

The Board of Commissioners of the Town of Wade met in regular session November 8, 2011 at 7:00 P.M. at the Wade Town Hall.

Board Present

Mayor Huell Aekins
Commissioner Ann Long
Commissioner Joseph Dixon
Commissioner John Nunnery
Commissioner Raymond Edwards
Commissioner Johnny Lanthorn

Visitors

Mrs. Denise Sykes, JPB
1 Wade Citizen

Mayor Aekins called the meeting to order and opened with prayer.

Agenda Adoption

Commissioner Dixon made a motion seconded by Commissioner Long to adopt the agenda as presented. The motion passed unanimously.

Minutes

Commissioner Dixon made a motion seconded by Commissioner Nunnery to approve the Minutes of the October 11, 2011 regular session. The motion passed unanimously.

Financial Reports

Board Members reviewed the reports and Commissioner Nunnery made a motion seconded by Commissioner Lanthorn to approve the Reports as presented. The motion passed unanimously.

Water Department

Commissioner Long made a motion seconded by Commissioner Nunnery to approve the October Water Report as presented. The motion passed unanimously.

Agenda Business Items

Speakers from the Floor

Mayor Aekins informed the Board that no one had signed up to address the Board under the Speakers from the Floor agenda item.

Maintenance Supervisor Job Description

Board Members reviewed the job description for the Maintenance Supervisor position. Commissioner Dixon expressed a desire to have the phrase, "to complete a daily task" added to the bullet item, other duties assigned, under the Primary Objectives heading. Commissioner Edwards stated that Mr. Christian should be made aware of the fact that he could not do all the items on the description in one day, however there were some things on the description that presently were not being done at all. Board Members agreed that Mr. Christian should sign a statement acknowledging his receipt of the description.

Commissioner Lanthorn stated that Mr. Christian had a list of duties or a task sheet listing items that should be completed. Commissioner Lanthorn stated that Mr. Christian would report to Town Clerk Cindy Burchett, who would then give him a list of duties to be completed each day. He explained that the list should be returned at the end of day indicating the duties that were completed. The Board agreed that documentation was essential to achieving success with the use of the job description. Commissioner Dixon made a motion to approve the Maintenance Supervisor Job Description with the recommended change. Commissioner Long seconded the motion and the motion passed unanimously. Mayor Aekins stated that now that the description was approved he would give it to Mr. Christian for him to review and indicate any problems that he had with the document.

Committee Reports

Beautification – Commissioner Lanthorn reported that work should have already begun on the flower bed around the Town Hall sign, but as of yet it had not.

Park – Commissioner Edwards stated that there was a lot of work that needed to be done at the park. He stated that the park should be the first area that Mr. Christian checked each day. Commissioner Edwards also stated that the grass needed cutting, that there were trees still growing in the fence, that the limbs needed picking up and a load of dirt needed to be put on the soccer field especially near the tennis courts.

Streets – Board Members reviewed an estimate from Diamond Constructors, Inc. for the repair of Olive St., Clara St. and Third St. in the amount of \$35,125. Commissioner Dixon stated that he felt the estimate was too high. He stated that the streets were maintaining and not sinking so perhaps it would be best to delay the repairs until asphalt prices were cheaper. Board Members agreed that it may be best to completely repave the streets at a later date. Commissioner Nunnery made a motion seconded by Commissioner Dixon to table the repair of the streets until 2012. The motion passed unanimously.

Employment Agreement

Board Members reviewed a two-year Employment Agreement with Town Clerk Cindy Burchett. Commissioner Nunnery made a motion to approve the Employment Agreement with the Town Clerk. Commissioner Long seconded the motion and the motion passed unanimously.

Swearing In Ceremony

Board Members discussed plans for the December Swearing in Ceremony. Commissioner Lanthorn reported that Brenda Lanthorn had agreed to handle the refreshments. Mayor Aekins asked Board Members to determine a budget amount for the ceremony. Commissioner Dixon agreed to ask the Pastor of Center Baptist Church to be a part of the ceremony. Board Members discussed the menu and the amount that should be allocated. Commissioner Long made a motion to establish a budget of \$350 for the ceremony. Commissioner Nunnery seconded the motion and the motion passed unanimously. It was agreed that if the expenses exceed this amount Mrs. Lanthorn should contact Mayor Aekins.

2011 Founder's Day

Commissioner Dixon stated that he had returned the contract to KOSS Motorsports with the changes as recommended by Town Attorney John Jackson. He explained that KOSS promoted the event and that it was recommended that the Founder's Day Committee get insurance for the day of the event. He stated that it would soon be time for the committee

to meet and brainstorm. Commissioner Dixon stated that he felt corn hole should continue to be part of the event and that perhaps an entrance fee should be charged to participate if cash prizes were awarded. He stated that the key to this event and the cake bake was getting a sponsor. A discussion was held regarding the insurance. Town Clerk Cindy Burchett explained that the Committee had been quoted \$386 for the one day coverage of \$1,000,000. Commissioner Dixon reminded the Board that the purpose of Founder's Day was to give something back to community and to have unity in the community.

Announcements

Denise Sykes informed the Board that the Cape Fear Marching Colt Pit Crew would be cooking Boston Butts of 10 to 12 lbs. for \$25 the Wednesday before Thanksgiving and for Christmas as well. She stated the funds raised went to the Band and that if anyone was interested she would be glad to take their order.

Commissioner Lanthorn asked that the Board give some consideration to increasing the hourly wage for seasonal employee Darryl Wade. He also informed the Board that the Joint Appearance Commission in conjunction with the Student Government Association of the area high schools held an event called, "Reforest the Forest." He explained that this event was held at Pine Forest and that 53 dogwood trees purchased with funds raised by the SGA and 50 long leaf pines donated US Forestry Service were planted to replenish the area that was devastated by the April tornadoes.

Commissioner Edwards reported to the Board that the Community Club that operated the Community Building was getting smaller in number and was receiving less support and so they were considering turning the facility over to the Town. He stated that very little help was being received to help maintain the building and that there were some maintenance issues that would soon have to be taken care of. Commissioner Edwards also stated that, because of all the history that was hanging on the walls, the building could be used as a museum. He explained that this issue would be discussed again at a future meeting of the Community Club. Commissioner Dixon stated that he felt that Mr. Jackson should be consulted about the legalities of the Town acquiring the building.

Town Clerk Cindy Burchett reminded Board Members that everyone that was elected or reelected would have to take part in ethics training prior to November 2012. She explained that the training must be completed each time a person is elected to an office and that hopefully the County would be able to once again get a webinar to assist everyone in meeting this requirement.

Mayor Aekins stated that he wanted everyone to work together no matter what the election results turned out to be. He asked Board Members to notice issues around Town and if things were or were not happening as they should then Town Clerk Cindy Burchett should be notified so that the issue could get resolved. Mayor Aekins stated that Mr. Christian should begin his day at the Town Hall. He also informed the Board that Mr. Christian had been asked to gas all vehicles and equipment on Friday, to turn in the tickets to the Clerk and to keep a mileage log indicating where he had been. Mayor Aekins asked Board Members if they would like to meet with Mr. Christian once he had the chance to review the job description. Commissioner Dixon stated that if Mr. Christian had any questions then the Board should be willing to meet with him. Board Members agreed to meet with Mr. Christian if necessary.

Adjournment

Commissioner Dixon made a motion seconded by Commissioner Nunnery to adjourn. The motion passed unanimously.

There being no further business the meeting adjourned.

Huell Aekins, Mayor

Cindy C. Burchett, Town Clerk