

**MINUTES OF THE REGULAR MEETING OF THE SHARPSBURG
BOARD OF COMMISSIONERS**

August 4, 2009

CALL TO ORDER

Meeting was called to order by Mayor Williams. Pastor West delivered the invocation. Hope Taylor, Deputy Town Clerk called the roll.

Commissioner Jenkins called the meeting to order and Mr. Otis Ray offered invocation. Pledge of Allegiance was led by Eagle Scout Bennett Satterwhite. Hope Taylor, Town Clerk called the roll.

COMMISSIONERS PRESENT

Commissioner Gibson, Commissioner Jenkins and Commissioner Hamm. Commissioner Humphrey. Town Administrator, Robert Masters, Town Attorney, Brian Pridgen, and Hope Taylor, Deputy Clerk were also present.

APPROVAL OF THE MINUTES. Deferred until next meeting.

REPORT OF OFFICERS AND DEPARTMENT HEADS.

A. Mayor - No report

B. Town Administrator

- (1) The Administrator briefed Board on status of the sewer rehabilitation project. Town auditor is pushing to complete the audit early as requested by USDA. Project is on track. Town Administrator will attend meeting scheduled with USDA representatives on August 19, 2009.
- (2) Administrator asked Town Attorney to brief the Board on status of four year terms of office. Attorney stated that paperwork will be submitted to Department of Justice to review our request for four year terms. Attorney did not see any problems with Federal review.
- (3) Administrator informed Board that construction as underway in the Town Hall and that it would be approximately two weeks before the building had a working restroom again. Thus far the project is running under budget.
- (4) Administrator informed the Board that the Sharpsburg Chief of Police had tendered his resignation.

- (5) Administrator informed Board that Tracy Sullivan, Town Clerk was currently on maternity leave. Ms. Sullivan is not expected back for at least four months.

C. Finance Officer

- (1) The Town Clerk administered the Oath of Office for the Town of Sharpsburg Finance Officer position to Ms. Lenessa Hawkins. Ms. Hawkins is duly appointed to the Finance Officer position for the Town.
- (2) Ms. Hawkins provided the Board with the Bank Balance Report (Attached).
- (3) Ms. Hawkins stated that within 30 days she would be making some recommendations concerning Town finances to the Board.

D. Public Works Director

- (1) Presented the Board with an activities report for the Water/ Sewer Department (Attached).
- (2) Presented Board with an activities report for the Streets and Sanitation Department (Attached).

E. Electric Director

- (1) Presented the Board with an activities report for the Electric Department (Attached).
- (2) Presented the Board with an activities report for Parks and Recreation (Attached).

F. Chief of Police – Presented an activities report for the Police Department.

REPORT OF BOARDS, COMMISSIONS, COMMITTEES. None

CITIZENS' PETITION/COMPLAINTS.

- A. Anita Turner of 104 Mary Lane asked that the town's web site be updated and made more useful to the citizens.
- B. Connie Epps of 4122 Hathaway Blvd expressed concerns over three months of excessively high water usage. Mr. Masters directed Robert Smith to investigate the matter the next day and relate results back to the Town Administrator for resolution of the problem.
- C. Mr. Clarence Morgan expressed concern that his utility charges were beginning to

match his mortgage payment. He contended that excessively high utility rates were being used to finance the Town's operations in lieu of adequate property taxes. Mr. Morgan also expressed a desperate need to increase the town's tax base through economic development efforts.

- D. Mr. David provide addressed several issues to include parking on Martin Luther King and water drainage clean-out not being done in a timely manner. On more than one occasion Mr. Pride has expressed his concerns over street trash and grass growing out of the curb and guttering. Mr. Masters, Town Administrator stated that the Town was short of staff for the Streets and Sanitation Department but he hoped that the town would soon be looking at ways of cleaning the streets again.

UNFINISHED BUSINESS AND GENERAL ORDERS. None

NEW BUSINESS.

- A. Commissioner Weaver spoke to the Board in reference to establishing a "process" for selecting a new Chief of Police. Commissioner Weaver will work with the Town Administrator and current Chief to write a suitable advertisement, distribute that in periodicals, and develop a fair methodology for hiring the next Chief of Police.
- B. The Town Administrator presented the Board with the contract for the Capital Improvement Plan, Capacity Planning Grant, with the NC Rural Center. Motion made by Commissioner Gibson to execute the grant agreement. Seconded by Commissioner Jenkins. Motion carried.
- C. Motion made by Commissioner Gibson to authorize the Finance Officer, Ms. Hawkins to sign voucher checks for the Town. Seconded by Commissioner Jenkins. Motion carried.
- D. Motion made by Commissioner Gibson to authorize the Town Administrator to sign all voucher checks for the Town except for those payments to himself or any of his business concerns. Commissioners Humphrey and Weaver will serve as backup check signers. Seconded by Commissioner Weaver. Roll call vote: Gibson Yes – Jenkins Yes - Weaver Yes - Hamm No - Humphrey No. Motion carried by majority.
- E. Robert Smith, Utilities Director presented a proposal to purchase a used street sweeper for the Town. The equipment in consideration was used and would not carry any sort of warranty. The Board directed the Town Administrator to investigate other options further.

F. By unanimous affirmation, the Board went into a short recess prior to resuming the meeting in Closed Session to discuss land development pursuant to NCGS 143-318.1.

G. By consent the Board returned to open session.

PROGRAM. None

ANNOUNCEMENTS. None

ADJOURNMENT. With no other business pending before the Board, the meeting was adjourned.

9-01-2009
Date Approved

Shirley Williams
Mayor

Selena Taylor
Town Clerk