

TOWN OF GARLAND
SPECIAL MEETING
OF THE BOARD OF COMMISSIONERS
MONDAY, FEBRUARY 3, 2020
6:00 PM

The special meeting of the Board of Commissioners of the Town of Garland was held at the Garland Town Hall in Garland, N.C. on Monday, February 3, 2020 at 6:00 pm.

The following members of the Board of Commissioners were present:

Austin Brown
Carolyn R. Melvin
Barbara A. Peterson
Eddie Bronson, Jr. (Arrived at 6:10 pm)

The following member of the Board of Commissioners was absent:

S. J. Smith

ADMINISTRATIVE

Mayor Winifred H. Murphy called the meeting to order at 6:00 pm and welcomed everyone in attendance. Town Clerk, Pamela Cashwell, was present serving as clerk recording notes for the minutes.

QUORUM

Mayor Winifred H. Murphy and Town Clerk Pamela Cashwell established there was a quorum present.

ANNOUNCEMENT OF COMMISSIONER VACANCY & APPOINTMENT PROCEDURE

Mayor Murphy read aloud a letter of resignation submitted by Commissioner S. J. Smith on January 28, 2020. Mayor Pro Tem Austin Brown made a motion to accept the resignation of Commissioner S. J. Smith effective January 28, 2020, seconded by Commissioner Carolyn R. Melvin and carried unanimously. Mayor Murphy expressed gratitude for all Commissioner S. J. Smith has contributed to the Town of Garland both as an employee and Board Member. Well wishes were given for improved health and well-being.

Mayor Pro Tem Austin Brown made a motion to fill the vacancy on the board by having interested candidates to complete an application of interest in the vacancy. Commissioner Carolyn R. Melvin seconded the motion and motion carried unanimously. Announcement of the vacancy will be placed on the town's website and on the town's social media page. Applications will be due on February 13, 2020.

PLANNING AND ZONING APPOINTMENTS

Mayor Murphy supplied the Board with a list of recommendations for appointments for the Planning and Zoning Board and the Board of Adjustments. (See attached). Mayor Pro Tem Austin Brown made a motion to approve the recommended appointments as submitted, seconded by Commissioner Barbara A. Peterson and carried unanimously.

BUILDING REPAIRS

Mayor Pro Tem Austin Brown reported the hot water heater has been repaired at town hall. Clerk Cashwell reported the roofing company finished up the roofing repairs on the bay area of the roof at town hall today. The heat resistant boots were installed on the building used by the Senior Center where leaking had occurred previously. Clerk Cashwell reported bay door number three was repaired by *Overhead Doors* last Friday.

Doors one and four were discovered to be inoperable. These doors were assessed by the technicians and it was discovered the motors were filled with water and it shorted them out. Clerk Cashwell reported this information to our insurance adjuster and he instructed us to go ahead and get the quotes to replace the motors in the other two doors and he will add this additional damages to the same claim that is currently open for the roof and bay door motor. Clerk Cashwell called *Overhead Doors* and requested quotes for the other two doors and asked that these two doors be repaired like the other one. Clerk Cashwell also informed the adjuster that a cut-off switch had to be installed by an electrician on the bay door motor prior to repairs. These costs will also be forwarded to the insurance company. Clerk Cashwell asked the Board to consider approval to have cut-off switches installed on the other three bay door motors. Mayor Pro Tem Austin Brown moved to approve the request as stated, seconded by Commissioner Barbara Peterson and carried unanimously.

Clerk Cashwell stated Library personnel called last Friday and reported the heating unit wasn't working. A contractor was called and he determined a part wasn't working in the unit, he went and picked up the part and repaired the unit within several hours for a cost of \$243.32.

COLLECTIONS SYSTEM CLEANING

Mayor Pro Tem Austin Brown made a motion to approve hiring a contractor to clean out the collections system for an estimated cost of \$4,300.00 and to contract with a local municipality pending their approval to discard the seven to eight loads of discharge at a rate of \$200.00/load. Commissioner Carolyn Melvin seconded the motion and the motion carried unanimously.

LOW FLOW PUMPS FOR WATER & WASTEWATER SYSTEMS

Mayor Pro Tem Austin Brown made a motion to purchase two low flow pumps at \$509.00 each plus tax and shipping, seconded by Commissioner Barbara Peterson and carried unanimously.

STREETS

Commissioner Eddie Bronson, Jr. has a meeting with the paving contractors at 7:45 am Wednesday to do a walk-through of the recent paving. Other Board members were also asked to go assess the areas that were paved and report any issues they see to Commissioner Bronson by Wednesday am. Commissioner Carolyn Melvin reported a large hole in the road on Center Street that is getting larger quickly. She voiced safety concerns as there isn't anything to alert motorist or pedestrians of the hole. Mayor Pro Tem Austin Brown stated he would go place cones around the hole until it can be repaired. He suggested having the paving contractors give us an estimate to repair the hole while they are in town this week.

MAYOR & COMMISSIONER SCHEDULED TRAINING OPPORTUNITES

Several Commissioners have signed up to go to the newly elected officials training in February. Mayor Murphy gave several resource sites board members can access to gain additional information and training. Board members were also reminded of the required Ethics Training and instructions on how to view the webinar the town purchased for the training.

WAIVER & RELEASE OF EASEMENT REQUEST

Mayor Murphy asked the board to review the revised documents that have been provided with the requested changes and authorize her to sign the agreements if they approved of the revised documents. Mayor Pro Tem Austin Brown asked if we were renting the space requested to be used for parking as the documents indicate and it was the consensus of the board that we wouldn't be renting the space. After further discussion, Mayor Pro Tem Austin Brown made a motion to table a decision on these documents until Attorney Maynard is present to provide counsel, seconded by Commissioner Barbara Peterson and carried unanimously. (See attached).

COMMUNITY MEETING

Mayor Murphy proposed to have a town hall meeting called "Connecting, Communicating & Engagement" on Monday, February 17, 2020 at the Garland Baptist Church Fellowship Hall at 7:00 pm. The purpose of this meeting is to be transparent with citizens and community leaders and to engage citizens to become more involved in important decisions, activities, improvements, and services for the entire community. Improved communications and collaborations with citizens will hopefully encourage citizens to participate in community sponsored events, visioning, economic development, safety, recreation, streets, buildings, and town services. Board members agreed to holding this town hall meeting forum and they were asked to contact leaders of their respective churches to request representatives attend this community meeting. (See attached).

VANDALISM

Mayor Pro Tem Austin Brown reported he had received reports of vandalism at the park complex today and he went out to assess the damage. He noted the picnic tables had been bashed into a million pieces, the poles the league had erected to prevent parking in the area have been pulled up and drug down the field, graffiti has been painted on the back of the community building, part of the fencing has been torn down on the big softball field, and some of the pieces of the picnic tables were thrown on the roof of the concession stand. Pictures were shared that Mayor Pro Tem Brown had taken of the damage. Discussion ensued regarding options to institute to try and abate the ongoing vandalism at the park complex. A police report will be filed, and board members will work towards improved security measures at the park. Damage will be reported to the insurance provider. Mayor Murphy stated she will get R. Boone to inspect all town owned properties daily.

CLOSED SESSION

Upon a motion duly made by Mayor Pro Tem Austin Brown, seconded by Commissioner Carolyn R. Melvin and unanimously carried in open session of the Town of Garland Meeting, the Board of Commissioners went into closed session at 7:04 pm in accordance with G.S. 143-318.11(6) personnel.

Mayor Pro Tem Austin Brown made a motion to exit closed session at 7:53 pm, seconded by Commissioner Barbara Peterson and carried unanimously.

OPEN SESSION

No action taken in closed session.

ADJOURNMENT

Mayor Pro Tem Austin Brown made a motion to adjourn the meeting, seconded by Commissioner Barbara Peterson and carried unanimously. Meeting adjourned at 7:54 pm.

Pamela Cashwell
Pamela Cashwell, Town Clerk

Board Approved:

Winifred H. Murphy
Winifred H. Murphy, Mayor