



**ELM CITY BOARD OF COMMISSIONERS  
TUESDAY, APRIL 14, 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 April 14, 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, Marsha Wells (hereinafter "Comm. Wells")  
Commissioner, Gil Wheeler (hereinafter "Comm. Wheeler")  
Town Administrator, Jonathan Russell (hereinafter "Admin. Russell")  
Assistant, Ashley Bass

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

Mayor Smith gave the Board opportunity to review the proposed minutes from the March 10, 2015, meeting.

*MOTION: Comm. Cooke made motion to approve the March 10, 2015, meeting minutes; seconded by Comm. Crockett. Motion passed by unanimous vote.*

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

A. SOC Discussion with NCDENR – A meeting was held on April 8, 2015, with DENR to discuss options for increased capacity within the Town's treatment system. It is requested that the Town enter into a Special Order by Consent, which would allow for establishment of certain benchmarks for treatment plant upgrades, in order to become compliant and have the moratorium lifted. They noted and were pleased of the efforts to increase the sprayfield acreage through the land purchase, and would like to see continued expansion.

*MOTION: Comm. Wells made motion to pursue a draft version of the SOC; seconded by Comm. Cooke. Motion passed by unanimous vote.*

- B. Contract Renewal for Wilson County Sheriff's Office – The contract with the Wilson County Sheriff's Department will expire on June 30, 2015. It is anticipated that there will be a similar structure with the current contract for a three-year-term, which includes two dedicated officers for 84 hours per week, with a car purchase requirement. The current budgeted amount annually is \$125,000.
- C. Waste Industries Contract Renewal – The current Waste Industries contract will expire on June 30, 2015. Currently served are 606 residential customers for solid waste and recycling needs. Admin. Russell mentioned the possibility of changing the recycling schedule to every other week in an effort to reduce the cost and tipping fee. He also requested a quote for leaves/limb and bulk goods pickup, along with their current service.
- D. State Treasurer's Audit Response - Received was the annual audit response from the Treasurer's Office. A written response is currently being prepared that will address the areas of concern.
- E. Golf Cart Ordinance – The ordinance adopted in February has gone into effect. Signs have been installed throughout Town cautioning motorists to share the road. The Town is prepared for citizens to utilize their carts as the weather improves.
- F. NCPARTF Update – Mulch has been installed around the playground structure. The parking lot and walking trail construction should begin in the upcoming weeks, which will allow for an official park opening.
- G. High Unit Cost Grant Application – The application for wastewater treatment expansion will be reviewed, in an effort to increase the amount of points rewarded. The application was previously submitted by McGill and Associates. The NCDENR office has agreed to submit a letter of support for the project, in order to bring our treatment system back into compliance.

*MOTION: Comm. Cooke made motion to allow McGill and Associates to submit application for the High Unit Cost Grant; seconded by Comm. Crockett. Motion passed by unanimous vote.*

- H. Resolution for NCDENR: The office at NCDENR has recently undergone major personnel changes. The directors, as well as both assistant director positions, remain open at the central office. The previously drafted resolution

from the Board will be delivered when the positions are filled. It is in hopes that the filling will coincide with the submission of the High Unit Cost Grant previously mentioned.

I. Additions:

1. The property at 206 W. Main Street was auctioned and sold in the amount of \$8,058.28.
2. CSX will be closing Main Street for the next three days due to cross tie replacement.
3. A meeting was held the previous week about the train depot for cost estimate purposes. An evaluation regarding the roof is scheduled for April 28<sup>th</sup>.

**5. Invoices**

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

Addition to invoices:

Barrett's Printing - \$218.84 (Golf Cart Ordinance and Inspection Forms)

Jonathan Russell - \$649.75 (Mileage)

Piggly Wiggly – \$7.66 (Supplies)

Justin Ellis - \$29.33 (Mileage for Ordinance Violations and Check Signing)

Narron & Holford - \$25,000 (Bissett Property)

E. Haddock Enterprises, LLC - \$24,142.81 (Water & Sewer Installation – EMS)

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

**6. Comments from Public Floor**

There were no public comments.

**7. Commissioner Concerns**

Comm. Cooke commended Admin. Russell, for his work on the land purchases, sewer moratorium, etc.

Comm. Wheeler mentioned the many complaints he had received regarding the cemetery. He mentioned the overall look of the cemetery, as well as the fire ant problem that needed to be addressed.

Comm. Crockett mentioned the violation letter that was sent out from Envirolink. The company plans to be more proactive to test on the front end of the cycle, versus the back end.

**8. Closed Session**

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

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

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

**10. Adjournment**

Mayor Smith adjourned the meeting at approximately 8:27 pm, April 14, 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