being done will be paved.

Police Chief Jon Edwards plans to do "Shop with a Cop" in December.

Commissioner's Input

Commissioner McCallum thanked Police Chief Jon Edwards and the police department for sponsoring the 5th and 6th grade recreational football team. The team came in second in the county out of 16 teams. He also thanked Vanessa Abernathy and her father Legusta Floyd for opening the new Home Game Sports Restaurant and Bar on Main Street. Commissioner McCallum announced that the Second Harvest Food Bank truck for senior citizens will be in the Town Hall parking lot on December 5 at 10:30 a.m.

Commissioner Kemp thanked Chief Edwards for providing and cooking the fish for the employee's Thanksgiving luncheon. He also reminded everyone to attend the Holiday on Main Twilight Christmas Parade on Friday, December 1 with entertainment to follow in the Heritage Center.

Manager's Input

Town Manager Katrina Tatum gave the following report to the board:

1. Duke Energy Lighting Upgrades –All upgrades are complete.
2. Code Enforcement – Four of the properties have been cleaned up.
3. Public Works Equipment Purchase – During the budget exercises staff indicated that there were two pieces of equipment that we were going to attempt to finance for Public Works. The equipment needed is a new backhoe and tractor. The total cost of both is approximately \$164,000. We have decided to try to finance this equipment through USDA and ask for part loan, part grant. The application is complete at this writing and we are waiting for one more bid in order to submit the completed package to USDA for review.
4. Operation Turkey – The United Way informed the town that 200-250 plates will be served on November 23, 2017, Thanksgiving Day. Mayor Townsend will pick up the plates from the Church and Community building in Lumberton and he and Mayor Pro Tem McCallum are going to distribute the plates on Thanksgiving Day.
5. Musingwear Building –The owners have informed us that this building is available for rent only and if there is a prospective tenant, they will be responsible for the up-fit of the building.
6. Project Cloth – Project Cloth is underway with renovations complete. Project Cloth owners are hiring and are in great need of seamstresses. To help during the transition period, a low interest loan has been recommended through the Carolina Small Business Center. I am trying to arrange a meeting with Director Greg Taylor, the Business Development Officer for the Southeast Region to arrange a very low interest loan with excellent terms.
7. Asset Inventory Grant Application (AIA)-NCDEQ – The Lumber River Council of Governments in partnership with LKC Engineering has prepared a grant application on behalf of the town and it has been submitted to NCDEQ. We expect to hear something around January of February from the grant office.

8. Sewer System Rehab Project – Phase II– CDBG No. 14-I-2657 -Frank Horne has completed the sewer line replacements on McDaniel Street and Martin Luther King Boulevard this month. They have not been working in Fairmont for the last couple of weeks, but will be returning later this week or early next week to begin work on the point repairs needed for the cured in place pipe (CIPP) installation. NCDOT is requiring a revision to the encroachment agreement for the line replacement on W. Thompson Street because the encroachment agreement only included the rehabilitation alternative. We are preparing the documents needed for the revision and plan to submit them later this week and hope to schedule a meeting with NCDOT staff to review.
9. CDBG Disaster Recovery Grant – Robeson County – The North Carolina Emergency Management Division of NCDPS is currently reviewing the application sent in by Robeson County. We are hopeful that at least 80% of our request will be funded. The county had a meeting with NCDPS to go over some changes and the grant itself. Kellie Blue attended a meeting to discuss the particulars of this grant last Monday and I am attempting to get a status report.
10. 211 Walnut Street – Listed by Century 21 Real Estate/Commercial Division (Previously slated for Family Dollar) – The asking list price is \$495,000 and Mr. Elliott Williamson is handling this property. Dimensions – 120’ x 70,’ – total square footage is 8,400 square feet.
11. FEMA Update –Only one project is open right now; the cemetery project.

Cemetery Drainage Improvements

Design for the proposed drainage improvements is complete, and the project is currently being reviewed by NCDOT for approval. NCDOT has completed the initial review and asked for some design changes. LKC Engineering has resubmitted new design changes requested by NCDOT. The project will be advertised for bids as soon as the final approvals are received from NCDOT.

Bridge Project

Engineer Ed Wetherill submitted the research work and justification for bridge replacement at Floyd and Mitchell Streets on September 14th basing the appeal on the 50/50 rule. They demonstrated that the damage to the bridges caused by Hurricane Matthew would cost the town more than 50% of what it would cost to replace the bridges. Now we wait because due to low funding in the Disaster Relief Fund as the result of the recent large disasters, federal payments for all Categories of Public Assistance as well as the Hazard Mitigation Grant Program are frozen until further notice. Until the Federal Government increases the amount of Disaster Relief Funds, it is uncertain whether any of the projects that hadn’t been funded under Hurricane Matthew will be funded.

Closeout Requests

Although closeout and final payment requests have been sent in to the State for Streets, Water/Waste Water, Debris Emergency, Debris Alternative measures, Emergency Measures (Cemetery), and Facilities; the State is unable to locate the approval documents for Water/Waste Water, Debris Emergency, and Debris Alternative Measures. The manager located the files missing at the state level and resubmitted them for Debris Alternative Measures. We are still waiting on the State to let us know what is missing from the other projects. Charles Edwards, the Public Assistance Supervisor is checking on our projects in order to provide a more accurate status.

12. Golden Leaf – After speaking with Kasey Ginsberg, LKC Engineering has submitted a request for funds to rebuild the Floyd and Mitchell Street Bridges. An application for replacement of the two bridges was submitted to Golden Leaf on August 31, 2017. We are waiting for a status on our funding request.

Announcements

Tuesday, November 21 - Rotary Club Dinner and Auction, Heritage Center, 5:30 p.m.

Wednesday, November 23- Friday, November 25 – Town offices and schools closed in observance of Thanksgiving.

Saturday, November 25 - Breakfast with Santa, sponsored by the HANDS Junior Civitan Club, 8:00 a.m. to 10:00 a.m., Cukabury Farms. Tickets are \$5.00.

Friday, December 1 - Holiday on Main Twilight Christmas Tree lighting in park at 6:00 p.m., Followed by Twilight Parade at 6:30 p.m., and concluding with entertainment in the Heritage Center at 7:30 p.m.

Saturday, December 2 - Marietta Christmas Parade, 11:00 a.m.

Saturday, December 2 - Lake View Parade, 3:00 p.m.

Tuesday, December 5 - Fairmont High School Varsity Basketball vs. West Columbus, 7:00 p.m.

Tuesday, December 12 - North Carolina DMV Mobile Driver's License Unit, 9:00 a.m. to 4:00 p.m., Town Hall courtroom.

Tuesday, December 12 - Fairmont High School Varsity Basketball vs. Whiteville, 6:00 p.m.

Tuesday, December 19 - Regular Town Board meeting, 6:00 p.m., Town Hall Council Chambers.

Wednesday, December 20, 2017 to January 1, 2018 - Schools closed for Christmas break.

Friday, December 22 - Town offices closed at noon.

Monday, December 25 to Friday, December 29 - Town offices closed in observance of Christmas.

Monday, January 1, 2018 - Town office closed in observance of New Year's Day.

Adjournment

There being no further business, the meeting was adjourned at 7:09 p.m.

Jennifer H. Larson, NCCMC
Town Clerk

Regular Meeting – December 19, 2017

The Fairmont Board of Commissioners held their regular meeting on Tuesday, December 19, 2017 at 6:00 p.m. in the Fairmont-South Robeson Heritage Center with Mayor Charles Townsend presiding. Commissioners present were J.J. McCree, Terry Evans, Charles Kemp, Cassandra Gaddy, Felecia McLean-Kesler and Monte McCallum. Staff present included Town Manager Katrina Tatum, Town Attorney Robert Price, Town Clerk Jenny Larson, Public Works Director Ronnie Seals, and Police Chief Jon Edwards. Others in attendance included District Court Judge Judith Daniels, and around 75 citizens.

Call to Order and Invocation

Mayor Charles Townsend called the meeting to order and gave the invocation.

Approval of Agenda

Commissioner Evans made a motion to approve the agenda. Commissioner McLean-Kesler seconded the motion and it passed unanimously.

Organizational Meeting

Swearing in of Mayor and Commissioners by District Court Judge Judith Daniels

District Court Judge Judith Daniels swore in Mayor Charles Townsend and Commissioners Felecia McLean-Kesler, Terry Evans and Monte McCollum. A copy of their sworn oaths is hereby incorporated by reference and attached to these minutes.

Set Meeting Schedule.

Commissioner Kemp made a motion to keep the current meeting schedule of the third Tuesday at 6:00 p.m. in the Council Chambers of Town Hall. Commissioner Evans seconded the motion and it passed unanimously.

Select Mayor Pro Tempore.

Commissioner Evans nominated Commissioner Monte McCallum as Mayor Pro-Tempore. Commissioner Gaddy seconded the nomination and it passed unanimously. District Court Judge Judith Daniels swore in Mayor Pro Tempore Monte McCollum. A copy of his sworn oath is hereby incorporated by reference and attached to these minutes.

Comments by newly elected officials Mayor Charles Townsend and Commissioners Felecia McLean-Kesler, Terry Evans, and Monte McCallum.

Mayor Townsend thanked the citizens who voted for him. He stated that he is the Mayor for everyone and wants the town to be unified going forward. He encouraged the citizens to come to meetings and stay involved.

Commissioner Evans thanked the citizens for supporting him. He stated that we can fight together to make this a better community.

Commissioner McLean-Kesler thanked the citizens for the opportunity to serve. She believes the community can grow stronger together if they stand united. She thanked Judge Daniels for swearing them in.

Commissioner McCallum thanked the citizens for their vote and support. He encouraged the citizens to contact him if they have any issues or problems. He wants to get Fairmont moving again.

Public Comment Period/Citizens Appearance

There was no public comment this month.

Consent Agenda

Upon motion by Commissioner Evans and seconded by Commissioner McLean-Kesler it was unanimously voted to adopt the following consent agenda item:

- a. Approval of Minutes – Regular Meeting, November 21, 2017.

Unfinished Business

Youth Center

Mr. Don A. Ray, the owner of the property located at 105 S. Main Street, would like to donate the building known as the “Old Youth Opportunity Building/Post Office” for use by the town as a Youth Center without benefit of compensation. Two conditions have been placed on this donation:

1. The building must be used in perpetuity as a “Youth Center.”
2. The owner has stipulated that Commissioner Charles Kemp be the Director of the Youth Center.

Commissioner Kemp realizes that being named director of the youth center would cause opposition as well as ethical and legal conflicts. He believes that having a youth center is extremely important to the town and withdrew his name as potential youth center director. He believes Mr. Ray would still be willing to donate the building under the condition that it only be used as a youth center. If the board agrees to accept the building, he would like a youth center advisory committee to be appointed at the January board meeting. Commissioner Evans made a motion to accept the donation of 105 South Main Street with the condition that it be used in perpetuity as a youth center. Commissioner McCallum seconded the motion and it passed unanimously. Town Manager Katrina Tatum will get a contractor to look at the building to get an estimate on any needed repairs.

New Business

There was no new business this month.

Commissioners Input

Commissioner Kemp said voting for the youth center was the most important action in his 38 years as an elected official.

The rest of the board thanked the citizens for their support, encouraged them to keep coming and wished everyone a Merry Christmas.

Mayor Input

Mayor Townsend introduced Denise Cozart, who will be attending a future board meeting to give a presentation on STEM and helping our low performing schools.

Manager Input

Town Manager Katrina Tatum presented the following monthly report to the board:

Operation Turkey – The United Way informed the town that 200-250 plates were served on November 23, 2017, Thanksgiving Day. The Mayor, Mayor Pro Tem McCallum, Commissioner McLean-Kesler, Howard Lennon (and friend), the Manager (and daughter) and several citizens assisted in this effort to make it a success.

Project Cloth – Project Cloth is still in need of seamstresses. However, they have now hired in excess of 40 seamstresses.

Asset Inventory Grant Application (AIA)-NCDEQ – As you recall, the Lumber River Council of Governments, in partnership with LKC Engineering, prepared and submitted a grant application on behalf of the town to update our Asset Management Plan for Waste Water to NCDEQ. We are still waiting on the status of the application.

Sewer System Rehab Project – Phase II– CDBG No. 14-I-2657. Frank Horne Construction is approximately 50% complete with the point repairs. We are awaiting NCDOT approval for modification to the encroachment agreement to complete the line replacement on West Thompson Street. Insituform has tentatively scheduled to be on site in early January to complete the CIPP installation. CIPP is one of several trenchless rehabilitation methods used to repair existing pipe and as one of the most widely used rehabilitation methods CIPP has application in water, sewer, gas, and chemical pipelines.

CDBG Disaster Recovery Grant – Robeson County – The single family rehabilitation application process began on November 30, 2017. Applications from interested property owners will be accepted at the Robeson County DSS Building at 120 Glenn Cowan Rd., Lumberton, NC 28358, Monday through Friday between 8:15am and 5:15pm. They will be closed on Dec. 22nd – Jan 2nd.

New Building (Previously slated for Family Dollar) –As previously mentioned, the building is now listed with Century 21 Real Estate. No change since the last report

Golden Leaf Foundation Grant Request – to Rebuild Floyd and Mitchell Street Bridges. A Letter of Interest and Application was submitted to the Golden Leaf Foundation on October 30, 2017. Bill Lester met with Kasey Ginsberg and Ted Lord (representatives of the Golden Leaf Foundation) at Town Hall on November 29, 2017. The project was discussed in general with Linda Vause and then a site visit was completed to describe the need and proposed work in more detail. Golden Leaf Foundations staff followed up with Katrina Tatum to gather additional information to assist in their presentation to their Board. Action on this request is pending.

FEMA Update –Only one project is open right now; the cemetery project. Design for the proposed drainage improvements is complete, and the project is currently being reviewed by NCDOT for approval. NCDOT has completed the initial review and asked for some design changes. LKC Engineering has resubmitted new design changes requested by NCDOT. The project will be advertised for bids as soon as the final approvals are received from NCDOT.

Bridge Project. Engineer Ed Wetherill submitted the research work and justification for bridge replacement at Floyd and Mitchell Streets on September 14th basing the appeal on the 50/50 rule. They demonstrated that the damage to the bridges caused by Hurricane Matthew would cost the town more than 50% of what it would cost to replace the bridges. Now we wait because due to low funding in the Disaster Relief Fund as the result of the recent large disasters, federal payments for all Categories of Public Assistance as well as the Hazard Mitigation Grant Program are frozen until further notice. Until the Federal Government increases the amount of Disaster Relief Funds, it is uncertain whether any of the projects that hadn't been funded under Hurricane Matthew will be funded. Although our appeal is pending with FEMA, we are seeking other funding to rebuild the bridges.

Closeout Requests. Although closeout and final payment requests have been sent in to the State for Streets, Water/Waste Water, Debris Emergency, Debris Alternative Measures, Emergency Measures (Cemetery), and Facilities; the State is unable to locate the approval documents for Water/Waste Water, Debris Emergency, and Debris Alternative Measures. Staff is now working with Brian Snell again to bring close-outs to an end. Debris Alternative Measures is complete and we have begun to regenerate support documents for Water/Wastewater and Debris Emergency Measures.

Audit Report 2016-2017 – The audit was reviewed during the last board meeting. We must now turn our attention to the next budget and audit.

Announcements

Wednesday, December 20, 2017 to January 1, 2018 - Schools closed for Christmas break.

Monday, December 25 to Friday, December 29 - Town offices closed in observance of Christmas.

Monday, January 1, 2018 - Town office closed in observance of New Year's Day.

Tuesday, January 2 - Fairmont High School Basketball vs. Red Springs, 4:00 p.m.

Friday, January 5 - Fairmont High School Basketball vs. South Robeson, 4:00 p.m.

Tuesday, January 9 - NC DMV Driver's License Unit, 9:00 a.m. to 4:00 p.m. Town Hall Courtroom.

Monday, January 15 - Town offices and schools closed in observance of Dr. Martin Luther King, Jr. Day.

Tuesday, January 16 - Schools closed, teacher workday.

Tuesday, January 16 - Regular Town Board meeting, 6:00 p.m., Town Hall Council Chambers.

Friday, January 19 - Fairmont High School Basketball vs. St. Pauls, 4:00 p.m.

Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 6:33 p.m. A social with refreshments was provided following the meeting in honor of the swearing in of the mayor and commissioners.

Jennifer H. Larson, NCCMC
Town Clerk

Regular Meeting – January 16, 2018

The Fairmont Board of Commissioners held their regular meeting on Tuesday, January 16, 2018 at 6:00 p.m. in the Town Hall Council Chambers with Mayor Charles Townsend presiding. Commissioners present were J.J. McCree, Terry Evans, Charles Kemp, Felecia McLean-Kesler and Monte McCallum. Commissioner Cassandra Gaddy attended by telephone. Staff present included Town Manager Katrina Tatum, Town Clerk Jenny Larson, Finance Director Linda Vause, Public Works Director Ronnie Seals, and Sergeant Lisa Freeman. Town Attorney Robert Price was absent. Others in attendance included Sam McIntyre, Scott Bigelow and several citizens.

Call to Order and Invocation

Mayor Charles Townsend called the meeting to order and gave the invocation.

Approval of Agenda

Town Manager Katrina Tatum asked the board to add “CDBG Self-Evaluation and Transition Plans and Compliance Update” as Item D under new business. Commissioner McLean-Kesler made a motion to approve the amended agenda. Commissioner Evans seconded the motion and it passed unanimously.

Public Comment Period/Citizens Appearance

There was no public comment this month.

Consent Agenda

Upon motion by Commissioner Evans and seconded by Commissioner McLean-Kesler it was unanimously voted to adopt the following consent agenda item:

- a. Approval of Minutes – Regular Meeting, December 19, 2017.

Unfinished Business

There was no old business this month.

New Business

DEC 9 Career Management Service

Mr. Sam McIntyre, CEO of DEC 9 Career Management Service has agreed to help the citizens of Fairmont by offering to conduct two mini clinics targeted at helping individuals with job readiness and resume writing. Mr. McIntyre’s offer is at no cost to the town. He will be conducting these clinics at the Fairmont Heritage Center to make it convenient for our citizens. DEC 9 Career Management Service is a Veteran Owned Business, servicing career management needs in Robeson County. This staffing agency is located in Lumberton, NC on Capuano Road.

Resolution 18-01 – Authorizing the Advertisement of an offer to purchase 603 South Main Street.

The town has received an offer of \$6,000, with a certified check in the amount of \$1,500 refundable earnest money, from Mr. Stanley Stephens to purchase 603 South Main Street. Mr. Stephens will be attempting to finance the purchase and the renovation of the building through the Carolina Small Business Development Fund. Mr. Stephens estimates it will cost \$38,110 to repair the building.

Mr. Stephens would like to renovate the building and operate a replacement window business here in Fairmont. Mr. Stephens is certified through the American Architectural Manufacturers Association (AAMA) which sets standards for all of the window installation industry to follow. The building is in fair condition having been vandalized and left unoccupied for quite some time. The town has been working with Mr. Stephens to get his business off the ground with a solid foundation. To this end, he is working closely with Greg Taylor, Business Development Officer, Southeast Region, Carolina Small Business Development Fund (CSBDF). He is requesting to close within 120 days to allow the CSBDF to review and render a final disposition on his loan request. If denied by the CSBDF, Mr. Stephens would like to request an Economic Development loan from the town in whatever amount the town wishes to set as the sale price to allow him to start his business and begin renovations. Commissioner Evans made a motion to adopt Resolution 18-01, Authorizing the Advertisement of an Offer to Purchase Certain Property. Commissioner Kemp seconded the motion and it passed unanimously. A signed copy of the resolution is hereby incorporated by reference and made a part of these minutes.

Youth Center Development and Advisory Council.

During the last board meeting, appointing an advisory council for the development of the Fairmont Youth Center was mentioned. Mayor Townsend suggested setting parameters and guidelines for appointing a youth center advisory council including terms of office, and appointment qualifications such as being an educator, businessperson, etc. The board also needs to decide what the main focus of the youth center will be: education, recreation or a combination of both. Renovations are needed on the building before it can open as a youth center. Ms. Tatum will look into grants for the renovation costs since the town does not currently have any funds available in the budget. Commissioner Kemp recommended the board develop advisory council guideline to discuss at the February board meeting.

CDBG Self-evaluation and Transition Plans and Compliance Update

Ms. Tatum explained to the board that Self-evaluation and Transition Plans are a requirement for any recipient of federal CDBG funds. The town's buildings and policies had already been modified for compliance with Section 504 requirements some time ago and therefore no transition plan to bring them under compliance was necessary. Ms. Tatum read the town's non-discrimination statement and gave a compliance update on the

status for any issues involving Equal Opportunity, Language Access Plan, Section 3, Section 504, and Fair Housing. The most recent Fair Housing compliance item was the creation of Fair Housing Brochures, completed during the last quarter of 2017. Commissioner Evans made a motion to approve the CDBG compliance update and self-evaluation questionnaire. Commissioner McLean-Kesler seconded the motion and it passed unanimously.

Commissioners Input

The board thanked the citizens for coming, thanked Mayor Townsend for the beautiful Dr. Martin Luther King, Jr. Day program and thanked Public Works for doing a great job repairing broken water lines during the recent frigid cold temperatures.

Manager Input

Town Manager Katrina Tatum presented the following monthly report to the board:

Asset Inventory Grant Application (AIA)-NCDEQ – No change since previous report. We are still waiting on the status of the application.

Sewer System Rehab Project – Phase II– CDBG No. 14-I-2657 - Frank Horne Construction completed the point repairs and is scheduled to complete the West Thompson line replacement later this month. Insituform is also scheduled to return within the next 2 to 3 weeks to finish the CCTV inspections and begin the CIPP installation.

Expenditures to Date

Sewer – Engineering/Design	\$106,000.00
Sewer – Bid/Award	\$8,000.00
Sewer – Construction Mgmt/Inspection	\$32,000.00
Sewer – Survey	\$23,400.00
Sewer – Construction	\$351,462.17
Sewer – Sales Tax (paid by Town)	\$4,723.47
Sewer – Permits	\$675.00
Admin – Grant Administration	\$45,000.00
Admin – Preliminary Engineering Report	<u>\$20,000.00</u>

Total Expenditures to Date: \$586,537.17

CDBG Disaster Recovery Grant – Robeson County – The single family rehabilitation application process began on November 30, 2017. Applications from interested property owners will be accepted at the Robeson County DSS Building at 120 Glenn Cowan Rd., Lumberton, NC 28358, Monday through Friday between 8:15am and 5:15pm.

New Building (Previously slated for Family Dollar) – No change since the last report.

Golden Leaf Foundation Grant Request – To Rebuild Floyd and Mitchell Street Bridges – The application to secure funds to rebuild the Floyd and Mitchell Street bridges was denied.

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FEMA Update – Only one project is open right now; the cemetery project.

Cemetery Drainage Improvements - NCDOT has approved the design for the project. We will be ready to advertise next week to receive bids.

Bridge Project - FEMA has denied our request for funds to rebuild the bridges. They are indicating that the Town can appeal the decision if we have new evidence or support documents; we have none. Therefore, it is doubtful that I will be appealing their decision.

Closeout Requests - Category B, Emergency Protective Measures is complete; the summary document was signed and returned to Brian Snell at the state level on 1/3/2018.

Carvelli Textiles - Lipi Majumda, owner of Carvelli Textiles is in the process of purchasing 805 South Main Street. Hopefully, she will be able to start her pillow manufacturing business soon.

Announcements

Friday, January 19 - Fairmont High School Basketball vs. St. Pauls, 4:00 p.m.

Friday, January 26 - Fairmont High School Basketball vs. East Bladen, 4:00 p.m.

Tuesday, January 30 - Fairmont High School Basketball vs. South Columbus, 4:00 p.m.

Sunday, February 4 - River Voices - Sacred Voices featuring Lakota John Locklear & Kin, 3:00 p.m., Fairmont First Baptist Church, South Main Street.

Tuesday, February 13 - NC DMV Driver's License Unit, 9:00 a.m. to 4:00 p.m. Town Hall Courtroom.

Tuesday, February 20 - Regular Town Board meeting, 6:00 p.m., Town Hall Council Chambers.

Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 7:02 p.m.

Jennifer H. Larson, NCCMC
Town Clerk

Regular Meeting – February 20, 2018

The Fairmont Board of Commissioners held their regular meeting on Tuesday, February 20, 2018 at 6:00 p.m. in the Fairmont-South Robeson Heritage Center with Mayor Charles Townsend presiding. Commissioners present were J.J. McCree, Terry Evans, Charles Kemp, Cassandra Gaddy, Felecia McLean-Kesler and Monte McCallum. Staff present included Town Manager Katrina Tatum, Town Attorney Robert Price, Town Clerk Jenny Larson, Finance Director Linda Vause, Public Works Director Ronnie Seals, and Police Chief Jon Edwards. Others in attendance included Elaine Brown, Mark Madden, Winona Gause, Jeffries Epps, James Hamilton, Denise Cozart, Scott Bigelow and several citizens.

Call to Order and Invocation

Mayor Charles Townsend called the meeting to order and gave the invocation.

Approval of Agenda

Commissioner McLean-Kesler made a motion to approve the agenda. Commissioner Evans seconded the motion and it passed unanimously.

Public Comment Period/Citizens Appearance

Elaine Brown, LRCOG Regional Long-Term Care Ombudsman

Ms. Elaine Brown, LRCOG Regional Long-Term Care Ombudsman, introduced herself to the board and gave a brief overview of the LRCOG Area Agency on Aging. She stated Fairmont's nutrition site has 55 active participants and 6 who receive hot delivery meals. She encouraged citizens to participate in the Senior Games which start in April.

Consent Agenda

Commissioner Kemp requested that the January minutes be amended to reflect the board was to prepare guidelines for the Youth Advisory Board for the February meeting. Upon motion by Commissioner Evans and seconded by Commissioner McLean-Kesler it was unanimously voted to adopt the following consent agenda item as amended:

- a. Approval of Minutes – Regular Meeting, January 16, 2018.

Committee Reports

Fairmont Economic Development Committee

Ms. Winona Gause reported that the FEDC is working with the NC Department of Commerce on a 5-year strategic plan. She encouraged everyone who has not taken the online survey to do so and stated they now have hard copies of the survey for those without internet access. The FEDC will meet again on Wednesday, February 28 at 6:00 p.m. followed by a joint meeting with the Department of Commerce at 6:30 p.m., both at Town Hall.

Unfinished Business

Youth Center Advisory Board Discussion

Town Manager Katrina Tatum informed the board that staff is still assessing the condition of the youth center building to determine rehabilitation requirements. The electricity has already been put in the town's name. Commissioner Kemp suggested establishing a youth center advisory board with seven members chosen by the mayor and commissioners with backgrounds or interest in working with youth. He would like the board to be involved with the hiring of a youth center director and work with that person on the operation, programs and activities of the center. Commissioners McCallum and McLean-Kesler want to wait on appointing an advisory board. Ms. Tatum stated that three groups have shown interest in operating the youth center so far. Town Attorney Rob Price believes there is no harm in having an advisory board but that it may be duplication if the organization chosen to run the youth center has their own. Commissioner McCree feels the advisory board could be the liaison between the board and the lessee of the youth center. Commissioner McCallum suggested waiting to see who is going to run the youth center before deciding whether to have an advisory board or not. Commissioner Kemp said when an organization to operate the youth center is chosen then make a decision on whether to have an advisory board or not. Commissioner McCallum made a motion to table appointment of a Youth Center Advisory Board until an organization is chosen to run the Youth Center. Commissioner Evans seconded the motion and it passed unanimously.

FEDC appointments

Town Manager Katrina Tatum announced that Mr. Mark Madden of Lumbee Guaranty Bank, Dr. Sam Johnson of Fairmont Optometric Clinic, and retired Police Chief Mr. Terry Hunt have agreed to serve on the Fairmont Economic Development Committee. The board instructed Ms. Tatum to find one more person to serve on the committee. Commissioner Evans made a motion to appoint Mark Madden, Terry Hunt, and Sam Johnson to the Fairmont Economic Development Committee. Commissioner McCallum seconded the motion and it passed unanimously.

Resolution 18-02 – Authorizing the sale of 603 South Main Street

The town has received an offer of \$6,000, with a certified check in the amount of \$1,500 refundable earnest money, from Mr. Stanley Stephens to purchase 603 South Main Street. Mr. Stephens will be attempting to finance the purchase and the renovation of the building through the Carolina Small Business Development Fund. Mr. Stephens estimates it will cost \$38,110 to repair the building. Mr. Stephens would like to renovate the building and operate a replacement window business here in Fairmont. He is requesting to close within 120 days to allow the CSBDF to review and render a final disposition on his loan request. Mr. Stephens' bid was properly advertised in the Robeson Journal and

no one submitted an upset bid. Town Attorney Rob Price advised the board to add the stipulation that Mr. Stephens has 120 days to close on the property to the resolution. Commissioner Evans made a motion to adopt Resolution 18-02 – Authorizing the sale of 603 South Main Street with the amendment of giving Mr. Stanley Stephens 120 days to close on the property. Commissioner McLean-Kesler seconded the motion and it passed unanimously. A signed copy of the resolution is hereby incorporated by reference and made a part of these minutes.

New Business

Resolution 18-03 – Declare 1990 Volvo fire truck as surplus and use the online auction method for disposition.

Fire Chief Vernell Freeman would like the board to declare the 1990 Volvo fire truck as surplus. The truck has an eight-speed transmission that is difficult to drive and has faulty brakes. The truck is valued at \$40,000. Ms. Tatum recommended selling the vehicle by using the online auction method. The town plans to use GovDeals.com. Commissioner Evans made a motion to adopt Resolution 18-03 – Declare 1990 Volvo fire truck as surplus and use the online auction method for disposition. Commissioner McLean-Kesler seconded the motion and it passed unanimously. A signed copy of the resolution is hereby incorporated by reference and made a part of these minutes.

Resolution 18-04 - Selection of financial institution for Public Works equipment financing.

Ms. Tatum reminded the board that back in November, two companies were selected to purchase a tractor and backhoe for the Public Works Department; Gregory Poole – Backhoe for \$112,358 and Clinton Truck and Tractor – Tractor for \$45,750. Since a grant was not available to defray the cost of this equipment, the town must now obtain tradition financing for the entire cost of \$158,108. Ms. Tatum asked the board to allow her to select a bank based on the lowest interest rate. She stated BB&T needed more time to submit their rates but that First Bank would likely have the lowest interest rates. Commissioner McLean-Kesler made a motion to allow the Town Manager to select the financial institution with the lowest interest rate and adopt Resolution 18-04 - Selection of financial institution for Public Works equipment financing. Commissioner Evans seconded the motion and it passed unanimously. A signed copy of the resolution is hereby incorporated by reference and made a part of these minutes.

Ordinance 18-178 – Sewer liens on taxes

Ms. Tatum asked the board to consider adopting Ordinance 18-178, which would amend Chapter 50, Water and Sewers, by adding Section 50.24, Liens for Sewer Service Fees. The North Carolina General Assembly ratified House Bill 184/Session Law 2017-44, entitled *Certain Towns/Sewer Fee Collections*, during the 2017-2018 Session. This Session Law amends certain sections of G.S. 160A-314 regarding the authority of Cities and Towns to fix and enforce rates, thereby allowing the Towns of Bolton, Fairmont, La Grange, Pembroke, Proctorville, Rowland and St. Pauls to bill and collect sewer service fees and storm water utility fees as property taxes. The ordinance details the liens and the appeals process. Town Attorney Rob Price was concerned that the ordinance does not define the utility appeal board and stated more language needs to be added. He advised the board they could adopt the ordinance with language to be inserted as appropriate. Commissioner Gaddy made a motion to adopt Ordinance 18-178 – Sewer liens on taxes as amended with proper language by the town attorney. Commissioner McLean-Kesler seconded the motion and it passed unanimously. A signed copy of the ordinance is hereby incorporated by reference and made a part of these minutes.

Ordinance 18-179 – Utility Services

Ms. Tatum asked the board to consider adopting the following ordinance:

ORDINANCE 18-179

AN ORDINANCE OF THE TOWN OF FAIRMONT, NORTH CAROLINA, AMENDING THE FAIRMONT CODE OF ORDINANCES BY AMENDING CHAPTER 50, WATER AND SEWERS, BY AMENDING SECTIONS 50.20, UTILITY RATES AND 50.22, COLLECTION AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, for the purposes of this ordinance, “Utility Services” shall mean water, sewer and sanitation services, and

WHEREAS, the Town of Fairmont, recognizing that revenue received from the payment of Utility Services pays directly for the operations and maintenance expenses, equipment, construction of improvements, and upgrades to the water, sewer and sanitation systems; and

WHEREAS, no profit is derived from the revenues received in payment for Utility Services which make efficient collection essential to operations; and

WHEREAS, the town government wishes to establish and maintain fair, consistent, and effective billing procedures that will ensure the efficient operation of Utility Systems; and

WHEREAS, it is important to periodically update and customize collection procedures to incorporate new laws and maximize collections,

NOW THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Town of Fairmont, North Carolina, as follows:

Section 1. That Section 50.20, Utility Rates, of the Fairmont Code of Ordinances, is amended by adding the following:

“§50.20 UTILITY RATES

(D) As to those applicants for utility services who have had delinquent accounts in the past, the deposit amount shall be twice the amount that would otherwise be required.”

Section 2. That Section 50.22, Collection, of the Fairmont Code of Ordinances, is amended by adding the following:

“§50.22 COLLECTION

(C) Application of Partial Payments. Partial payments shall be applied to the oldest debt first and thereafter, shall be applied in the order that the debt was incurred. Partial payment for a consolidated billing account will be applied in the following order as applicable: wastewater usage not associated with water usage, wastewater associated with water meter, water usage as metered.

(D) Metering and billing practices for multiple structures on property

A property owner may request service to multiple structures on a single property. The property owner may request separate billing statements for each structure for record keeping purposes, however the sum of these individual statements will be considered as a single consolidated account for payment purposes. A payment made against any charges of the consolidated account will follow the City’s partial payment order.”

Section 3. This ordinance shall become effective immediately upon its adoption.

Town Attorney Rob Price stated the board should remove Section 50.22(E) since it was redundant and addressed in previously adopted Ordinance 18-178. Commissioner McLean-Kesler made a motion to adopt Ordinance 18-179 – Utility Services, amended to remove Section 50.22(E). Commissioner Gaddy seconded the motion and it passed unanimously. A signed copy of the ordinance is hereby incorporated by reference and made a part of these minutes.

Recess

Mayor Townsend called for a short recess at 6:54 p.m. to give Ms. Denise Cozart and her team time to set up for their presentation. The meeting resumed at 7:02 p.m.

S.W.E.L.L., Inc., LLC – Youth Center proposal by Denise Cozart

The S.W.E.L.L. INC, LLC has approached the town to present a proposal to run the Youth Center once it is in operational condition. Ms. Denise Cozart and Mr. Jeffries Epps gave a PowerPoint presentation on S.W.E.L.L., which stands for STEM Wellness Empowering Lifelong Learners. The company is proficient in the following areas:

Preventive Care, Mental Health; Substance Abuse Treatment/With Specifics on Opioid Crisis; Addressing and Making an Impact on Education; Workforce Development; Legal issues; Government Involvement; and Community Involvement.

Ms. Cozart indicated that their company takes a holistic approach to child development and intervention which involves every aspect of the child’s life; school, family and the community.

Mayor/Commissioners Input

Mayor Townsend and the Commissioners thanked Ms. Cozart and her partners for the wonderful presentation.

Manager Input

Town Manager Katrina Tatum presented the following monthly report to the board:

LGFCU 2018 Tax Services – The Local Government Federal Credit Union (LGFCU) offers low-cost tax preparation services to eligible members for \$75.00. Electronic filers may receive their refund as quickly as 8-15 days. The LGFCU program has changed slightly this year in that you may have your taxes prepared at any local branch at any time year-round; no appointment is necessary. Visit lgfcu.org/taxprep for more information and a list of what you need to bring in with you to get your taxes prepared. If you use TurboTax LGFCU members get special discounts on TurboTax online; \$10 off Deluxe Federal, \$15 off Premier Federal and \$20 off Home & Business Federal. Remember that if you are a volunteer on any of the town’s boards or committees or any other governmental board all you need is a confirmation letter from the Town of Fairmont or the Government Agency for which you volunteer to become a member of the LGFCU.

Asset Inventory Grant Application (AIA)-NCDEQ –All approved grantees should be notified sometime prior to end of February.

Sewer System Rehab Project– Phase II– CDBG No. 14-I-2657. Frank Horne Construction began the sewer replacement along W. Thompson Street on February 13. The work on W. Thompson is expected to take about two weeks to complete. Insituform is scheduled to begin lining the sewer mains next week or the week after, and the manhole rehabilitation work will begin after the lining is completed. We expect the project to be substantially complete by the end of March.

The Annual Performance Report has been completed and was submitted as required with NCDEQ by January 31, 2018. Also, on January 31, 2018, Stephanie Morris of the NC Division of Environmental Quality, came to Town Hall and completed a monitoring visit on the CDBG project. During this visit the CDBG files were reviewed for compliance and a site visit was made to review Davis Bacon regulations and construction. No concerns or findings were noted.

Expenditures to Date

Sewer – Engineering/Design	\$106,000.00
Sewer – Bid/Award	\$8,000.00
Sewer – Construction Mgmt/Inspection	\$51,000.00
Sewer – Survey	\$23,400.00
Sewer – Construction	\$488,310.18

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Sewer – Sales Tax (paid by Town)	\$5,268.11
Sewer – Permits	\$675.00
Admin – Grant Administration	\$45,000.00
Admin – Preliminary Engineering Report	<u>\$20,000.00</u>
Total Expenditures to Date:	\$742,929.82

CDBG Disaster Recovery Grant – Robeson County – CDBG DR - Single Family and Rental Rehabilitation Grants - The single-family rehabilitation application process for home owners and rentals began on November 30, 2017. Applications from interested property owners will be accepted at the Robeson County DSS Building at 120 Glenn Cowan Rd., Lumberton, NC 28358, Monday through Friday between 8:15am and 5:15pm. They will be closed on Dec. 22nd – Jan 2nd. At the recent RCMA meeting Jan Maynor informed us that they are considering bringing the application process to each town. We suggested that our people be allowed to apply at the Heritage Center.

Robeson County CDBG DR – Infrastructure Grants – The Town was just notified by County Manager Ricky Harris that the Town of Fairmont Infrastructure award was approved at \$500,000. The following improvements were listed in the grant application:

- Canal Clean Up/Clean Out - \$60,000
- Raise the Primary Effluent Lift Station at the Regional Sewer Plant - \$80,000
- Remove Excessive Sludge Buildup from the Storm - \$100,000
- WWTP - Replace Smart Meters, Flow Meters, and Blowers - \$60,000
- WWTP – Replace Stripped Bar Screen – Teeth Stripped During Storm - \$200,000

FEMA Update –Only one project is open right now; the cemetery project.

Cemetery Drainage Improvements - NCDOT has approved the design for the project. The project is scheduled to bid on February 20th at 2:00 pm at Town Hall. Currently, we expect to have at least three bidders.

Bridge Project - FEMA has asked for additional data under the Preliminary Review that had to be submitted by January 18, 2018. They have 90 days that date to respond or take the appeal to the next phase.

Closeout Requests - PW – 00260 – Water Wastewater is complete and final closeout is in progress. The final amount of \$65,881.16 is forthcoming. PW – 000563(317) Debris/Alternative measures is under review for closeout. Once Brian Snell completes the review, the town will sign off on the Summary of Documentation sheet, hopefully in the amount of \$76,701.06.

Carvelli Textiles - Lipi Majumda, owner of Carvelli Textiles is in the process of purchasing 805 South Main Street. If all goes well she will be able to start her pillow manufacturing business by the end of March 2018.

Youth Center – 105 South Main Street - Our primary goal while looking for funds for a complete overhaul of this building is to safeguard it by making repairs that will prevent any further deterioration. The Public Works Staff has assessed the building and gotten estimates for repairs that are needed to safeguard the building. The exterior wood trim and the roof estimates are in at a total cost of \$7,288.76.

Heritage Building – Painting - \$1,875.00 has been approved to paint the Heritage Center. The RCC classrooms will not be painted because items need to remain on the walls for training. It is important that we continuously upgrade and care for our property to maintain and continue services.

Fairmont Fire Budget and Needs – The Fire Department budget is grossly overspent at this point; 38% over where they should be at this point in the fiscal year. A state inspection will take place at the end of this month for which additional funds will be needed. It is important that we keep our eye on this budget moving forward. We may very well have to do budget amendments for this Department as one of the budget exercises. The following represents a partial cost of what it will take for the equipment to be compliant:

Lowest Bid for Pump Testing on the Trucks - Atlantic Solutions - Two Trucks –\$200.00 Pump Test on Two Trucks – Two trucks tested will cost \$400.00.

ALL HOSES - \$2,424

1.5” – 2000 feet – 2000 feet X .33 = \$660

5” – 1500 feet - 1500 feet X .45 = \$675

2.5” – 3,000 feet – 3,000 feet X .33 = \$990

3” – 300 feet – 300 feet X .33 = \$99

LADDERS - \$546

Four - 14 Foot ladders – 14 Feet X \$2 X 4 = \$112 + 10 X 4 = \$152

Four - 24 Foot Ladders - \$192 + \$40 = \$232

One - 36 Foot Ladder - \$72 + 10 + = \$82

Four - 10 Foot Attic Ladders = \$80

Fire Hydrants – 211 x \$14 each - \$2,954 – The Fire Department is proposing that they do the test with 8 men at \$10 per hour, 8 hours per day for five days for a total of \$1,600. According to Ronnie Seals the test can be accomplished by the Public Works Department – two staff members and one Fire Fighter – preferably Assistant Chief Thompson. Assistant Chief Thompson has confirmed that he can make himself available to work with Public Works Staff and that the Testing Equipment that is needed is still at the Fire Department.

Public Works Equipment – The application for a grant through USDA was denied because our fund balance is such that they believe we have the ability to finance the purchase without a grant. As a result, we will need to approve a financial institution to finance the entire project.

Announcements

Friday, March 2 - Fairmont High School Baseball and Softball vs. West Columbus, 7:00 p.m.

Saturday, March 3 - Last day for baseball signups, 10 a.m. to 12:00 noon, Town Hall courtroom.

Wednesday, March 7 - Half day of school for students.

Friday, March 9 - Fairmont High School Baseball and Softball vs. Whiteville, 7:00 p.m.

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Sunday, March 11 - Daylight Savings Time, Move clocks forward one hour.

Tuesday, March 13 - NCDMV Drivers License office, 9:00 a.m. to 4:00 p.m., Town Hall Courtroom.

Tuesday, March 20 - Regular Town Board meeting, 6:00 p.m., Town Hall Council Chambers.

Thursday, March 22 – Fairmont High School Baseball vs. Dillon Christian, 5:00 p.m.

Saturday, March 24 - Easter Egg Hunt, Ages 0-12, Fairmont Community Park, 11:00 a.m.

Monday, March 26 – Fairmont High School Baseball and Softball vs. South Robeson, 7:00 p.m.

Wednesday, March 28 – Fairmont High School Baseball and Softball vs. West Bladen, 7:00 p.m.

Friday, March 30 - Good Friday, Town offices and Schools closed.

Monday, April 2 - Easter Monday, Town offices closed.

Monday, April 2 to Friday, April 6 – Schools closed for Spring Break.

Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 7:57 p.m.

Jennifer H. Larson, NCCMC
Town Clerk

Board Advance – March 6, 2018

The Fairmont Board of Commissioners held a board advance meeting on Tuesday, March 6, 2018 at 6:00 p.m. at the Camp 4 Heroes lodge with Mayor Charles Townsend presiding. Commissioners present were Felecia McLean-Kesler, Terry Evans, Monte McCallum, and Charles Kemp. Commissioners J.J. McCree and Cassandra Gaddy were absent. Staff present included Town Manager Katrina Tatum, Town Clerk Jenny Larson, Finance Director Linda Vause, Police Chief Jon Edwards and Public Works Director Ronnie Seals.

Call to Order, Invocation and Dinner

Mayor Townsend called the meeting to order. The board then ate a dinner of sub sandwiches and chicken wings before beginning the advance.

Advance Topics of Discussion

Icebreaker

Commissioner McLean-Kesler opened with a riddle, then everyone drew pictures depicting well known proverbs and folded paper with their eyes closed as icebreakers.

Town Departmental reports

Finance

An overview was given of the Finance Department with emphasis on being careful when giving donations and not overspending.

Public Works

The Public Works Department is currently working on the Phase II sewer rehab project with repairs to the sewer plant pending. A new back hoe and tractor have been ordered and work is being done to repair the youth center building. Long range plans for the department include work on aging water lines, fire hydrant replacement and street paving.

Police Department

The Police Department has recently purchased a new Viper radio system, installed a box for Operation Pill Drop and replaced several Dodge Chargers with Ford Explorers. Chief Jon Edwards would like to install Police Observation Cameras in high-risk areas to help fight crime.

Fire Department

The Fire Department recently failed an OSFM inspection because we are low on personnel and had no training records for 2017. The department is working on a plan of action that includes recruitment of new fire fighters.

Adjournment

There being no further business, the meeting was adjourned at 8:30 p.m.

Regular Meeting – March 20, 2018

The Fairmont Board of Commissioners held their regular meeting on Tuesday, March 20, 2018 at 6:00 p.m. in the Town Hall Council Chambers with Mayor Charles Townsend presiding. Commissioners present were J.J. McCree, Terry Evans, Charles Kemp, Cassandra Gaddy, Felecia McLean-Kesler and Monte McCallum. Staff present included Town Manager Katrina Tatum, Town Attorney Robert Price, Town Clerk Jenny Larson, Finance Director Linda Vause, Public Works Director Ronnie Seals, and Police Chief Jon Edwards. Others in attendance included Representative Charles Graham, Tyler Lennon, Wayland Lennon, Winona Gause, Peggy Davis, Cheri Smith, Denise Cozart, Scott Bigelow and several citizens.

Call to Order and Invocation

Mayor Charles Townsend called the meeting to order and gave the invocation.

Mayor Presentation – Tyler Lennon, Eagle Scout Project – Flag Box

Mr. Tyler Lennon, candidate for Eagle Scout, presented his project to the board. He plans to install 3 U.S. Flag retirement boxes in the Water Department, Lewis and Brady Builders Supply and the Border Belt Museum for citizens to drop off worn, torn and tattered flags so the Boy Scouts can retire them with dignity and respect.

Approval of Agenda

Commissioner Evans made a motion to approve the agenda. Commissioner Gaddy seconded the motion and it passed unanimously.

Public Comment Period/Citizens Appearance

There was no public comment this month.

Consent Agenda

Upon motion by Commissioner Evans and seconded by Commissioner McCallum it was unanimously voted to adopt the following consent agenda item:

- a. Approval of Minutes – Regular Meeting, February 20, 2018 and Board Advance, March 6, 2018.

Committee Reports

Fairmont Economic Development Committee

Ms. Winona Gause reported that the FEDC is hosting a Community Economic Development Forum on Tuesday, March 27 at 6:00 p.m. in the Fairmont-South Robeson Heritage Center. The forum will provide an update on the strategic planning process for the Town of Fairmont's 5 year economic development strategic plan and will give citizens a chance to provide valuable input on what they feel are Fairmont's strengths, weaknesses, opportunities and threats. Ms. Gause apologized for submitting a press release about the forum without consulting the mayor or town manager first.

Unfinished Business

Asset Inventory Assessment Grant

Town Manager Katrina Tatum informed the board that the town was approved for a \$150,000 grant for the Lumber River Council of Governments to perform an Asset Inventory Assessment including mapping of the sewer system and a condition analysis. The NCDEQ has determined match amounts for the grant based on the town's poverty rate, median household income, growth/no growth of population and some other factors. The town's match percentage is 5%. Using the total of the grant above, the town's match is \$7,500; 1.5% or \$2,250 is a grant fee and 3.5% or \$5,250 is based on the factors indicated above. In addition, the 3.5% can be satisfied by providing in-kind services. So, for every \$1.00 the Town puts in (cash and in-kind services), the grant allocation is \$20.00.

Selection of Contractor – Cemetery Project

On February 20, 2018, the Town of Fairmont received and opened bid proposals for the Fairmont Cemetery Project. Mark Lacy, with LKC Engineering and Town Manager Katrina Tatum conducted the bid opening process. A total of five (5) bids were received ranging from \$107,850.00 to \$254,300.50. Frank Horne Construction, Inc. of Fair Bluff North Carolina submitted the lowest responsive bid in the amount of \$107,850.00.

Commissioner Evans made a motion to select Frank Horne Construction, Inc. of Fair Bluff North Carolina as the contractor for the Fairmont Cemetery Project. Commissioner Gaddy seconded the motion and it passed unanimously.

New Business

Legislative update – Representative Charles Graham

NC State Representative for District 47 Charles Graham introduced himself to the board and gave them an update on what they are working on in Raleigh. Representative Graham is on a committee that will be debating the issue of school violence and guns on campus. He values the opinions of law enforcement, teachers and parents and wants to ensure that students are protected on their school campuses. Representative Graham is also on the Hurricane Matthew recovery committee and they are working on the devastation that our forests, farm land, streams and rivers suffered following the storm. Another issue Representative Graham is working on is the expungement of criminal records for those who messed up young in life. Representative Graham plans to advocate for the needs of municipalities and encouraged the board to contact him with any concerns they may have.

Job Fair, May 16 – NC Works Career Center, Peggy Davis

Peggy Davis, Director of the NC Works Career Center in Lumberton, has requested a large employer (15-25 employers) job fair on Wednesday, May 16 from 10:00 a.m. to 1:00 p.m. in the Heritage Center. The last large job fair was 6 months ago on October 4, 2017.

Resolution 18-05 - Fire Department Verification

Ms. Tatum asked the board to adopt the following resolution on behalf of the fire department:

**RESOLUTION 18-05
VERIFICATION FROM MUNICIPALITY**

WHEREAS, the Volunteer Fire Department of the Town of Fairmont serves as an Agency of the Town; and

WHEREAS, the Volunteer Fire Department of the Town of Fairmont has requested confirmation of this Agency relationship; and

WHEREAS, this Agency's relationship is long-standing and generally acknowledged.

NOW THEREFORE, BE IT RESOLVED, that the Town of Fairmont does hereby confirm this Agency's relationship and does verify by this Resolution that relationship.

Commissioner Evans made a motion to adopt Resolution 18-05 - Fire Department Verification. Commissioner McLean-Kesler seconded the motion and it passed unanimously. A signed copy of the resolution is hereby incorporated by reference and made a part of these minutes.

Resolution 18-06 – 606 North Main Street bid, Cheri Smith

Ms. Tatum stated that Ms. Cheri Smith had submitted a bid of \$1,000 for the vacant lot at 606 North Main Street, Parcel 300303003. The house on that lot recently burned and it cost the town \$2,000 to clear the debris. Ms. Smith also used the wrong form to submit the bid and would like the town to do more cleaning around the lot. Town Attorney Rob Price suggested sending Ms. Smith the correct form for submitting an offer. No action was taken by the board on this resolution.

Ordinance 18-180 – Close Main Street for May Day Fun Festival

Ms. Tatum asked the board to adopt the following ordinance to close Main Street for the May Day Fun Festival:

**ORDINANCE 18-180
AN ORDINANCE DECLARING A ROAD CLOSURE FOR THE
MAY DAY FUN FESTIVAL AND PARADE**

WHEREAS, the Fairmont Board of Commissioners acknowledges a tradition of providing an annual May Day Fun Festival for the pleasure and enjoyment of its citizens and visitors; and,

WHEREAS, the Fairmont Board of Commissioners acknowledges this festival provides an opportunity for day-long, family-oriented activities; and,

WHEREAS, the Fairmont Board of Commissioners acknowledges a parade and festival requires approximately two (2) hours to install signing and traffic control, and also requires approximately two (2) hours for removing signs, traffic control, and litter;

NOW THEREFORE BE IT ORDAINED by the Fairmont Board of Commissioners pursuant to the authority granted by G.S. 20-169 that they do hereby declare a temporary road closure during the date and times set forth below on the following described portion of a State Highway System route:

Date:	Saturday, May 5, 2018
Times:	7:00 a.m. to 5:00 p.m.
Route Description:	The parade route is Main Street (NC 41) from NC 130 Bypass to NC 130 Bypass. The parade lasts from 10:30 a.m. to 12:00 p.m. The main part of the festival is held on Main Street, which will require Main Street (NC 41) to be closed from Cottage Street (NC 130) to Railroad Street.

This ordinance to become effective when signs are erected giving notice of the limits and times of the parade, and implementation of adequate traffic control to guide through vehicles around the parade route.

Commissioner Kemp made a motion to adopt Ordinance 18-180 – Close Main Street for May Day Fun Festival. Commissioner Evans seconded the motion and it passed unanimously. A signed copy of the ordinance is hereby incorporated by reference and made a part of these minutes.

Ordinance 18-181 – Saggy Clothing

Commissioner Evans asked that Ordinance 18-181, Saggy Clothing be placed on tonight's agenda. The ordinance, which was originally proposed in 2015, would make it unlawful for anyone to wear clothing in public that exposes their underwear below their waist and would consist of a warning and possible fine. Commissioner Evans stated the South Carolina legislature is currently considering a bill addressing the issue of sagging clothing. He feels that it is a moral issue and that people should not be afraid to tell our young people to pull up their pants and dress properly. Ordinance 18-181, Saggy Clothing died without a motion.

AKA Sorority – Taytiana Simone Gaddy

The Ladies of Alpha Kappa Alpha Sorority Inc., Sigma Iota Omega chapter and Sisters with Pearls Serving Society Foundation, Inc. will hold the 2018 Debutante Cotillion Ball on June 16, 2018 at 7:00 pm at the Robeson Community College, Lumberton, NC. Each child who participates will receive a scholarship to help with their college expenses. Taytiana Simone Gaddy is raising money on behalf of the sorority which is a 501(3)(c). Fifty percent of funds raised by the debutantes will help to pay for college scholarships and the rest will be used to serve the community. An example of one of the activities the sorority sponsors is a Special Olympics event. By raising funds for this organization, it affords the sorority the ability to offer higher scholarships.

Town Attorney Rob Price stated the town board cannot donate to sororities but that they could give personal donations to Miss Gaddy.

Mayor/Commissioners Input

Mayor Townsend is participating in United Way's Dancing with the Stars this weekend and all funds raised will benefit the Robeson County Family Treatment Court.

Commissioner McLean-Kesler announced that Stop the Violence will hold their first annual basketball tournament March 31-April 1 at Fairmont Middle School. Funds raised will help fund scholarships for two Fairmont High students.

Commissioner Kemp had questions about potential operators of the youth center, the status of Exit 10 development and the future of the town's sewer plant.

Manager Input

Town Manager Katrina Tatum gave the board an update on the sewer rehab project, CDBG disaster recovery grant, youth center building repairs, and fire department needs. She stated the town is where it needs to be budget wise and has advised the department heads to be careful with spending for the remainder of the fiscal year.

Announcements

Thursday, March 22 – Fairmont High School Baseball vs. Dillon Christian, 5:00 p.m.

Saturday, March 24 - Easter Egg Hunt, Ages 0-12, Fairmont Community Park, 11:00 a.m.

Monday, March 26 – Fairmont High School Baseball and Softball vs. South Robeson, 7:00 p.m.

Tuesday, March 27 – Community Economic Development Forum, 6:00 p.m., Fairmont-South Robeson Heritage Center.

Wednesday, March 28 – Fairmont High School Baseball and Softball vs. West Bladen, 7:00 p.m.

Friday, March 30 - Good Friday, Town offices and Schools closed.

Monday, April 2 - Easter Monday, Town offices closed.

Monday, April 2 to Friday, April 6 – Schools closed for Spring Break.

Tuesday, April 10 - NCDMV Drivers License office, 9:00 a.m. to 4:00 p.m., Town Hall Courtroom.

Friday, April 13 - Fairmont High School Baseball and Softball vs. St. Pauls, 7:00 p.m.

Friday, April 13 - Preview performance of the musical Chicago, 6:30 p.m., The Stage. Tickets \$18.00.

Tuesday, April 17 - Regular Town Board meeting, 6:00 p.m., Town Hall Council Chambers.

Friday, April 20 - Fairmont High School Baseball and Softball vs. East Bladen, 7:00 p.m.

April 23 - May 4 - Early Voting, Fairmont Fire Hall. Monday, Tuesday, Friday from 9:00 a.m. to 5:00 p.m. and Wednesday, Thursday from 10:00 a.m. to 6:00 p.m.

Tuesday, April 24 - Fairmont High School Baseball and Softball vs. South Columbus, 7:00 p.m.

Friday, April 27, 2018 - Hearts-N-Hands Civitan Golf Tournament, 11:00 a.m., Fairmont Golf Course.

Saturday, May 5 - May Day Fun Festival.

Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 6:51 p.m.

Jennifer H. Larson, NCCMC
Town Clerk

Regular Meeting – April 17, 2018

The Fairmont Board of Commissioners held their regular meeting on Tuesday, April 17, 2018 at 6:00 p.m. in the Fairmont-South Robeson Heritage Center with Mayor Charles Townsend presiding. Commissioners present were J.J. McCree, Terry Evans, Charles Kemp, Felecia McLean-Kesler and Monte McCallum. Commissioner Cassandra Gaddy was absent. Staff present included Town Manager Katrina Tatum, Town Attorney Robert Price, Town Clerk Jenny Larson, Finance Director Linda Vause, Public Works Director Ronnie Seals, and Police Chief Jon Edwards. Others in attendance included Scott Bigelow and several citizens.

Call to Order and Invocation

Mayor Charles Townsend called the meeting to order and Commissioner Felecia McLean-Kesler gave the invocation.

Approval of Agenda

Town Manager Katrina Tatum stated that the Hearts N Hands Civitan Club has asked for the park donation to be removed from the agenda. The club needs more time to discuss the issue before deciding on the donation. Commissioner McLean-Kesler made a motion to approve the amended agenda. Commissioner Evans seconded the motion and it passed unanimously.

Public Comment Period/Citizens Appearance

There was no public comment this month.

Consent Agenda

Upon motion by Commissioner Evans and seconded by Commissioner McLean-Kesler, it was unanimously voted to adopt the following consent agenda item:

- a. Approval of Minutes – Regular Meeting, March 20, 2018.

Unfinished Business

FEDC appointment – Ms. Cheri Smith

Ms. Tatum informed the board that Ms. Cheri Smith has volunteered to be a member of the FEDC. Commissioner Evans made a motion to appoint Ms. Cheri Smith to the Fairmont Economic Development Committee. Commissioner McLean-Kesler seconded the motion and it passed unanimously.

New Business

Audit Contract – S. Preston Douglas & Associates

Ms. Tatum asked the board to approve the Fiscal Year 2017-2018 Audit Contract with S. Preston Douglas & Associates. The auditor had a slight deficiency on their peer review due to an omission of retiree employment benefit plans. However, they have had no issues with the Local Government Commission, who reviews all audits. Commissioner Evans made a motion to approve the Fiscal Year 2017-2018 Audit Contract with S. Preston Douglas & Associates in the amount of \$13,900. Commissioner McCallum seconded the motion and it passed unanimously.

Appoint Veronica Hunt as Treasurer – Firefighter’s Relief Fund

Ms. Tatum reported that the current Firefighter’s Relief Fund treasurer is Finance Director Linda Vause, who is retiring in June. She recommended appointing Administrative Fire Chief Veronica Hunt as treasurer so there will be no lapse in reporting. Commissioner Evans made a motion to appoint Ms. Veronica Hunt as Treasurer of the Firefighter’s Relief Fund. Commissioner McCallum seconded the motion and it passed unanimously.

Department Head Input

Police Chief Jon Edwards

Police Chief Jon Edwards advised citizens to lock their car doors because there have been some recent vehicle break-ins in the Park Avenue neighborhood.

Public Works Director Ronnie Seals

Public Works Director Ronnie Seals thanked the board for finding the funds to purchase \$200,000 worth of new equipment for the department. The equipment was on display prior to the meeting and includes a New Holland tractor with mower, a Caterpillar front end loader and an International truck with a grapple arm that can be used to remove debris from town streets.

Mayor/Commissioners Input

Mayor Townsend discussed the LRCOG and how they are advocates for small towns like Fairmont in areas such as water and broadband internet.

Commissioner McCallum invited everyone to attend the May Day Fun Festival on Saturday, May 5.

Commissioner McLean-Kesler had concerns about stray dogs and animal control after a child in her neighborhood was scratched by a stray dog.

Commissioner Kemp would like to put code enforcement options for cleaning up the old Hi-Dollar Warehouse lot, which burned two years ago, on the May agenda. Ms. Tatum has been trying to work with the property owner but he does not have the funds to clean up the property.

Manager Input

Town Manager Katrina Tatum encouraged citizens to sign up for the Next Door app, which allows neighbors to notify each other of suspicious activity and other issues.

Announcements

Friday, April 20 - Fairmont High School Baseball and Softball vs. East Bladen, 7:00 p.m.

April 23 - May 4 - Early Voting, Fairmont Fire Hall. Monday, Tuesday, Friday from 9:00 a.m. to 5:00 p.m. and Wednesday, Thursday from 10:00 a.m. to 6:00 p.m.

Tuesday, April 24 - Fairmont High School Baseball and Softball vs. South Columbus, 7:00 p.m.

Friday, April 27, 2018 - Hearts-N-Hands Civitan Golf Tournament, 11:00 a.m., Fairmont Golf Course.

Saturday, May 5 - May Day Fun Festival.

Tuesday, May 8 - Election Day, Fairmont Fire Hall, 6:30 a.m. to 7:30 p.m.

Tuesday, May 15 - NCDMV, 9:00 a.m. to 4:00 p.m., Town Hall Courtroom.

Tuesday, May 15 - Regular Town Board meeting, 6:00 p.m., Town Hall Council Chambers.

Friday, May 18 - Robeson County Relay for Life, 9:00 a.m., Robeson County Fairgrounds.

Tuesday, May 22 - Budget Workshop, 6:00 p.m., Town Hall Council Chambers.

Monday, May 28 - Town offices and schools closed in observance of Memorial Day.

Tuesday, May 29 - Budget Workshop, 6:00 p.m., Town Hall Council Chambers.

Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 6:36 p.m.

Jennifer H. Larson, NCCMC
Town Clerk

Regular Meeting – May 15, 2018

The Fairmont Board of Commissioners held their regular meeting on Tuesday, May 15, 2018 at 6:00 p.m. in the Town Hall Council Chambers with Mayor Charles Townsend presiding. Commissioners present were J.J. McCree, Terry Evans, Charles Kemp, Felecia McLean-Kesler and Monte McCallum. Commissioner Cassandra Gaddy was absent. Staff present included Town Manager Katrina Tatum, Town Attorney Robert Price, Town Clerk Jenny Larson, Finance Director Linda Vause, and Police Chief Jon Edwards. Others in attendance included David Richardson, David Bradley, Margaret Inman and several citizens.

Call to Order and Invocation

Mayor Charles Townsend called the meeting to order. He asked for a moment of silence in memory of former Commissioners Pat Floyd and Mary Bruce Grantham, who both passed away on May 14, before giving the invocation.

Approval of Agenda

Town Manager Katrina Tatum asked the board to add Resolution 18-08 Accepting State Reserve Grant for Asset Inventory and Assessment. Commissioner McLean-Kesler made a motion to approve the amended agenda. Commissioner Evans seconded the motion and it passed unanimously.

Public Comment Period/Citizens Appearance

Margaret Inman – Concerns about Rescue Squad response time

Mrs. Margaret Inman came to the board with concerns about the 911 call response time. It took an ambulance over 30 minutes to get to the Heritage Center when one of their dance group members was having a seizure. The other concern was that the front door was locked and they did not have a key to open it. The front door is locked for their safety so no one can walk in on them while they are having dance class. Town Manager Katrina Tatum stated the county dispatcher who answered the call that day was new and not aware of the Heritage Center's location. She added that the town will look into installing a door with an exit push bar.

Consent Agenda

Upon motion by Commissioner Evans and seconded by Commissioner McLean-Kesler, it was unanimously voted to adopt the following consent agenda item:

- a. Approval of Minutes – Regular Meeting, April 17, 2018.

Unfinished Business

There was no unfinished business this month.

New Business

NC Tomorrow Plan – David Richardson, LRCOG

Mr. David Richardson, Executive Director of the Lumber River Council of Governments, gave a presentation on North Carolina Tomorrow initiative, whose goals are to build on each region's competitive advantages, establish and maintain a robust regional infrastructure, create revitalized healthy, secure and resilient communities, and to develop talented and innovative people. Mr. Richardson also spoke about the importance of the 2020 Census and funding for the community. The census count values each person at \$1,600 a year in federal and state funds, which could result in a loss of \$16,000 over a 10-year period for each person not counted.

Resolution 18-07 – Approving Local Water Supply Plan

Town Manager Katrina Tatum asked the board to adopt the following resolution:

**RESOLUTION 18-07
APPROVING LOCAL WATER SUPPLY PLAN**

WHEREAS, North Carolina General Statute 143-355 (I) requires that each unit of local government that provides public water service or that plans to provide public water service and each large community water system shall, either individually or together with other units of local government and large community water systems, prepare and submit a Local Water Supply Plan; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Local Water Supply Plan for the Town of Fairmont, has been developed and submitted to the Fairmont Board of Commissioners for approval; and

WHEREAS, the Fairmont Board of Commissioners finds that the Local Water Supply Plan is in accordance with the provisions of North Carolina General Statute 143-355 (I) and that it will provide appropriate guidance for the future management of water supplies for the Town of Fairmont, as well as useful information to the Department of Environmental Quality for the development of a state water supply plan as required by statute;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Fairmont that the Local Water Supply Plan entitled, Fairmont LWSP dated 2017, is hereby approved and shall be submitted to the Department of Environmental Quality, Division of Water Resources; and

BE IT FURTHER RESOLVED that the Fairmont Board of Commissioners intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

Commissioner McLean-Kesler made a motion to adopt Resolution 18-07 – Approving Local Water Supply Plan. Commissioner Evans seconded the motion and it passed unanimously. A signed copy of this resolution is hereby incorporated by reference and made a part of these minutes.

Planning Board appointments

The following Planning Board members' terms expire in May 2018:

Fitzhugh Sealey
Melvin Ellison
Ronald Hughes (out of town member)

The planning board members have three-year terms. Mr. Sealey and Mr. Ellison have agreed to serve again but staff have not received a response from Mr. Hughes. Commissioner Kemp made a motion to reappoint Fitzhugh Sealey and Melvin Ellison to the Fairmont Planning Board for a three-year term expiring May 2021 and to allow staff time to contact Ronald Hughes about his appointment. Commissioner Evans seconded the motion and it passed unanimously.

Code Enforcement – General issues.

Ms. Tatum informed the board that there may be enough money left in the budget to tear down an additional house but she will not know for sure until the budget workshop.

Resolution 18-08 – Accepting State Reserve Grant for Asset Inventory and Assessment

Town Manager Katrina Tatum asked the board to adopt the following resolution:

Resolution 18-08
Acceptance of State Reserve Grant for Asset Inventory and Assessment

WHEREAS, the North Carolina General Statutes Chapter 159G has created Asset Inventory and Assessment grants to assist eligible units of government with meeting their water infrastructure needs, and

WHEREAS, the North Carolina Department of Environmental Quality has offered a State Reserve Grant in the amount of \$150,000 to perform asset inventory and assessment work, and

WHEREAS, the Town of Fairmont intends to perform said project in accordance with the agreed scope of work;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE TOWN OF FAIRMONT:

That the Fairmont Board of Commissioners does hereby accept the State Reserve Grant offer of \$150,000.

That the Town of Fairmont Board of Commissioners does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Katrina Y. Tatum, Town Manager, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Commissioner Evans made a motion to adopt Resolution 18-08 – Accepting State Reserve Grant for Asset Inventory and Assessment. Commissioner McLean-Kesler seconded the motion and it passed unanimously. A signed copy of this resolution is hereby incorporated by reference and made a part of these minutes.

Department Head Input

Police Chief Jon Edwards

Police Chief Jon Edwards reported that there were no issues at this year's May Day Fun Festival. He has taken the 911 concerns to the county.

Mayor/Commissioners Input

Mayor Townsend and the commissioners thanked Finance Director Linda Vause for her 20 years of service to the town. Mrs. Vause is retiring June 14.

Mayor Townsend discussed the need for free wi-fi downtown to benefit the community.

Commissioner McCallum thanked everyone involved in the successful May Day Fun Festival.

Manager Input

Town Manager Katrina Tatum announced that FEMA denied our request to rebuild the Floyd and Mitchell Street bridges. Most FEMA projects related to Hurricane Matthew have been closed out. The work on the cemetery drainage project will begin next month. Carvelli Textiles is in the process of upfitting the warehouse and should open soon. The sewer rehab project is winding down and should be completed shortly. Ms. Tatum is working on tax foreclosures focusing on those property owners who owe over \$1,000 in back taxes.

Announcements

Friday, May 18 - Robeson County Relay for Life, 9:00 a.m., Robeson County Fairgrounds.

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Tuesday, May 22 - Budget Workshop, 6:00 p.m., Town Hall Council Chambers.

Monday, May 28 - Town offices and schools closed in observance of Memorial Day.

Tuesday, May 29 - Budget Workshop, 6:00 p.m., Town Hall Council Chambers.

Tuesday, June 5 - Budget Workshop (if needed), 6:00 p.m., Town Hall Council Chambers.

Tuesday, June 12 - NCDMV, 9:00 a.m. to 4:00 p.m., Town Hall Courtroom.

Tuesday, June 19 - Regular Town Board meeting and Budget Public Hearing, 6:00 p.m., Town Hall Council Chambers.

Thursday, June 28 - Special Town Board meeting, Adoption of 2018-2019 Budget, 6:00 p.m., Council Chambers.

Executive/Closed Session – Attorney-Client Privilege

Commissioner Kemp made a motion to go into closes session at 6:56 p.m. to prevent the disclosure of information that is deemed privileged or confidential as determined under General Statue 143-318.10(e) and to discuss attorney-client privilege as permitted under General Statute 143-318.11(a)(3). Commissioner McCree seconded the motion and it passed unanimously.

Mayor Townsend, Commissioners McCree, McCallum, McLean-Kesler, Kemp, and Evans along with Rob Price, Katrina Tatum, and Jenny Larson were in attendance during closed session.

Commissioner Evans made a motion to come out of closed session at 7:00 p.m. Commissioner McLean-Kesler seconded the motion and it passed unanimously. Mayor Townsend announced that information was shared and no action was taken.

Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 7:07 p.m.

Jennifer H. Larson, NCCMC
Town Clerk

Special Meeting and Budget Workshop – May 22, 2018

The Fairmont Board of Commissioners held a budget workshop on Tuesday, May 22, 2018 at 6:00 p.m. in the Town Hall Council Chambers with Mayor Charles Townsend presiding. Commissioners present were J.J. McCree, Terry Evans, Charles Kemp and Felecia McLean-Kesler. Commissioners Monte McCallum and Cassandra Gaddy were absent. Staff present included Town Manager Katrina Tatum, Town Clerk Jenny Larson, Public Works Director Ronnie Seals and Finance Director Linda Vause. Robesonian reporter Scott Bigelow was also in attendance.

Call to Order and Invocation

Mayor Townsend called the meeting to order and gave the invocation.

Budget Workshop – Fiscal Year 2018-2019

Town Manager Katrina Tatum presented the following overview of the Fiscal Year 2018-2019 Budget:

- 2.5% Cost of Living pay increase
- General Fund Revenue and Expenditures Estimated at \$1,970,535
- Powell Bill Revenue and Expenditures Estimated at \$87,310
- Water Sewer Fund Revenue and Expenditures Estimated at \$1,116,095
- Bonus Stipend for all Full Time Employees - \$350, Part Time Employees - \$175
- No increase in Solid Waste or Water/Sewer Fees
- Keep Property Tax Rate at 73 cents per \$100 valuation

The water/sewer portion of the budget is tight due to an estimated loss of \$100,000 annual revenue from Fair Bluff following the aftermath of Hurricane Matthew.

Commissioner Evans wanted a more conservative 2% cost of living raise while Commissioner Kemp favored a 3% raise. They both agreed on the budgeted 2.5% COLA.

Ms. Tatum has included \$15,000 in the budget for nuisance abatement for beaver removal and to demolish dilapidated houses.

The commissioners agreed to cancel the remaining budget workshops and adopt the Fiscal Year 2018-2019 budget at the regular board meeting on June 19.

Adjournment

There being no further business, Commissioner Evans made a motion, seconded by Commissioner McLean-Kesler, to adjourn the meeting at 6:32 p.m.

Jennifer H. Larson, NCCMC
Town Clerk

Regular Meeting – June 19, 2018

The Fairmont Board of Commissioners held their regular meeting on Tuesday, June 19, 2018 at 6:00 p.m. in the Town Hall Courtroom with Mayor Charles Townsend presiding. Commissioners present were Monte McCallum, Terry Evans, Cassandra Gaddy, Charles Kemp and Felecia McLean-Kesler. Commissioner J.J. McCree was absent. Staff present included Town Manager Katrina Tatum, Town Clerk Jenny Larson, Town Attorney Robert Price, Public Works Director Ronnie Seals, and Police Chief Jon Edwards. Others in attendance included Robesonian reporter Scott Bigelow.

Call to Order and Invocation

Mayor Townsend called the meeting to order and gave the invocation.

Public Hearing- Fiscal Year 2018-2019 Budget

Commissioner Evans made a motion to go into public hearing at 6:02 p.m. for the purpose of discussing the Fiscal Year 2018-2019 Budget. Commissioner Gaddy seconded the motion and it passed unanimously.

Town Manager Katrina Tatum said there have been no material changes to the budget since the last workshop. The tax rate will remain at 73 cents per \$100 of property value even though it is a revaluation year, and employees will get a 2.5 percent cost of living increase and a one-time \$350 Christmas bonus. There will be no increase in water and sewer fees.

Commissioner Evans made a motion to come out of public hearing at 6:07 p.m. Commissioner Kemp seconded the motion and it passed unanimously.

Approval of Agenda

Commissioner Evans made a motion to approve the agenda. Commissioner Gaddy seconded the motion and it passed unanimously.

Public Comment Period/Citizens Appearance

There was no public comment this month.

Consent Agenda

Upon motion by Commissioner Evans and seconded by Commissioner Gaddy, it was unanimously voted to adopt the following consent agenda items:

- a. Approval of Minutes –Regular Meeting, May 15, 2018 and Budget Workshop, May 22, 2018.

Unfinished Business

Planning Board appointment – ETJ member.

Commissioner Evans nominated Briscoe Stackhouse as the ETJ planning board member to replace Ronald Hughes, who has chosen not to serve another term. Mr. Stackhouse runs a laundry mat in town. With no other nominations, the board unanimously approved Mr. Briscoe Stackhouse as an ETJ member of the Fairmont Planning Board, with a term expiring in May 2021.

Select Staffing job fair – July 18.

Commissioner Kemp announced that Select Staffing Director Frankie Foster wants to hold a job fair on Wednesday, July 18 from 10:00 a.m. to 1:00 p.m. in the Heritage Center for the purposes of hiring individuals for Harbor Freight in Dillon, SC. They held a job fair like it last year and hired 13 out of the 26 people who attended. Harbor Freight is nearing an expansion in which hundreds will be hired. Commissioner Evans made a motion to approve the Select Staffing job fair on July 18. Commissioner McCallum seconded the motion and it passed unanimously.

New Business

LRCOG Asset Inventory and Assessment Agreement

Town Manager Katrina Tatum reminded the board that the Town of Fairmont was awarded an Asset Inventory Assessment grant in the amount of \$150,000. The town must submit proof that it has retained a qualified consultant to perform the work necessary to render a useable and sound report. The Lumber River Council of Governments is very familiar with our wastewater system having prepared the previous water and sewer Asset Management Plan. They also prepared the grant that resulted in this award. All required documents except the Consultant Agreement have been submitted. Town Attorney Rob Price had some concerns with the agreement because it lacks details and fixed fees. Ms. Tatum stated the agreement was written by the state but will check and see if the agreement can be better defined. Commissioner Evans made a motion to approve the LRCOG Asset Inventory and Assessment Agreement with the addition of more definitive details if needed. Commissioner Gaddy seconded the motion and it passed unanimously.

Release of interest – Southerland/Strickland property

Ms. Tatum explained that due to a clerical error, interest needed to be waived on the Southerland/Strickland property, located at 302 North Main Street. Rodney & Nancy Southerland sold the property on July 2, 2015 to Mr. Roosevelt Strickland. The settlement attorney alleges that the Town confirmed that there were no back taxes owed, when this was not the case. The town has been unable to determine how the clerical mistake was made. The attorney is willing to pay the principal if the town is willing to waive the interest. It is recommended that the interest accrued during the period after the property was transferred to Mr. Roosevelt Strickland be released due to clerical error in the amount of \$492.37. Commissioner McLean-Kesler made a motion to release the interest on the Southerland/Strickland property in the amount of \$492.37 due to a clerical error. Commissioner Evans seconded the motion and it passed unanimously.

Ordinance 18-182 – Adopt Fiscal Year 2018-2019 Budget.

Ms. Tatum explained that the \$4,027,888.00 budget includes a 2.5% cost of living raise for employees and keeps the property tax rate at \$0.73 per hundred-dollar valuation. Commissioner Evans made a motion to adopt Ordinance 18-182 – Fiscal Year 2018-2019 Budget. Commissioner McLean-Kesler seconded the motion and it passed unanimously. A signed copy of this ordinance is hereby incorporated by reference and made a part of these minutes.

Department Head Input

Police Chief Jon Edwards

Police Chief Jon Edwards gave the board an update on recent arrests and investigations.

Public Works Director Ronnie Seals

Public Works Director Ronnie Seals informed the board that there is a major sewer line problem in Cerro Gordo due to gas in the lines eating away the pipe. The Town of Fair Bluff will be responsible for the expense to fix the line, which will take a week to repair and will be completed by Frank Horne Construction.

Mayor Input

Mayor Charles Townsend announced a community meeting on youth and workforce preparedness will take place at 10:30 a.m. Wednesday at the Heritage Center on Main Street.

Commissioner Input

The commissioners thanked the police and public works department for their hard work and dedication.

Manager's Input

Town Manager Katrina Tatum advised that citizens should contact Public Works if they are disposing of furniture and brown goods so that it can be picked up in a timely manner and landfill fees charged to the correct water account.

Ms. Tatum is working on collecting delinquent property taxes and entering into payment agreements with property owners.

Announcements

Thursday, June 28 - Special Town Board meeting, Adoption of 2018-2019 Budget, 6:00 p.m., Council Chambers.

Page 4 – Regular Meeting, June 19, 2018

Sunday, July 1 – Fantastic Fourth Fireworks, Concert 5:00 to 9:00 p.m., Fireworks 9:30 p.m., Fairmont Community Park.

Wednesday, July 4 - Town offices closed in observance of Independence Day.

Tuesday, July 10 - NCDMV, 9:00 a.m. to 4:00 p.m., Town Hall Courtroom.

Tuesday, July 17 – Regular Town Board meeting, 6:00 p.m., Fairmont – South Robeson Heritage Center.

Adjournment

There being no further business, the meeting was adjourned at 6:33 p.m.

Jennifer H. Larson, NCCMC
Town Clerk

Special Meeting – June 28, 2018

The Fairmont Board of Commissioners held a special meeting on Thursday, June 28, 2018 at 6:00 p.m. in the Town Hall Courtroom with Mayor Pro Tem Monte McCallum presiding. Commissioners present were J.J. McCree, Charles Kemp, Terry Evans, Cassandra Gaddy and Felecia McLean-Kesler. Mayor Charles Townsend was absent. Staff present included Town Manager Katrina Tatum and Town Clerk Jenny Larson.

Mayor Pro Tem McCallum called the meeting to order and Commissioner McLean-Kesler gave the invocation.

Write Off Uncollected Water Accounts for 2017-2018 in the amount of \$10,646.88.

Town Manager Katrina Tatum said the high amount for water write offs is unusually high this year due to accounts that should have been written off in past years. All the delinquent accounts will be sent to debt setoff and staff is working on pursuing garnishments as well. Commissioner Evans made a motion to write off uncollected water accounts for 2017 - 2018 in the amount of \$10,646.88. Commissioner Gaddy seconded the motion and it passed unanimously. A copy of the 2017-2018 uncollected water accounts is hereby incorporated by reference and made a part of these minutes.

Write Off 2007 Property Taxes in the amount of \$7,125.37

Ms. Tatum is working on arrangements with delinquent property owners to reduce the amount owed for past years. Most of the accounts being written off are vacant or wooded lots. Commissioner Evans made a motion to write off the 2007 property taxes in the amount of \$7,125.37. Commissioner Gaddy seconded the motion and it passed unanimously. A copy of the 2007 property tax accounts is hereby incorporated by reference and made a part of these minutes.

Ordinance 18-183 - Amended Fiscal Year Budget 207-2018

Ms. Tatum explained that the town had to budget \$66,000 of fund balance for the water fund but hopefully only half of it will be needed for the remaining 2017-2018 fiscal year expenses. The use of the fund balance can be attributed to the loss of revenue from the Town of Fair Bluff, which has struggled to recover following Hurricane Matthew. The general fund closed the year in good shape with revenues exceeding expenses. Commissioner McLean-Kesler made a motion to adopt Ordinance 18-183 - Amended Fiscal Year Budget 2017-2018 in the amount of \$4,186,193.28. Commissioner Evans seconded the motion and it passed unanimously. A signed copy of the 2017-2018 amended budget ordinance is hereby incorporated by reference and made a part of these minutes.

There being no further business, a motion was made and seconded to adjourn the meeting at 6:25 p.m.

Jennifer H. Larson, NCCMC
Town Clerk