

**ELM CITY BOARD OF COMMISSIONERS
TUESDAY, OCTOBER 9, 2012
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 October 9, 2012.

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")

Town Clerk, Dena Cordell

3. Approval of Minutes from Last Meeting

Mayor Smith gave the Board opportunity to review the proposed minutes from the September 11, 2012, meeting.

MOTION – Comm. Cooke made motion to approve the minutes of the September 11, 2012, Elm City Board of Commissioners Meeting; seconded by Comm. Crockett. Motion passed by unanimous vote.

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

Admin. Russell reported to the Board from the written report he submitted within the October 9, 2012 Agenda Packet. The following actions were taken by the Board as related to Admin. Russell's report:

- A. CDBG Scattered Site Housing Application: Admin. Russell reported that Wilson County is applying for a Scattered Site Housing Community Block Grant. The County has invited the Town to participate in the application, giving eligible applicants ability to apply.
- B. Recodification by American Legal: Admin. Russell requested a quote from American Legal for a recodification of the Town Code of Ordinances. The recent addition of the Unified Development Ordinance has added to the code, however, the original code has not been updated since 1996. Admin. Russell also mentioned having the Town Attorney, Slade Rand, give a quote to make amendments, which may be less expensive.
- C. Downtown Sidewalk Repair Estimates: Admin. Russell requested repair estimates for the driveways and sidewalks in the downtown area from Anderson Construction. The square foot cost was submitted on the estimate to allow a determination on how much or little the Town would like to complete. It was mentioned that all alley entrances, and sidewalks from the former ABC store to the corner of S. Parker, and from the fire department to the corner of N. Parker, need to be redone.
- D. NCDENR Notice of Violation: The Town received a radionuclides monitoring and reporting violation on September 20, 2012, due to missing samples from Oakview Well in July of 2011. The submission was missed when the ownership was transferred to the Town, and does not pose a health risk.

- E. Powell Bill Funding Received: The Town received the first portion of Powell Bill funding for this year on October 1, 2012, in the amount of \$20,062.00. The second portion is to be dispersed on February 1, 2013.

- F. I & I Project Update: Admin. Russell reported that the I & I project is still ongoing. A reduction of flow in the primary lagoon has been noted, since the portion of Dixon and Taylor has been repaired. Following the December 1 completion of the project, the system will be re-evaluated and possibly additional flow added.

- G. RBEG Project Update: Admin. Russell reported that the sidewalk project should be completed within the week, with minor grading and finish work being completed.

- H. Old Sprayfield Rehabilitation: Admin. Russell reported that the old sprayfield has been taken out of service for the sixty days that the state required, to dry out. Sub-soiling will begin on Monday, October 8, 2012, followed by an additional drying out period. This work will be evaluated along with the I & I repair in December.

- I. Additions to Report:
 - 1. Admin. Russell reported that the audit FY 2011-2012 should be completed within the week, with hopes to have the report at the next meeting.
 - 2. Admin. Russell reported that the new utility billing system, SmartFusion, is working well, and is simple to use. He invited the Board members to come in sometime for a demonstration, if interested.

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. Wheeler. Motion passed by unanimous vote.

6. **Comments from Public Floor**

There were no public comments from the floor.

7. **Commissioner Concerns**

Comm. Wells would like the Town to purchase a Christmas tree in the area of 30' h x 10' w, to place in Town during the holiday season. It was mentioned that Bud Pittman could possibly build the tree.

MOTION – Comm. Wells made motion that Town hire But Pittman to build the tree with a cost not to exceed \$1,250.00; seconded by Comm. Crockett. Motion passed by unanimous vote.

Comm. Wells would like the Town to have a special program, “Hanging of the Greens” on the first Sunday in December.

Comm. Crockett mentioned the need of the emergency siren tower being painted. Comm. Cooke mentioned that the pole was going to be changed.

Comm. Crockett questioned the possibility of the Town receiving a cheaper rate on the LP gas each month through Deans. A quote was given him of \$1.39 with a year’s contract. Admin. Russell will check with Summerlin Oil to see if they would match the rate given.

Comm. Cooke would like to see the back loading dock closed in for use as a map room / conference room. Admin. Russell will get quotes for the work.

8. Adjournment

Mayor Smith adjourned the meeting at approximately 8:50 pm, October 9, 2012, upon motion of Board.

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

Minutes submitted by: Dena H. Cordell, Town Clerk