



**ELM CITY BOARD OF COMMISSIONERS  
TUESDAY, SEPTEMBER 15, 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 September 15, 2015.

**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. Approval of Minutes from Last Meeting**

Mayor Smith gave the Board opportunity to review the proposed minutes from the August 11, 2015, meeting.

*MOTION: Comm. Cooke made motion to approve the August 11, 2015, meeting minutes; seconded by Comm. Crockett. Motion passed by unanimous vote.*

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

A. Environmental Protection Agency Technical Assistance: Admin. Russell met with Michael Burns from the region 4 EPA Office in Atlanta. The Town has been selected to participate in the College / Underserved Community Partnership Program. The program will pair the Town with a local college to provide technical assistance for a variety of issues within the community. The technical assistance will also include identifying funding sources and grant applications. The provided service is free of charge and will benefit both students and the Town.

- B. Sales Tax Fairness Act: Recently proposed legislation may restructure sales tax distribution to benefit rural communities and counties throughout the state. Doing so will provide the Town an annual benefit of approximately \$35,000 annually through an increased rate.
- C. Historic Certification Request: A request has been submitted for certification for the Train Depot as a historic building. The request will individually certify that the building is a historic structure and landmark. Building code requirements are waived for historic structures.
- D. CDBG Water Funding Grant: Grant application for CDBG funding is being completed and will be submitted on September 30, 2015. The grant total is \$750,000, and will be used to replace the waterlines in the Gray / Pine Street neighborhood and along South Barnes, Anderson, and Dixon Streets. A resolution will need to be adopted to apply for the grant.

*MOTION: Comm. Cooke made motion to sign the resolution for the Town to make application for the CDBG grant; seconded by Comm. Childress. Motion passed by unanimous vote.*

- E. Nash County Land Purchase Approval: The Nash County Board of Commissioners approved the purchase of property within their jurisdiction at the September Commissioners meeting. The draft conditions have been provided and will require board approval.
- F. Train Depot Update: The site plan and construction document drafts are completed and are ready for review. The documents have to be approved by the State Historic Commission and by USDA. Following approval of the construction documents the project can be placed out for bid.
- G. Water Meter Relocation: The resident of 311 B E Nash Street has requested that the water meter serving her residence be relocated to her property. Recent meter readings have been elevated without a leak being detected.

*MOTION: Comm. Cooke made motion to relocate to the property a meter serving 311 B E Nash Street; seconded by Comm. Childress. Motion passed by unanimous vote.*

- H. Sewer Allocation: A sewer connection has been requested at 307 E. Main Street to allow for a residential unit. Provisional approval is recommended under the condition that approval is given by NCDENR and the proposed structure and use fit within the current zoning ordinance.

*MOTION: Comm. Cooke made motion to allow sewer connection provided approval is given by NC DENR; seconded by Comm. Crockett. Motion passed by unanimous vote.*

I. Additions:

1. Admin. Russell mentioned a recent site inspection on the Town's sprayfield and waste water collection system. The state was pleased with the current operation and condition.
2. Admin. Russell brought propane gas prices for the Board to decide whether or not a change was prudent.
  - a. Summerlin Oil – locked in price of \$1.09
  - b. Thompson Oil - \$1.25 locked in after a \$.75 per gallon first time fill
  - c. East Carolina Propane – locked in price of \$.95, or market rate if below

The Board chose to keep the business locally with Summerlin Oil.

3. Online Petition – Cross Country Flag Campaign: Admin. Russell mentioned a letter received by the Mayor regarding the campaign where Pastor Walter McGill completed a cross-country pedestrian journey carrying the American Flag. TransAmerican Crosswalk 2014 is promoting a petition to the National Museum of American History – Smithsonian Institute, requesting the McGill US Banner be accepted and displayed in the Museum archives. They request that April 29 be declared a day of recognition as “Cross Country Flag Day” within the Town, Sign an online US Flag Petition; and enlist others to sign the online flag petition. Admin. Russell will have information prepared for the October Board meeting.
4. Admin. Russell mentioned bands available for the upcoming Fall Fest. The three available are Generation III (gospel group); East Coast (\$1,750 for 4 hours of play); and the Breeze Band (\$800 for festival).

*MOTION: Comm. Crockett made motion that the Town plan to have Generation III and the Breeze Band; seconded by Comm. Wheeler. Motion passed by unanimous vote.*

5. **Invoices**

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

Additions: Pristine Turf Management - \$1,750 (Park Walking Trail) – PARTF  
Barrett's Printing - \$60.85 (Town Note Cards)

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

6. **Comments from Public Floor**

Lin Jones, Fire Chief for Toisnot Fire Department, mentioned that the Town's Christmas Parade would be held the 2<sup>nd</sup> Sunday in December (13<sup>th</sup>). There was discussion over previous parade entries and the danger it posed for the participants and onlookers. Admin. Russell mentioned that he and the Town Attorney, Slade Rand, had a conversation, and such entries can be denied entry.

Thelma Young, of Tyson Lane, voiced concerns over large trucks traveling down Tyson Lane, causing telephone and cable lines to be pulled down. She mentioned that a sign for no trucks was in place facing Main Street, but was not being adhered to. Admin. Russell suggested another sign be placed at the other end of the street, and having the deputies patrol the area, and give warnings and citations to repeat offenders. Comm. Crockett mentioned the possibility to having the utility companies raise the lines. Mayor Smith suggested that the Town Deputies patrol the area, to see who the trucks belonged to and for what reason they were traveling down the street.

7. **Commissioner Concerns**

Comm. Wheeler mentioned work being done on the ditches. Admin. Russell explained that Mr. Harris has worked on Main Street at the end of Emma. He is currently working on E. Wilson Street. He has a good bit more to complete, including Nash Street at the Elms Apartments and more on Main.

Comm. Wheeler mentioned the good job the state crew did on the ditches on Lake Wilson Road.

Admin. Russell mentioned that work orders have been entered for Envirolink to work on the storm drains on Anderson Street. Currently the road is acting as a ditch, and water needs to be directed to the storm drains. The shoulder is too high on the road. Drains will also be vacuumed out.

Comm. Wheeler mentioned the new sidewalks planned for the Town. Admin. Russell mentioned that relocation of lines and storm water was being studied currently. Lanier, of Snow Hill, sent in a quote. Admin. Russell will work to receive more quotes for the work.

Comm. Crockett mentioned the concern of traffic speeding down Main Street. Corporal Ruffin, Town Deputy, mentioned that 25 tickets had been written within the last two months. Admin. Russell asked Dep. Ruffin if there was any additional coverage since the recent break-ins. Dep. Ruffin answered, "Yes."

## **8. Adjournment**

Mayor Smith adjourned the meeting at approximately 8:34 pm, September 15, 2015, upon motion of Board.

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

Minutes submitted by Dena H. Cordell, Town Clerk