



**ELM CITY BOARD OF COMMISSIONERS
TUESDAY, JANUARY 13, 2015
ELM CITY TOWN HALL
CONFERENCE ROOM**

MINUTES

1. Call to Order

Mayor Grady Smith (hereinafter "Mayor Smith") called to order the regular meeting of the Elm City Board of Commissioners (hereinafter "Board") at 7:30 pm, on January 13, 2015.

2. Roll Call

Mayor Smith conducted a roll call. The following were present:

Commissioner, Melvin Cooke (hereinafter "Comm. Cooke")
Commissioner, Lewis Crockett (hereinafter "Comm. Crockett")
Commissioner, Gil Wheeler (hereinafter "Comm. Wheeler")
Town Administrator, Jonathan Russell (hereinafter "Admin. Russell")
Town Clerk, Dena Cordell

3. Approval of Minutes from Last Meeting

Mayor Smith gave the Board opportunity to review the proposed minutes from the December 9, 2014, meeting.

MOTION: Comm. Cooke made motion to approve the December 9, 2014, meeting minutes; seconded by Comm. Crockett. Motion passed by unanimous vote.

4. Public Hearing Golf Cart Ordinance

Mayor Smith opened the floor to citizens regarding the possibility of passing a golf cart ordinance within the Town limits.

Tommy Cobb, of West Nash Street, spoke in support of the ordinance, and feels it will be a nice addition to the Town.

Thelma Young, of Tyson Lane, spoke in support of the ordinance, and feels it would be a nice thing to allow in the Town.

Much discussion was rendered between both the Board and Mr. Cobb regarding concerns, ideas, and what to expect regarding the passing of a golf cart ordinance.

Admin. Russell mentioned that the Town would charge a fee for each golf cart that would be operated within the Town limits, and mentioned the need of discussing ideas with Sheriff Woodard regarding the writing of citations for any who failed to abide by the ordinance.

Admin. Russell told the Board that he would work to organize and write an ordinance for the golf carts, keeping all concerns in mind, and would send to them to review before the next meeting. A public hearing will take place at the next regularly scheduled meeting, and the Board could adopt the ordinance at that time.

5. Admin. Russell's Report

A. NCDENR Grant Results:

Admin. Russell spoke of the four grants that were submitted during the October 2014 grant cycle. The Town was competitive on several of the applications, however, only one qualified for funding through the state revolving loan fund. This funding would allow for an upgrade to the North Parker Street lift station. He mentioned the awards were given on a priority point system. Copies of the score sheets were available to the Board, and time was given for review. Admin. Russell suggested that the Town reapply at the next grant cycle.

B. Rural Center Funds:

The final drawdown was submitted for the remaining funds of \$13,942.26, and the December 31 deadline was met. These funds close out the remaining sewer rehab funds for the \$500,000 Rural Center grant. Final drawdown completed the three phase project to rehab the Town's sewer system.

C. Environmental Finance Center Grant:

The Environmental Finance Center is working with the UNC School of Government to provide grant funding for development of Asset Management and Water Loss Reduction Plans. The asset management plan would allow the Town to more effectively track capital investments. These plans will provide additional priority points for future grant applications.

D. Sprayfield Permit Modification:

NCDENR has been onsite for two inspections to evaluate a potential permit modification for the Town's sprayfields. The modification request seeks an additional 73,843 gallons of spray per day. The current permitted capacity is 133,430. Findings from the two onsite inspections have been favorable. Final results can be anticipated within the next 60 days.

E. Powell Bill Disbursement:

The second distribution of funding took place on December 22, 2014, and was in the amount of \$20,717.12

F. RBEG Grant Submission:

The Rural Business Economic Development Grant application cycle begins in February 2015. Application for sidewalk extension along West Main Street to the elementary school and extending from Main Street along North Parker Street will be resubmitted. The grant would be for \$75,000 and has a March 3rd submission date.

G. Hazard Mitigation Plan Update:

Admin. Russell is currently working with Wilson County and Upper Coastal Plain Council of Government to update the Town's hazard mitigation plan. The final edits will be January 14, 2015 in Rocky Mount. A draft version for Board review will be available within the next 60 days for adoption. This plan is required to receive funding from FEMA in the event of a disaster.

H. Town Office Dumpster Removal:

The dumpster located behind the Town office has been removed. Two standard carts are available to the Town Office and Sheriff's Substation, and are emptied on the traditional Waste Industries schedule for the Town. This provides a savings of roughly \$2,100 in fees.

I. Resolution for NCDENR:

The Board was given an opportunity to review the Resolution of the Board of Commissioners of The Town of Elm City, to Undertake Measures Requesting Relief from the Sewer Moratorium Imposed by the Division of Water Quality in 1998. Admin. Russell mentioned that a letter would accompany said resolution.

MOTION: Comm. Cooke made motion to accept the resolution requesting relief from the sewer moratorium; seconded by Comm. Crockett. Motion passed by unanimous vote.

Admin. Russell mentioned to the Board the personnel change with the Director and Assistant Director within DENR, and the need to find who should receive the ordinance. It was suggested that it be sent by certified letter or hand delivery; as well as being sent to the officials in the Town's district.

6. Invoices

Admin. Russell presented the Board with the monthly Town invoices in the agenda packet.

Addition to invoices: Bud's Service Center – Towing of State car for the Fall Fest, \$65.00; The Catena Group – land study for McClees property, \$1550.00; and Davis Heating and Air Conditioning – work to the Town office air returns - \$393.83

MOTION: Comm. Crockett made motion to pay bills; seconded by Comm. Wheeler. Motion passed by unanimous vote.

7. Comments from Public Floor

Tommy Cobb reported to the Board that the East Langley solar farm was fully operational as of December 31, 2014.

The Mayor welcomed the Elm City Boy Scout Troop and thanked them for attending. The Troop is required to attend Town meetings to receive merit badges.

Thelma Young questioned as to whether there were any prospects for new businesses coming within the Main Street portion of the Town. Admin. Russell mentioned that he had spoken with Jennifer Lantz, executive director of the Wilson Economic Development. As of yet, there is nothing concrete.

Comm. Wheeler mentioned the scheduled opening of "Oh My Lard!" located on S. Parker St. Ms. Bass is planning to open on Jan. 26th.

8. Commissioner Concerns

Much discussion was further rendered regarding the public hearing and golf cart ordinance that will take place at the next scheduled Board meeting. Small details were discussed, such as no driving on sidewalks or the S. Parker St. bridge; what permit information would be required; proof of insurance for owner; what to expect in

the event of violations; fines that would be charged for the violations; and signs at the Town entrances showing the possibility of golf carts on the road. Admin. Russell mentioned contacting and working with the Sheriff's department to iron out any concerns.

9. **Closed Session**

MOTION: Comm. Cooke made motion to go into closed session; seconded by Comm. Crockett. Motion passed by unanimous vote.

10. **Re-opening of Open Session**

MOTION: Comm. Cooke made motion to adjourn the closed session and re-open the open session; seconded by Comm. Crockett. Motion passed by unanimous vote.

MOTION: Comm. Crockett made motion that the Board approve the offer of \$3,000 per acre for the McClees property, making the total purchase price \$228,000, extending the current owner 24 months to remove timber; seconded by Comm. Cooke. Motion passed by unanimous vote.

11. **Adjournment**

Mayor Smith adjourned the meeting at approximately 8:55 pm, January 13, 2015, upon motion of Board.

MOTION: Motion was made to adjourn by Comm. Cooke; seconded by Comm. Crockett. Motion passed by unanimous vote.

12. **Additional Minutes from the Special Called Meeting of February 4, 2015**

A. **Roll Call**

Mayor Smith conducted a roll call. The following were present:

Commissioner, Dale Childress (hereinafter "Comm. Childress")
Commissioner, Melvin Cooke (hereinafter "Comm. Cooke")
Commissioner, Lewis Crockett (hereinafter "Comm. Crockett")
Commissioner, Gil Wheeler (hereinafter "Comm. Wheeler")
Town Administrator, Jonathan Russell (hereinafter "Admin. Russell")
Town Clerk, Dena Cordell

B. **Review**

Mayor Smith gave the Board opportunity to review the contract of purchase of the McClees property, consisting of 76 acres, located at 6432 Homestead Road, Elm City, NC, also known by Wilson County tax records as PIN 3736-45-5400.000. Also reviewed was the County Tax Map of said property.

MOTION: Comm. Childress made motion to allow Mayor Smith and Admin. Russell the ability to sign any and all necessary paperwork to fully execute the contract as presented; seconded by Comm. Cooke. Motion passed by unanimous vote.

Mayor Smith gave the Board opportunity to review the Offer to Purchase and Contract of the Bissett property, consisting of one tract in Wilson County, designated by Tax PIN as 3736-55-9745.000 and listed as 90 acres at 6432-A Homestead Road, Elm City, NC; and a tract of 118 acres, more or less, in Nash County with Tax Pin as 373600669569, and also designated as 6432 Homestead Road, Elm City, NC. Also reviewed were the Wilson and Nash County Tax Maps for both parcels of property.

The contract for purchase is for 208 acres at a price of \$3,125 per acre, making the purchase price for land, \$650,000. Added to purchase price is a realtor commission fee of \$32,500. Total cost of purchase for Bissett property is \$682,500. The Bissett property is adjacent to the current sprayfield, and the Wilson County property contains better soil to spray, far better than any soil of which is currently sprayed, as discovered by spot soil studies of the property performed in the past.

MOTION: Comm. Childress made motion to proceed with the contract to purchase the Bissett property, consisting of 208 acres, located in both Wilson and Nash County, at a purchase price of \$650,000, adding to the purchase price the realtor commission fee totaling \$32,500, pending approval of the LGC and appropriate financing; seconded by Comm. Cooke. Motion passed by unanimous vote.

Much discussion was rendered regarding current Town cash assets in the North Carolina Capital Management Trust, creative ways to finance all three tracts, and available grants for which to apply. The grant funding would be a package deal in that it would include the land purchase and needed infrastructure.

C. **Adjournment**

Mayor Smith adjourned the meeting at approximately 7:41 pm, February 4, 2015, upon motion of Board.

MOTION: Motion was made to adjourn by Comm. Cooke; seconded by Comm. Crockett. Motion passed by unanimous vote.

Minutes submitted by Dena H. Cordell, Town Clerk