

**Fairmont Board of Commissioners  
Regular Meeting Agenda**

Date: July 18, 2023

Time: 6:00 p.m.

Place: Fairmont-South Robeson Heritage Center

- I. **CALL TO ORDER**
- II. **Invocation – Bishop J.J. Moultrie, Pastor of Oak Grove Missionary Baptist Church**
- III. **Pledge of Allegiance**
- IV. **Mayor's Presentations**
  - a. Recognition of Bingo Volunteers/Assistants – Linda Bethea, Phelecia Lewis and Pam Smith.
- V. **Approval of Agenda**
- VI. **Public Comment Period/Citizens Appearance** - Anyone wishing to come before the board must place their name and topic of discussion on the list before the meeting begins. The Public Comment period is thirty minutes, and each speaker will be given five minutes to speak. There will be no discussion with the board.

- VII. **Consent Agenda** – These items will be adopted with one vote.
  - a. Approval of Minutes – Regular Meeting, June 18, 2024, and Special Meeting, June 27, 2024.

**VIII. Old Business**

- a. None

**IX. New Business**

- a. Selection of Contractor for waste collection (trash/limbs & leaves)
- b. StRAP Award Announcement
- c. Regional Wastewater Agreement Amendment

**X. Comments**

- a. Board of Commissioners and Mayor
- b. Town Manager

**XI. Executive/Closed Session – Personnel GS 143-318.11(a)(6)**

**XII. Adjournment**

**XIII. Community Announcements**

- a. Each Week, Monday – Thursday, Chair Aerobics, 10:00 to 11:00 a.m., Heritage Center
- b. Saturday, July 20 – Senior Bingo, 12:00 to 2:00 p.m., Heritage Center
- c. Saturday, August 17 – Senior Bingo, 12:00 to 2:00 p.m., Heritage Center
- d. Tuesday, August 20 – Regular Town Board Meeting, 6:00 p.m., Heritage Center

Respectfully submitted,

Jerome Chestnut, Town Manager

## **Regular Meeting – June 18, 2024**

The Fairmont Board of Commissioners held their regular meeting on Tuesday, June 18, 2024, at 6:00 p.m. in the Fairmont-South Robeson Heritage Center with Mayor Charles Kemp presiding. Commissioners present were J.J. McCree, Terry Evans, Heather Seibles, Melvin Ellison, and Clarence McNeill, Jr. Commissioner Jan Tedder-Rogers was absent. Staff present included Town Manager Jerome Chestnut, Town Attorney Jessica Scott, Town Clerk Jenny Larson, Deputy Town Clerk Rodney Cain, and Public Works Director Ronnie Seals. Others in attendance included James Hunt, Vanessa Abernathy, Ann Hughes, Andrea Hughes, and several citizens.

### **Call to Order and Invocation**

Mayor Charles Kemp called the meeting to order at 6:00 p.m. Pastor James Hunt of Fairmont Northside Church of God, gave the invocation, which was followed by the Pledge of Allegiance.

### **Mayor Presentation**

Mayor Kemp recognized Ann Hughes, Gertrude Conner, Maxie Pittman, Bobby Faulk and Andrea Hughes for volunteering to help with food/refreshments at senior bingo and town employee luncheons.

### **Public Hearing – Fiscal Year 2024-2025 Budget**

Commissioner Seibles made a motion to go into public hearing at 6:11 p.m. Commissioner Evans seconded the motion and it passed unanimously.

The purpose of the Public Hearing is to discuss the Fiscal Year 2024-2025 Budget. The budget includes a 2.5% cost of living pay raise for employees but keeps the utility and tax rates the same. The General fund budget is \$2,725,165, Powell Bill fund is \$99,095, and the Water/Sewer fund is \$1,681,613.

There was no public input on the public hearing for fiscal year 2023-2024 budget.

Commissioner Seibles made a motion to add \$2,500 to the budget for an annual Juneteenth celebration. Commissioner Evans seconded the motion and it passed unanimously.

Commissioner Evans made a motion to come out of the public hearing at 6:20 p.m. Commissioner Ellison seconded the motion and it passed unanimously.

### **Approval of Agenda**

Commissioner Evans made a motion to approve the agenda. Commissioner Ellison seconded the motion and it passed unanimously.

**Public Comment Period/Citizens Appearance**

Vanessa Abernathy – Juneteenth history

Ms. Vanessa Abernathy gave a brief history of Juneteenth when Texas was notified on June 19, 1865, of the Emancipation Proclamation officially abolishing slavery in the United States.

**Consent Agenda**

Upon motion by Commissioner Evans and seconded by Commissioner Ellison, it was unanimously voted to adopt the following consent agenda item:

Approval of Minutes – Regular Meeting, May 21, 2024, and Budget Workshops, June 4, 2024, and June 11, 2024.

**Old Business**

There was no old business this month.

**New Business**

Ordinance 24-259 - Fiscal Year 2024-2025 Budget

Commissioner Ellison made a motion to approve the Fiscal Year 2024-2025 Budget in the amount of \$4,529,105. Commissioner - seconded the motion and it passed with a vote of 4 to 1 as follows:

For:	Commissioners Ellison, Evans, McNeill, and Seibles
Against:	Commissioner McCree
Absent:	Commissioner Tedder-Rogers

A signed copy of the ordinance is hereby incorporated by reference and made a part of these minutes.

Selection of Contractor for Brownfields Assessment Grant – Terracon Consultants Inc.

The EPA has awarded a Brownfields Community-Wide Assessment Grant (Cooperative Agreement Number BF02D63123) to the Town of Fairmont in the amount of \$500,000. The project and budget period are from July 7, 2023, through September 3, 2027. The purpose of this grant is to identify and assess any properties in the Town of Fairmont with environmental-related issues.

The town advertised the Request for Proposals on May 1, 2024, with bids due on June 3, 2024. A total of seven RFQs were received through state, regional, local, and direct solicitations. A review committee of Jerome Chestnut (Town Manager), Jennifer Larson (Finance Director, Town Clerk), and Ronnie Seals met on June 17, 2024, to discuss and score the RFQs (See attached). The bids were opened at 330pm and closed at 5pm on June 17, 2024. Terracon Consultants, Inc from Myrtle Beach, SC was the top scoring company.

Commissioner Evans made a motion to select Terracon Consultants, Inc. as the contractor for the Brownfields Assessment Grant. Commissioner Ellison seconded the motion and it passed unanimously.

### **Commissioner Input**

The commissioners thanked the citizens for coming to the meeting.

### **Mayor Input**

Mayor Kemp announced there will be a job fair on Wednesday, June 26 from 10:00 a.m. to 3:00 p.m. in the Heritage Center. Representatives from Campbell Soup will be present.

### **Announcements**

Wednesday, June 19 – Town offices closed in observance of Juneteenth.

Thursday, June 27 – Special Board meeting to adopt Fiscal Year 2024-2025 Budget and Amended Fiscal Year 2023-2024 Budget, 6:00 p.m., Fairmont-South Robeson Heritage Center.

Sunday, June 30 – Fairmont's Fantastic Fourth Fireworks featuring the Pizazz Band. Music begins at 5:00 p.m. with fireworks at 9:30 p.m. in the Fairmont Community Park

Thursday, July 4 and Friday, July 5 – Town offices closed in observance of Independence Day

Tuesday, July 16 – Regular Town Board Meeting, 6:00 p.m., Heritage Center

### **Adjournment**

There being no further business, Commissioner Evans made a motion to adjourn the meeting at 6:52 p.m. Commissioner Ellison seconded the motion and it passed unanimously.

---

Jennifer H. Larson  
Town Clerk

## Special Meeting – June 27, 2024

The Fairmont Board of Commissioners held a special meeting on Thursday, June 27, 2024, at 6:00 p.m. in the Fairmont-South Robeson Heritage Center with Mayor Pro Tem Clarence McNeill, Jr. presiding. Commissioners present were Melvin Ellison, J.J. McCree, Terry Evans, Jan Tedder-Rogers and Heather Seibles. Mayor Charles Kemp was absent. Staff present included Town Manager Jerome Chestnut, Town Clerk Jenny Larson, Deputy Town Clerk Rodney Cain and Public Works Director Ronnie Seals.

Mayor Pro Tem McNeill called the meeting to order at 6:00 p.m. followed by the invocation and pledge.

### **Administrative Matters**

#### Fee Schedule 2024-2025

Commissioner Evans made a motion to adopt the fee schedule for 2024-2025. Commissioner Ellison seconded the motion and it passed unanimously. A copy of the fee schedule is hereby incorporated by reference and made a part of these minutes.

#### Write-Off Uncollected Water Accounts for 2023-2024 in the amount of \$12,209.52

Commissioner Seibles made a motion to write-off uncollected water accounts for 2023-2024 in the amount of \$12,209.52. Commissioner Ellison seconded the motion and it passed unanimously. A copy of the written off water accounts is hereby incorporated by reference and made a part of these minutes.

#### Ordinance 23-260– Adopt FY 2023-2024 Amended Budget for \$4,372,442.00

Commissioner Tedder-Rogers made a motion to adopt Ordinance 23-260– Adopt FY 2023-2024 Amended Budget for \$4,372,442.00. Commissioner Ellison seconded the motion and it passed unanimously. A signed copy of the ordinance is hereby incorporated by reference and made a part of these minutes.

#### Ordinance 24-261 - Grant Project Budget Ordinance for new Town Hall for \$3,250,000.00

Commissioner Evans made a motion to adopt Ordinance 24-261 - Grant Project Budget Ordinance for the new Town Hall for \$3,250,000.00. Commissioner Tedder-Rogers seconded the motion and it passed unanimously. A signed copy of the ordinance is hereby incorporated by reference and made a part of these minutes.

Commissioner Evans made a motion to adjourn the meeting at 6:04 p.m. Commissioner Seibles seconded the motion and it passed unanimously.

---

Jennifer H. Larson  
Town Clerk



## Memorandum for Record

**TO:** Mayor and Commissioners, Town of Fairmont

**FROM:** Jerome Chestnut, Town Manager

**DATE:** July 11, 2024

**REF:** Selection of contractor for Solid Waste Services (Tab – IXa)

### Background

The Town of Fairmont released its Request for Proposals (RFP) for Solid Waste Removal Services on June 27, 2024. The RFP was published on our website and Facebook Page. The RFP was sent out via direct solicitation to local and regional Solid Waste Providers. Copies of our current Solid Waste provider contract were also provided as requested by those who solicited. The Bid opening for this RFP will be on June 15, 2024, at Town Hall on the 2<sup>nd</sup> floor at 2pm. The bids will be tabulated and provided to the Board of Commissioners on July 16, 2024, prior to the regularly scheduled meeting.

### Recommendation:

The Town Manager will oversee the Bid Opening and present the tabulated results to the Board of Commissioners. The Board of Commissioners has the right to accept or reject any or all bids.



## Memorandum for Record

**TO:** Mayor and Commissioners, Town of Fairmont

**FROM:** Jerome Chestnut, Town Manager

**DATE:** July 11, 2024

**REF:** Streamflow Rehabilitation Assistance Program (StRAP) (Tab – IXb)

### Background

The Streamflow Rehabilitation Assistance Program (StRAP) provides funds to organizations working on projects that help reduce flooding, restore streams, and protect the integrity of drainage infrastructure across North Carolina's waterways.

The Town of Fairmont applied for grant assistance through the StRAP Program on *February 29, 2024*. The submitted application covered stream debris removal of the section of Old Field Swamp from HWY 130/Cottage Street to Leesville Road. This application also requested funds for Sediment Removal for the Pittman Mill Canal that runs from Church Street through town and through the Old Field Community.

The StRAP Awards were announced on *June 27, 2024*. The Town of Fairmont was *one of 15 entities* that received funding for Sediment Removal under the StRAP Program. The Town of Fairmont will receive \$150,000 for sediment removal of the Pittman Mill Canal.

### Recommendation:

No recommendation or approval needed by the Board at this time. The town's next step is to submit an updated scope of work and a pre-award meeting is required before the Division of Soil and Water Conservation will send us a StRAP contract.



## Memorandum for Record

**TO:** Mayor and Commissioners, Town of Fairmont  
**FROM:** Jerome Chestnut, Town Manager  
**DATE:** July 11, 2024  
**REF:** Regional Wastewater Agreement Amendment Meeting Request (Tab – IXc)

### Background

The Town of Fairmont serves as a regional provider of wastewater services for the towns of Fairmont, Proctorville, Fair Bluff, Cerro Gordo, and Boardman. These towns have been operating under an interlocal agreement since 2010.

Since then, there have been countless changes in how this system operates and the status of the towns in this interlocal agreement. To facilitate a stronger system and discuss plans enhancement and operations of the system, I recommend that we schedule a special called meeting where short-term amendments can be made to the current agreement and a path is made as to the future establishment of a Regional Sewer Authority.

This meeting will cover the topics of the current agreement in place, the account status of each municipality, any amendments sought by the Board of Commissioners, and the future meeting schedule of the decision process towards establishing an Independent Regional Sewer Authority and what is needed to put us in a progressive position.

### Recommendation:

The Town Manager is requesting a Special Called Meeting where this topic and any decisions made are the focus of this meeting. My availability for evening meetings over the next week or so is July 18, 23, and 25<sup>th</sup> or we can discuss other potential dates as needed. Once a meeting date is established, I will extend this meeting notice to representatives from Columbus and Robeson County and the municipalities, The Lumber River Council of Governments, LKC Engineering, NCDEQ, and others that may have/need input on the agreement.





## Memorandum for Record

**TO:** Mayor and Commissioners, Town of Fairmont

**FROM:** Jerome Chestnut, Town Manager

**DATE:** July 11, 2024

**REF:** Executive /Closed Session – Personnel NC GS 143-318.11 (a)(6) (Tab – XI)

### Background

(a) Permitted Purposes. - It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required:

(6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

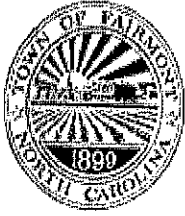
### Recommendation:

The Town Manager recommends that the Board of Commissioners conduct a closed session in accordance with NC GS 143-318.11 (a) (6)

# TOWN OF FAIRMONT MONTHLY REPORTS



**JULY 2024**



# Fairmont Police Department

## Monthly Police Department Report

Date:	JUNE 4, 2024	To:	Jerome Chestnut, Jenny Larson
Ref:	Monthly Report for May	From:	Jonathan Evans, Captain

### Breakdown of Month Statistics-Police

Type of Service/ Activity	Jan. 2024	Feb. 2024	Mar. 2024	Apr 2024	May 2024	June 2024	July 2024	Aug. 2024	Sept 2024	Oct 2024	Nov 2024	Dec 2024	Yr to Date
Missing/Runaway	1	1	0	2	0	3							
Arrests	10	3	7	11	7	7							
Accidents	7	11	4	5	4	5							
Citations	24	28	49	32	13	5							
Thefts	10	9	7	4	16	4							
Homicides/Suicide	0	0	1	0	0	0							
Robberies	1	0	0	0	0	0							
B & E	1	5	3	2	2	1							
Assaults	3	1	0	2	4	2							
Narcotics	0	0	0	0	1	0							
Subpoenas Served	-	-	-	-	-	-							
Vandalism	2	4	7	4	2	4							
Cash Value of Recovered Property	5,000	30,000	150	0	42,000	0							
All Other	10	5	4	5	8	4							

\*\*Note\*\*: (S) stands for Suicide



**FAIRMONT FIRE DEPARTMENT**

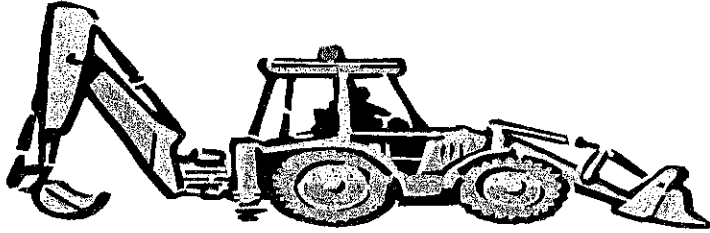
**MONTHLY REPORT: JUNE 2024**

**PREPARED BY: VERONICA HUNT, ADMINISTRATIVE FIRE CHIEF**

<b>EVENT</b>	<b>STATISTIC</b>
<b>STRUCTURE FIRES</b>	<b>0</b>
<b>FIRE ALARMS</b>	<b>6</b>
<b>VEHICLE/AUTO FIRES</b>	<b>0</b>
<b>MOTOR VEHICLE ACCIDENT</b>	<b>4</b>
<b>TREE, GRASS, BRUSH, ETC. OUTSIDE FIRES</b>	<b>3</b>
<b>UTILITY LINE DOWN</b>	<b>0</b>
<b>TREE DOWN</b>	<b>0</b>
<b>ASSISTANCE TO OTHER AGENCIES</b>	<b>1 (EMS) 1 (FIRE)</b>
<b>ELECTRICAL/LINE FIRES</b>	<b>0</b>
<b>TRAFFIC CONTROL</b>	<b>0</b>
<b>DUMPSTER FIRES</b>	<b>0</b>
<b>GAS LEAKS</b>	<b>0</b>
<b>SERVICE CALL</b>	<b>1</b>
<b>ELECTRICAL HAZARD</b>	<b>4</b>
<b>TOTAL FIRE CALLS</b>	<b>20</b>

The Fire Dept received a grant from the NC Dept of Insurance for 54 smoke detectors.  
Participated in the Smoke Alarm Saturday June 1<sup>st</sup>.

# TOWN OF FAIRMONT



## Monthly Report

Gasoline On Hand  
Gals 7076

Month of June  
2024

Counter		Pres. Reading	Past Reading	
A-1	Reggie	28281.0	28221.8	59.2 Sewer
A-2	Ronnie	50234.6	50029.2	205.4 PWA
A-3	Devin	21158.8	21158.8	0.0 Water
A-4	Howard	28862.2	28792.7	69.5 Sewer
A-5	Spare	17814.9	17814.9	0.0 Water
A-6	Spare	8941.7	8941.7	0.0 Water
A-7	Veronica	14631.5	14631.5	0.0 Fire
A-8	Spare	35630.5	35630.5	0.0 Police
A-9	Johnny	27847.3	27847.3	0.0 Sewer
A-10	James	27797.4	27797.4	0.0 Sewer
B-1	Fire	21348.7	21348.7	0.0 Fire
B-2	Spare	19018.6	19018.6	0.0 Police
B-3	K. Bullard	38178.4	38012.4	166.0 Police
B-4	Spare	28695.0	28695.0	0.0 St
B-5	Police	36785.3	36593.0	192.3 Police
B-6	Inmate Van	30112.2	29984.2	128.0 PWA
B-7	R. Gibson	26880.3	26880.3	0.0 Police
B-8	Tommy	34298.3	34122.9	175.4 Water
B-9	J. Edwards	29196.0	29009.7	186.3 Police
B-10	Spare	23256.5	23256.5	0.0 Police
C-1		24 31444.6	31444.6	0.0 Water
C-2	Chad	37708.3	37599.5	108.8 Water
C-3	Spare	13485.8	13485.8	0.0 St
C-4	Graham	29550.8	29438.1	112.7 Sewer

Counter		Pres. Reading	Past Reading	
C-5	Spare	15207.8	15207.8	0.0 Police
C-6	#14	53027.7	53027.7	0.0 Sewer
C-7	Spare	20835.1	20835.1	0.0 Water
C-8	Spare	21413.1	21413.1	0.0 ADM
C-9	Spare	17664.8	17488.5	176.3 Police
C-10	E. Freeman	7831.8	7812.1	19.7 Fire
D-1	J. Chestnut	11454.2	11272.3	181.9 PWA
D-2	Thompson	20072.4	20016.0	56.4 Police
D-3	D. Davis	18386.7	18386.7	0.0 Police
D-4	B. Jacobs	8498.7	8378.4	120.3 Police
D-5	Earl	17146.1	17071.6	74.5 Police
D-6	Spare	10476.6	10476.6	0.0 Police
D-7	Ricky	5530.3	5422.8	107.5 Sewer
D-8	Jeffery	9924.2	9850.2	74.0 Water
D-9	Spare	8945.8	8945.8	0.0 Police
D-10	S.R. Rescue	3656.7	3446.7	210.0 S. Rob Rescue
<b>Diesel On Hand</b>				
<b>On Road</b>				

Gals 426

Counter		Pres. Reading	Past Reading	
A-1		9720.5	9680.9	39.6 Fire
A-2		213.5	213.5	0.0 Fire
A-3				0.0 Fire
A-10		47109.8	47109.8	0.0
C-1	49	5499.8	5499.8	0.0 Sant
C-2	spare	17469.0	17400.7	68.3 Sewer
C-3	S.R. Rescue	5154.8	4996.2	158.6 S Rob Rescue
C-4	82	10075.2	9989.3	85.9 Water
C-5	S.R. Rescue	20.0	20.0	0.0 S. Rob Rescue
C-6	58	3705.3	3705.3	0.0 Sant
C-7	Sweeper	8519.8	8407.2	112.6 St
C-8	40	2175.3	2038.2	137.1 Sant
C-9	82	9085.8	9085.8	0.0 St
C-10	Bus	399.4	399.4	0.0 Bus

**Diesel On Hand**  
**Off Road**

Gals 247

A-1		10551.3	10551.3	0 St
A-2		31445.2	31445.2	0.0 Water
A-3		2711.6	2689.3	22.3 Water
A-10		34921.6	34828.8	92.8 Sewer

## Public Works Department

### Sanitation Division

1. Made Routine Pick up of Domestic Garbage
2. Remarks: Garbage pick up on regular basis by Waste Management

### Water Division

1. Read water meter.
2. Worked reread list of 49
3. Cut off unpaid accounts of. 71
4. Turned water off. 4
5. Turn water on. 12
6. Repaired water leaks. 2
7. Made water connection. 0
8. Raised water meters. 0
9. Replaced water meters. 3
10. Reread water meters. 2
11. Pulled or locked unpaid accounts. 17
12. Performed Routine Maint. At the Well site.
13. Remarks: Repair water leaks at these Location.  
Alley, Thompson

### Powell Bill Division

1. Made routine pick up of leaves & limbs.
2. Replaced missing or damaged street signs. 0
3. Mowed lots. 12
4. Pick up Stray animals. 4
5. Pick up Dead animals. 0
6. Made routine repairs of streets.
7. Remarks: Filled Pot Holes With Cold Patch

### Sewer Division

1. Flush sewer lines out. 2
2. Made sewer connection. 0
3. Performed routine maintenance & service at the sewer plant.
4. Remarks: Flush lines at these locations. Taylor & Gertr, Iona

<b>Total Gallons Consumed</b>	
<b>Month of June 2024</b>	
<b>Section</b>	
<b>PWA</b>	515.3
<b>Street</b>	0.0
<b>Water</b>	358.2
<b>Police</b>	972.1
<b>Sanitation</b>	0.0
<b>Fire</b>	19.7
<b>Sewer</b>	348.9
<b>S.Rob Rescue</b>	210
<b>Total</b>	<b>2424.2</b>

<b>Diesel Consumed</b>	<b>On Road</b>	<b>Off Road</b>
<b>Sanitation</b>	137.1	0.0
<b>Street</b>	112.6	0.0
<b>Water</b>	85.9	22.3
<b>Fire</b>	39.6	0.0
<b>Sewer</b>	68.3	92.8
<b>Bus</b>	0.0	0.0
<b>S.R.Rescue</b>	158.6	0.0

<b>Water Accountability</b>	
<b>Gallons Pumped</b>	8.400
<b>Gallons Billed</b>	4.70
<b>Percent</b>	44%
<b>Sewer Plant</b>	
<b>Total Gallons</b>	17.173
<b>Average For The Month</b>	0.57
<b>Total Rainfall</b>	1.4"
<b>Water Leaks</b>	



**Public Works Department  
Month of June 2024**

**Garage Division**

**1. Made Repairs To The Following Vehicles:**

- A. #48                      F.                      K.
- B. #55                      G.
- C.                              H.
- D.                              I.
- E.                              J.

**2. Performed Scheduled Maintenance Service To:**

- A.      F.
- B.      G.
- C.      H.
- D.      I.
- E.      J.

**3. Major Repairs to Following Vehicles:**

#48      #55

**Parts**

**Tax**

**Frt**

**Outside Work**

**Total                      \$1,743.00**

**Shop Total All Vehicles**

**Estimate Labor**

**Parts**

**Outside Work**

**Tax**

**Frt**

**Grand Total              \$1,743.00**

To Town Manager: Jerome Chestnut

FROM: PUBLIC WORKS

REF: MAJOR LOSS & REPAIR REPORT

6/3/2024

1 A. ITEM #48  
B. Damage new compressor  
C. Cost to Repair \$918.00

2 A. Item #55  
B. Damage new condensor & pressure lines  
C. Cost to Repair \$825.00

3 A. Item  
B. DAMAGE  
C. Cost to Repair

4 A. ITEM  
B. DAMAGE  
C. Cost to Repair

5 A. ITEM  
B. DAMAGE  
C. Cost to Repair

6 A. Item  
B. Damage  
C. Cost to Repair

7 A. ITEM  
B. DAMAGE  
C. Cost to Repair

8 A. ITEM