

Town of Macclesfield

Board of Commissioners

Emergency Meeting 12/28/2021

Minutes Recorded by Joyce Braxton and Emily Stallings Turner (transcribed by Christie Cobb)

Date: 12/28/2021

Meeting Called to Order

Members Present:

Emily Stallings Turner
Paula Etheridge
Joyce Braxton
Charles Lewis-remote
Patricia Keel-remote

New and Unfinished Business

Staffing Issues

Paid through today 12/28/21
12 hours short
Takes two that can sign checks
Waiting until Monday/Tuesday Charles asked attorney to advise next steps
Pursue to post job vacancies and applications

Contact Assistance

Contact other towns to loan us until hired.
Closing Dates
Applications Two Weeks until filled (Joyce and Paula)

January 1, 2022

Fresh Start

Plans to Clean the Town Hall-nicotine is terrible

Contracted Serve Pro approval, hire to clean one time only (Paula, Charles)
Merle Jo will assume cleaning of town hall once per week (Community Building) \$100

New Concerns

Duties of the Law
Description of Duties
Will check into

Cancel Monday Meeting (Paula, Joyce, Patricia)

Vacation Previous minutes read that the former employees would be paid vacation time and were not.

Staff Maintain Any Policy Update when Changes

Rocks

Questions: Who owns the property of Dilup Patel .

Ask about big rocks owned by the railroad one time only and get price (Paula and Joyce)

Town Employees Payroll- find out who can write checks (Charles, Joyce)
Add Emily, Paula, Patricia to sign checks
Stop Dennis, Cynthia, Lori Ann- no permission to write checks

Seminar for all board and mayor to attend regarding duties and responsibilities
Questions about use of Credit Card
Permission to post both positions, accept resumes to review.
Submit applicants to the board for approval

Pay- will discuss later

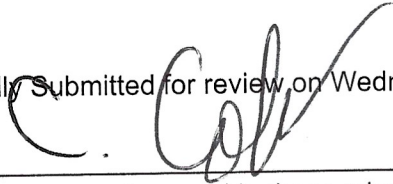
Refrigerator Need discussed

Legislative Action - N/A

Other Business Will follow up at next meeting scheduled for 1/5/2022

Adjournment

Respectfully Submitted for review, on Wednesday, January 26, 2022.



Christie Cobb, Town Clerk

Agenda pages as referenced in these minutes follow and are a part of the official record.

cc
Emily S. Turner, Mayor 1/31/2022