



**MINUTES OF THE REGULAR MEETING OF THE SHARPSBURG
BOARD OF COMMISSIONERS
SEPTEMBER 1, 2009**

CALL TO ORDER: Mayor Sheila Williams called the meeting to order and Commissioner Weaver offered invocation. Hope Taylor, Deputy Clerk called roll.

COMMISSIONERS PRESENT: Commissioner Humphrey, Commissioner Jenkins, Commissioners Weaver, and Commissioner Gibson and Commissioner Hamm, Town Administrator, Robert Masters, and Town Attorney, Brain Pridgen were present.

PRESENTATION BY CAROLINA SWEEPER: Street Sweeping Quote for the Town of Sharpsburg during the Agenda Meeting. Quote attached.

ADOPT MEETING AGENDA: Motion made by Commissioner Weaver and Commissioner Jenkins seconded to adopt the Meeting Agenda with changes recommended by the Board. Motion carried.

APPROVAL OF THE MINUTES: Motion made by Commissioner Hamm and Commissioner Jenkins seconded to approved the minutes of July 7, 2009, August 3, 2009 , August 4, 2009 and August 18, 2009. Motion carried.

REPORT OF OFFICERS AND DEPARTMENT HEADS:

- A. **Mayor:** Report on USDA Grants for vehicles, bucket truck, police vehicles, and street sweeper. Mayor made contact with USDA representatives and obtained grant information. Mayor will complete the grant application. Town Department Heads will provide necessary price quotes for equipment to the Town Administrator who will forward that information to the Mayor for use in the grant application. Motion made by Commissioner Weaver and Commissioner Hamm seconded to include police vehicles, electrical bucket truck, and leaf vac in subsequent grant application.
- B. **Finance Officer:** Lenessa Hawkins reported on bank balance and financial statements. There were no comments or questions by the Board.
- C. **Town Administrator:**
1. The Administrator and Commissioner Weaver updated the Board on the recruitment of the new Chief of Police. The cut-off date for applications is September 11, 2009. On October 10, 2009 the Assessment Board will interview the candidates for Chief of Police.
 2. The Administrator briefed the Board on status of the sewer rehabilitation project. The Administrator expressed serious concerns that as elected officials on the Board of Commissioners continue to question the town's capacity to properly execute and/or finance a grant puts the entire wastewater system rehabilitation project at risk. Mr. Masters implored the Board to try and work together on this vital project. Mr. Masters assured the Board that un-substantiated comments and concerns on so called "conflicts of interest" between his firm, Carolina Opportunities and East Group were false and completely unfounded. Nonetheless, unfounded statements were being made to various grantor agencies in an attempt to stall the wastewater system rehabilitation project. If unfounded and un-substantiated claims continued to be made to grantors he could no longer be held responsible for more than \$4,000,000 of project funding being lost.

REPORT OF THE BOARDS, COMMISSIONS, COMMITTEES AND/ OR TASKFORCES:
NONE

DEPARTMENTAL REPORTS: Deferred Until Next Meeting. Written reports provided and attached herein.

UNFINISHED BUSINESS AND GENERAL ORDERS. Bennett Satterwhite was presented with a plaque of appreciation for the 6 benches at the Walking Park.

LAND DONATION AND PARK DEVELOPMENT. Motion made by Commissioner Jenkins and Commissioner Hamm seconded to proceed with land donation and park development for the budget authorization of \$7,500 to complete a survey and commercial appraisal of the property. A meeting will be held between the Town Administrator, Town Attorney, and Land Owner. A written agreement will be executed citing the donation of property between the Town and land owner prior to the expenditure of and funds. Town Attorney and Town Administrator will work together on project.

PROGRAM:

- A. Kevin O' Donnell explained to the Board that it was in the Town's best interests to execute a Renewable Energy Power Agreement with Progress Energy. A final agreement is not yet available. When available in the next 30 days, he will forward to the Town for signature and execution.
- B. Michelle Clements, Project Engineer from the East Group provided a detailed report of all activities surrounding the Wastewater System Improvements Project. Ms. Clements indicated that the project was on-track and that she was currently making final changes to the Preliminary Engineering Report (PER) recommended by USDA. Town Administrator commented that once a final PER was accepted by USDA, the Town would receive its final \$15,000 of grant funds to help pay for the PER project. Ms. Clements indicated that they were also working on a Capital Improvement Plan (CIP) for the Town and that would be completed within the next 30 days. Ms. Clements outlined the current budget data for the Wastewater project in detail. At this time, The East Group has expended approximately \$50,000 in work related to the USDA grant project that they have not been paid for. Town Administrator reminded the Board that East Group currently had no contract in place for this work and was continuing at risk at this point. Ms. Clements explained that after the USDA funding was in place, their engineering services would be billed to that funding source. Both Ms. Clements and Mr. Masters were confident that USDA would be delivering a "Letter of Conditions" for the USDA funding within the next 90 days. Currently the following tasks must be accomplished. The East Group will finish making changes to the PER over the next two weeks. The Town Administrator will be working with the Auditor to finish a draft of the FY 2008-2009 Audit Report. That draft Audit Report must be reviewed by the USDA staff and Local Government Commission as the next steps in the process.

NEW BUSINESS

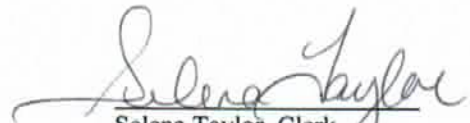
- A. A proposed Conflict of Interest Policy was presented by the Attorney for review by the Board. No action taken.
- B. Town Administrator presented Board with changes to the Town's Organizational Chart. Board recommended changes. Town Administrator will implement changes and bring back to the Board for final approval.
- C. Commissioner Jenkins presented the Board with a Resolution to establish a Project Manager for the Wastewater System Rehabilitation project. Resolution named Commissioner Mervin

Gibson as Project Manager. Mayor Williams recommended approval of the Resolution. Resolution was tabled for further consideration and discussion.

These Minutes adopted by the Sharpsburg Board of Commissioners this 15th day of September, 2009.


Sheila R. Williams, Mayor

ATTEST:


Selena Taylor, Clerk