

Town of Macclesfield
Regular Session Board Meeting
January 13, 2025
5:00 pm

Mayor Michael Speight called the meeting to order at 5:03 pm. Members in attendance were Mayor Speight, Mayor ProTem/Commissioner Jason Taylor, Commissioner Jean Wooten-Jiles, Commissioner Joyce Braxton, Commissioner Paula Lewis, Town Administrator Jennifer Stanley, Town Clerk Gracieann Etheridge, Public Works Director Benjy Lassiter, and Attorney Gabriel DuSablón. Special guests in attendance were Rich Moore with McDavid Associates, Liz Raskopf and Sarah Medlin with UCP COG, and Michael Carey with RH Consulting via phone.

Commissioner Wooten-Jiles offered the invocation and all in attendance recited the Pledge of Allegiance.

Commissioner Lewis made a motion to approve the agenda. Commissioner Wooten-Jiles seconded the motion and with none opposed the motion carried and the agenda was approved. Commissioner Braxton made a motion to approve the minutes from December 9th – regular and closed session. (The closed session minutes from August 9th were also signed, sealed, and turned in) Commissioner Lewis seconded the motion and with none opposed the minutes were approved.

There were no citizens in attendance.

With Mr. Carey calling in, the board recognized him to speak regarding the FY 22 audit. He stated that the audit should be completed by the end of January. It was confirmed that the town is working with Cherry Bekaert on the catch up accounting. When asked if there would be any findings, Mr. Carey stated that there would be – First, with Citipak not able to provide reports with past dates, the utility receivables report cannot be accurately assessed. Second, documentation is an issue in payroll – review/approval of time sheets and checking the pre-register before posting. There have been policies put in place since that were not in place during that fiscal year. When the system was upgraded to FMS in September, all previous transactions were dated for the date of import instead of the actual transaction dates. Finally, the payouts in December of 2021 (to the staff that walked out) should have been done through payroll, not through Accounts Payable.

The board recognized Mr. Rich Moore to speak. He stated that all permits are now in place. We are waiting on the Authorization to Construct. Kim Cole is drafting the bid/design packets now. He reminded the board that all \$5.14 Million needs to be expended by the end of 2026. There will need to be licensed utility contractors to bid on the project. Mr. Moore will send two sets of plans.

Ms. Andrea Radford with Stewart Consulting did not attend.

Ms. Liz Raskopf reported that the housing selection committee met at 4:00 pm. She reported that the committee voted to submit an amendment requesting the funds for the third house be used to upgrade the park since that home has been sold and is no longer eligible for the program.

Attorney DuSablou reported that since his firm represents the town and the City of Wilson he is presenting a Conflict of Interest waiver for both parties to sign. Commissioner Lewis made a motion to approve the waiver. Commissioner Taylor seconded the motion and with none opposed the motion carried.

Discussion began on July 3rd and the fireworks. Mrs. Stanley stated that the fireworks were going up and for the same show as last year, it would cost approximately \$10,000. It was asked for the office staff to begin working on the 50/50 tickets. Commissioner Braxton stated that she would reach out to Mr. Tim Cole to make sure we can still use his field for the fireworks. Mrs. Stanley passed around the proof for the banners that were ordered for Independence Day and Fall Festival.

Commissioner Wooten-Jiles stated that "City Vision" is being held in Greenville this year and will be April 29th – May 1st. Registration is \$400 and if no one else is requesting to go, she would like to attend the event again. Commissioner Taylor made a motion to approve paying the \$400 registration fee for Commissioner Wooten-Jiles to attend. Commissioner Braxton seconded the motion and with none opposed the motion carried.

Attorney DuSablou reported that the State has passed legislation requiring a policy to be in place regarding the viewing of pornography on town equipment. Commissioner Taylor made a motion to approve the resolution and include it in the personnel policy. Commissioner Wooten-Jiles seconded the motion and with none opposed the motion carried.

Mrs. Stanley gave the finance report. Interest earned in December was \$2710.07. The expenditures were higher this month due to the deposit refunds from old accounts. When Ms. Natalie Roundtree visited, Mrs. Stanley was made aware of a process that is supposed to be completed annually but has not been done in some years. This involves uncashed checks and outstanding deposit balances on closed accounts. There have been letters sent out to take care of as many of these as possible. Any that do not respond will have the deposits sent to the treasurer's office and placed in unclaimed property. The quarterly budget to actual was included in the agenda packets and the bank statements are available in the office if anyone would like to review them. Mrs. Stanley also reported that Mrs. Etheridge will be attending a finance class in February.

Mr. Lassiter reported that the town hall is going to need a new roof and that will need to be considered during budget planning as it will cost approximately \$30,000. There has been a community service worker that has been working with public works. He has 24 hours to complete. Mr. Lassiter reported that the reports that were behind and not turned in have been completed and submitted.

Commissioner Braxton had a couple items of concern – she asked about the gate to the plant that used to be at the road. Mr. Lassiter stated that it had rusted and was taken down. The plant is still locked at the gate further up.

Commissioner Braxton stated that Roofing Solutions had moved to Greenville. She also asked if the Chamber has been notified of the town's events. Mrs. Stanley stated that she would be sure they had a list of our events. Mrs. Stanley will also follow up with Mr. Sharpe about

the brick sign that was mentioned since the fence at the end of the common area has been removed.

Commissioner Braxton asked about a food pantry or having the gentleman come through with the tractor trailer (at a cost of \$500). It was mentioned that there are three local food pantries in our area.

Commissioner Braxton asked if there was anything we could do about abandoned vehicles in town. It was stated that the ordinance update will help clarify that. It was asked of Commissioner Braxton to discuss with Mr. Tim Cole the abandoned vehicles/equipment at his store at the corner of Third St.

Commissioner Lewis mentioned that the July bills were extremely high and this month's would be as well. She asked if there was any more information on budget billing. Mrs. Stanley reminded the board that FMS is not capable of doing budget billing but customers can always make partial payments or pay extra on their bill at their convenience.

Commissioner Lewis reported that Ms. Christie Cobb has resigned from administrator of the town Facebook page and would be shutting the page down at the end of the week.

Mayor Speight asked if the town could send a letter to Fighting Crimes about the false information being posted there about the town. Attorney DuSablou stated that it fell under freedom of speech. When asked about making the facebook page "no comments allowed", he again stated that it would infringe on freedom of speech. It was agreed that the facebook page being taken down was probably a good thing.

Commissioner Wooten-Jiles asked that we reach out again about getting an ATM in town. She also stated that Mr. Chris Weaver has still not removed the mattresses, washers and refrigerators from the yard of the lot behind her.

Commissioner Wooten-Jiles asked for the final cost on cleaning up the lot at the "Mill". Mayor Speight stated that WW Landscaping completed the work.

Commissioner Taylor stated that the NCLM Town and State Dinner is on February 26th at 5:00 pm in downtown Raleigh. Commissioner Wooten-Jiles expressed interest in attending.

Mayor Speight asked about the jail and if there were any funding opportunities to help refurbish it. Mrs. Stanley stated that there has been communication with the State Historic Society to have it declared a historic land mark. She will follow up to get more information.

He also asked what the status was on DOT finishing the sidewalks (filling the holes and picking up equipment). Mrs. Etheridge stated that she has tried to call them several times but has not gotten any response. Mr. Lassiter stated that with the weather, they had just started back working this week.

When asked about the time cards and time clock, Mrs. Etheridge stated that the format does not transfer well from the time clock to computer. Mayor Speight stated that he and Commissioner Taylor would like to review the time clock statements and the hand written time sheets as well as the credit card statements.

Commissioner Lewis made a motion to enter into closed session. Commissioner Braxton seconded the motion and with none opposed the board enter closed session at 6:05 pm.

Commissioner Lewis made a motion to return to open session. Commissioner Braxton seconded the motion and with none opposed the board returned to open session at 6:13 pm.

Commissioner Braxton made a motion to adjourn the meeting. Commissioner Lewis seconded the motion and with none opposed the meeting adjourned at 6:14 pm.