



**ELM CITY BOARD OF COMMISSIONERS  
TUESDAY, MARCH 11, 2014  
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 March 11, 2014.

**2. 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

**3. Public Hearing for DENR Grant for Waterline Replacement**

*MOTION: Comm. Cooke made motion to enter into the Public Hearing; seconded by Comm. Childress. Motion passed by unanimous vote.*

Admin. Russell reported to the Board that this public hearing is the first of three required by DENR, regarding applying for a water improvement grant for the Gray Street area. Applications are due on May 1<sup>st</sup>.

There were no questions posed, and no public comments.

*MOTION: Comm. Childress made motion to close the Public Hearing; seconded by Comm. Wheeler. Motion passed by unanimous vote.*

**4. Approval of Minutes from Last Meeting**

Mayor Smith gave the Board opportunity to review the proposed minutes from the February 11, 2014, meeting.

*MOTION: Comm. Cooke made motion to approve the March 11, 2014, meeting minutes; seconded by Comm. Crockett. Motion passed by unanimous vote.*

**5. Admin. Russell's Report**

- A. CWMTF Sewer Rehab: A change order has been issued to utilize the remaining \$19,774.50 in the Clean Water Management Trust Fund Grant. Allowance will be used for roughly 300 feet of gravity sewer line replacement from S. Railroad Street and S. Pender St. Ralph Hodge Construction will be completing the work.
- B. Generator Installation: The generator installation project is moving ahead of schedule. Completion is projected for May 1<sup>st</sup>. The generators will ensure that sewage service will continue during any power outage situations. The project was funded by utilizing a Rural Center Grant for sewer improvements.
- C. NCDENR – A resolution is needed for a water infrastructure grant. Said project will replace the aging waterline along Gray and Pine Street and to help in alleviating brown water issues in the area.

*MOTION: Comm. Childress made motion that the Town accept the resolution to apply for said water infrastructure grant; seconded by Comm. Cooke. Motion passed by unanimous vote.*

- D. 503 East Main Street Demolition / Park Site Preparation: Structure demolition at 503 E. Main Street has been completed. Mr. Harris plans to begin immediately on clearing the lot and site preparation for the town park, if weather permits. Plans are to place a ditch on both sides of the park to allow for water drainage.
- E. Town Seal Contest: Admin. Russell has spoken to the art teacher of Elm City Middle School. They are interested in holding a contest for the Town seal submissions. Question posed was regarding requirements for said seal. The Board suggested that the seal must possess an Elm tree.
- F. North Parker Street Emergency Services Building: The Town received the preliminary design information for the new emergency services building. Said design is under review, but does appear to be within all zoning requirements.

- G. Copy Pro Contract: The Town monthly newsletter has caused the current contracted allotment to be exceeded. Admin. Russell received an updated quote, which is more in line with the current usage.

*MOTION: Comm. Crockett made motion that the Town approve the new contract proposal to extend the amount of usage; seconded by Comm. Wheeler. Motion passed by unanimous vote.*

- H. Planning Board Nominees: Three individuals have expressed an interest in being appointed to the Town Planning Board. They are Wayne Maxwell, Jason Osborne, and Shirleen Robinson.

*MOTION: Comm. Cooke made motion that the Board accept the three nominees to the Town Planning Board; seconded by Comm. Crockett. Motion passed by unanimous vote.*

- I. Additions:

1. Christmas Wreath Decorations from the Bailey Chamber of Commerce: The Town purchased 24 wreaths available at a cost of \$35 each, making the cost for all wreaths \$840.00. Wreaths have been stored at the Town Public Works building, and Envirolink workers are using inclement weather days to rework the wreaths.

## 6. **Invoices**

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

Additions to invoices:

- Slade Rand, Legal Fees - \$4,766.00

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

## 7. **Comments from Public Floor**

There were no comments from the public.

## 8. Commissioner Concerns

Admin. Russell reported that new office desks with overhead storage had been purchased in the amount of \$1,590.

Comm. Wheeler mentioned the Elm City Library Board requested that the Town Board consider purchasing desperately needed new shelving (5 sections or 36" shelving) from Gaylord in the amount of \$2,375 to redo the entire room.

*MOTION: Comm. Wheeler made motion that the Town purchase the needed shelving for the Library; seconded by Comm. Crockett. Motion passed by unanimous vote.*

The Library Board also requested a vote of confidence for opening an extra day on Friday, opening from 10 am to 6 pm, and to hire an assistant.

*MOTION: Comm. Crockett made motion for a vote of confidence; seconded by Comm. Childress. Motion passed by unanimous vote.*

Comm. Cooke made mention of the ditch behind the Middle School to Parker Street is in need of being cleaned. He suggested that the Town contact the County to help with the cleaning, since portions of the ditch is located on school property.

Questions were posed regarding blue line streams. The Nash Street ditch is also in great need of cleaning. Admin. Russell mentioned that ditch clearing and cleaning had been posed to the Rural Center for any remaining funding to be used to clear ditches for storm drainage purposes. A survey of the ditches will need to be done soon.

Comm. Childress would like to see cleaning of the Wilson Street Park. He is interested in the brush being taken down and dirt hauled in the back. Admin. Russell reported that a work order had already been completed for the work.

## 9. Adjournment

Mayor Smith adjourned the meeting at approximately 8:10 pm, March 11, 2014, upon motion of Board.

*MOTION: Motion was made to adjourn by Comm. Childress; seconded by Comm. Wheeler. Motion passed by unanimous vote.*

Minutes submitted by Dena H. Cordell, Town Clerk