

**ELM CITY BOARD OF COMMISSIONERS
TUESDAY, FEBRUARY 12, 2013
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 February 12, 2013.

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 January 15, 2013, meeting.

MOTION – Comm. Crockett made motion to approve the minutes of the January 15, 2013, Elm City Board of Commissioners Meeting; seconded by Comm. Wheeler. Motion passed by unanimous vote.

4. **Admin. Russell's Report**

Admin. Russell reported to the Board from the written report he submitted within the February 12, 2013 Agenda Packet. The following actions were taken by the Board as related to Admin. Russell's report:

- A. RBEG Application: The application for a Rural Economic Development Grant was submitted on February 11, 2013, for additional sidewalk installation along Main Street and North Parker Street. The grant will be in the amount of \$75,000. Admin. Russell spoke with Garland Burnett, of USDA, who mentioned that there is more competition with this grant cycle, 12 applications versus 4 from the previous.
- B. NCPARTF Grant Submission: The grant application for the park project was submitted on January 31, 2013, and will be reviewed by the state PARTF board. The Town should receive an answer regarding approval by May of this year.
- C. Wastewater Lift Station Generators: The plans for the proposed generator project have been drawn up. The project will consist of installing stand-by generators, automatic transfer switches, and chain link fences at each of the Town's four wastewater lift stations. This project will be funded through the remaining grant funds from the NC Rural Economic Development Center.
- D. Mack Gay and Associates: Mack Gay and Associates is working with Upper Coastal Plain on a grant opportunity for water meter replacement and upgrades for the Town. An initial meeting was held on January 30, 2013, to discuss the options of a town-wide upgrade. There are two different possibilities of upgrades for the meters, a touch read or radio wave process, with touch read being the more cost-effective for the Town.

They are attempting to get funding through the Clean Water Management Trust Fund with debt forgiveness.

- E. I & I Update: There has been some change in the amount of inflow following any rain event. There are still leaves, limbs, pinecones, etc. showing at the bar screen for the primary lagoon. The remaining Rural Center Funding can be used to complete additional I & I work in the Daniel Drive neighborhood. Steve Scruggs, with AECOM, recommends the Town focus on the Pine Street area for the next phase. Additional grant funding left can be used to try to identify where the continued issues lie. A smoke test of the system was done in 2009. Discussion was rendered over possibly smoking the system again.
- F. Envirolink Contract Update: Admin. Russell has reviewed the contract extension for Envirolink with Slade Rand, the Town Attorney. There are a few areas of suggested changes. A work session will be set with the Board to discuss the final changes before the next meeting.

5. **Invoices**

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

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

6. **Comments from Public Floor**

Thelma Young, Pastor of the House of Prayer, thanked the Board for allowing her church the opportunity to minister and serve the people of the Town with their food for the needy ministry. She thanked the Board for allowing the streets to be used during the process. The Board commended the church for their ministry and how organized the flow is on serving days.

7. **Commissioner Concerns**

Comm. Cooke expressed concerns regarding the list of fire hydrants that need repairs. He believes that Envirolink should check all fire hydrants and bring a report back to the Board of any repairs needed.

Comm. Cooke would like to see the Town put a blow-off on the East end of Gray Street to see if it will help with the brown water issue. He feels it would help the residents to see that the Town is working to find a solution to the brown water problem.

Comm. Cooke would like to be sure the Planning Board, Board of Adjustments, and Historic Commission are prepared should need arise. Admin. Russell will put information in the March bills regarding openings.

Comm. Cooke mentioned the need for the ditches in town to be cleaned, specifically the one on Anderson Street.

Comm. Wheeler would like to offer Mr. Tyson \$2,500 to \$3,000 each for the 2 lots in an effort to get them in our possession. Admin. Russell will contact Mr. Tyson with the offer.

Comm. Cooke mentioned the need of having the sidewalks repaired at the railroad. Leaving them as they are now is too dangerous for citizens. Admin. Russell is to get pricing.

MOTION: Comm. Cooke made motion that the sidewalks at the railroads be repaired; seconded by Comm. Crockett. Motion passed by unanimous vote.

8. **Adjournment**

Mayor Smith adjourned the meeting at approximately 9:15 pm, February 12, 2013, 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