

Board of Commissioner Meeting

December 2, 2019 at 6 p.m.

Re-Elected Members of the Board: Steve West and Robert Hooks

New Members of the Board: Lyman Galloway

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| Mayor Charles Hooks | Commissioner Robert Hooks | Commissioner Steve West |
| Commissioner Lyman Galloway | Commissioner Russell Carpenter | Town Attorney Harry Lorello |
| Town Administrator Lisa Jones | Police Chief Craig Edwins | Town Clerk Joanne Honn |
| Deputy Town Clerk Katie Johnson | WWTP ORC Jennifer Bray | Darryl Johnson |
| Mary and Jerry Bailey | James Holden | Cecil Madden |
| Trey Gurley | Kellie West |  |

1. Call to Order
	1. The Mayor called the meeting to order at 6 p.m. on December 2, 2019 with six residents and guests in attendance.
	2. Police Chief Craig Edwins led the room in prayer.
2. Pledge of Allegiance
	1. The Mayor led the room in the Pledge of Allegiance.
3. Approval of Minutes from November’s meeting motion by Commissioner Hooks, 2nd by Commissioner Carpenter, motion carries.
4. Additions and Deletions to the Agenda
	1. New Business add on (E) for Surplus Resolution.
5. Old Business
	1. McDavid and Associates-Cecil Madden
		1. Contract 16 Waste-Water Treatment Plant: Electrical work for the center pivot is to take place soon. They are having to haul dirt on the site which is stalling the contractors as the dirt needed for the contract must be at least 50% clay.
		2. Contact 20 JMHP: Most of the pipeline has been installed. Contractor has been making repairs on some of the pipe that was installed at three man-holes due to the grade (slope) of the gravity sewer that is required by the state. Commissioner West asked about a rumor that the contractor has used the wrong pipe. The rumor was incorrect and came from an assumption that was made when the contractors started repair the three spots for the gravity sewer.
		3. Trey Gurley from McDavid and Associates stood up to give an update about Contract 21: The bid packet was verbally approved by the DWI; however, construction cannot begin until a packet is received. This will preferably start after Contract 20 is completed because this will replace the water lines in the park.
	2. Pick-Up Truck for Utilities
		1. The truck is still at Eugene Sugg’s business for $9,000.00.
		2. Truck has 264k miles on it and is a 2013.
		3. Mayor and the Board still feel like they need to look and find something with less miles.
	3. Backhoe Rental
		1. The backhoe was rented for fall clean-up back in October and we have had it since then. In order to keep it rented for the next month while the staff looks for a more cost effective one it would be close to $2,800.
		2. Town hall staff to check with two leads and Dick Smith Equipment.
	4. Christmas Bonus
		1. Last year the Christmas bonus was 0.5% for each employee. Town Administrator Lisa Jones explained to the Board that she did not think that was fair for employees who made less to receive a lower Christmas bonus when everyone has worked hard this year.
		2. Town Hall staff explained that two sales tax refunds were filed, and one has been received. The other one should be on the way. There were also two invoices mailed out for Dollar General and Countryside Village billing them for 16 months of flat rate water usage for fire suppression units in their buildings that Town of Fremont had.
			1. Town Administrator Lisa Jones asked the Board to approve $200.00/person Christmas bonus with the funds to be pulled from the invoices that were sent to Dollar General and Countryside Village, costing the Town $480 for Christmas bonuses.
			2. Motion made by Commissioner Hooks, 2nd by Steve West, motion carries.
6. New Business
	1. Swearing in of re-elected officials, Steve West and Robert Hooks and Lyman Galloway by Town Administrator Lisa Jones. The Mayor congratulated them on their win.
	2. Write-Off Policy
		1. Previously there had been no guide written down on how and when to write off bad debts from the utility billing system Logics.
		2. Board members are concerned that renters are not being charged enough since they are typically the ones who leave with large sums on their accounts. If the deposit could be raised higher for renters than it would cover a larger portion of what residents typically leave.
			1. Mayor Hooks asked if we do credit checks in the office and how much would it be if we were to start doing that. Town Administrator Lisa Jones said that she would check into it.
		3. Motion to accept the new write-off policy by Commissioner Hooks, 2nd by Commissioner West, motion carries.
	3. Approval of Planning Board Recommendation
		1. Two items of business were recommended for approval.
			1. 861 Nahunta Road (ETJ) a lot to be split into three.
			2. Willie Teachey’s property in Collingwood Estates, one lot to be split into two.
				1. Commissioner Galloway stated that he did not have a problem approving this with the stipulation that the Town would not have to spend any money on it. Mr. Teachey was aware before the planning board meeting on Monday, November 25th that he would be spending his own funds in order to make sure that the ground would perk.
			3. Motion to approve the recommendation by Commissioner West and 2nd by Commissioner Hooks. Motion carries.
	4. Tobacco Barns by Dollar General
		1. A business owner in Town has stated that he will not clean the refuse around his business until the Town condemns and tears down the tobacco barns located in the Town’s ETJ.
		2. The owner of the tobacco barns will be contacted to let them know they own this property and attempt to get them to tear down the barns themselves.
		3. Many commissioners wanted to know when the Town would be able to stop giving into this owner’s demands in order to get the business cleaned up.
		4. Town Administrator Lisa Jones consulted with Town Attorney Harry Lorello about the process for condemning tobacco barns.
	5. Surplus Resolution
		1. Town Attorney Harry Lorello wrote a Surplus Resolution for the Town to adopt so they would be able to dispose of items valued $30k and less by themselves without having to surplus those items to other government entities. This would allow the Utilities to clean out the shop and allow the company to cut the Town a check for scrap metals, etc.
		2. Motion made by Commissioner West, 2nd by Commissioner Hooks, carries.
7. Police Department
	1. Officer Tyler Royall has recently charged an individual with a DWI. This individual is now a suspect in the shooting in an armed robbery case.
	2. Abandoned cars have been evaluated in town and unless it violates two town ordinances, the police department cannot have them towed or ticket them. These cars must be motionless, not able to start, and must have tags expired on them in order for them to be towed.
8. Public Forum
	1. James Holden of Booker Street asked about when his area would be paved. The area in question was not one of the Contracts; but instead of a water leak that had been repaired. Town Administrator Lisa Jones can repair this with patches until paving is completed with Powell bill monies.
	2. Lisa also updated the Board with information on the $50k that John Bell got for the Town last year as well as FEMA information being submitted later this week for electrical damage caused by strong thunderstorms and most recently, Hurricane Dorian. She has also submitted a grant for $25k for ditch cleaning.
9. Closed Session- Motion made by Commissioner Carpenter, 2nd by Commissioner Hooks, carries 6:54pm
	1. Jones Mobile Home Park
		1. Town Attorney Harry Lorello updated the Board due to mediation. The Jones’ requested many demands and $150k to replace the sewer lines in the park. There are no legal means to make us pay anything for the new lines. The only monies available to offer the Jones’ were $1,500 from the insurance and $7,500 from the Town and the Jones’ were not satisfied with that.
		2. Hearing for the case will be in January.
	2. Personnel
		1. Raises for Jennifer Bray at $0.75/hour. Jennifer has been running the plant by herself since Envirolink contract was ended early.
		2. Kyle Shipp’s six-month probation with the police department.
		3. Could not vote on the issue in closed session.
10. Motion to come out of Closed Session by Commissioner Hooks, 2nd by Commissioner West, carries 7:14pm.
	1. Motion to approve raises for Jennifer Bray and Kyle Shipp by Commissioner Carpenter, 2nd by Lyman Galloway, motion carries.
11. Adjournment
	1. Motion by Commissioner Hooks
	2. 2nd by Commissioner Galloway
	3. Carries