

**Town of Angier
Board of Commissioners
Workshop Session
Tuesday, May 22, 2018, 6:30 P.M.
Angier Municipal Building
28 North Raleigh Street
Minutes**

The Town of Angier convened during a regularly scheduled Board of Commissioners Workshop Session meeting Tuesday, May 22, 2018, in the Board Room inside the Municipal Building at 28 North Raleigh Street.

Members Present: Mayor Lewis W. Weatherspoon
Mayor Pro-Tem/Commissioner Craig Honeycutt
Commissioner Loru Boyer Hawley
Commissioner Bob Smith
Commissioner Mike Hill

Staff Present: Town Clerk, Veronica Hardaway
Public Works Director Jimmy Cook

Others Present:

1. **Call to Order:** Mayor Weatherspoon presided, calling the Board of Commissioners meeting to order at 6:30 p.m.
2. **Pledge of Allegiance:** Commissioner Smith led the pledge of allegiance.
3. **Invocation:** Commissioner Smith offered the invocation.
4. **Approval of the May 22, 2018, meeting agenda:** The Town Board approved the agenda as presented.

Board Action: The Town Board unanimously approved the May 22, 2018 meeting agenda as presented.

Motion: Commissioner Smith

Second: Commissioner Hill

Vote: Unanimous, 4-0

5. New Business:

A&B. Establish a late May and June Meeting Schedule and Manager Search (Items A&B)

Interim Town Manager stated that between now and June 30th there are a number of important items that need to be addressed. Items and recommended target dates include:

May 31 – Present the FY2018-2019 Budget and decide which Executive Search Firm the Board would like to interview.

It was the consensus of the Board to allow the Mayor and Mayor Pro-Tem to check the proposed Executive Search Firm references.

It was the consensus of the Board instructing the Interim Town Manager to create a spreadsheet of all the search firms and cost.

June 4-8 – Schedule and hold interviews with selected firms.

June 5 – Budget Public Hearing. Once the Board has concluded the Public Hearing the Budget may be approved or revised. The Board may also reschedule more budget hearings if one is necessary. State law requires the budget be approved by June 30th.

June 26 – Do a final budget revision for the current FY 2017-2018 if needed. Decide which consultant firm the Town would like to use and authorize Interim Town Manager to execute a contract.

C. Approve contracting with the League of Municipalities for Liability and Risk Management Services

Interim Town Manager Mike McLaurin stated at the present time he is recommending the Board contract with the League of Municipalities for its liability and risk management services. The recommendation is based on some of the additional grant and training opportunities as a part of their services.

It was the consensus of the Board to place this item under new business on June's meeting agenda.

D. Recognizing the position of Finance Director as a part time position

Interim Town Manager Mike McLaurin stated that a number of years ago, Vanessa Young came to work for the Town as the Interim Finance Director. Ms. Young is a retiree with the Local Government Retirement System and as such is limited on the number of hours worked and income that can be earned per calendar year. Typically the term "interim" implies that the employer is recruiting for the permanent position. As Interim Manager he felt comfortable removing the interim from her title and would recommend that this position be reclassified as a part-time position effective either at the May 31st or June 5th meeting.

It was the consensus of the Board to place this item on the consent agenda for June's meeting.

E. Consideration of joining the Triangle J Council of Government

Interim Town Manager Mike McLaurin stated there has been discussion about having the Town join the Triangle J Council of Governments. He and the Mayor along with Harnett County officials recently met with Director Lee Worsley to discuss mutual interests in this endeavor.

Triangle J COG serves 43 member governments consisting of 36 cities and Towns and seven counties. The counties consist of Wake, Moore, Lee, Chatham, Orange, Durham, and Johnston.

There are several reasons to join Triangle J COG which include: 1) a portion of Angier is located within Wake County; 2) the Town is a member of CAMPO which also serves many of the Triangle J communities; 3) given the Town's growth and likely needs, it appears that Triangle J has the resources that best meet Angier's needs.

Presently, the process for withdrawing from Mid Carolina COG is undetermined. Should the Board decide to move forward, we will then notify that COG to determine how the Town may withdraw and proceed.

It was the consensus of the Board to place this item on the consent agenda for June's meeting.

F. Discussion of the Small Town Main Street Program

Interim Town Manager Mike McLaurin stated that Angier is designated as an NC Small Town Main Street community. Recently, the Town was notified by the State's Small Town Main Street staff they will be coming in for a site visit. Based on our analysis, very little work has been done with the program. The Small Town Main Street Director is willing to work with the Town to assist in developing a more productive program.

A robust and successful Small Town Main Street program generally has an active committee which will work to address the four points of the Small Town Main Street program which are: Organization, Promotion, Design and Economic Viability. This program works well in many communities however there must be a strong commitment by the Town as it works to enhance its downtown.

It was the consensus of the Board to place this item on the consent agenda for June's meeting.

6. Old Business:

A. Report on Meeting with Ms. Munday

Mr. McLaurin informed the Board that he and the Town Clerk met with Ms. Munday to discuss her concerns about the annexation and development of Southern Acres subdivision.

Unfortunately, the meeting ran out of time and another meeting was offered to Ms. Munday if she wished. To date, Ms. Munday has not contacted the Town for another meeting. Mr. McLaurin notified Ms. Munday a reply to her concerns by mail.

B. Update of house on Church Street

Interim Town Manager Mike McLaurin stated he has asked the Chief to provide information on the Church Street house that was identified at the May 14, 2018 Special Called Meeting. Chief Bobby Hallman has reported that over the past few year's police have been working to address Church Street issues. There were some arrests made in 2014 and 2015 at the residence. On May 16, 2018 an investigator went to the residence to meet with the owner to discuss the compliant about the property. The officer did not see any contraband in the area. The Police Department will continue to monitor the situation.

C. Alcohol Restrictions at Town Sponsored Events

Mr. McLaurin stated the Board recently passed an ordinance amendment that allows the Town Manager to develop and implement alcohol restrictions for Town sponsored events. Mr. McLaurin reviewed the restrictions for the upcoming concert series events. Ticket sales will cease an hour before the show is over and the tap will stop 30 minutes before the show is over.

D. Downtown Banners

Mr. McLaurin reported banners are underway and Public Works Director Jimmy Cook is the Town contact on this project.

E. Highway 55 Bypass

Mr. McLaurin asked the Board that if they would like more information on the bypass, the Town will invite NCDOT to discuss the project.

F. Update on request for Crosswalk Lights at certain Intersections

Mr. McLaurin reported that NCDOT representatives will be coming to Town soon to conduct a study on the need for crosswalk signs and/or lights.

G. Planning Board Training

Mr. McLaurin stated there is a need to develop and implement a training session for Planning Board members. Planning Technician Sean Johnson has developed a curriculum that may be used as a model. In addition, a budget has been formulated for Planning Board members to take offsite training to improve their skills.

7. Manager's Comments

Interim Town Manager Mike McLaurin suggested to the Board to add a place on the agenda for staff recognition as well as announcing employee accomplishments on our Facebook and website.

It was the consensus of the Board to add employee recognition on future agendas. The Board requested to have police officers come to future meetings to get to know the Commissioners.

The Board had a discussion on televising Board meetings. It was the consensus of the Board for the Interim Town Manager to look further into televising meetings. The Mayor offered to contact local colleges to see if they have resources to help.

Mayor Weatherspoon stated that Central Carolina Community College has asked to conduct two classes in the Board room such as GED and ESL classes. Once more information is collected it will be brought to the Board.

A. Notary Policy

Mr. McLaurin stated that currently the Town provides notary services to anyone who walks into Town Hall. Mr. McLaurin proposed the Town cease notary services unless its Town related starting July 1, 2018.

It was the consensus of the Board to proceed with the proposal.

B. Microphones

Mike McLaurin informed the Board that the Town has received estimates for two additional microphones. He has also stated that the estimate includes the push to talk feature of the microphones. Mr. McLaurin recommended proceeding with the wired microphones to save money.

It was the consensus of the Board to obtain an estimate for an additional speaker that faces the Board to better hear when meetings are conducted.

C. Follow up on Items from January 8, 2018 meeting.

Mr. McLaurin stated that he acknowledged items that were given to the former Town Manager to report on. He stated he will keep the Board updated on items that were requested.

D. Proposed Town Policies

Mr. McLaurin stated he will schedule over the next several months policies for the Board to review and approve.

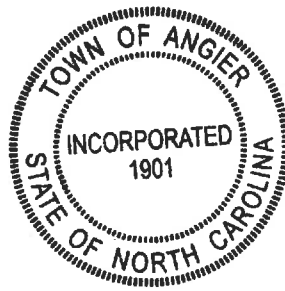
Public Works Director Jimmy Cook stated resurfacing of streets will begin the month of June and will be done by July 1st. He stated the water tank should be completed by July 1st.

8. Adjournment: The Town Board voted unanimously to adjourn the meeting at 8:11pm.

Motion: Mayor Pro-Tem/Commissioner Honeycutt

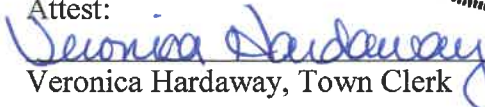
Second: Commissioner Smith

Vote: Unanimous, 4-0




Lewis W. Weatherspoon, Mayor

Attest:


Veronica Hardaway, Town Clerk