

## TOWN OF BAILEY

The Regular Meeting of the Bailey Town Board was held in the Bailey Town Hall on February 20, 2017 at 7:00pm.

The following members of the Bailey Town Board were present: Mayor Pro Tem Shelley Carroll; Commissioners Howard Wescott, Allen Daniels, and Jerry Bissette. Commissioner Troy Conner was absent from the meeting.

### **Called the meeting to order:**

Mayor Pro Tem Carroll called the meeting to order and opened the meeting and welcomed all guest who were attending the meeting.

### **Approval of minutes and financial statement:**

The financial statement for February 2017 and the minutes for the Regular Board Meeting of February 2017, were unanimously approved upon a motion by Commissioner Wescott and seconded by Commissioner Bissette. (4 affirm); (0 nays)

### **Agenda items:**

**Bailey Chamber of Commerce;** Cecil Hawley, President of the Bailey Chamber of Commerce updated the board on the approved projects the Bailey Chamber of Commerce would be working on during the 2017 calendar year. He inquired as to the mailer that could be added to the March water bill that would provide information to people about upcoming events involving the Bailey Chamber of Commerce. Mayor Pro Tem Carroll asked if they would be doing the folding of the flyers and President Hawley stated, "Yes". Mayor Pro Tem asked Town Administrator Johnson if he knew how to handle this and he stated, "Yes, staple on both ends". President Hawley indicated that there would be two raffles to provide funding for various projects that the Chamber would be sponsoring. He also stated that instead of having the artificial tree up for the Tree Lighting event there would be a live tree donated by the Bailey Christmas Tree company.

**EnviroLink;** Dean Holmes, representative of EnviroLink, was present and had nothing to report.

### **Public Comment:**

Mayor Pro Tem opened the public comment section. With no comments made the public comments section was closed.

### **Old Business:**

### **New Business:**

**Braswell Memorial Library – Mr. Rhoeder, Chairman of the Board;** Mr. Rhoeder wanted to update the board in reference to the transfer of the Wesley Privette Memorial Library board assets over to the Braswell Memorial Library. That in fact has occurred and the Wesley Privette Memorial Library board has dissolved. He indicated that he was there for (2) two things. One was to request the second half of the appropriate budget amount of \$2,500.00 one the cooperative agreement was approved and to discuss the drop in attendance of the library. He also asked that they be able to put an insert in with the water bill for the month. Mayor Pro Tem Carroll asked that it be included in the March billing. President Hawley stated that he would include it with their flyer. Mr. Rhoeder then asked what he would need to provide to President Hawley and at what time. President Hawley stated that he would need to get the information by March 18<sup>th</sup>.

**Denny Liles;** Town Administrator Johnson advised the Board that there was a problem with a property that Mr. Liles had on Main St where the contractors for the 1<sup>st</sup> sewer rehab project in town had cut and crimped the line at the clean out. He advised that Jeff Whitley and Glynn Whitley from EnviroLink were able to locate the line and determine the problem that existed. It was discovered that a former employee had done the work to

bring the line to the business but that it should have been routed to the building a different way. Mr. Liles asked that they approve the request that the line be restored and brought back to the customer's premise so that the customer could in fact rent/lease the property. Commissioner Conner provided the name of a reliable plumber, Mr. Mayo, to meet with Mr. Liles in order to determine what would be required to get the problem fixed.

**Award for AIA Grant;** Town Administrator Johnson advised that the town had been awarded the Asset Inventory Assessment Grant for sewer. He advised that this was passed by a prior resolution and that 5% of the grants \$150,000 or \$7,500.00 would need to be matched in fund(s) or in kind services. He stated that the milestone for this grant was for the board to give the green light for the engineers to proceed with the project. Commissioner Bissette stated that we could use all of the help that we could get. A motion to proceed with the AIA grant was made by Commissioner Bissette and seconded by Commissioner Daniels and was unanimously approved. (4 affirm); (0 nays)

**Award for Water Filtration Project;** Town Administrator Johnson advised that the town had been awarded the Water Filtration Project money, which was not funded by a grant but from the State Revolving Fund. He advised that this was passed by a prior resolution and that \$234,000.00 was principal forgiveness while the remaining \$234,000.00 was a loan with (0%) interest. He stated that the milestone for this grant was for the board to approve the engineers that had responded to the advertised RFQ. He also advised that he had engaged Cecil Rhodes with Envirolink to assist with a rate study because this would need to be included in our rates in order to repay back the loan portion that was at (0%) interest. He stated that the milestone for this project was for the board to give the green light for the engineers to proceed with the project. A motion to proceed with the Water Filtration project was made by Commissioner Daniels and seconded by Commissioner Wescott and was unanimously approved. (4 affirm); (0 nays)

**Notice for RFQ approval;** Town Administrator Johnson advised that when a project requires engineering specs and a funding notice has been awarded by the State of NC that a RFQ must be advertised. This was done in the Spring Hope Enterprise and also the Wilson Times. The deadline for the requirement of the RFQ was at 3:00pm on Friday, February 17<sup>th</sup>, 2017. The only firm to apply was McGill & Associates. A motion to proceed with McGill & Associates as the engineers for the Water Filtration Project was made by Commissioner Bissette and seconded by Commissioner Wescott and was unanimously approved. (4 affirm); (0 nays)

**Office Cleaning Proposal;** Mayor Pro Tem Carroll brought the proposal forward for consideration to the board. She asked if there were any comments or discussion. Commissioner Daniels asked if there had been a request for a proposal. Mayor Pro Tem Carroll stated that there had not been but that it was provided so she provided it to the board. Commissioner Bissette asked if there had been a problem with our current provider. Mayor Pro Tem Carroll stated that there had been several items that she had discussed with Becky prior to this proposal request and Town Administrator Johnson indicated that the current provider came during office hours to clean in December and left the back door unlocked in January of this year. Commissioner Daniels asked who our current provider was and Mayor Pro Tem Carroll indicated that it was Clean Sweep. Commissioner Bissette asked what the current rate from Clean Sweep was and he was advised that it was \$275.00. He also asked if there was a guideline on what was expected from them. Mayor Pro Tem Carroll advised that she and Becky had discussed with them what the expectations were at the time they were awarded the service agreement. Commissioner Daniels asked how many employees worked for Sarah's Cleaning Service and Sarah Johnson stated that it was just her. Commissioner Daniels asked if there was a requirement for a certificate of insurance. Town Administrator Johnson stated that she would be required to be bonded. A motion to proceed with Sarah Johnson's Cleaning Service was made by Commissioner Daniels for a period of 12 months with a 30 day notice and seconded by Commissioner Bissette and was unanimously approved. (4 affirm); (0 nays)

**Commissioner's remarks:**

Commissioner Daniels stated that he wanted to surplus some equipment. He advised that John would work with him to help get the items on GovDeals.com. A motion was made but since the rules of surplus were not met it could not be accepted during the February regular meeting. This will be addressed in the March regular meeting.

**Mayor's remarks:**

There were no Mayor remarks

**Department Heads Remarks:**

Administrator Johnson provided information to the board in reference to Town Hall day sponsored by the NC League of Municipalities.

He also provided the board information on water bill receivables that were older than 2006. He advised that there was a total of \$13,980.30 that was on the receivables that were aging but not enforceable for collections. He asked that a motion be made so that this amount could be adjusted off the books. Commissioner Daniels made a motion to write-off the receivables that were uncollectable from water and sewer and it was seconded by Commissioner Wescott and was unanimously approved. (4 affirm); (0 Nay)

Administrator Johnson provided information to the board in reference to uncollected taxes that dated from 1996 to 2006. He advised that this was the first round and not all of it and that \$11,690.61. He advised that he was not able to enforce collections on these figures. He asked that a motion be made to write-off the taxes that were not able to enforce for collections. Commissioner Wescott made a motion to write-off the tax receivables that were uncollectable from personal and or real property and it was seconded by Commissioner Daniels and was unanimously approved. (4 affirm); (0 Nay)

Administrator Johnson advised the board that he was looking into Logics Solutions for web based applications and website payment options that would be tied into our current service plan that we are paying for. As he gathers more information from Logics he would pass it along to the board and would make recommendations on what the town should utilize.

Administrator Johnson advised the board that he was looking for the board to approve a block of training time for him with Logics Icobol processes. The reason is because there are things that he needs training on because he is not familiar with certain processes that occur during year-end. He would have more information on what he would need in the near future.

Chief Ennis advised that the 2011 Charger had been with Chrysler for about a week due to issues with the suspension and the engine mount. He advised that he filed a complaint with Chrysler in regards to the fact that the car had low mileage but had all of these major issues. He notified the board that Chrysler would be cutting a check to the Town of Bailey so that our cost would only be \$100.00 for the service work that had been performed.

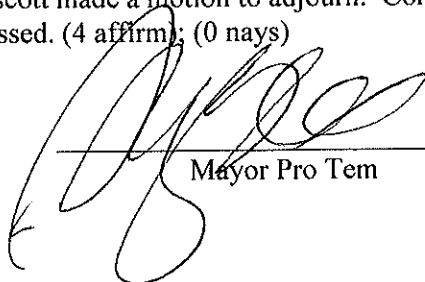
Administrator Johnson asked if the board was going to make a motion for the additional library funds that had been asked for. Mayor Pro Tem then asked the board if they would entertain a motion to approve the additional \$2,500 that was being requested by the library that had been appropriated during the budget. Commissioner Daniels indicated that he wasn't here during the discussion but felt that the county should be putting more money into the regional libraries. He stated that he didn't mind the original \$2,500 that had been given but that he could not see giving the additional \$2,500 to the library at this time until he could understand more about the situation. Mayor Pro Tem Carroll made a motion to approve the additional \$2,500 funding that was appropriated during budget approval and Commissioner Wescott seconded it. The motion was passed with (3 affirm) Carroll, Wescott, and Bisette; (1 nay) Daniel

**Closed Session:**

**Adjournment:**

There being no further business, Commissioner Wescott made a motion to adjourn. Commissioner Daniel seconded the motion and the motion unanimously passed. (4 affirm); (0 nays)

  
Clerk

  
Mayor Pro Tem