

**ELM CITY BOARD OF COMMISSIONERS
TUESDAY, APRIL 9, 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 April 9, 2013.

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, Marsha Wells (hereinafter "Comm. Wells")

Town Administrator, Jonathan Russell (hereinafter "Admin. Russell")

Town Clerk, Dena Cordell

3. Mack Gay & Associates

Mark Russell and Scott Bumgarner, with Mack Gay and Associates, were present at the meeting. Mack Gay and Associates has been working on a water meter replacement program with a touch/read meter system. The budgeted amount for the changeover is \$454,816.63. Mr. Russell suggested the Town seeks a 0% interest 20 year loan from the NC Public Water Supply. He also suggested that before doing so, that the Town seeks a CDBG Block Grant to look at a filtration system and generators, and include in the cost some of the meters.

Doing so will require the Town to only borrow what won't be covered by the CDBG.

A public hearing is set for Tuesday, May 14th at 7:30 pm in the Town Hall Conference Room.

MOTION: Comm. Cooke made motion that the Town apply for the loan for replacement of the water meters; seconded by Comm. Childress. Motion passed by unanimous vote.

4. **Victor Hinnant, Regional Former Offender Specialist, NC Dept. of Commerce**

Victor Hinnant presented to the Board, Attorney Darrell Atkinson. Attorney Atkinson appealed to the Board to “Ban the Box” on the Town job applications. “Ban the Box” helps to find jobs for people that are hard to place, and may have unfavorable backgrounds, but are qualified to do the job. The applicants have gone through programs and are reformed from their previous ways. Much discussion was rendered regarding the subject.

MOTION: Comm. Crockett made motion that the Town support the “Ban the Box” initiative; seconded by Comm. Childress. Motion passed as follows: Comm. Childress, Comm. Cooke, Comm. Crockett, for motion; Comm. Wells, against motion.

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

Mayor Smith gave the Board opportunity to review the proposed minutes from the March 12, 2013, meeting.

MOTION – Comm. Cooke made motion to approve the minutes of the March 12, 2013, Elm City Board of Commissioners Meeting; seconded by Comm. Crockett. Motion passed by unanimous vote.

6. Admin. Russell's Report

Admin. Russell reported to the Board from the written report he submitted within the April 9th Agenda Packet. The following actions were taken by the Board as related to Admin. Russell's report:

- A. Sprayfield Upgrade: NCDENR has recommended the Town install an additional pump to allow both sprayfields to be operated simultaneously. There currently is not enough horsepower to pump both. Steve Scruggs is working on a design, which will be followed by a meeting with the Rural Center to determine if it can be funded through the remaining sewer rehab funding.
- B. Pump Station Generator Update: Admin. Russell and Comm. Cooke met with Steve Scruggs, of AECOM, and Heather Adams, of Envirolink, to discuss the installation of backup generators at the four wastewater lift stations. Preliminary design work should be completed within the next 30 days.
- C. CopyPro Agreement: The Town currently has 14 months remaining on a five year agreement with CopyPro. They have an offer for \$229 monthly for 60 months, which will allow the Town to receive a new copier and will increase the allotted amount of copies, and lower the monthly overage cost.

MOTION: Comm. Cooke made motion to execute the new contract with CopyPro; seconded by Comm. Crockett. Motion passed by unanimous vote.

- D. NC Small Town Main Street Program: Admin. Russell recently attended the NC Small Town Main Street information session on April 2, 2013. The program provides technical assistance for planning, business development, and branding. Through a competitive grant process, towns are selected, and requires town contributions to cover mileage and meals for the Dept. of Commerce staff. This portion is nearly \$3-4,000 annually for two years of the program. Admin. Russell spoke with the staff, who mentioned that they can assist the Town, whether or not selected, by giving sketches and design work.

MOTION: Comm. Cooke made motion that the Town apply for the NC Small Town Main Street Program; seconded by Comm. Crockett. Motion passed by unanimous vote.

- E. NCDENR Solid Waste Inspection: The Town solid waste site for yard waste storage was inspected on March 26, 2013. There were no negative findings.
- F. NC Legislative Update: Admin. Russell attended the Town Hall Day on March 27, 2013, and learned of several areas of legislation that may impact the Town. SB 394 seeks to take utility taxes and a portion of the sales tax distribution from the municipalities, which would equate to \$70,863 for the Town. Such legislation is in the early stages, and doesn't appear to be gaining much traction.

MOTION: Comm. Childress made motion that the Town, in strong displeasure, stand against SB 394; seconded by Comm. Crockett. Motion passed by unanimous vote.

G. Additions to Report:

1. Library Shelving Replacement: The Carolina Room of the Library is in need of new shelving. The cost would be \$2,200, which could be shared with Wilson County Library. It was mentioned that there were some shelving placed in the old Fire Department storage. Admin. Russell will check to see if the shelves are usable.
2. Street Sweeping: Hodge Construction quoted the Town \$160 per hour to clean the streets and gutters, making the cost \$1,280 for a day and half of work. The price includes all curbing throughout Town being vacuumed. Admin. Russell will also check with Pristine Lawn Maintenance for a quote on doing work by means of shoveling.
3. International Gospel Festival: Admin. Russell asked Mayor Smith to give a statement regarding the Gospel Festival taking place on Saturday, May 25th. The festival is being held by First Missionary Baptist Church. They are inviting the Elm City area churches to take part in the festival.

MOTION: Comm. Childress made motion to support the International Gospel Festival; seconded by Comm. Cooke. Motion passed by unanimous vote.

4. Christmas Decorations: Admin. Russell will have additional pricing for Christmas decorations available at the next meeting.

5. Envirolink Contract Renewal: Admin. Russell reported that he had spoken with Mike Myers of Envirolink. He is in agreement with the following changes:
 - a. Contract time to change from a 10-year-term to a 5-year-term
 - b. Automatic renewal of contract wording removed
 - c. Days to remediate any material breach of the contract changed from 90 days to 30 days
 - d. Percentage of overage convenience fee wording removed
 - e. CPI language wording removed and negotiated at the end of year

MOTION: Comm. Cooke made motion that contract be signed and entered into, once in writing; seconded by Comm. Childress. Motion passed by unanimous vote.

6. Budget Ordinance Amendment #3:

MOTION: Comm. Childress made motion to adopt Budget Ordinance #3; seconded by Comm. Cooke. Motion passed by unanimous vote.

7. **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. Childress. Motion passed by unanimous vote.

8. Comments from Public Floor

Thelma Young suggested that the Town advertise the free mulch that is available in the water bills, as a way to make citizens aware that it is available.

9. Commissioner Concerns

Comm. Crockett made comment that he was proud to be a part of the Board of Commissioners of the Town.

Comm. Wells brought concern to the Board, as to where the Padgetts stand with the Town. She fears that the personal relationship they have with the Town Attorney, may cause a mishandling in the situation. She feels the Town should not continue to cater to them. Admin. Russell mentioned that they are behind on their taxes and it would cost nearly \$3-4,000 to do a tax foreclosure. Comm. Crockett would like for the property to be added to the others being foreclosed upon, so that it does not give an appearance that the Town is picking on the Padgetts.

10. Adjournment

Mayor Smith adjourned the meeting at approximately 9:30 pm, April 12, 2013, upon motion of Board.

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

Minutes submitted by: Dena H. Cordell, Town Clerk